
AGREEMENT BETWEEN
MILLBURY SCHOOL COMMITTEE

AND

SEIU, LOCAL 888
INSTRUCTIONAL ASSISTANTS, ABA AND RBTs

July 1, 2024 to June 30, 2027

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ARTICLE I PARTIES

This agreement by the Town of Millbury School Committee, hereinafter referred to as the Employer, and SEIU, Local 888, hereinafter referred to as the Union, has as its purpose the promotion of harmonious relations between the Employer and the Union.

All employees and management working for the Authority will be expected to conduct themselves in a professional manner with mutual respect and dignity toward one another in their place of employment while performing their duties.

ARTICLE II RECOGNITION

The Employer recognizes the union as the sole and exclusive Bargaining Agent for the Purposes of establishing salaries, wages, hours of work and other conditions of employment for a bargaining unit of the following employees, as certified by the Massachusetts Labor Relations Commission, MCR-455: All full-time and regular part-time non-professional employees of the Millbury School Committee employed as Instructional Assistants and ABA/RBTs excluding all managerial employees, confidential and casual employees.

ARTICLE III DISCRIMINATION AND COERCION

There shall be no discrimination by the Union, Superintendent, or other agents of the Employer, against any employees because of his/her activity or membership in the Union. The Employer further agrees that there will be no discrimination against any member for his/her adherence to any provisions of this Agreement or his/her refusal to comply with any order which would violate this Agreement.

ARTICLE IV MISCELLANEOUS PROVISIONS

1. Bulletin board announcements shall be posted in conspicuous places where the employees enter or leave the premises. Parties to the Agreement, both of whom may use the bulletin boards for notices of a routine nature, agree that it would be improper to post denunciatory or inflammatory written material on such bulletin boards.
2. Savings Clause — Should any provisions of the Agreement be found to be in violation of any federal or state law, or Civil Service rule by a court of competent jurisdiction all other provisions of the Agreement shall remain in full force and effect for the duration of this Agreement.
3. The Millbury Public Schools ensures equal employment and educational opportunities for its employees and students and does not discriminate on the basis of

race, color, creed, national origin or sex in compliance with Title VI and IX, or disability, in compliance with section 504/ADA or sexual orientation or gender identity in compliance with G.L. chap. 151b and 157c.

4. Access to premises — The Employer agrees to permit representatives of SEIU, Local 888 to enter the premises during school hours on occasions, mutually agreeable to the Union and the Superintendent of Schools, for individual discussions of working conditions with employees, provided that care is exercised by such representatives that they do not interfere with the performance of duties assigned to the employee and that they notify the Superintendent of Schools office before they make contact with employees.

5. Leave of Absence — Any employee may receive a leave of absence for a period up to one (1) year after making written requests to the Superintendent. The leave may not be used to take other work. A person may extend this leave only for medical reasons. Upon return to work, the employee shall retain all seniority and benefits.

6. Discipline and Discharge — Disciplinary measures shall include only the following:

1. Oral reprimand — in the presence of the Union Steward
2. Written reprimand — with a copy to the Union Steward
3. Suspension — with written notice to the Union Steward
4. Discharge — in writing with a copy to the Union Steward

7. The Steward shall be allowed a reasonable amount of time to conduct Union affairs and investigate and process grievances during working hours without loss of pay. This time shall not exceed thirty (30) minutes per day, or two and one-half (2 1/2) hours per week. In case of a major dispute, the Steward's time may be extended another two (2) hours per week.

8. All employees will be paid bi-weekly, per the revised Town of Millbury Compensation Schedule, with the number of hours worked and the employee's hourly rate. Each employee must submit his/her overtime slip by 10:00 AM on the Monday following the week worked.

9. All employees will receive copies of their job description.

ARTICLE V PAYROLL DEDUCTIONS FOR

UNION DUES

Information Requirements

In accordance with M.G.L. c. 150E s. 5A the employer shall provide the union the following information when

prospective employee accepts an offer of employment within 10 calendar days of acceptance:

The employee's: 1) name 2) job 3) title 4) worksite location 5) home address 6) work telephone number 7) home and personal cellular telephone numbers on file with the employer 8) date of hire 9) work email address and 10) personal email address on file with the employer.

New Hire Orientation

In accordance with M.G.L. c. 150E s. 5A when the employer hires new employees into bargaining unit positions the union shall have the right, within 10 calendar days of the date of hire, to meet with the newly hired employee for up to 30 minutes with no loss of pay or leave time.

ARTICLE VI MATERNITY LEAVE

Employees shall be granted maternity leave and/or family and medical leave in accordance with Chapter 149, Section 105D, of The Massachusetts General Laws, and the Federal Family and Medical Leave Act of 1993, 29 U.S.C. Section 2601, e

ARTICLE VII HEALTH INSURANCE

Available if weekly hours exceed 20 per week on a sustained basis. The available plan is Blue Cross/Blue Shield Health Plan. The Committee and the Union agree that Health Insurance premium costs will be shared in accordance with the following schedule:

	<u>Employer Share</u>	<u>Employee Share</u>
Hired before August 2020	75%	25%
Hired after August 2020	70%	30%

Pursuant to the provisions of Chapter 697 of the Acts of 1987 (The Public Employee Pension Reform Act) which was effective January 12, 1988, the Millbury School Committee agrees to make the necessary changes to its procedures to allow employee contributions to health insurance, group life insurance and any other applicable forms of insurance to be paid with pretax earnings.

Term life insurance is also available for eligible staff.

A dental plan is available at 100% employee premium cost.

HEALTH INSURANCE OPT-OUT POLICY

Effective January 1, 2024, the Town of Millbury offers the following health insurance opt-out program. Participation in the program is voluntary and subject to the following terms and conditions.

A. Eligibility

To be eligible to enroll in this program, an active employee must meet the following criteria:

1. The employee must be eligible to receive health insurance benefits from the Town; and
2. The employee must be currently enrolled in the Town's health insurance plan and have been enrolled in the Town's health insurance plan for the entire fiscal year immediately preceding the requested date of cancellation; and
3. The employee must maintain creditable health insurance coverage through a plan not offered by the Town of Millbury.

B. Benefit

- (i) The Town will pay an employee participating in this program the following one-time amount:
 1. Individual Plan: \$1,000
 2. Family Plan: \$2,500

The above amounts will be pro-rated based on the cancellation date of the employee's health insurance plan with the Town (for example, a participant who opts out of Town health insurance for October 1 will receive 75% of the opt-out amount).

The employee will qualify for the incentive level that coincides with the most recent subscription level that they are opting out of (individual or family).

- (ii) In addition, the Town will pay an employee participating in this program \$1,000 on an annual basis, beginning the year following the year in which the employee cancels their health insurance plan with the Town.

C. Payments

Program participants will receive the initial opt-out payment in the final payroll of the fiscal year their health insurance plan with the Town was cancelled, as long as they are employed by the Town at the time payment is made and continue to be covered under an alternative non-Town of Millbury plan.

Program participants will receive the annual opt-out payment in the final payroll of subsequent fiscal years, as long as they are employed by the Town at the time payment is made.

Such payments are considered earned income for tax purposes and shall be subject to deductions for federal, FICA and state taxes and other deductions required by law or authorized by the eligible employee. Such payments shall not be considered part of or included in the employee's base pay and shall not be eligible for retirement deductions.

D. Re-Enrollment

Employees may cancel their election to participate in this program and re-enroll in the Town's health insurance plan only:

1. During the Town's annual health insurance enrollment period;
2. Upon involuntary loss of other coverage through no fault of their own;
3. Upon the occurrence of a qualifying event, including marriage/divorce, birth/adoption of a child, death of a family member, change in hours resulting in change of employment status;
4. Other circumstances as determined by the Town.

When an employee who is participating in this program re-enrolls in Town-provided health insurance, all payments pursuant to this program will cease beginning the month before health insurance coverage becomes effective.

E. Voluntary Waiver of Health Insurance Form

Employees wishing to initially enroll in this program must submit to the Human Resources Director and Treasurer/Collector a signed request and waiver on the Town's Voluntary Waiver of Health Insurance form, which is available on the Human Resources page of the Town's website.

Employees wishing to continue enrollment in this program must submit a signed copy of the Town's Voluntary Waiver of Health Insurance form to the Human Resources Director and Treasurer/Collector by April 1 of each year for payment in the next fiscal year. Failure to provide verification of alternate coverage each subsequent year will cease the opt out payment benefit.

- F. Verification of alternative health insurance coverage from a source other than the Town must be provided to the Town at the time of enrollment in the opt-out program in order to qualify for the opt-out payment.
- G. In the event that spouses or parent/child both work for the Town, they are not eligible to enroll in the program.
- H. In no instance shall an employee receive both an opt-out payment and health insurance benefits through the Town simultaneously.

ARTICLE VIII RETIREMENT

If hours exceed 28 per week on a sustained basis, membership in Worcester County Retirement System is mandatory, otherwise OBRA

Other Post-Retirement Benefits (OPEB) Contribution:

- A. Each full-time (over 20 hours per week) Town of Millbury employee shall contribute the equivalent of 1.0% of their pay to an Other Post-Employment Benefits (OPEB) Trust Fund established and maintained by the Town of Millbury for the purpose of funding other post-employment benefits for retired Millbury employees. The post-employment benefits are primarily health insurance premiums paid for by the town during the retiree's retirement. Contributions shall be made in equal installments for each payroll period in the amount equal to 1.0% of the employee's pay rate for that pay period.

- B. Should the Employee, upon the cessation of employment with the Town of Millbury, elect to forgo other post-employment benefits from the Town of Millbury, they shall be reimbursed the entirety of their OPEB contributions made during their employment upon written request to the Town of Millbury's Finance Director.

ARTICLE IX CONTINUITY OF SERVICES

It is understood and agreed that the services performed by the employees included in this Agreement are essential to the efficient operation of the Millbury School System. Therefore, the Union agrees for itself and its members, that it will not authorize, instigate, aid, condone or engage in any strike, work stoppage or other action, at any time, which will interrupt or interfere with the service rendered by the Millbury School System. No employee shall cause or take part in any strike, work stoppage, slowdown or other action that will interrupt or interfere with the efficient operation of the Millbury School System. In the event of violation of this article, the Union agrees to take positive steps with the employee(s) concerned to bring about a resumption of normal work. The Union, for itself and its members agrees that it will take no action in contravention of M.G.L. 150E, s9A, (a), (b).

ARTICLE X MANAGEMENT RIGHTS

The Millbury School District Administration have the following rights and authority and may exercise such rights without bargaining with the Union: the management of the Millbury School System and the direction and control of the staff, including the right to plan, direct and control System Wide Operations; to determine the number and location of operations; to determine the means, methods, schedules of operations; to alter, rearrange, change, or discontinue its operations particularly or completely; to determine the size and assignment of the staff; to establish standards and maintain quality of performance; to establish and require employees to observe the publicized rules and regulations and reasonable standards of conduct; to direct, supervise, and evaluate employees; to determine the organization and the number of personnel of the District and its schools; to subcontract out work; to assign and transfer employees; to

determine whether goods or services should be made, purchased, or leased; to hire, appoint and promote; to layoff or relieve employees due to lack of work, lack of funds, or other lawful reasons; to institute technological change; to maintain order and discipline and discharge employees. The foregoing enumeration of management's rights are not intended to be all-inclusive but indicate the type of matters or rights which belong to, and are inherent to management, and shall not be deemed to exclude other rights of management not specifically set forth. The Millbury School District, therefore, reserves all rights, unless they are limited by the language of a provision of this Agreement.

Any of the rights, powers, authority and functions of the Millbury School District has prior to the negotiation of this Agreement are retained by the School District, except as expressly abridged by a specific provision of this Agreement. The Millbury School District not exercising rights, powers, authority and functions reserved to it or its exercising them in any particular way, will not be deemed a waiver of said rights, powers, authority and functions or of its rights to exercise them in some other way not in conflict with a specific provision of the Agreement.

The exercise of the rights contained in this Article will not be a matter subject to grievance or arbitration, except to the extent that such rights are expressly limited by a specific provision in this Agreement.

ARTICLE XI CHANGES

Should either party to this Agreement wish to inaugurate collective bargaining discussion over changes they may wish to introduce into this Agreement, it is agreed that notice of substance of the changes and the language with which such desired changes are to be expressed, shall be mailed to the authorized parties' signatory to the Agreement, prior to thirty (30) days before termination date of this Agreement. The parties receiving such notice of desired changes shall seek establishment of a meeting for purposes of discussion and amicable accommodation for the desired changes.

ARTICLE XII SICK LEAVE

Twelve (12) sick days earned per year. Sick days may accumulate and carry forward to a total of 175 days.

If an employee is on unpaid sick leave the day before a holiday, they will not receive holiday pay.

Sick leave shall be payable only in cases of bona fide illness, accident, quarantine in the family or a doctor's certificate with one (1) days' notice. In all cases, a doctor's certificate may be required after three (3) consecutive absences or five (5) working days within a ten (10) working day period. Failure to provide such a certificate may result in salary deductions.

Upon exhaustion of accumulated sick days, leave, not to extend one (1) year shall be granted, without pay, at the request of the employee. Subject to Superintendent approval.

For all employees, sick leave may be used in order to care for an immediate family member residing in the employee's household.

Each employee who provides at least six months' notice and retires with unused sick time and after fifteen (15) years of service shall be paid based on the following schedule for each unused day of sick leave. For the purpose of this article, "retire" shall mean the commencement of receipt of a retirement allowance pursuant to chapter 32 of the Massachusetts general laws:

EFFECTIVE 7/1/2024 \$35.00 PER DAY OF UNUSED SICK LEAVE

ARTICLE XIII **PERSONAL LEAVE**

Three (3) days per year – non-cumulative, though may be converted to sick days at the end of the school year.

Personal days may be used for religious, legal, business, household, family, or emergency matters which require absence during school hours. Personal days are paid days and may be taken in full or half days and may not be used to extend a vacation or holiday weekend. Personal Days may not be requested during the first five (5) days of school and the last five (5) days of school.

ARTICLE XIV **HOLIDAYS**

The following Ten (10) paid holidays are as follows:

Labor Day	Christmas Day
Columbus Day	New Year's Day
Veteran's Day	Martin Luther King Day
Thanksgiving Day	Memorial Day
Day after Thanksgiving Day	Juneteenth*

*When the school year is in session.

ARTICLE XV **BEREAVEMENT**

Three (3) days for employee's immediate family (father, mother, sister, brother, spouse or children), one (1) day for grandmother, grandfather, aunt, uncle.

ARTICLE XVI LONGEVITY

Longevity recognition of \$425 per year for those who have worked 10-14 years and \$850 per year for those working 15 years and \$1,000 for those working 20 years or more will be payable as one lump sum in January.

ARTICLE XVII WAGES

Salary increases will occur as follows:

July 1, 2024 — June 30, 2025 2.0% increase
July 1, 2025 — June 30, 2026 2.25% increase
July 1, 2026 — June 30, 2027 2.25% increase

FY 2026 – Drop the lowest step and add a Step 7 at 2% higher than Step 6.

FY2027 – Drop the lowest step and add a new step 8 at 2% higher than Step 7.

Per salary schedule. Placement on the steps reflects years of service as an Instructional Assistant. (Appendix A)

Per salary schedule. Placement on the steps reflects years of service as an ABA or ABA/RBT. (Appendix B)

Pay Dates: Payday for hourly rate staff including Instructional Aides and ABA/RBT Technicians is bi-weekly on Friday. Because there is a two-week turnaround for payroll preparation, pay received on Friday is for work completed two weeks prior.

ABA Technician Stipends and Differentials:

- ABA Technicians having earned Registered Behavior Technician (RBT) certification and working within the role of an ABA Technician will receive a one-time \$250 stipend for the certification upon completion of the course.
- RBTs will be required to submit evidence of annual renewal of their RBT certification to the Director of Pupil Services.

ARTICLE XVIII STUDENT HYGEINE

Any Instructional Assistants or ABA/RBT who regularly work in the preschool program or in a substantially separate classroom, as determined by the Superintendent or his designee, who provides intense toileting assistance and/or diapering for students shall receive an annual stipend. It is understood that Instructional Assistance or ABA/RBT who perform this duty routinely have

direct exposure to urine, feces and/or menstruation as part of their course of their responsibilities. The stipend is \$650 annually and will be paid in two installments. \$325.00 in the first paycheck after December 1st and \$325.00 in the first paycheck after June 1st.

Instructional Assistants or ABA/RBT will be notified in their annual assignment letter or within two (two) weeks of the start of the new school year as to whether they are eligible to receive this stipend. However, if there are changes to the assignments during the year, stipends may be split or pro-rated among staff, as needed to honor the spirit of this clause. Stipends may also be prorated if not performed on a full-time basis. A list will be provided in each building.

ARTICLE XIX SENIORITY

The length of continuous service of the employee in the Bargaining Unit shall determine the seniority of the employee.

Seniority, in addition to work history, performance and attendance, will be given consideration in all cases of promotion or increase in working hours.

In the event it becomes necessary to reduce the number of employees or reduce the amount hours within the bargaining unit, the Superintendent shall first seek volunteers.

Layoffs will be determined as follows:

- a. For members employed by the District as of July 1, 2017 who have less than seven (7) years of service, layoffs will be based upon the current needs of the District and its students and the Instructional Assistant's and ABA/RBT's qualifications and ability to provide the services required. In determining qualifications and ability, management will consider the job description for the position, the student needs involved, and the Instructional Assistant and ABA/RBT's training and job performance. Management retains the right to transfer or reassign Instructional Assistants and ABA/RBTs as part of its implementation of a reduction in force.
- b. Members employed by the District as of July 1, 2017 who have completed more than seven (7) years of service shall be laid off in inverse order of seniority.

In the event of a layoff or reduction in force, employees will have recall rights up to twenty-four (24) months from the effective date.

A transfer of an employee for the good of the system will not be grievable. A transfer for disciplinary reasons will be grievable to the Superintendent. If a building change is required, a two weeks' notice will be given, when at all possible, unless waived by the employee. All transfers are subject to review by the Superintendent of Schools in the presence of a union representative, if requested.

Seniority will not be broken if an Instructional Assistant or ABA/RBT is requested to substitute from time to time. An Instructional Assistant or ABA/RBT who leaves for other than a Instructional Assistant or ABA/RBT's position will cease to accumulate seniority while in that other position and may return to a Instructional Assistant or ABA/RBT's position only when a job is available at which time he/she may retain the accumulated seniority for RIF purposes.

ARTICLE XX WORKDAY AND WORK YEAR

1. The work year for Instructional Assistants and ABA/RBTs will be 183 days that school is in session for students each year, with the exact date(s) to be determined by the School Committee.
 - A. Instructional Assistants and ABA/RBTs shall participate in the School District's Professional development Program on the days outlined above. The parties shall develop outreach mechanisms to design and develop appropriate professional development offerings for Instructional Assistants and ABA/RBTs.
2. The basic full-time employee schedule shall consist of a four (4) to six (6) consecutive hour day, exclusive of a one-half (1/2) hour unpaid lunch, and a twenty (20) to thirty (30) hour work week.
 - A. Employees whose regular work day is longer than the basic day outlined above shall be paid at their regular hourly rate for such additional time.
 - B. If the Building Principal or other appropriate supervisor assigns employees duties that extend the basic workday, employees shall be paid their regular hourly rate for such additional time.

ARTICLE XXI JOB POSTING AND BIDDING

When a position covered by this Agreement becomes vacant, such vacancy shall be posted in a conspicuous place listing the pay, shift, duties and qualifications. This notice of vacancy shall remain posted for three (3) days internally. Employees interested shall apply in writing within the three (3) day period. A public advertising of the open position shall be posted simultaneously.

The Employer agrees to the practice of internal preference involving job promotions. The designated administrator agrees to give due weight to the professional background and job performance of all internal applicants, the length of time the employee has worked in the school district and any other relevant factors. Seniority will not be the sole deciding factor but will be taken into consideration when more than one member of the bargaining unit applies for the position.

ARTICLE XXII GRIEVANCE AND ARBITRATION

Any grievance or dispute which may arise between the parties, including the application, meaning or interpretation of the Agreement, shall be settled in the following manner for each classification:

1. Principal
2. Superintendent
3. Arbitration

The Union Steward and/or Representative, with or without the aggrieved employee, must file the grievance in writing with the level one (1) Principal within five working days of the dispute. The level one (1) Principal shall attempt to adjust the matter and shall respond to the Steward within five (5) working days.

If the grievance has not been settled, it shall be presented in writing to the level two (2) Superintendent within three working days after the level one (1) Principal's response is due. The level two (2) Superintendent shall respond to the Steward in writing within three (3) working days.

If the grievance is still unresolved and a level three (3) appeal is appropriate under the chain of appeal outlined above, the grievance shall be presented in writing to the level three (3) supervisor within three (3) working days after the level two (2) supervisor's response is due. The level three (3) supervisor shall respond to the Steward in writing within three (3) working days.

If the grievance remains unsettled, the Union may request final and binding arbitration through the State Board of Conciliation and Arbitration. Written notice must be given to the Superintendent, within five (5) working days, after the final administrative decision has been rendered if Arbitration is requested.

ARTICLE XXIII LEAVES OF ABSENCE

1. Massachusetts Parental Leave Act and the federal Family and Medical Leave Act. Employees shall request leave in advance, in writing, using the forms provided by the District's Human Resources Office and the Superintendent or his/her designee will respond in writing confirming eligibility and other details of the leave. An employee may use his/her accrued paid sick time during the period of the employee's own disability.
2. The use of "non-paid" days for the purposes of taking and/or extending holidays and vacations shall be prohibited unless approved by the Superintendent.
3. Subject to the operating needs of the MPS, the Superintendent may grant an unpaid leave of absence for up to twelve (12) months to an employee who has been employed at least one full year, for reasons not covered by other leave of absence policies. Employees must provide written requests stating the reason(s) for such leave and starting and return dates. An

employee on such a leave of absence will not earn or accrue any benefits under this Agreement during the period of such leave.

An employee may take unpaid educational leave subject to the approval of the Superintendent.

ARTICLE XXIV JURY DUTY/COURT APPEARANCES

If an employee is called for jury duty or is subpoenaed as a witness in a work-related matter, the Committee shall pay the difference between the employee's regular pay and the amount received for each duty. If the employee is not sitting, he/she will return to work.

ARTICLE XXV UNION LEAVE

Upon request Union officers, stewards, and elected delegates may be granted leaves of absence with or without pay to attend meetings, conventions, and executive board meetings of the local, city, state, regional and parent organizations, at the sole discretion of the Superintendent. Requests for such leave shall be made in advance, in writing, to the Employer. If leave is granted, the Superintendent shall have the authority to impose limitations on such leave. Decisions made by the Superintendent on such leave requests shall not be subject to the grievance and arbitration provisions of this Agreement.

ARTICLE XXVI NON-DISCRIMINATION

Neither the Union nor the Committee shall discriminate against any employee on the basis of non-membership in the Union or on the basis of any of the protected classifications under Massachusetts General Laws, Chapter 151B.

ARTICLE XXVII SEPARABILITY CLAUSE

If any provisions of this Agreement are found by a court of competent jurisdiction to be contrary to law, then, in such event said provisions shall be void and the parties hereto agree that they will meet to renegotiate the affected provisions

ARTICLE XXVIII ASSIGNMENTS

The assignment of Instructional Assistants and ABA/RBTs shall be made annually by the building principals and/or the appropriate Program Director. Such assignments shall be made in the best interests of the School District and its students. No later than June 30th, Employees will be provided with written notice of either a reasonable assurance of employment or non-renewal of employment

for the following school year. The District will use reasonable efforts to notify Instructional Assistants and ABA/RBTs at least two (2) weeks prior to the start of the school year of any change in assignment.

ARTICLE XXIX SCHOOL CLOSINGS AND DELAYED OPENINGS

When school is canceled, employees do not report to work; the day is not compensated, as the missed day is made up at the end of the school year. If school has a delayed opening, all employees report to work at the delayed opening time unless directed to arrive earlier, and receive their regular pay for the day even if they started their day at a later time.

ARTICLE XXX COMMITTEE ON POLITICAL EDUCATION (COPE)

The employer shall deduct and transmit to the Service Employees International Union, Local 888 COPE Fund contributions from the wages of those employees who voluntarily authorize such contributions on the COPE check-off authorization card provided by the Union. The deductions shall occur in the same amount and frequency for all employees who sign the COPE check-off authorization card.

ARTICLE XXXI DURATION

SEIU, Local 888 and the Committee agree that future contracts shall be negotiated for a three (3) year duration.

However, if, in the opinion of either party, prevailing economic or other unforeseen conditions exist, making a three (3) year contract undesirable, then, the language addressing duration and the number of articles shall automatically be null and void.

This contract shall be effective as of July 1, 2024 and shall continue to be in effect until and including June 30, 2027. (Appendices A and B)

ARTICLE XXXII SIGNATURES

Executed this _____ day of _____, 2024.

For Millbury Public Schools:

For the Union:

APPENDIX A

Instructional Assistants

JULY 1, 2024 – JUNE 30, 2025

COLA 2%

STEP	NON-DEGREE	DEGREE
Step 1	\$16.27	\$21.88
Step 2	\$16.70	\$22.31
Step 3	\$17.15	\$22.74
Step 4	\$17.71	\$23.32
Step 5	\$18.30	\$23.90
Step 6	\$19.16	\$24.42

APPENDIX A

INSTRUCTIONAL ASSISTANT'S

JULY 1, 2025 – JUNE 30, 2026

Drop lowest step and add a Step 7 at 2% + 2.25% COLA

STEP	NON-DEGREE	DEGREE
Step 1	\$16.27	\$21.88
Step 1	\$17.07	\$22.81
Step-2	\$17.53	\$23.25
Step 3	\$18.11	\$23.84
Step 4	\$18.71	\$24.44
Step-5	\$19.59	\$24.97
Step 6	\$19.98	\$25.47
Step 7	\$20.38	\$25.98

APPENDIX A

INSTRUCTIONAL ASSISTANT's

JULY 1, 2026 – JUNE 30, 2027

FY 2027 Drop lowest step and add a Step 8 at 2% higher than Step 7 + 2.25% COLA

STEP	NON-DEGREE	DEGREE
Step 1	\$17.07	\$22.81
Step 1	\$17.93	\$23.77
Step 2	\$18.51	\$24.38
Step 3	\$19.13	\$24.99
Step 4	\$20.03	\$25.53
Step 5	\$20.43	\$26.04
Step 6	\$20.84	\$26.56
Step 7	\$21.25	\$27.09
Step 8	\$21.68	\$27.63

** Degreed includes an associate's, bachelor's or master's degree from an accredited institution. Transcripts must be submitted for verification.

APPENDIX B

ABA and ABA/RBT

JUNE 30, 2024 – JULY 1, 2025

FY 2025 2%

STEP	NON-DEGREE ABA	DEGREE ABA	NON-DEGREE ABA w/RBT	DEGREE ABA w/RBT
Step 1	\$17.27	\$22.88	\$18.02	\$23.63
Step 2	\$17.70	\$23.31	\$18.45	\$24.06
Step 3	\$18.15	\$23.74	\$18.90	\$24.49
Step 4	\$18.71	\$24.32	\$19.46	\$25.07
Step 5	\$19.30	\$24.90	\$20.05	\$25.65
Step 6	\$20.36	\$25.42	\$20.91	\$26.17

APPENDIX B

ABA/RBT's

JULY 1, 2025 – JUNE 30, 2026

Drop lowest step and add a Step 7 at 2% + 2.25% COLA

STEP	NON-DEGREE ABA	DEGREE ABA	NON-DEGREE ABA w/RBT	DEGREE ABA w/ RBT
Step 1	\$17.27	\$22.88	\$18.02	23.63
Step 1	\$18.10	\$23.83	\$18.86	\$24.60
Step 2	\$18.55	\$24.27	\$19.32	\$25.04
Step 3	\$19.13	\$24.86	\$19.89	\$25.63
Step 4	\$19.73	\$25.46	\$20.50	\$26.23
Step 5	\$20.61	\$25.99	\$21.38	\$26.76
Step 6	\$21.02	\$26.51	\$21.80	\$27.29
Step 7	\$21.44	\$27.04	\$22.24	\$27.84

APPENDIX B

ABA/RBT's

JULY 1, 2026 – JUNE 30, 2027

Drop lowest step and add a Step 8 at 2% higher than Step 7 + 2.25% COLA

STEP	NON-DEGREE ABA	DEGREE ABA	NON-DEGREE ABA w/RBT	DEGREE ABA w/ RBT
Step 1	\$18.10	\$23.83	\$18.86	\$24.60
Step 1	\$18.97	\$24.82	\$19.76	\$25.60
Step 2	\$19.56	\$25.42	\$20.34	\$26.21
Step 3	\$20.18	\$26.03	\$20.96	\$26.82
Step 4	\$21.07	\$26.58	\$21.86	\$27.36
Step 5	\$21.49	\$27.11	\$22.29	\$27.91
Step 6	\$21.92	\$27.65	\$22.74	\$28.46
Step 7	\$22.36	\$28.20	\$23.19	\$29.03
Step 8	\$22.81	\$28.77	\$23.66	\$29.61

** Degreed includes an associate's, bachelor's or master's degree from an accredited institution. Transcripts must be submitted for verification.