

AGREEMENT

BETWEEN

NORWOOD SCHOOL COMMITTEE

AND

**NORWOOD TEACHERS' ASSOCIATION
(UNIT A)**

SEPTEMBER 1, 2021 - AUGUST 31, 2024

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**AGREEMENT BETWEEN
NORWOOD SCHOOL COMMITTEE
AND
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ARTICLE 1 - RECOGNITION TO THE PARTIES

Section 1.1 - Recognition

The Norwood School Committee (hereinafter referred to as the "*School Committee*" or "*Committee*") recognizes the Norwood Teachers' Association (hereinafter referred to as the "*Association*") for purposes of collective bargaining under Massachusetts General Laws, Chapter 150E as the exclusive representative of all professional employees of the Norwood School System, excluding long-term assignees, hourly paid tutors, teachers aides, library aides, paraprofessionals, consultants, Unit B members, the Superintendent of Schools (hereinafter referred to as the "*Superintendent*") and all other managerial and confidential employees as defined in §1 of Chapter 150E, and all other employees of the Norwood Public Schools.

Section 1.2 - Definitions

1.2.1 - Long-Term Assignee

A long-term assignee shall be defined as a teacher who has been appointed by the Superintendent or Building Principal to fill a position for a period of forty-one (41) consecutive school days or more.

1.2.2 - Teacher

Hereinafter, the term "*teacher*" shall signify any employee covered by this Agreement.

1.2.3 - Board

Hereinafter, the term "*Board*" shall refer to the Board of Education.

1.2.4 - Commissioner

Hereinafter, the term "*Commissioner*" shall refer to the Commissioner of the Department of Education.

ARTICLE 2 - MANAGEMENT RIGHTS

Section 2.1 - Legal Rights

In recognition of the fact that the Committee, the Superintendent and the Building Principals have responsibility and authority to manage and direct, on behalf of the public, all the operations and activities of the school system to the full extent authorized by law, the Committee and the Association agree that the Committee, the Superintendent and the Building Principals shall retain and reserve all their statutory rights, authority, and obligations, including all of their statutory rights, authority and obligations under the Education Reform Act of 1993, in the administration of the School Department and the direction of its employees.

All the functions, rights and powers and authority which the Committee now has, as provided by the Massachusetts Constitution, the General Laws of Massachusetts, including the Education Reform Act of 1993, decisions of the Supreme Judicial Court of Massachusetts, Laws of the United States, or any statute or ordinance, or may be granted or have conferred upon it, including all the customary and usual rights, powers, functions and power of an employer, including the right to establish positions, which it has not specifically delegated or modified by express language in a specific provision of this Agreement are recognized by the Association to be retained exclusively by the Committee.

Section 2.2 - Other Rights

The Committee shall retain all of the rights which it now has either by law, custom, practice, usage, or precedent to operate and manage the School Department, to determine the methods and means by which the operations of the said department and the school system are to be carried on, to direct the members and staff of the School Department, and to conduct the operations of said department in any manner which, in the opinion of the Committee, is in the best interests of the inhabitants of the Town of Norwood, except as may be specifically modified by this Agreement or any amendment or extension thereof.

ARTICLE 3 - SCOPE OF AGREEMENT

Section 3.1 - Understandings

This Agreement incorporated the entire understanding of the parties on all issues which were, or could have been, the subject of negotiations. During the term of the Agreement neither party shall be required to negotiate with respect to any such matter whether, or not, covered by this Agreement and whether, or not, within the knowledge or contemplation of either, or both, of the parties at the time they negotiated or signed this Agreement. All matters not dealt with herein shall be treated as having been brought up and either resolved or withdrawn.

Section 3.2 - Labor Relations

The parties are agreed that the labor relations between them shall be governed by the terms of this Agreement only. No change or modification of this Agreement shall be binding on either the Association or the Committee unless reduced to writing as executed by the respective duly authorized representatives.

Section 3.3 - Impact on Conflicts

As to all matters covered by this Agreement, the express provisions hereof shall control in any case where a conflict may exist between such express provision and any policy, practice, procedure, custom or writing not incorporated in this Agreement.

Section 3.4 - Impact of Legal Actions

In the event that any federal or state law or court of competent jurisdiction invalidates any section of this Agreement, the remainder of the Agreement shall remain in full force and effect.

ARTICLE 4 - AGREEMENT IMPLEMENTATION

Section 4.1 - Effective Dates

The terms of this Agreement shall become effective on September 1, 2021 and shall continue in full force and effect until August 31, 2024.

Section 4.2 - Modifications

The terms of this Agreement may be renegotiated at any time after September 1, 2021, but modifications and/or new agreements shall not become effective until September 1, 2024.

Section 4.3 - Ratification and Funding

This Agreement shall be subject to ratification by the Committee and the Association membership. It is further understood that this Agreement is subject to funding by Town Meeting.

Section 4.4 - Successor Agreement

The Committee agrees to enter into negotiations with the Association for a successor Agreement to become effective September 1, 2024, not later than November 1, 2023.

4.4.1 - Unresolved Grievances

During such negotiations, the parties agree to review all outstanding grievances with the goal of resolving them through the bargaining process. In the event a successor Agreement is reached without resolving the grievance(s), such grievance(s) shall proceed through the grievance procedure as set forth in this Agreement.

ARTICLE 5 - TEACHER APPOINTMENT AND ASSIGNMENT

Section 5.1 - Letter of Appointment

Upon appointment to the Norwood Public Schools, a teacher shall be given a formal letter of appointment stating the terms and conditions of the appointment, including the remuneration, the method of payment and the course(s) and/or grade level which the teacher shall be assigned. Said letter shall state the terms and conditions of employment are those set forth in the collective bargaining agreement currently in effect with the Association and the established policies of the Committee.

5.1.1: Changes: Although the Committee and Association recognize that some transfers of teachers from one school to another is sometimes necessary and unavoidable, they recognize that frequent transfer of the same teacher is disruptive of the educational process. Therefore, they agree as follows:

A. In making transfers the individual teacher's input will be honored to the extent that these do not conflict with the best interests of the school system and the pupils as determined by the classroom teacher, building principal, and superintendent.

B. Involuntary transfers will be permitted, and the teacher will be notified no later than June 1 as long as the following procedures are followed:

1. Notice shall be posted to seek qualified volunteers who will be transferred if it does not conflict with the best interests of the school system.

2. If there are no qualified volunteers or the transfer of such volunteers conflicts with the best interest of the school system, involuntary transfers shall be made only after giving due weight to seniority, qualifications and other relevant factors.

3. An involuntarily transferred teacher may apply to return to his or her former school department if a vacancy for which said teacher is qualified occurs subsequent to the involuntary transfer, but prior to June 1 of the following school year. Such transfers will be effective on the following September 1 and will not be allowed if it will result in the involuntary transfer of other bargaining unit members.

4. In case of involuntary transfers, a meeting will be held as soon as possible, no later than June 1, between the teacher involved and the Superintendent or his/her designee and NTA union representative.

C. Teachers desiring to transfer either school or grade level for the following school year will submit a written request to the Superintendent stating the assignment preferred. Such requests may be submitted by a teacher at any time. The reasons for the denial of a transfer request will be given if requested by the teacher. Notice of transfer will be given to teachers as soon as feasible. No teacher will be involuntarily assigned to meet the voluntary teacher request.

D. The supervisor of Nurses shall be consulted regarding the assignment of all personnel in the Health Services Department.

Section 5.2 - Pay and Benefit Statement

A statement shall accompany the teacher's second check in September indicating the teacher's total number of sick days, basic salary for the year, and as far as is practicable, all remuneration for extra duty assignments that the teacher shall be performing during the school year.

Section 5.3 - Assignment

The teacher shall not be assigned, either at the time of initial employment or at any subsequent time, to a course outside the scope of his/her teaching certificate and/or his/her major or minor fields of study.

5.3.1 - Tentative Schedule

Each teacher shall be given a copy of his/her tentative schedule before leaving school in June. Any teacher whose schedule on August 20th is changed from the tentative schedule shall be given written notice of the change by August 20th.

5.3.2 - Assignment Change

In arranging schedules for teachers who are assigned to more than one school, an effort will be made to limit the amount of inter-school travel. Such teachers will be notified of any changes in their assignment no later than June 15.

Section 5.4 - Search Committee Selection

The composition of search committees may include no more than one (1) member with less than five (5) year's teaching experience in the Norwood Public Schools.

ARTICLE 6 - PLACEMENT ON SALARY SCHEDULE

Section 6.1 - Column and Step Determination

6.1.1 - New or Former Teachers

When new teachers are hired or former teachers are rehired, their appropriate step placement shall be at the discretion of the Superintendent and/or Building Principal. This does not apply to teachers who are called back during their two (2) year recall period following a reduction in force situation. Teachers appointed to a permanent position after a long-term assignment of at least one (1) full year in a similar position in Norwood shall be given full credit for service time rendered in the long-term assignment for purposes of salary placement and retirement.

Section 6.2 - Column Transfer

Column transfers shall be allowed only for those credits earned subsequent to the attainment of a degree, and for only those credits which in the opinion of the Superintendent enhance teaching performance. In order to be eligible for a column transfer the Request for Column Transfer form must be sent to the Superintendent no later than January 15 of any given year

ARTICLE 7 - WORKING CONDITIONS

Section 7.1 - Work Year

Effective September 1, 2006 one (1) day shall be added to the work year for a total of one hundred and eighty-three (183) days. Effective September 1, 2007 one (1) day shall be added to the work year for a total of one hundred and eighty-four (184) days. The school year may start before Labor Day if it falls on September 5th, 6th or 7th and after Labor Day if it falls on September 1st, 2nd, 3rd or 4th.

7.1.1 Election Day

Effective September 1, 2016 the school calendar will show that Presidential election days will be professional development days, no students. This does not include Presidential primary day.

Section 7.2 - Work Day

The workday is considered to be any day that the teacher is required to attend school with or without pupils in attendance, not including holidays. All teachers' work day shall begin fifteen (15) minutes before the student day is scheduled to begin and, on Monday through Thursday, end twenty (20) minutes after students are dismissed. On Fridays, and on the day before any holiday, the teachers' work day shall end ten (10) minutes after students are dismissed. Full-day kindergarten teachers will work the same amount of hours as elementary teachers. Unit A members will work the same hours as non-building based staff for full-day professional development days starting at 7:45AM until 2:45PM with one (1) hour for lunch.

7.2.1 – Building/Department Staff Meetings

Effective September 1, 2013, teachers will be required to attend up to two (2) building/department meetings a month for up to forty-five (45) minutes per meeting. This shall be in addition to the teachers' work day as defined in Section 7.2 above. Superintendent writes memo regarding necessity second Faculty meeting two building Principals.

7.2.2 – Evening Meetings

Effective September 1, 2005, teachers will be required to attend three (3) evening meetings per year as follows: one (1) Back to School Night/Open House, etc. and two (2) Parent Conferences.

7.2.3 – Counselors and Librarians Flexible Scheduling

Flexible scheduling may be implemented for counselors and librarians. It will be voluntary for current employees and may be a condition of employment for new hires.

7.2.4 – Master Schedule Changes

The Committee will solicit input from N.T.A president and board of representatives when master scheduling changes are being reviewed and developed.

Section 7.3 - Fulfillment

A teacher's obligation for the year is fulfilled when he/she has fully complied with the checkout procedure prescribed by the Building Principal of the school.

Section 7.4 - Additional Days

Teachers may, at their own option, assent to a request of the school administration to serve more than the maximum number of work days required in a particular school year. This does not include summer school programs, evening school programs, or summer workshops.

Section 7.5 - Class Size Guidelines

The Committee agrees to adhere, wherever possible, to class size guidelines as established and directed by the State Department of Education.

Section 7.6 - Department Head Teaching Load

All Department Head and Department Chair teaching schedules shall be determined annually and on an individual basis by Administration. Criteria for determining individual Department Head/Department Chair schedules shall include discipline areas, workload, staff supervision and program development.

7.6.1 Norwood High School

7.6.1.1 - Five (5) or More Teachers

High School Department Heads with five (5) or more teachers shall not be given homeroom or supervisory assignments and shall have a teaching load of no more than fifteen (15) class periods per week, plus related laboratories.

7.6.1.2 - Two (2) to Four (4) Teachers

High School Department Heads with two (2) to four (4) teachers shall not be given homeroom or supervisory assignments and shall teach no more than twenty (20) class periods per week, plus related laboratories.

7.6.2 - Middle School Department Head

Middle School Department Heads shall not be given homeroom or study hall assignments and shall have a teaching load of no more than twenty (20) class periods per week, plus related laboratories.

7.6.3 - Department Chair

Department Chairs assigned to one (1) building shall teach no more than .6 FTE. Department Chairs assigned to more than one (1) building shall teach no more than .4 FTE.

7.6.3.2 - Department Chair Summer Days:

Department Chairs will not exceed 15 summer hours (3 days), with one mutually agreed upon date for a meeting. Two of the summer days are intended for hiring, supervisory, inventory, scheduling, and ordering, while the third day is for meeting. In the event that the meeting day is already a paid work day for the guidance department chair, the guidance department chair shall work an additional summer day. The date of the additional work day is at the guidance department chair's discretion.

Section 7.7 - Non-Teaching Duties

Duties described as non-instructional in nature shall be minimal. In no instance are preparation periods intended as free periods.

7.7.1 - Association President (Relief of teaching duties)

The President of the Association shall be exempt from all non-instructional duties which shall be assumed by other teachers in his/her building.

7.7.2 – Duty Assignment Equity

Principals will make every effort to be equitable in assigning the number of daily/weekly duties to all building staff. All members of Unit A will be assigned duties. Nurses and Department chairs will not be assigned duties.

7.7.3 - Non-Teaching Duties: Duty Relief:

Duty assignment schedules shall be provided to the building representative by each school principal at the monthly meeting no later than October 1 and February 20 for the current school year.

Section 7.8 - Leaving Building

If a teacher is required to leave the building during normal school hours, he/she shall follow necessary administrative procedures, including signing out at the Building Principal's office and indicating his/her destination and anticipated time of return.

Section 7.9 - Lunch Period

The Committee agrees to guarantee a duty-free period of at least thirty (30) minutes each day to all teaching personnel, except for any teacher who by his/her own volition agrees to supervise noon lunch programs, for which he/she receives pay.

The number of lunchroom supervisors shall be capped at the number as of September 2020 (31) and shall be offered to Unit A members at the rate provided in appendix VI. Non-unit A members hired for lunchroom monitors beyond the capped amount shall be paid at a rate set and established by the School Committee at its own discretion.

Section 7.10 - Teacher Facilities

The Committee agrees to provide suitable facilities for all teachers at all schools.

Section 7.11 - Duty Free Preparation Period

When scheduling teachers, the administration shall make every effort to ensure an equitable number of teaching periods. All classroom teachers shall be provided with a duty-free period. A duty-free period at the secondary level is equal to the length of the period in which it falls and for Grades PK-5 is no less than thirty (30) uninterrupted minutes five days a week. Teachers who teach in multiple buildings will have no more than one (1) duty per day on travel days. Arrival time and departure time are not preparation time.

7.11.1 – Accreditation Work

For accreditation purposes, the district agrees to schedule work for said participants involved in the accreditation process during the regular school day by providing any aforementioned participants release time for said work.

Section 7.12 - Dress

A teacher shall exercise good judgment in mode of dress. Teachers shall dress in a style consistent with their professional status.

Section 7.13 – Mentoring

The Mentoring Program in the Norwood Public Schools will involve mentors who are trained to assist new teachers (Mentees) in becoming familiar with their responsibilities and position.

7.13.1 – Application for Mentor

Mentors will be selected from a pool of volunteers only and the appointment as a Mentor will be for up to one (1) year. At the end of the school year, the appointment will automatically end unless the Superintendent, the Principal and the Mentor agree to continue the program for the following year.

7.13.2 – Mentor Duties and Responsibilities

The duties and responsibilities of a Mentor/teacher are set forth in the job description. In addition to the functions outlined in the job description, Mentors will be required to attend a training seminar during the summer. During the school year, the mentor shall be provided two (2) release days for duties related to mentoring. Any additional time for mentoring functions will be subject to the approval of the appropriate Building Principal and/or Director. Mentors must update the Mentor/Mentee Meeting Log regularly throughout the school year in order to receive the mentoring stipend and to fulfill the DESE licensure for new teachers.

7.13.3 – Mentor Rights

Any evaluation of the Mentor's participation and duties in this Program shall not be a part of the teacher's personnel file, but may only be utilized in connection with the participants of this Program for analysis of its effectiveness. Any written documentation between the Mentor and Mentee will remain confidential between the parties.

7.13.4 – Mentor Stipend

Mentors will be paid a stipend of Eight Hundred and 00/100 (\$800.00) Dollars per mentee. All trained mentors within a building shall be offered an opportunity to mentor a mentee before any mentor is assigned a second mentee.

Section 7.14 – Notice of Early Resignation

Teachers who plan to resign from the employ of the Norwood Public Schools before the end of the school year must give at least sixty (60) calendar days' notice to their Building Principal. The Superintendent has the discretion to reduce the number of days notice required where circumstances warrant.

Section 7.15 – Substitute/Replacement Coverage

The Committee shall attempt to provide a substitute/replacement teacher whenever a classroom/specialist teacher is absent.

Section 7.16 – December Early Release Day

Effective July 1, 2012, the last day of school before the December recess shall be a half day for students and teachers. The half day shall end at the same time as half days for professional development.

Section 7.17 - State of Emergency Clause

If and when a state of emergency or public health crisis affects the operations of the public schools, both parties agree to meet and bargain a memorandum of agreement.

ARTICLE 8 - EVALUATION

Section 8.1 - Teacher Performance Standards

Teachers will be evaluated using the Norwood Public Schools Performance Evaluation of Teachers adopted September 1, 2013 and referenced in Appendix VII attached hereto.

Section 8.2 - Frequency

Teachers will refer to pages 18 through 22 for timelines for the Educator Evaluation System as referenced in Appendix VII attached hereto.

These deadlines may be extended by mutual written agreement of the evaluator and the teacher being evaluated.

Section 8.3 - Method

All monitoring or observation of the classroom performance of a teacher shall be conducted openly and with the full knowledge of the teacher.

Section 8.4 - Complaints

Written complaints regarding a teacher from parents, students, or other persons shall be promptly called to the attention of the teacher.

8.4.1 - Evaluation Folder

No decision to include the complaints in the teacher's evaluation folder shall be made without a discussion with the teacher.

8.4.2 – Retaliation

No teacher shall engage in a retaliatory action against a student because a complaint has been registered with the Administration and made known to the teacher.

Section 8.5 - File Review

The teacher shall have the right, on written request, to a review of the contents of his/her personnel file not later than the end of the school day following the school day during which a request to inspect such material is filed.

ARTICLE 9 - GRIEVANCE PROCEDURE

Section 9.1 - Purpose

The purpose of this section is to establish procedures and to produce prompt and equitable solutions to those problems which may from time-to-time arise and affect the conditions of employment. The Committee and the Association desire that such procedure shall always be as informal and confidential as may be appropriate for the grievance involved at the procedural level involved.

Section 9.2 - Exclusions

Notwithstanding any contrary provision in this Agreement, the following shall not be subject to the grievance-arbitration provisions of this Agreement.

- (A) Any incident which occurred, or failed to occur, while no Agreement is in existence.
- (B) Any matter which has not been presented timely according to the time limitations set forth herein.
- (C) Any matter which is outside the scope of the terms of this Agreement.

Section 9.3 - Definitions

9.3.1 – Grievance

A "*grievance*" is defined as a question, problem, or disagreement which arises concerning:

- (a) The interpretation or application of any provision of this Agreement with respect to the wages, hours or working conditions of an employee, or employees, covered by it; or
- (b) An alleged violation of any provision of this Agreement.

9.3.2 - Aggrieved Person

An "*aggrieved person*" is the person or persons making this claim.

9.3.3 - Party in Interest

A "*party in interest*" is the person or persons making the claim and any person who might be required to take action or against whom action might be taken in order to resolve this claim.

9.3.4 - PR&R Committee

The PR&R Committee is the Association's Committee of Professional Rights and Responsibilities.

Section 9.4 - Rights

Nothing herein contained shall be construed as limiting the right of any teacher having a grievance to discuss the matter informally with any appropriate member of the administration and having the grievance adjusted without the intervention of the Association, provided that the adjustment is not inconsistent with the terms of this Agreement and that the Association has been given the opportunity to be present at such adjustment and to state its views.

9.4.1 – Representation

The grievant and Association shall each have the right to be represented by a person, or persons, of his/her own choosing.

9.4.2 – Reprisals

No reprisals of any kind shall be taken by the Committee or by any member of the Administration against any party in interest, any faculty representative, any member of the PR&R Committee, or any other participant in the grievance procedure by reason of such participation.

Section 9.5 - Documentation

All documents, communications and records dealing with the processing of a grievance shall be filed separately from the personnel files of the participants.

Section 9.6 - Time Limits

Since it is important that grievances be processed as rapidly as possible, the number of days indicated at each level should be considered as maximum, and every effort should be made to expedite the process. The time limits specified may, however, be extended by mutual agreement in writing.

In the event that a grievance is filed on or after June 1st which, if left unresolved until the beginning of the following school year could result in irreparable harm to a party in interest, the time limits set forth herein shall be reduced so that the grievance procedure may be exhausted prior to the end of the school term, or as soon thereafter as is practicable.

Section 9.7 - Statement of Grievance

Each written statement of a grievance at Level Two and Level Three shall be signed by the grievant and shall include:

- (A) A statement of the facts or events on which the grievance is based, including the date of their occurrence; and
- (B) The explanation of which article or articles of the Agreement are violated.

Section 9.8 - Grievance Affecting a Group

9.8.1 - Level Two

If in the judgment of the PR&R Committee a grievance affects a group or class of teachers, the PR&R Committee may submit such grievance in writing to the Superintendent directly and the processing of such grievance shall be commenced at Level Two.

9.8.2 - Level Three

Provided that the Committee and the Association agree, by a written agreement signed by the Chairman of the Committee or his/her designee and the President of the Association or his/her designee, a grievance affecting a group or class of teachers may be commenced at Level Three.

Section 9.9 - Level One

A teacher with a grievance shall first discuss it with his/her Building Principal or immediate superior, either directly or through the Association's faculty representative, with the objective of resolving the matter informally.

Section 9.10 - Level Two

9.10.1 - PR&R Committee

If the aggrieved person is not satisfied with the disposition of his/her grievance at Level One, or if no decision has been rendered within ten (10) school days after the presentation of the grievance, he/she may file the grievance in writing with the Chairman of the Association's PR&R Committee within five (5) school days after the decision at Level One or fifteen (15) school days after the grievance was presented, whichever is sooner. Within five (5) school days after receiving the written grievance, the Chairman of the PR&R Committee shall refer it to the Superintendent.

9.10.2 - Administration Representative

The Superintendent and/or his/her designee shall represent the Administration at this level of the grievance procedure. Within ten (10) school days after receipt of the written grievance by the Superintendent, the Superintendent and/or his/her designee shall meet with the aggrieved person and/or the Association in an effort to resolve the grievance.

9.10.3 - Waiver of Grievance

If a teacher does not file a grievance in writing with the Chairman of the PR&R Committee and the written grievance is not forwarded to the Superintendent within thirty (30) school days after the teacher knew, or should have known, of the act or condition on which the grievance is based, then the grievance shall be considered as waived. A dispute as to whether a grievance has been waived under this paragraph shall be subject to arbitration pursuant to Level Four.

Section 9.11 - Level Three

If the aggrieved person and/or the Association is not satisfied with the disposition of the grievance at Level Two, or if no decision has been rendered within ten (10) school days after he/she has first met with the Superintendent, he/she may file the grievance in writing with the Chairman of the PR&R Committee within five (5) school days after a decision by the Superintendent or fifteen (15) school days after he/she first met with the Superintendent, whichever is sooner.

9.11.1 - Referral to School Committee

Within five (5) school days after receiving the written grievance, the Chairman of the PR&R Committee shall refer it to the School Committee. Within ten (10) school days after receiving the written grievance, a Sub-Committee of the School Committee (hereinafter referred to as the "*Sub-Committee*") shall meet with the aggrieved person and/or the Association for the purpose of resolving the grievance. The ultimate decision of the grievance at Level Three shall, however, be rendered by the full School Committee.

Section 9.12 - Level Four - Arbitration

If the aggrieved person and/or the Association is not satisfied with the disposition of his/her grievance at Level Three, or if no decision has been rendered within ten (10) school days after he/she has first met with the Sub-Committee, he/she may within five (5) school days after a decision by the School Committee, or fifteen (15) school days after he/she has first met with the Sub-Committee, whichever is sooner, request in writing the Chairman of the PR&R Committee to submit his/her grievance to arbitration. If the PR&R Committee determines that the grievance is meritorious, and that submitting it to arbitration is in the best interest of the Association and the Norwood School System, it may submit the grievance to binding arbitration within fifteen (15) school days after the receipt of a request by the aggrieved person and/or the Association.

9.12.1 - Selection of Arbitrator

Within ten (10) school days after such written notice of submission to arbitration, the Sub-Committee and the PR&R Committee shall agree upon a mutually acceptable arbitrator and shall obtain a commitment from said arbitrator to serve. If the parties are unable to agree upon an arbitrator, or to obtain such a commitment within the specified period, a request for a list of arbitrators may be made to the American Arbitration Association in the selection of an arbitrator within twenty (20) school days.

9.12.2 - Hearings

The arbitrator so selected shall confer with the Sub-Committee and the PR&R Committee, shall hold hearings promptly, and shall issue his/her decision not later than twenty (20) days from the date of the close of the hearings or, if oral hearings have been waived, then from the date the final statements and proofs are submitted to the arbitrator. The arbitrator's decision shall be in writing and shall set forth his/her findings of fact, reasoning and conclusions on issues submitted. The arbitrator shall be without power or authority to make any decisions that require the commission of an act prohibited by law or which violates the terms of this Agreement.

9.12.3 – Arbitrator’s Decision

The decision of the arbitrator shall be submitted to the Committee and the Association and shall be final and binding.

9.12.4 – Cost of Arbitration

The costs for the services of the arbitrator, including per diem expenses, if any, and actual and necessary travel and subsistence expenses shall be borne equally by the Committee and the Association.

ARTICLE 10 - REVIEW OF TEACHER DISCIPLINE

Review of decisions to dismiss, suspend or demote teachers shall be as set forth under the provisions of the Education Reform Act of 1993. Teachers without professional status shall otherwise be deemed employees at will.

ARTICLE 11 - VACANCIES

All vacancies in promotional positions caused by death, retirement, discharge, resignation or by the creation of a new promotional position shall be filled according to the procedure listed below.

Section 11.1 - Posting

11.1.1 – Timing

Such vacancies shall be adequately publicized via an electronic e-mail posting to all staff from Central Administration and a notice in every school (by posting or otherwise). Internal postings shall be made simultaneously with external postings as far in advance as possible of the date of filling such vacancy; however, in no event, shall a vacancy be publicized less than two (2) weeks in advance of the date of filling the vacancy. Any candidates presenting an incomplete application package will not be interviewed.

11.1.2 - Summer Vacancy

During the summer (July and August) if such vacancy occurs, the staff shall be notified via the Superintendent’s August mailing. If a summer vacancy occurs after the Superintendent’s August mailing, notice shall be provided to staff members on the first day of school in September.

11.1.3 – Content

The notice of vacancy shall clearly set forth a suggested list of qualifications for the position, the minimum duties and, when available, the anticipated salary range, the beginning date of employment, the work year and other pertinent information.

Section 11.2 - Application

Teachers who desire to apply for such vacancies shall file their applications in writing with the Office of the Superintendent within the time specified in the notice.

Section 11.3 - Stipend Vacancies

When a coaching vacancy occurs, the position shall be posted in every school in a conspicuous manner so interested teachers have the opportunity to apply for the coaching position. All teachers who apply for coaching vacancies shall be interviewed.

ARTICLE 12 - REDUCTION IN FORCE

Section 12.1 - Reduction Defined

If the Committee in its discretion determines, pursuant to its legal power and responsibility, that a reduction in the number of teachers employed is necessary or that a particular type of teaching service should be discontinued or reduced to part-time, the Superintendent and/Building Principal first shall remove teachers who do not have professional teacher status if there is a teacher who has professional teacher status employed who is qualified and competent to fill the position according to his/her or her discipline.

12.1.1 - Professional Teacher Status

Non-professional teacher status teachers shall be laid off before professional status teachers.

In accordance with the Massachusetts General Laws (Chapter 71: Section 42), layoffs are to be determined by job performance and the best interest of students. Job performance and the best interests of the students are defined as the teacher’s past summative overall evaluation ratings in discipline targeted to be reduced.

The number of summative evaluations compared will include all those evaluations written for teachers during the time equal to the most recently hired professional status teacher in the targeted discipline.

Summative overall evaluation ratings for evaluations prior to 2013-2014 in the Norwood Public Schools shall be compared as follows:

1. Exceed Standards = Exemplary
2. Meets Standards = Proficient
3. Approaching Standards = Needs Improvement
4. Does not meet Standards = Unsatisfactory

Summative overall evaluation ratings for evaluations after 2013-2014 in the Norwood Public Schools shall compare as follows:

Points will be awarded for each applicable evaluation as follows:

- | | |
|---------------------------|---------------------|
| 1. Exemplary/Proficient = | 2 points/evaluation |
| 2. Needs Improvement = | 1 point/evaluation |
| 3. Unsatisfactory = | 0 points/evaluation |

Proficient and Exemplary shall be considered equal.

The person with the least number of points within a given discipline will be the first to be laid off and, in like manner, the second to be laid off, etc. If there is a tie using the above criteria, the tie shall be broken by seniority, with the least senior teacher in the discipline targeted laid off first.

Section 12.2 - Seniority

12.2.1 – Computation

Seniority within the Norwood School System shall be determined by a teacher's number of years of continuous employment beginning from the first day of his/her permanent appointment to a full year's teaching assignment.

12.2.2 – Seniority List

A list specifying the seniority of each member of the professional staff shall be prepared by the Committee and provided to the Association. An updated Seniority List shall be supplied by the Committee annually thereafter.

12.2.3 - Part-Time Seniority

Regularly appointed part-time teachers shall accrue seniority on a pro-rata basis.

12.2.4 - Long-Term Substitute

Retroactive seniority credit shall be given for long-term substitute service, provided the long-term substitute service was for a minimum of one hundred and fifty (150) consecutive school days within the same school year, and immediately thereafter the teacher was appointed to a regular teaching position in the same discipline he/she taught as a long-term substitute so that the long-term substitute service and the regular service are uninterrupted.

12.2.5 - Within Category

12.2.5.1 - Excepting Guidance and Reading

All other teachers who have taught more than one discipline, excluding Guidance and Reading, in the Norwood System shall have seniority from the first date of their appointment to a full year's permanent assignment, but (for the purposes of RIF only) shall receive seniority in that discipline in which they have taught for the longest period of time.

12.2.5.2 - Guidance and Reading

For purposes of RIF, Guidance Counselors and Reading Specialists only, who previously taught within another discipline in the Norwood System, shall have seniority in both disciplines. However, the seniority in Guidance or Reading shall be only the number of years actually within said discipline; whereas the seniority in the former discipline shall be the total number of years in the Norwood System.

12.2.5.2.1 - Academic Proviso

A Guidance Counselor or Reading Specialist who, through bumping, reverts to the former discipline in the first year back shall be required to take one (1) three (3) credit course, or the equivalent thereto, in said subject area each semester. Said course must be approved by the Superintendent.

Section 12.3 – Disciplines

For the purpose of this Article, "*discipline*" shall be as follows:

- (A) Elementary: Pre-K – 6
- (B) Secondary
 - (1) English
 - (2) Science
 - (a) Biology

- (b) Chemistry
 - (c) Physics
 - (d) General Science
 - (e) Earth Science
 - (f) Present assignment and/or area of certification if that subject was previously taught in Norwood
- (3) Mathematics
 - (4) Social Studies
 - (5) Foreign Language
 - (a) Major subject area
 - (b) Present assignment and/or area of certification if that subject was previously taught in Norwood
 - (6) Technology Education/Engineering
- (C) Pre-K - 12
- (1) Music
 - (2) Guidance
 - (3) Reading
 - (4) SPED (Special Education)
 - (5) Library Science
 - (6) Health and Physical Education
 - (7) Art
 - (8) ELL
 - (9) Technology
 - (10) Drama
 - (11) Technology Integration Specialist
 - (12) Interventionist

12.3.1 – New Categories

No new categories shall appear on the seniority list unless both sides agree that they should be added.

Section 12.4 - Identical Seniority

In cases involving teachers who have identical seniority and discipline, the Superintendent, and/or Building Principal, shall take into consideration the qualifications of such employees for the position to be eliminated as well as the quality of past performance of such employees.

Section 12.5 - Administrator Fallback to Unit A

If a member of Unit B or a Building Principal in the Norwood Public Schools who formerly was a member of Unit A is relieved of his/her duties because of a reduction in staff or the abolishment of a position, he/she shall be offered a teaching position in a discipline he/she has previously taught in the Norwood Public Schools, with full seniority credit for length of service as an Administrator and as a teacher.

Section 12.6 - Substitute List

Teachers released under the provisions of this Article shall be given initial consideration on the substitute list if they inform the Superintendent in writing of their desire to be so employed.

Section 12.7 - Rehiring

12.7.1 - First Consideration

Teachers with professional teacher status whose employment is so terminated shall be given first consideration by the Superintendent, and/or Building Principal, for rehiring in subsequent openings within their discipline over a two (2) year period from the date of their termination if they inform the Superintendent in writing by April 1st of each year of their desire to be so informed.

12.7.2 - Part-Time Position

In the event a part-time position is open during the two (2) year rehire period in the discipline of a teacher laid off pursuant to this Article, said position shall be offered first to said laid off teachers. If said teacher(s) refuse a part-time position, he/she shall remain on the rehire list for future full and part-time positions during the rehire period.

Section 12.8 - Payment of Insurance Premiums

Teachers released under this section shall, at their option, retain membership in insurance programs offered by the Town by paying the full premiums for a period of up to two (2) years. Such payments shall be made in accordance with the Town's contracts with the insurance vendors.

ARTICLE 13 - LEAVES WITH REMUNERATION

Section 13.1 - Sick Leave

13.1.1 – Accumulation

Sick leave may be accumulated up to a maximum of one hundred ninety (190) days. Teachers who presently have accumulated more than one hundred ninety (190) days shall not accumulate further sick leave until that total drops below one hundred ninety (190) days. This section shall have no bearing on sick leave buyback as described in Section 19.1.1 of this Agreement.

13.1.2 – Entitlement

A teacher shall be credited with fifteen (15) sick leave days per school year, five (5) of which shall be granted at the beginning of the school year, and ten (10) of which shall be earned at the rate of one (1) day per month and credited on the last day of each school month.

13.1.3 - Additional Days

Beginning with the second contract year after the date of employment, fifteen (15) days shall be added to any unused accumulation according to the formula outlined in the preceding paragraph and such a process shall continue up to a maximum of one hundred and ninety (190) days.

13.1.4 – Deductions

Sick leave deductions shall be made from the accumulation if payment has been made to the individual during his/her absence; otherwise no deduction shall be made from the individual's accumulation.

13.1.4.1 – Prior to Half-Way Point of School Day

In the event a teacher needs to leave school because of illness, a deduction of half (1/2) day will be taken from the accumulation if the teacher leaves prior to the half (1/2) way point of the school day.

13.1.4.2 – After Half-Way Point of School Day

In the event a teacher needs to leave school because of illness, no deduction will be taken from the accumulation if the teacher leaves after the half (1/2) way point of the school day.

13.1.5 - Changes in Law

In the event that the legislature enacts any change in the law which requires a change in the existing Sick Leave Policy set forth in the Agreement, the Agreement may be opened for the sole purpose of making such changes as are required by such law and for the purpose of proposing such changes as may have a direct relationship to the legally required changes.

13.1.6 - Suspected Abuse

The Superintendent, in cases of suspected abuse, may request a doctor's certificate prior to the granting of sick leave pay.

13.1.7 – Use of Accrued Days

Teachers may use up to fifteen (15) accrued sick days towards the family portion of the Family and Medical Leave Act (FMLA) per contract year.

Section 13.2 - Personal Leave

Personal leave is to be used to transact important matters that cannot be done at any other time (i.e., legal matters, etc.)

13.2.1 – Entitlement

A full-time teacher shall be allowed a total of three (3) personal days' absence each academic year (September to June) (non-accumulating) without loss of pay. One (1) of the three (3) days may be taken in half-day (1/2) increments for up to two (2) half-day (1/2) personal days, subject to the limitations outlined in Subsection 13.2.3 below.

13.2.2 – Notification

Notification of personal leave must be made at least seventy-two (72) hours before taking of such leave, except in case of emergency.

13.2.3 – Limitation

Personal days are not intended to be used to extend a holiday or vacation period. Requests for personal days before, or after, the Thanksgiving, December, February or April vacation periods or requests for half-day (1/2) personal days shall be submitted with a reason and be subject to the approval of the Superintendent. Teachers who request a personal day before, or after, a holiday (Labor Day, Columbus Day, Veterans' Day, Martin Luther King Day, Memorial Day) will not be required to give a reason. Any Unit A member may roll over up to two (2) unused personal days annually into their sick leave. Association Presidents writes memo to staff reminding them of intended use of personal day.

13.2.4 – Deduction

Personal leave may be taken in full (1) day or half (1/2) day increments. Unused personal day Reimbursement

Section 13.3 - Sabbatical Leave

13.3.1 – Eligibility

To be eligible for sabbatical leave, a teacher must have completed seven (7) consecutive years of service in the Norwood School System at the time the leave would become effective.

13.3.2 – Purpose

The leave must be for the purpose of attending a college or other course of study, travel, or other activities which shall, in the opinion of the Superintendent, increase the teacher's effectiveness in the classroom.

13.3.3 – Duration

The leave shall be for either one-half (1/2) year at full pay or for a full year at one-half (1/2) pay.

13.3.4 – Conditions

As a condition for granting such leave, the teacher shall enter into a written agreement to return to active service in the Norwood School System for a period of at least two (2) full school years for a one (1) year sabbatical and one (1) full school year for a half (1/2) year sabbatical.

13.3.4.1 - Failure to Fulfill

A teacher who does not fulfill this agreement shall have agreed in writing to repay the Town the amount of salary received during the sabbatical leave.

13.3.5 – Restrictions

Not more than one (1%) percent of those eligible for sabbatical leave shall be eligible to go on sabbatical at any one time. In unusual circumstances, the Committee may waive this requirement.

13.3.6 - Request Deferral

The Committee reserves the right, which shall not be exercised arbitrarily or unreasonably, to defer or postpone any requests for sabbatical leave where the granting of such leave would impose a burden upon the school system. For example, but without limitation, where several teachers teaching the same subjects would be on leave concurrently.

13.3.7 - Tenure and Salary

During the teacher's absence from the Norwood School System, his/her tenure and placement on the salary schedule would be unimpaired.

13.3.8 - Study Program Interruption

Should the program of study or research being pursued by the teacher on sabbatical leave be interrupted by serious accident or illness verified by the Superintendent, this unforeseen fact shall not be considered as a breach of the contractual agreement nor prejudice the teacher against receiving all rights and benefits provided for under the terms of the sabbatical leave policy, provided that the Superintendent was notified of such accident or illness by registered letter within fifteen (15) days of its occurrence.

13.3.9 – Request

Requests for such leaves must be submitted in writing to the Superintendent by February 1st of the school year preceding the school year for which such leave is requested.

13.3.10 – Completion

Upon completion of such leave, the recipient shall submit a written report to the Superintendent containing the transcripts of university or college work completed during the leave and any reports essential to the evaluation of the program.

Section 13.4 - Marriage Leave

A teacher may have one (1) day off with pay, chargeable to sick leave, for his/her marriage or for the marriage of a member of the immediate family, which includes mother, father, brother, sister, child or any permanent resident of the same household.

Section 13.5 – Bereavement Leave

Bereavement Leave shall be granted up to five (5) days on account of the death or funeral of a parent, spouse or child; up to three (3) days for the death or funeral of a grandparent, spouse's grandparent, brother, sister, mother-in-law, father-in-law, brother-in-law, sister-in-law, grandchild, or any permanent member of the same household as the teacher; and one (1) day for the death of an aunt, uncle, niece or nephew.

Section 13.6 - Religious Leave

Up to three (3) days' leave for recognized religious holidays may be taken by a teacher. The teacher shall have the option of whether the leave shall be without pay or deducted from accumulated sick leave or personal leave.

Section 13.7 - Court Appearance

A teacher required to be absent from school as a result of subpoenaed court appearance in connection with his/her employment shall not lose sick leave, personal days or salary as a result of this appearance.

Section 13.8 - Jury Leave

Teachers who are required to serve on a jury shall be paid the difference between their regular salary and whatever compensation they receive as jurors. Time spent on jury duty shall not be deducted from sick leave.

ARTICLE 14 - SICK LEAVE BANK

Section 14.1 - Membership

A Sick Leave Bank (hereinafter referred to as "*Bank*") shall be established for any teacher in the Norwood Public Schools who wishes to join by voluntarily depositing one (1) sick day to the Bank. Teachers may apply for membership between September 1st and October 1st. A newly appointed teacher has thirty (30) school days from his/her appointment to apply.

Section 14.2 - Bank Administration

The Bank shall be administered by a Bank Committee consisting of five (5) members, two (2) designated by the Superintendent and three (3) designated by the Association.

Section 14.3 - Eligibility Criteria

The following criteria shall be used by the Bank Committee in administering the Bank and determining eligibility and amount of leave:

- (A) Adequate medical evidence of serious illness.
- (B) Prior utilization of all eligible sick leave and personal leave.
- (C) Length of service in the Norwood Public School System.
- (D) A period of three (3) school days must pass between the expiration of the individual's sick leave and the beginning of a Bank loan.
- (E) Membership in Units A, B or C.

Section 14.4 - Bank Depletion

If the Bank is exhausted, it shall be renewed by the contribution of one (1) additional day by each participating member of the Bank, unless his/her sick leave has been exhausted.

Section 14.5 - Bank Committee Decisions

The decisions of the Bank Committee with respect to eligibility and entitlement shall be final and binding and not subject to an appeal or grievance.

Section 14.6 - Operation

The Bank shall operate on a year-to-year basis. New members to the Bank may join by depositing a sick leave day. Unused Bank days shall accumulate from year-to-year to a maximum number equal to twice the number of Bank members in that year. The Bank Committee shall meet at the beginning of each year to determine if a sick day deposit shall be required of a continuing member.

Section 14.7 - Initial Grants

The initial grant shall not exceed fifteen (15) days. Additional days may be granted by the Bank Committee based on the need of the applicant.

Section 14.8 - Borrowing Allotments

Upon a majority vote of the Bank Committee:

14.8.1 - First Year Teacher

A first-year teacher may borrow up to a maximum of fifteen (15) days.

14.8.2 - Second Year Teacher

A second-year teacher may borrow up to a maximum of thirty (30) days.

14.8.3 - Third Year Teacher

A third-year teacher may borrow up to a maximum of forty-five (45) days.

14.8.4 - Four Plus Years Teacher

A teacher with four (4) or more years in the system may borrow up to fifty (50) days for an illness. Such teachers may be granted additional time; however, more than fifty (50) days shall not be granted within any academic year unless by a four-fifths (4/5) vote of the Bank Committee.

ARTICLE 15 - LEAVES WITHOUT REMUNERATION

Section 15.1 - Leaves of Absence

15.1.1 – Eligibility

A leave of absence without remuneration may be granted to qualified personnel upon written application. In all instances, leaves of absence shall be dependent upon the recommendation of the Superintendent and the approval of the School Committee.

15.1.2 – Grant

A leave of absence of one (1) year may be granted to any teacher who has served a minimum of three (3) years in the Norwood Public Schools.

15.1.3 – Notification

If a full year leave of absence is requested, written notification should be filed with the Superintendent no later than June 1st prior to the school year said leave is expected to be taken.

15.1.4 – Reinstatement

Reinstatement to duty during the school year shall be at the discretion of the Superintendent, who may postpone the return of said teacher to a date no later than the beginning of the following school year.

15.1.5 - Pay Deduction

Deduction of pay for leaves without remuneration shall be made from the check for the pay period following that during which the leave occurs.

15.1.6 - Holding of Position

It is recognized that no specific position can be held open during a leave, but in all instances every effort shall be made to assign the teacher to a substantially equivalent position to the one held at the time the leave commenced.

15.1.7 - Return Notification

Any teacher on leave, with the exception of Parental leave or sabbatical leave, must notify the Superintendent by March 1st of the school year he/she is on leave of his/her decision to return in September.

15.1.7.1 – Failure to Notify

Failure to comply with this provision shall be considered as a resignation from the Norwood School System.

15.1.8 - Reasons For Grant

A leave of absence may be granted for the following reasons: study, travel, experiences that contribute to the professional growth of the teacher, or personal needs.

15.1.9 - Leave For Illness

In case of illness, a leave of absence not to exceed one (1) year shall be granted upon certification from medical authorities that such leave is necessary.

15.1.9.1 - Additional Leave

When illness necessitates, an additional leave of absence may be granted upon approval of the Committee.

15.1.10 - Planned Program of Study

A leave of absence for study in a planned program, the completion of which would significantly increase the teacher's value to the school system, may be given by the Committee.

15.1.11 - Emergency Leave

An emergency leave of absence of less than one (1) year may be granted to any teacher for emergency purposes or personal reasons. Should less than sixty (60) days be requested, the leave may be granted at the discretion of the Superintendent.

Section 15.2- Statutory Leaves (FMLA, MPLA, and SNLA):

Notwithstanding anything in this Agreement to the contrary, any employee may exercise his or her rights to take Family and Medical Leave or Military Family Leave pursuant to the Family and Medical Leave Act of 1993 ("FMLA"). Likewise, employees may exercise their rights to take Small Necessities Leave pursuant to the Massachusetts Small Necessities Leave Act ("SNLA") or parental leave pursuant to the Massachusetts Parental Leave Act ("MPLA").

Although the statutory leaves are unpaid, employees with available qualifying paid leave benefits will receive paid leave. Qualifying paid leave means leave that would be available for use for the purpose for which it is being taken in the absence of the statute. For example, a leave taken in connection with the employee's own illness (including medically documented disability resulting from childbirth), qualifies for the use of sick leave, while leave to care for another sick person qualifies for sick leave only to the extent that sick leave for family illness is available.

If an employee qualifies for FMLA, MPLA or SNLA leave, the District has the right to designate applicable paid leave as FMLA, MPLA or SNLA leave. Leave entitlement will be calculated on a rolling 12-month basis. The District shall have the right to establish procedures for requesting the use of Family and Medical Leave and Small Necessities Leave that are consistent with those laws and do not conflict with specific provisions of this Agreement. Any other changes are subject to collective bargaining. Leaves under the FMLA and MPLA will run concurrently. If both parents work for the District they are together entitled to the FMLA/MPLA statutory leave amount in the aggregate.

The FMLA is a federal law that provides for up to twelve (12) weeks of unpaid leave each year for the birth, adoption or placement of a child; the serious health condition of the employee or an immediate family member; or to attend to certain qualifying exigencies connected with having a family member deployed to active military service. In addition, the FMLA allows up to twenty-six (26) weeks of leave in a single twelve (12) month period to care for covered military service members who become ill or injured in the line of duty while on active duty in the military.

15.2.1: Parental Leave:

Parental leave shall be granted to all employees subject to, and in conformity with the requirements of Chapter 149, 105D of the General Laws as referenced in Appendix A attached hereto. It is agreed that a parental leave can be taken for the balance of the school year, no matter when the leave commences.

15.2.1.1: Options:

However, a teacher has (3) options: 1. A leave of eight (8) calendar weeks or less per MPLA; or 2. Four (4) additional school weeks for a total leave of 12 weeks (8 weeks MPLA and remaining 4 weeks of FMLA). Five (5) days of the additional 4 weeks may be paid under the FMLA provided the employee has the accrued sick leave benefits available . 3. The remainder of the school year.

15.2.1.2 – Notification:

Once an employee chooses their option, they cannot change it. The employee shall give at least 2 weeks' notice to the employer of the anticipated date of departure and the employee's intention to return or provide notice as soon as practical if the delay is for reasons beyond the individual's control.

15.2.1.3– Failure to Notify:

Failure to notify the Superintendent of your leave plan after six (6) weeks will result in an automatic extension to the additional four (4) weeks of leave available under FMLA. Failure to report after twelve (12) weeks will be construed as job abandonment.

15.2.1.4 – Pay:

MPLA provides for up to 8 weeks of unpaid leave. Whether such leave will be paid is governed by district policy and this agreement. Teachers with available qualifying leave benefits will receive paid leave. Qualifying leave means leave that would be available for use for the purpose for which it is being taken in the absence of the statute. For example, a leave taken in connection with the employee's own illness (including medically documented disability resulting from childbirth), qualifies for the use of sick leave, while leave to care for another person qualifies for sick leave only to the extent that sick leave for family illness is available. Parental leave that is not taken in connection with any disability of the teacher would not generally be eligible for sick leave, except as detailed below:

- Childbirth and Pregnancy Related Leave. Paid leave to a teacher who gives birth to a baby is available for any workdays during the eight (8) calendar weeks, based upon documented medical need, subject to the teacher having available sick leave.
- Non-Birthing Parent. If a teacher becomes a parent without giving birth (e.g. because teacher's spouse gives birth to a baby) and is therefore not eligible for sick leave due to the teacher's own temporary disability, the teacher will be able to access up to ten (10) consecutive days of accumulated sick leave to cover MPLA qualifying parental leave upon presentation to the district of suitable documentation.
- Adoption. If a teacher adopts a child, the teacher may access up to eight (8) weeks (40 days) of available sick leave to cover MPLA qualifying parental leave upon presentation to the district of suitable documentation. If both parents are employees of the district the 8 weeks shall be in the aggregate.

15.2.1.5 – Seniority Credit:

The teacher shall accrue seniority credit for the first eight (8) weeks of their parental leave regardless of which option chosen.

15.2.1.6 – Seniority Credit:

Any teacher who takes unpaid leave of absence greater than thirty (30) workdays shall receive no seniority credit for time spent on leave(s) over a thirty (30) day work period. Such leave(s) shall not be construed as a break in service.

Section 15.3 - Small Necessities Leave Act (SNLA):

The SNLA is a state law that provides up to twenty-four (24) hours per year of unpaid leave to attend to certain responsibilities regarding the educational advancement of the employee’s child, accompanying an employee’s child to routine medical or dental appointments, or accompanying an elderly relative of the employee to routine medical or dental appointments, or appointments for other professional services related to the elder’s care, such as interviewing at nursing or group homes. Teachers may access personal leave, if available, for SNLA leave.

Section 15.4 - Seniority Credit

Any teacher who takes an unpaid leave of absence after September 1, 1984 for greater than thirty (30) workdays shall receive no seniority credit for time spent on such leave(s) over a thirty (30) day work period. Such leave(s) shall not be construed as a break in service.

ARTICLE 16 - ASSOCIATION BUSINESS

The Committee shall permit the President of the Association and/or his/her designee to be absent with pay to conduct Association business, such absence not to exceed 15 fifteen days in aggregate in any school year with a maximum cap of 5 days for the association president and a maximum cap of 2 days for any other representative.

Section 16.1 - Payment for Substitute Teachers

The Association shall compensate the School Department in full for substitute teachers hired to replace Association personnel so absent.

ARTICLE 17 - FINANCIAL ARRANGEMENTS

Section 17.1 - Payment of Salaries

Salaries shall be paid by direct deposit every other week except in July and August. Payments for these two (2) months shall be made in a lump sum as described below.

17.1.1 –Summer Checks

Option 1 - Checks will be paid in twenty-six equal installments to be paid bi-weekly beginning in September through August inclusive. Teachers who choose this option must be enrolled for payments via direct deposit. The deadline to notify the Business Office is the 2nd Friday in February. Teachers do not need to respond annually if no change.

Option 2- The teacher’s salary will be paid in 1/26th installments paid on the same dates between September and June as in Option 1 above. Balances owed following the last payment in June will be paid before July 1st in a lump sum. There is no requirement for direct deposit for this option. The deadline to notify the Business Office is the 2nd Friday in February. Teachers do not need to respond annually if no change.

17.1.2 - Salary Deductions

Deductions for health insurance, tax-sheltered annuities, credit union and court ordered child support shall be made in equal amounts from each paycheck. Deductions for dental insurance shall be made the first paycheck of each month and deductions for life insurance shall be made the second paycheck of each month.

17.1.3 - Payment

In the event that the parties ratify and execute a new Collective Bargaining Agreement subsequent to the agreed upon date in Article 4.1, the School Committee will process for payment any retroactive monies no later than the third payroll period subsequent to the execution of this Agreement.

Section 17.2 - Health and Insurance Benefits

Hospital, medical, surgical and insurance benefits shall be provided under the authority granted by Chapter 32B of the General Laws, as adopted by the Town of Norwood.

17.2.1 - Insurance Premium Reduction Plan

The Norwood Public Schools agrees to offer the Town of Norwood’s *Insurance Premium Reduction Plan* to the Association (Unit A) as long as there is no additional cost to the School Department.

17.2.2 - Health Insurance

The Town of Norwood agrees to set the premiums at the following contribution rates as negotiated with the Public Employees Committee; 2015-2021

HMO Plans	Eighty (80%) percent Town and Twenty (20%) percent Employee
PPO Plans	Year 1: Seventy-Five (75%) percent Town and Twenty-Five (25%) percent Employee Year 2: Seventy-Seven and One-Half (77.5%) percent Town and Twenty-Two and One-Half (22.5%) percent Employee Years 3-6: Eighty (80%) percent Town and Twenty (20%) percent Employee
Indemnity Plans	Fifty-Five (55%) percent Town and Forty-Five (45%) percent Employee

Section 17.3 - Guidance Extra Days

Guidance Counselors at the secondary level, who are required to work beyond the minimum number of school days required for teachers, shall receive compensation in the amount of their respective salaries divided by the number of school days in the school year up to a maximum of ten (10) days per year, such days to be scheduled as needed by the Building Principal and approved by the Superintendent, or his/her designee.

Section 17.3.1 – Summer Guidance

The Superintendent has the authority to require that the High School counseling services be offered a full fifty-two (52) weeks, with the exception of Christmas, February and April vacation periods. The High School Guidance Counselor(s) who are required to provide these services during the months of July and August, as for such weeks as determined by the Superintendent beyond the current staffing by the Guidance Department, shall be compensated with a stipend as set forth on the Salary Schedule pages. It is recognized that such stipend may be divided, in which case, such stipend shall be proportionate to the time worked.

Section 17.4 – Extra Duty Support Specialists – Printing and Computer

Support specialists will provide the School System with the necessary instruction/support activities related to printing and computer service operations needed to sustain teaching/student activities, as determined by the Superintendent, or his/her designee. These positions are subject to annual review and reappointment by the Superintendent, or his/her designee. Nothing in this section precludes the Superintendent from contracting for these services through outside vendors or other sources.

Section 17.5 - Coaching and Summer School Director Stipend Payments

17.5.1 - Season Checks

Coaching salaries shall be paid in two parts: one-half (1/2) at mid-season and one-half (1/2) at the conclusion of the season. Checks shall accompany those paid for the pay period within which the above dates occur. "Season" is defined as the period of interscholastic competition, exclusive of pre-season practice and post-season tournament play.

17.5.2 - Final Check

Final checks shall be issued to the coaches by the Athletic Director upon receipt of all equipment and the completion of all other obligations.

17.5.3 – Summer School Director Check

The stipend for Summer School Director shall be paid in two (2) parts: one-half (1/2) by June 1st and one-half (1/2) at the conclusion of Summer School.

Section 17.6 - Non-Coaching Stipend Payment

Except for coaches and support specialists, personnel eligible for extra duty pay shall receive forty (40%) percent of their remuneration before December 31st and sixty (60%) percent before the end of school in June.

17.6.1 – Support Specialists – Printing and Computer Checks

Stipends will be paid at twenty-five (25%) percent of their remuneration at the close of each school term as indicated in Appendix 4 attached hereto.

Section 17.7 - Stipend Sharing

If more than one person divides a stipend, the remuneration shall be divided among those involved. This needs the approval of the Superintendent and/or Building Principal.

Section 17.8 - Attendance at Conferences

A teacher shall be reimbursed for reasonable costs incurred in connection with attending professional improvement conferences upon the approval of the teachers' supervisor and/or Building Principal. Such costs shall include items such as, but not limited to, registration, materials, travel expenses and lodging, if necessary.

Section 17.9 - Mileage Allowance

Use of private vehicle for school purposes shall be compensated at a rate determined on an annual basis. The rate shall be the then current IRS rate.

Section 17.10 - Tax Sheltered Annuities

Teachers shall be allowed to enroll in Tax Sheltered Annuities according to IRS Regulations.

Section 17.11 - MTA Payroll Deduction

The Committee agrees to provide for an MTA Credit Union payroll deduction.

Section 17.12 - Student Teacher Vouchers

17.12.1 – Priority

Cooperating teachers shall have priority in the use of vouchers for graduate school customarily sent to the Norwood Public Schools for supervising student teachers.

17.12.2 - Secondary Level

If the cooperating teacher does not wish to accept the voucher, the Superintendent shall request the Department Chair/Department Head to make known the availability of the voucher to members of the same Department and so designate. If no one in the Department wishes to accept the voucher, it then becomes available to personnel in the given school and thereafter to anyone in the system who wishes to apply for it.

17.12.3 - Elementary Level

In the elementary schools, if the eligible cooperating teacher does not wish to use the voucher, it shall be made available to other members of the faculty in that school and thereafter to anyone in the system who wishes to apply for it.

ARTICLE 18 - RETIREMENT

Section 18.1 - Sick Leave Reimbursement

18.1.1 – Entitlement

Effective June 1, 1996, a teacher upon retirement, after twenty (20) years in the Norwood Public Schools, shall be given reimbursement of eighty-eight (88) days at One Hundred and 00/100 (\$100.00) Dollars per day with a deductible of one hundred (100) days. The maximum buyback and dollar exposure would be Eight Thousand Eight Hundred and 00/100 (\$8,800.00) Dollars. To be implemented in year 1 of contract (2016-2017). The one hundred (100) day deductible may be waived by the Superintendent in cases of extenuating circumstances.

18.1.2 - Notice of Intent

Written notice to retire should be submitted to the Superintendent before February 1st of the year preceding the academic year (September-June) in which the retirement shall take place. This will allow for inclusion of the cost of the buyback, if any, in the School Department budget and insure payment during the teacher's final year of service. Notice of retirement is final, and a teacher selecting this provision must retire from the School System effective on the agreed upon date.

18.1.2.1 – Notice of Waiver

At the discretion of the Superintendent, the date of February 1st of the year preceding the academic year in which the retirement shall take place may be waived.

ARTICLE 19 - ACTIVITIES

Section 19.1 - General

The remuneration of certain classes for types of extra-curricular athletics set forth herein neither means the Committee shall continue these in existence, nor is it intended to preclude the payment of any other extra-curricular duties not specifically included herein.

19.1.1 - Existing Unpaid Positions

An advisor to an activity in existence prior to September 1, 1995 shall be paid a stipend in accordance with Section 20.1.2 (i.e., L.E.A.F., Art Honors Society, Companionship Club, etc.).

19.1.2 - New Positions

In the case of creation of new positions, the Committee shall establish the initial salary which shall be included in the posting and which hours are subject to negotiation in successor Agreements.

19.1.3 - Annual Review

The appointment to duties and positions listed in these articles is subject to annual reappointment by the Superintendent and/or Building Principal.

Section 19.2 - Remuneration Eligibility

19.2.1 - Activity Eligibility

No activity is eligible for remuneration during its first year of operation.

19.2.2 - Additional Activities

Additional activities shall be remunerated only through negotiations.

Section 19.3 - Position Modifications

The Committee reserves the right to eliminate positions and limit hours.

19.3.1 - Changes in Assignment

Changes in assignment shall be made only through conference with the party or parties concerned.

19.3.2 - Prior Consideration

Persons now involved with activities shall receive prior consideration.

19.3.3 - Openings and Application

Openings shall be publicized to the staff. Applications shall be accepted by the Building Principals at any time.

19.3.4 – Association Notification

The Association shall be notified when changes are to be made.

Section 19.4 - Teacher Responsibility

It is expected that a teacher, after signing an agreement to accept responsibility for a compensated activity, shall honor the agreement for the year involved. Special consideration shall be provided in any instance where circumstances bearing upon the situation warrant.

19.4.1 - Release From Activity

A teacher who seeks to be relieved of an activity for a new Agreement year should give advance notice no later than April 15th.

Section 19.5 - New Clubs

The names of new clubs, which are planning to begin their first year of unpaid operation, shall be presented to the Committee for approval before February 1st. This shall be the February prior to the fall in which the club plans to commence function.

19.5.1 - Approval of Clubs/Organizations/Activities

The Building Principal shall approve new and continuing clubs/organizations/activities on an annual basis. The number of clubs/organizations/activities approved shall be based on the amount budgeted for clubs/organizations/activities for the particular school.

19.5.2 - New Clubs/Organizations/Activities

The name of a proposed new club/organization/activity shall be presented by the Advisor to the Building Principal by February 1st prior to the fall in which the club/organization/activity is planned to commence. Clubs/organizations/activities must have a minimum of ten (10) participating students to be approved.

19.5.3 – Continuation

Participation of clubs/organizations/activities shall be reviewed by the Building Principal at mid-year and the beginning of each subsequent school year. Clubs/organizations/activities not having at least ten (10) participants shall not be continued.

19.5.4 – Reimbursement

Each Advisor shall submit an initial report annually to the Building Principal establishing anticipated goals for the club/organization/activity for the school year. A final report must be completed by the Advisor and submitted to the Building Principal by June 1st before the final salary reimbursement is issued. If the reports are not made, the Advisor shall not be paid.

ARTICLE 20 - SALARY AND STIPEND SCHEDULES

Section 20.1 – Schedules

The salary schedule, as referenced in Appendix I attached hereto, will be increased as follows:

2021 - 2022 2% steps 1 -12 and 2.5% on step 13
2022 - 2023 2% steps 1 -12 and 2.5% on step 13
2023 - 2024 2% steps 1 -12 and 2.5% on step 13

The Stipend schedules, as referenced in Appendices II, III & IV attached hereto, will be increased by: Hold until Reviewed by committees

Section 20.2 – Longevity

Effective September 1, 2008, each teacher shall be granted an additional lump sum payment annually, on the second payroll of December. In accordance with the following schedule effective FY22:

After 14 years of service to the Norwood Public Schools	\$1050.00
After 19 years of service to the Norwood Public Schools	\$1600.00
After 24 years of service to the Norwood Public Schools	\$1850.00
After 29 years of service to the Norwood Public Schools	\$2100.00
After 34 years of service to the Norwood Public Schools	\$2350.00

Section 20.3 – Enhanced Longevity

Employees, who have completed twenty (20) years of service in the Norwood Public Schools, may elect to receive enhanced longevity payments of Three Thousand and 00/100 (\$3,000.00) Dollars without regard to how many sick days they have accrued. Employees who elect to receive enhanced longevity are no longer eligible to buyback any of their unused sick leave under Section 19.1.1 of this Agreement. Employees will be entitled to the maximum sum of Nine Thousand and 00/100 (\$9,000.00) Dollars if they complete the three (3) year period. Employees who do not complete three (3) years in the plan will receive Three Thousand and 00/100 (\$3,000.00) Dollars per year for each year they do complete.

A written application for enhanced longevity must be filed with administration within thirty (30) days of the ratification of this Agreement. Thereafter, all such written applications must be submitted no later than November 1st of the school year prior to the school year such enhanced longevity is to commence. Participation in the Enhanced Longevity Plan shall be limited to twenty-five (25) members per year. In the event that the number of applications for opting into the plan exceeds twenty-five (25), members with the greatest number of years of service in Norwood shall be selected. Applicants with the earliest date of hire will be selected over less senior applicants. Ties will be broken by lot.

ARTICLE 21 - COURSE REIMBURSEMENT

Section 21.1 - Approval

Teachers shall be reimbursed up to Six Hundred and 00/100 (\$600.00). Dollars for graduate courses per contract year. Course selections must be approved by the Superintendent or his/her designee. In order for a course to be approved for reimbursement purposes, the teacher must be enrolled in a course of licensure or teaching assignment. The Superintendent reserves the right to approve courses that will benefit the teacher and/or the Norwood Public Schools.

Section 21.2 - Notification

In order to be eligible for course reimbursement, the teacher must notify the Superintendent of his/her intent to enroll for a course by September 15th, December 15th or June 15th prior to the beginning of the semester in which the teacher plans to take the course.

Section 21.3 - Reimbursement

In order to receive reimbursement for a course, the teacher must receive a final grade of B or better. No later than sixty (60) days after the completion of the course, the teacher shall submit documentation of successful course completion. No later than (30) days after submission of documentation, the Committee shall reimburse the teacher.

ARTICLE 22 – JOB SHARING

Section 22.1 - Definition

Job sharing shall mean the sharing of the performance of the duties and responsibilities of a full-time teaching position by two (2) part-time teachers. Each teacher shall participate equally in the performance of the duties and responsibilities of the position. To be eligible to participate in job sharing, each teacher must be licensed in the appropriate discipline.

Section 22.2 – Participation

The participation of teachers in job sharing shall be on a voluntary basis. No job-sharing position shall be established without the annual approval of the Building Principal or Superintendent of Schools. Failure by the Building Principal and the Superintendent of Schools to approve a job-sharing proposal shall not be grievable under this Agreement.

Section 22.3 – Application and Approval

In order for a shared position to be approved, the two (2) individuals must complete an application for such on a form developed by the Superintendent of Schools. Applications for job sharing shall be filed by the teachers with the Superintendent of Schools and the Association prior to March 1st of the school year preceding the proposed effective date of job sharing. Teachers shall be informed of the disposition of their job-sharing application by April 11th.

Section 22.4 – Working Conditions

The following working conditions shall apply to teachers participating in job sharing:

- (A) The regular workday for each teacher shall be one-half (1/2) of the regular workday for full-time teachers unless otherwise agreed upon by the Building Principal, Superintendent of Schools and School Committee.

- (B) Both teachers will be present on duty for the entire workday for the first week of school in September each year.
- (C) To the extent possible and reasonable, half-days, in-service times and Department and Faculty meetings shall be shared by the two (2) teachers reporting to each other concerning the content of the meetings. Both teachers are responsible for obtaining information regarding the content of any such meetings.
- (D) Both teachers will be present simultaneously for parent conferences.
- (E) The two (2) teachers who are job sharing will arrange regular times to confer to evaluate students and mark report cards and to discuss student progress and concerns in the classroom.
- (F) If one (1) of the participants is absent due to illness or other reason, the other teacher will cover for the absent teacher whenever possible, thereby eliminating the need for a substitute.
- (G) The preparation time provided for teachers in the Agreement shall be shared by each teacher.
- (H) Each teacher will be paid the prorated amount of his/her appropriate full-time annual salary established pursuant to the terms of this Agreement, except when the teacher works a full day pursuant to the provisions of this Article. On such days, the teacher will be paid his/her full daily rate of compensation.

Section 22.5 – Duration

Job sharing assignments shall be for a period of one (1) year and shall terminate at the end of each school year. Requests to maintain a job share arrangement must be renewed in writing by March 1st of each year. There is no guarantee that a renewal of a job-sharing arrangement will be granted for the following year. Teachers shall be informed of the disposition of their request for renewal by April 11th.

Section 22.6- Transfer

No teacher shall be involuntarily transferred in order to create job sharing positions.

Section 22.7 – End of Assignment

When a job-sharing position is terminated, the teachers will be reassigned to the same positions they left prior to job sharing, if available; or, if not available, to substantially equivalent positions.

Section 22.8 – Benefits

All the benefits provided in this Agreement between the Association and the Committee will be evenly shared unless otherwise specified in this provision.

- (A) Temporary leaves of absence shall be one-half (1/2) days.
- (B) Sick leave entitlement shall be the full number of days.
- (C) Seniority shall be pro-rated.
- (D) Years of service for purposes of longevity and salary step advancement shall not be pro-rated.
- (E) The cost of the benefit package shall not exceed full family benefits for one (1) full-time employee, except in extenuating circumstances.

ARTICLE 23 – ON-LINE LEARNING New Language

Section 23.1 Teacher Responsibility

- a. Courses offered must be taught by members of Unit A with exceptions determined through the Online Course Approval Committee Section 23.2 a.
- b. No unit A member will be required to teach* an online course. The administration will solicit volunteers to teach online classes within the teacher's area of licensure and assignment, classes will not exceed 30 students.
- c. For cases in which an online course requires a proctor instead of a teacher, the proctoring duty will not count toward the Unit A members teaching assignment. The time spent proctoring counts as an assigned duty.

*Teach means to design and implement curriculum, develop instructional activities and assignments, make and grade student assessments, and input and report grades.

*Proctoring an online course will not count as part of an educator's teaching assignment. Proctor means to take attendance, supervise classroom behavior, contact the technology department for the resolution of technical issues, monitor student progress, and provide student orientation for online distance learning courses. Teachers will be provided with the necessary training to proctor. Any additional duties to this description must be negotiated.

Section 23.2 - On-line Course Approval

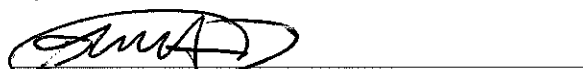
- a. All online courses (credit recovery, dual enrollment, or otherwise) shall be approved through a committee to be composed of NHS admin, NTA building rep or NTA president, department chair of the impacted department, and guidance department chair. The committee shall reach a consensus.
- b. Annually, no later than October 1st and for the second semester no later than February 20th, a list of all online courses with the number of participants shall be given to the NTA president upon request.
- c. The parties agree that at no time shall the offering of online or dual enrollment courses cause a reduction in the overall number of educator FTEs, nor the reduction in any individual educator's FTE, nor replace any course currently offered.
- d. Any online courses (credit recovery, dual enrollment or otherwise) which reaches or exceeds the current minimum threshold for a course to be offered shall be referred back to the committee to determine whether the course will continue online.

IN WITNESS WHEREOF, the parties have hereunto signed and sealed this Agreement and duplicate thereof this 1st day of July in the year 2021.

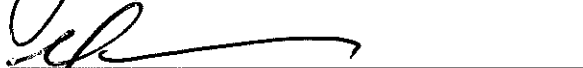
NORWOOD SCHOOL COMMITTEE


Teresa Stewart, *Chair*


Myev A. Bodenhofer



David M. Hiltz, Jr.

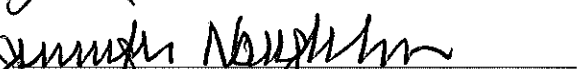

Joan Giblin, Ph.D.


Anne Marie Mazzola, *Vice Chair*

NORWOOD TEACHERS' ASSOCIATION


Paul Betz, *Negotiating Chairman*


Joan M. Smith, *President*


Jennifer Naughton, *PR&R*

APPENDIX A - PARENTAL LEAVE RIGHTS AND BENEFITS (Chapter 149, §105D)

APPENDIX I - TEACHER SALARY SCHEDULE

APPENDIX II – COACHING STIPENDS

APPENDIX III – CLUBS AND ORGANIZATIONS STIPENDS – FINE ARTS

APPENDIX IV – CLUBS AND ORGANIZATIONS STIPENDS

APPENDIX V – SUPPORT TEACHER STIPENDS

APPENDIX VI – MISCELLANEOUS TEACHER STIPENDS

APPENDIX VII – PERFORMANCE EVALUATION OF TEACHERS

APPENDIX A

PARENTAL LEAVE RIGHTS AND BENEFITS (Chapter 140, Section 105D)

An employee who has completed the initial probationary period set by the terms of employment, not to exceed 3 months, or, if there is no such probationary period, has been employed by the same employer for at least 3 consecutive months as a full-time employee, shall be entitled to 8 weeks of parental leave for the purpose of giving birth or for the placement of a child under the age of 18, or under the age of 23 if the child is mentally or physically disabled, for adoption with the employee who is adopting or intending to adopt the child; provided, however, that any 2 employees of the same employer shall only be entitled to 8 weeks of parental leave in aggregate for the birth or adoption of the same child. The employee shall give at least 2 weeks' notice to the employer of the anticipated date of departure and the employee's intention to return, or provide notice as soon as practicable if the delay is for reasons beyond the individual's control. The employee shall be restored to the employee's previous, or a similar, position with the same status, pay, length of service credit and seniority, wherever applicable, as of the date of the leave. An employee on parental leave for the adoption of a child shall be entitled to the same benefits offered by the employer to an employee on parental leave for the birth of a child. The parental leave may be with or without pay at the discretion of the employer. If the employer agrees to provide parental leave for longer than 8 weeks, the employer shall not deny the employee the rights under this section unless the employer clearly informs the employee, in writing, prior to the commencement of the parental leave, and prior to any subsequent extension of that leave, that taking longer than 8 weeks of leave shall result in the denial of reinstatement or the loss of other rights and benefits.

The employer shall not be required to restore an employee on parental leave to the previous or a similar position if other employees of equal length of service credit and status in the same or similar positions have been laid off due to economic conditions or other changes in operating conditions affecting employment during the employee's parental leave; provided, however, that the employee on parental leave shall retain any preferential consideration for another position to which the employee may be entitled as of the date of the leave.

The parental leave shall not affect the employee's right to receive vacation time, sick leave, bonuses, advancement, seniority, length of service credit, benefits, plans or programs for which the employee was eligible at the date of the leave or any other advantages or rights of employment incidental to the employment position; provided, however, that the parental leave shall not be included, when applicable, in the computation of the benefits, rights and advantages; and provided further, that the employer need not provide for the cost of any benefits, plans or programs during the parental leave unless the employer provides for such benefits, plans or programs to all employees who are on a leave of absence. Nothing in this section shall be construed to affect any bargaining agreement or company policy which provides for greater or additional benefits than those required under this section.

For the purposes of this section, an "employer" shall be defined as in subsection 5 of section 1 of chapter 151B.

FY 22 184 days								
Effective September 1, 2021 -2% step 1-12; 2.5% Step 13								
	NEW							REVISED
STEP	B	B+15	M	M+15	M+30	M+45	M+60	Doctorate
1	49,501	51,724	53,947	55,894	57,844	59,815	62,365	64,915
2	51,724	54,507	56,723	58,676	60,627	62,598	65,148	67,698
3	54,507	57,285	59,510	61,457	63,404	65,375	67,925	70,475
4	57,285	60,064	62,290	64,240	66,189	68,159	70,709	73,259
5	60,064	62,847	65,073	67,019	68,963	70,935	73,485	76,035
6	62,846	65,636	67,844	69,799	71,751	73,720	76,270	78,820
7	65,636	68,412	70,634	72,579	74,530	76,502	79,052	81,602
8	68,959	71,188	73,421	75,369	77,319	79,290	81,840	84,390
9	72,865	75,089	77,159	79,176	81,197	83,169	85,719	88,269
10	76,754	78,967	81,197	83,148	85,098	87,068	89,618	92,168
11	80,490	82,680	84,890	86,813	88,739	90,711	93,261	95,811
12	83,424	85,705	87,877	89,821	91,763	93,736	96,286	98,836
13			92,775	94,733	96,691	98,672	101,234	103,797
FY 23 184 days								
Effective September 1, 2022 -2% step 1-12; 2.5% Step 13								
	NEW							REVISED
STEP	B	B+15	M	M+15	M+30	M+45	M+60	Doctorate
1	50,491	52,759	55,026	57,012	59,001	61,011	63,612	66,213
2	52,759	55,597	57,857	59,849	61,840	63,850	66,451	69,052
3	55,597	58,431	60,701	62,687	64,672	66,682	69,283	71,884
4	58,431	61,266	63,536	65,525	67,512	69,522	72,123	74,724
5	61,266	64,104	66,374	68,359	70,342	72,353	74,954	77,555
6	64,103	66,948	69,201	71,195	73,186	75,195	77,796	80,397
7	66,948	69,781	72,047	74,031	76,021	78,032	80,633	83,234
8	70,338	72,612	74,890	76,876	78,865	80,875	83,476	86,077
9	74,322	76,591	78,702	80,760	82,821	84,832	87,433	90,034
10	78,289	80,547	82,821	84,811	86,800	88,810	91,411	94,012
11	82,100	84,334	86,588	88,549	90,514	92,525	95,126	97,727
12	85,092	87,419	89,635	91,618	93,598	95,611	98,212	100,813
13			95,095	97,101	99,109	101,139	103,765	106,392
FY 24 184 days								
Effective September 1, 2023 -2% step 1-12; 2.5% Step 13								
	NEW							REVISED
STEP	B	B+15	M	M+15	M+30	M+45	M+60	Doctorate
1	51,501	53,814	56,126	58,152	60,181	62,231	64,884	67,537
2	53,814	56,709	59,014	61,046	63,077	65,127	67,780	70,433
3	56,709	59,600	61,915	63,940	65,965	68,016	70,669	73,322
4	59,600	62,491	64,807	66,836	68,863	70,913	73,566	76,219
5	62,491	65,386	67,702	69,726	71,749	73,800	76,454	79,107
6	65,385	68,287	70,585	72,618	74,650	76,699	79,352	82,005
7	68,287	71,176	73,488	75,511	77,541	79,593	82,246	84,899
8	71,745	74,064	76,388	78,414	80,442	82,493	85,146	87,799
9	75,809	78,123	80,276	82,375	84,477	86,529	89,182	91,835
10	79,855	82,158	84,477	86,507	88,536	90,586	93,239	95,892
11	83,742	86,020	88,320	90,320	92,324	94,376	97,029	99,682
12	86,794	89,168	91,427	93,450	95,470	97,523	100,176	102,829
13			97,472	99,528	101,586	103,667	106,359	109,051

**APPENDIX II
COACHING STIPENDS**

DESCRIPTION	SPORT	POSITION	Step	0%	0%	0%
				2021-2022	2022-2023	2023-2024
MIXED:	WEIGHT ROOM	Supervisor	1	\$8,737	\$8,737	\$8,737
	WEIGHT ROOM	Supervisor	2	\$8,737	\$8,737	\$8,737
	WEIGHT ROOM	Supervisor	3	\$8,737	\$8,737	\$8,737
BOYS:	TICKET MANAGER		1	\$694	\$694	\$694
	TICKET SELLER	Per Hour	1	\$20.85	\$20.85	\$20.85
	TICKET SELLER HOCKEY	Per Hour/Game	1	\$41.74	\$41.74	\$41.74
BOYS:	BASEBALL	Head Varsity	1	\$5,629	\$5,629	\$5,629
	BASEBALL	Head Varsity	2	\$6,382	\$6,382	\$6,382
	BASEBALL	Head Varsity	3	\$7,133	\$7,133	\$7,133
BOYS:	BASEBALL	1st Asst Varsity	1	\$1,773	\$1,773	\$1,773
	BASEBALL	1st Asst Varsity	2	\$2,019	\$2,019	\$2,019
	BASEBALL	1st Asst Varsity	3	\$2,265	\$2,265	\$2,265
BOYS:	BASEBALL	Junior Varsity	1	\$2,670	\$2,670	\$2,670
	BASEBALL	Junior Varsity	2	\$3,092	\$3,092	\$3,092
	BASEBALL	Junior Varsity	3	\$3,508	\$3,508	\$3,508
BOYS:	BASEBALL	Freshman	1	\$2,310	\$2,310	\$2,310
	BASEBALL	Freshman	2	\$2,554	\$2,554	\$2,554
	BASEBALL	Freshman	3	\$2,812	\$2,812	\$2,812
BOYS:	BASKETBALL	Head Varsity	1	\$5,629	\$5,629	\$5,629
	BASKETBALL	Head Varsity	2	\$6,382	\$6,382	\$6,382
	BASKETBALL	Head Varsity	3	\$7,133	\$7,133	\$7,133
BOYS:	BASKETBALL	Junior Varsity	1	\$2,808	\$2,808	\$2,808
	BASKETBALL	Junior Varsity	2	\$3,216	\$3,216	\$3,216
	BASKETBALL	Junior Varsity	3	\$3,642	\$3,642	\$3,642
BOYS:	BASKETBALL	Freshman	1	\$2,659	\$2,659	\$2,659
	BASKETBALL	Freshman	2	\$2,905	\$2,905	\$2,905
	BASKETBALL	Freshman	3	\$3,165	\$3,165	\$3,165
BOYS:	FOOTBALL	Head Varsity	1	\$8,180	\$8,180	\$8,180
	FOOTBALL	Head Varsity	2	\$9,265	\$9,265	\$9,265
	FOOTBALL	Head Varsity	3	\$10,352	\$10,352	\$10,352
BOYS:	FOOTBALL	1st Asst Varsity	1	\$4,447	\$4,447	\$4,447
	FOOTBALL	1st Asst Varsity	2	\$4,977	\$4,977	\$4,977
	FOOTBALL	1st Asst Varsity	3	\$5,617	\$5,617	\$5,617
BOYS:	FOOTBALL	2nd Asst Varsity	1	\$3,020	\$3,020	\$3,020
	FOOTBALL	2nd Asst Varsity	2	\$3,445	\$3,445	\$3,445
	FOOTBALL	2nd Asst Varsity	3	\$3,860	\$3,860	\$3,860
BOYS:	FOOTBALL	Junior Varsity	1	\$3,906	\$3,906	\$3,906

DESCRIPTION	SPORT	POSITION	Step	0%	0%	0%
				2021-2022	2022-2023	2023-2024
	FOOTBALL	Junior Varsity	2	\$4,323	\$4,323	\$4,323
	FOOTBALL	Junior Varsity	3	\$4,741	\$4,741	\$4,741
BOYS:	FOOTBALL	Asst Jr Varsity	1	\$3,020	\$3,020	\$3,020
	FOOTBALL	Asst Jr Varsity	2	\$3,445	\$3,445	\$3,445
	FOOTBALL	Asst Jr Varsity	3	\$3,860	\$3,860	\$3,860
BOYS:	FOOTBALL	Freshman	1	\$2,939	\$2,939	\$2,939
	FOOTBALL	Freshman	2	\$3,354	\$3,354	\$3,354
	FOOTBALL	Freshman	3	\$3,778	\$3,778	\$3,778
BOYS:	FOOTBALL	Asst Freshman	1	\$2,310	\$2,310	\$2,310
	FOOTBALL	Asst Freshman	2	\$2,554	\$2,554	\$2,554
	FOOTBALL	Asst Freshman	3	\$2,812	\$2,812	\$2,812
BOYS:	GOLF	Head Varsity	1	\$2,485	\$2,485	\$2,485
	GOLF	Head Varsity	2	\$2,733	\$2,733	\$2,733
	GOLF	Head Varsity	3	\$2,986	\$2,986	\$2,986
BOYS:	GOLF	Junior Varsity	1	\$1,250	\$1,250	\$1,250
	GOLF	Junior Varsity	2	\$1,501	\$1,501	\$1,501
	GOLF	Junior Varsity	3	\$1,753	\$1,753	\$1,753
BOYS:	HOCKEY	Head Varsity	1	\$5,996	\$5,996	\$5,996
	HOCKEY	Head Varsity	2	\$6,750	\$6,750	\$6,750
	HOCKEY	Head Varsity	3	\$7,506	\$7,506	\$7,506
BOYS:	HOCKEY	1st Asst Varsity	1	\$2,670	\$2,670	\$2,670
	HOCKEY	1st Asst Varsity	2	\$3,092	\$3,092	\$3,092
	HOCKEY	1st Asst Varsity	3	\$3,508	\$3,508	\$3,508
BOYS:	HOCKEY	Junior Varsity	1	\$3,291	\$3,291	\$3,291
	HOCKEY	Junior Varsity	2	\$3,709	\$3,709	\$3,709
	HOCKEY	Junior Varsity	3	\$4,127	\$4,127	\$4,127
BOYS:	SOCCER	Head Varsity	1	\$3,378	\$3,378	\$3,378
	SOCCER	Head Varsity	2	\$3,790	\$3,790	\$3,790
	SOCCER	Head Varsity	3	\$4,213	\$4,213	\$4,213
BOYS:	SOCCER	Junior Varsity	1	\$2,387	\$2,387	\$2,387
	SOCCER	Junior Varsity	2	\$2,651	\$2,651	\$2,651
	SOCCER	Junior Varsity	3	\$2,896	\$2,896	\$2,896
	SOCCER	Freshman	1	\$1,663	\$1,663	\$1,663
	SOCCER	Freshman	2	\$1,995	\$1,995	\$1,995
	SOCCER	Freshman	3	\$2,326	\$2,326	\$2,326
BOYS:	TENNIS	Head Varsity	1	\$2,659	\$2,659	\$2,659
	TENNIS	Head Varsity	2	\$2,905	\$2,905	\$2,905
	TENNIS	Head Varsity	3	\$3,165	\$3,165	\$3,165
BOYS:	TRACK, INDOOR	Head Varsity	1	\$3,202	\$3,202	\$3,202

DESCRIPTION	SPORT	POSITION	Step	0% 2021-2022	0% 2022-2023	0% 2023-2024
	TRACK, INDOOR	Head Varsity	2	\$3,618	\$3,618	\$3,618
	TRACK, INDOOR	Head Varsity	3	\$4,039	\$4,039	\$4,039
BOYS:	TRACK, INDOOR	1st Asst Varsity	1	\$2,310	\$2,310	\$2,310
	TRACK, INDOOR	1st Asst Varsity	2	\$2,554	\$2,554	\$2,554
	TRACK, INDOOR	1st Asst Varsity	3	\$2,810	\$2,810	\$2,810
BOYS:	TRACK, OUTDOOR	Head Varsity	1	\$3,378	\$3,378	\$3,378
	TRACK, OUTDOOR	Head Varsity	2	\$3,790	\$3,790	\$3,790
	TRACK, OUTDOOR	Head Varsity	3	\$4,213	\$4,213	\$4,213
BOYS:	TRACK, OUTDOOR	1st Asst Varsity	1	\$2,485	\$2,485	\$2,485
	TRACK, OUTDOOR	1st Asst Varsity	2	\$2,733	\$2,733	\$2,733
	TRACK, OUTDOOR	1st Asst Varsity	3	\$2,986	\$2,986	\$2,986
	TRACK, OUTDOOR	2nd Asst Varsity	1	\$1,225	\$1,225	\$1,225
	TRACK, OUTDOOR	2nd Asst Varsity	2	\$1,472	\$1,472	\$1,472
	TRACK, OUTDOOR	2nd Asst Varsity	3	\$1,718	\$1,718	\$1,718
BOYS:	TRACK, X-COUNTRY	Head Varsity	1	\$3,378	\$3,378	\$3,378
	TRACK, X-COUNTRY	Head Varsity	2	\$3,790	\$3,790	\$3,790
	TRACK, X-COUNTRY	Head Varsity	3	\$4,213	\$4,213	\$4,213
BOYS:	TRACK, X-COUNTRY	1st Asst Varsity	1	\$2,335	\$2,335	\$2,335
	TRACK, X-COUNTRY	1st Asst Varsity	2	\$2,580	\$2,580	\$2,580
	TRACK, X-COUNTRY	1st Asst Varsity	3	\$2,833	\$2,833	\$2,833
BOYS:	WRESTLING	Head Varsity	1	\$3,664	\$3,664	\$3,664
	WRESTLING	Head Varsity	2	\$4,081	\$4,081	\$4,081
	WRESTLING	Head Varsity	3	\$4,506	\$4,506	\$4,506
BOYS:	WRESTLING	Junior Varsity	1	\$2,310	\$2,310	\$2,310
	WRESTLING	Junior Varsity	2	\$2,554	\$2,554	\$2,554
	WRESTLING	Junior Varsity	3	\$2,810	\$2,810	\$2,810
BOYS:	VOLLEYBALL	Head Varsity	1	\$3,378	\$3,378	\$3,378
	VOLLEYBALL	Head Varsity	2	\$3,790	\$3,790	\$3,790
	VOLLEYBALL	Head Varsity	3	\$4,213	\$4,213	\$4,213
BOYS:	VOLLEYBALL	Junior Varsity	1	\$2,387	\$2,387	\$2,387
	VOLLEYBALL	Junior Varsity	2	\$2,651	\$2,651	\$2,651
	VOLLEYBALL	Junior Varsity	3	\$2,896	\$2,896	\$2,896
BOYS:	VOLLEYBALL	Freshman Spring	1	\$1,663	\$1,663	\$1,663
	VOLLEYBALL	Freshman Spring	2	\$1,995	\$1,995	\$1,995
	VOLLEYBALL	Freshman Spring	3	\$2,326	\$2,326	\$2,326
BOYS	LACROSSE	Head Varsity	1	\$3,378	\$3,378	\$3,378
	LACROSSE	Head Varsity	2	\$3,790	\$3,790	\$3,790
	LACROSSE	Head Varsity	3	\$4,213	\$4,213	\$4,213

DESCRIPTION	SPORT	POSITION	Step	0%	0%	0%
				2021-2022	2022-2023	2023-2024
BOYS	LACROSSE	Junior Varsity	1	\$2,310	\$2,310	\$2,310
	LACROSSE	Junior Varsity	2	\$2,554	\$2,554	\$2,554
	LACROSSE	Junior Varsity	3	\$2,810	\$2,810	\$2,810
BOYS	LACROSSE	Asst Varsity	1	\$2,049	\$2,049	\$2,049
	LACROSSE	Asst Varsity	2	\$2,255	\$2,255	\$2,255
	LACROSSE	Asst Varsity	3	\$2,479	\$2,479	\$2,479
BOYS	SWIM TEAM	Head Varsity	1	\$3,806	\$3,806	\$3,806
	SWIM TEAM	Head Varsity	2	\$4,186	\$4,186	\$4,186
	SWIM TEAM	Head Varsity	3	\$4,601	\$4,601	\$4,601
BOYS	EQUIPMENT MANAGER			\$5,125	\$5,125	\$5,125
GIRLS:	BASKETBALL	Head Varsity	1	\$5,629	\$5,629	\$5,629
	BASKETBALL	Head Varsity	2	\$6,382	\$6,382	\$6,382
	BASKETBALL	Head Varsity	3	\$7,133	\$7,133	\$7,133
GIRLS:	BASKETBALL	Junior Varsity	1	\$2,808	\$2,808	\$2,808
	BASKETBALL	Junior Varsity	2	\$3,216	\$3,216	\$3,216
	BASKETBALL	Junior Varsity	3	\$3,642	\$3,642	\$3,642
GIRLS:	BASKETBALL	Freshman	1	\$2,659	\$2,659	\$2,659
	BASKETBALL	Freshman	2	\$2,905	\$2,905	\$2,905
	BASKETBALL	Freshman	3	\$3,165	\$3,165	\$3,165
GIRLS:	CHEERLEADING	Head Varsity	1	\$2,693	\$2,693	\$2,693
	CHEERLEADING	Head Varsity	2	\$2,854	\$2,854	\$2,854
	CHEERLEADING	Head Varsity	3	\$3,003	\$3,003	\$3,003
	CHEERLEADING	Junior Varsity	1	\$1,250	\$1,250	\$1,250
	CHEERLEADING	Junior Varsity	2	\$1,501	\$1,501	\$1,501
	CHEERLEADING	Junior Varsity	3	\$1,753	\$1,753	\$1,753
	CHEERLEADING	Winter Cheer	1	\$2,640	\$2,640	\$2,640
	CHEERLEADING	Winter Cheer	2	\$2,798	\$2,798	\$2,798
	CHEERLEADING	Winter Cheer	3	\$2,945	\$2,945	\$2,945
GIRLS:	FIELD HOCKEY	Head Varsity	1	\$3,378	\$3,378	\$3,378
	FIELD HOCKEY	Head Varsity	2	\$3,790	\$3,790	\$3,790
	FIELD HOCKEY	Head Varsity	3	\$4,213	\$4,213	\$4,213
GIRLS:	FIELD HOCKEY	Junior Varsity	1	\$2,387	\$2,387	\$2,387
	FIELD HOCKEY	Junior Varsity	2	\$2,651	\$2,651	\$2,651
	FIELD HOCKEY	Junior Varsity	3	\$2,896	\$2,896	\$2,896
GIRLS:	FIELD HOCKEY	Freshman	1	\$1,663	\$1,663	\$1,663
	FIELD HOCKEY	Freshman	2	\$1,995	\$1,995	\$1,995
	FIELD HOCKEY	Freshman	3	\$2,326	\$2,326	\$2,326
GIRLS:	SOCCER	Head Varsity	1	\$3,378	\$3,378	\$3,378

DESCRIPTION	SPORT	POSITION	Step	0%	0%	0%
				2021-2022	2022-2023	2023-2024
	SOCCER	Head Varsity	2	\$3,790	\$3,790	\$3,790
	SOCCER	Head Varsity	3	\$4,213	\$4,213	\$4,213
GIRLS:	SOCCER	Junior Varsity	1	\$2,387	\$2,387	\$2,387
	SOCCER	Junior Varsity	2	\$2,651	\$2,651	\$2,651
	SOCCER	Junior Varsity	3	\$2,896	\$2,896	\$2,896
	SOCCER	Freshman	1	\$1,663	\$1,663	\$1,663
	SOCCER	Freshman	2	\$1,995	\$1,995	\$1,995
	SOCCER	Freshman	3	\$2,326	\$2,326	\$2,326
GIRLS:	SOFTBALL	Head Varsity	1	\$5,629	\$5,629	\$5,629
	SOFTBALL	Head Varsity	2	\$6,382	\$6,382	\$6,382
	SOFTBALL	Head Varsity	3	\$7,133	\$7,133	\$7,133
GIRLS:	SOFTBALL	1st Varsity	1	\$1,773	\$1,773	\$1,773
	SOFTBALL	1st Varsity	2	\$2,019	\$2,019	\$2,019
	SOFTBALL	1st Varsity	3	\$2,265	\$2,265	\$2,265
GIRLS:	SOFTBALL	Junior Varsity	1	\$2,670	\$2,670	\$2,670
	SOFTBALL	Junior Varsity	2	\$3,092	\$3,092	\$3,092
	SOFTBALL	Junior Varsity	3	\$3,508	\$3,508	\$3,508
GIRLS:	SOFTBALL	Freshman	1	\$2,310	\$2,310	\$2,310
	SOFTBALL	Freshman	2	\$2,554	\$2,554	\$2,554
GIRLS:	SOFTBALL	Freshman	3	\$2,810	\$2,810	\$2,810
GIRLS:	TENNIS	Head Varsity	1	\$2,659	\$2,659	\$2,659
	TENNIS	Head Varsity	2	\$2,905	\$2,905	\$2,905
	TENNIS	Head Varsity	3	\$3,165	\$3,165	\$3,165
GIRLS:	TRACK, OUTDOOR	Head Varsity	1	\$3,378	\$3,378	\$3,378
	TRACK, OUTDOOR	Head Varsity	2	\$3,790	\$3,790	\$3,790
	TRACK, OUTDOOR	Head Varsity	3	\$4,213	\$4,213	\$4,213
GIRLS:	TRACK, OUTDOOR	1st Asst Varsity	1	\$2,485	\$2,485	\$2,485
	TRACK, OUTDOOR	1st Asst Varsity	2	\$2,733	\$2,733	\$2,733
	TRACK, OUTDOOR	1st Asst Varsity	3	\$2,986	\$2,986	\$2,986
	TRACK, OUTDOOR	2nd Asst Varsity	1	\$1,225	\$1,225	\$1,225
	TRACK, OUTDOOR	2nd Asst Varsity	2	\$1,472	\$1,472	\$1,472
	TRACK, OUTDOOR	2nd Asst Varsity	3	\$1,718	\$1,718	\$1,718
GIRLS:	TRACK, X-COUNTRY	Head Varsity	1	\$3,378	\$3,378	\$3,378
	TRACK, X-COUNTRY	Head Varsity	2	\$3,790	\$3,790	\$3,790
	TRACK, X-COUNTRY	Head Varsity	3	\$4,213	\$4,213	\$4,213
GIRLS:	VOLLEYBALL	Head Varsity	1	\$3,378	\$3,378	\$3,378
	VOLLEYBALL	Head Varsity	2	\$3,790	\$3,790	\$3,790
	VOLLEYBALL	Head Varsity	3	\$4,213	\$4,213	\$4,213

DESCRIPTION	SPORT	POSITION	Step	0% 2021-2022	0% 2022-2023	0% 2023-2024
GIRLS:	VOLLEYBALL	Junior Varsity	1	\$2,387	\$2,387	\$2,387
	VOLLEYBALL	Junior Varsity	2	\$2,651	\$2,651	\$2,651
	VOLLEYBALL	Junior Varsity	3	\$2,896	\$2,896	\$2,896
	VOLLEYBALL	Fall	1	\$1,663	\$1,663	\$1,663
	VOLLEYBALL	Fall	2	\$1,995	\$1,995	\$1,995
	VOLLEYBALL	Fall	3	\$2,326	\$2,326	\$2,326
GIRLS:	TRACK, INDOOR	Head Varsity	1	\$3,202	\$3,202	\$3,202
	TRACK, INDOOR	Head Varsity	2	\$3,618	\$3,618	\$3,618
	TRACK, INDOOR	Head Varsity	3	\$4,039	\$4,039	\$4,039
GIRLS:	TRACK, INDOOR	1st Asst Varsity	1	\$2,310	\$2,310	\$2,310
	TRACK, INDOOR	1st Asst Varsity	2	\$2,554	\$2,554	\$2,554
	TRACK, INDOOR	1st Asst Varsity	3	\$2,810	\$2,810	\$2,810
GIRLS:	SWIM TEAM	Head Varsity	1	\$3,806	\$3,806	\$3,806
	SWIM TEAM	Head Varsity	2	\$4,186	\$4,186	\$4,186
	SWIM TEAM	Head Varsity	3	\$4,601	\$4,601	\$4,601
GIRLS:	SWIM TEAM	1st Asst Varsity	1	\$2,049	\$2,049	\$2,049
	SWIM TEAM	1st Asst Varsity	2	\$2,255	\$2,255	\$2,255
	SWIM TEAM	1st Asst Varsity	3	\$2,479	\$2,479	\$2,479
GIRLS:	SWIM TEAM	Diving Coach	1	\$1,250	\$1,250	\$1,250
	SWIM TEAM	Diving Coach	2	\$1,501	\$1,501	\$1,501
	SWIM TEAM	Diving Coach	3	\$1,753	\$1,753	\$1,753
GIRLS:	LACROSSE	Head Varsity	1	\$3,378	\$3,378	\$3,378
	LACROSSE	Head Varsity	2	\$3,790	\$3,790	\$3,790
	LACROSSE	Head Varsity	3	\$4,213	\$4,213	\$4,213
GIRLS:	LACROSSE	Junior Varsity	1	\$2,310	\$2,310	\$2,310
	LACROSSE	Junior Varsity	2	\$2,554	\$2,554	\$2,554
	LACROSSE	Junior Varsity	3	\$2,810	\$2,810	\$2,810
GIRLS:	LACROSSE	Asst Varsity	1	\$2,049	\$2,049	\$2,049
	LACROSSE	Asst Varsity	2	\$2,255	\$2,255	\$2,255
	LACROSSE	Asst Varsity	3	\$2,479	\$2,479	\$2,479
GIRLS:	GYMNASTICS	Head Varsity	1	\$3,806	\$3,806	\$3,806
	GYMNASTICS	Head Varsity	2	\$4,186	\$4,186	\$4,186
	GYMNASTICS	Head Varsity	3	\$4,601	\$4,601	\$4,601
GIRLS:	GYMNASTICS	1st Asst Varsity	1	\$2,049	\$2,049	\$2,049
	GYMNASTICS	1st Asst Varsity	2	\$2,255	\$2,255	\$2,255
	GYMNASTICS	1st Asst Varsity	3	\$2,479	\$2,479	\$2,479
GIRLS:	HOCKEY	Head Varsity	1	\$5,996	\$5,996	\$5,996
	HOCKEY	Head Varsity	2	\$6,750	\$6,750	\$6,750
	HOCKEY	Head Varsity	3	\$7,506	\$7,506	\$7,506
GIRLS:	HOCKEY	1st Asst Varsity	1	\$2,670	\$2,670	\$2,670

DESCRIPTION	SPORT	POSITION	Step	0%	0%	0%
				2021-2022	2022-2023	2023-2024
	HOCKEY	1st Asst Varsity	2	\$3,092	\$3,092	\$3,092
	HOCKEY	1st Asst Varsity	3	\$3,508	\$3,508	\$3,508
GIRLS:	HOCKEY	Junior Varsity	1	\$3,291	\$3,291	\$3,291
	HOCKEY	Junior Varsity	2	\$3,709	\$3,709	\$3,709
	HOCKEY	Junior Varsity	3	\$4,127	\$4,127	\$4,127

INTRAMURAL PROGRAM

DESCRIPTION	LOCATION	SEASON			
COORDINATOR	Across Elementary	Non-Season	\$4,877	\$4,877	\$4,877
COORDINATOR	Middle School	Non-Season	\$4,877	\$4,877	\$4,877
INTRAMURAL STIPEND		Season	\$826	\$826	\$826

**APPENDIX III
CLUBS AND ORGANIZATIONS STIPENDS FINE ARTS**

	0.00%	0.00%	0.00%
MUSIC & FINE ARTS - SENIOR HIGH SCHOOL	2021-2022	2022-2023	2023-2024
Director of Bands	\$5,684	\$5,684	\$5,684
Assistant Director of Bands	\$4,102	\$4,102	\$4,102
Director of Choral Productions	\$1,608	\$1,608	\$1,608
Celtic Strings	\$1,608	\$1,608	\$1,608
Cappella Choirs	\$1,608	\$1,608	\$1,608
Director of Jazz Choir	\$1,608	\$1,608	\$1,608
Director of Jazz Combo	\$2,013	\$2,013	\$2,013
Director of Jazz Ensemble	\$3,855	\$3,855	\$3,855
Musical Theatre Director	\$3,220	\$3,220	\$3,220
Music Director	\$3,220	\$3,220	\$3,220
Choreographer	\$1,870	\$1,870	\$1,870
Vocal Instructor	\$1,122	\$1,122	\$1,122
Rehearsal Accompanist	\$1,446	\$1,446	\$1,446
Set Designer	\$1,112	\$1,112	\$1,112
Lighting Engineer	\$1,206	\$1,206	\$1,206
Master Carpenter	\$703	\$703	\$703
Sound Engineer	\$603	\$603	\$603
Winter Production Director	\$3,398	\$3,398	\$3,398
Spring Production Director	\$3,398	\$3,398	\$3,398
Festival Production Director	\$2,171	\$2,171	\$2,171
Costume Support	\$1,015	\$1,015	\$1,015
Props	\$508	\$508	\$508
Drama Club	\$609	\$609	\$609
MARCHING BAND	2021-2022	2022-2023	2023-2024
Drill Design Coordinator	\$3,581	\$3,581	\$3,581
Band Drill Execution	\$2,148	\$2,148	\$2,148
Color Guard Carriage Coordinator	\$2,579	\$2,579	\$2,579
Color Guard Execution	\$1,435	\$1,435	\$1,435
Percussion Coordinator	\$3,581	\$3,581	\$3,581
Percussion Instructor	\$1,435	\$1,435	\$1,435
Dance Choreographer	\$1,435	\$1,435	\$1,435
MUSIC & FINE ARTS - COAKLEY MIDDLE SCHOOL			
Director of Jazz Band	\$1,900	\$1,900	\$1,900
Musical Theatre Director	\$1,608	\$1,608	\$1,608
Music Director	\$1,608	\$1,608	\$1,608
Honor Chorus Director	\$1,900	\$1,900	\$1,900
Men's Chorus	\$1,608	\$1,608	\$1,608
Director of Band Stage	\$1,900	\$1,900	\$1,900
After School Drama Advisor	\$1,478	\$1,478	\$1,478
Fall Production Director	\$1,478	\$1,478	\$1,478
Choreographer	\$828	\$828	\$828
MUSIC & FINE ARTS - ELEMENTARY			
5th Grade All Town Chorus	\$1,608	\$1,608	\$1,608
Orchestra	\$1,137	\$1,137	\$1,137
5th Grade Honor Band Director	\$1,608	\$1,608	\$1,608
5th Grade Honor Band Assistant Director	\$1,137	\$1,137	\$1,137

**APPENDIX IV
CLUBS AND ORGANIZATIONS STIPENDS**

CLUBS & ORGANIZATIONS - HIGH SCHOOL	0.00% 2021-2022	0.00% 2022-2023	0.00% 2023-2024
Advisory Coordinator	\$776	\$776	\$776
Debate Club	\$1,218	\$1,218	\$1,218
Student Council	\$2,578	\$2,578	\$2,578
Honor Society	\$1,942	\$1,942	\$1,942
Art Honor Society	\$626	\$626	\$626
Bookstore	\$1,242	\$1,242	\$1,242
Literary Magazine	\$1,148	\$1,148	\$1,148
Cooperative Teaching Program	\$1,546	\$1,546	\$1,546
Friendship Club	\$1,242	\$1,242	\$1,242
SADD Advisor	\$2,074	\$2,074	\$2,074
Spirit Club	\$1,251	\$1,251	\$1,251
Yearbook	\$2,128	\$2,128	\$2,128
Yearbook, Finance	\$1,593	\$1,593	\$1,593
Yearbook, Summer	\$1,417	\$1,417	\$1,417
Gay Straight Alliance	\$1,242	\$1,242	\$1,242
Environmental Youth Coalition	\$1,242	\$1,242	\$1,242
Math Club	\$994	\$994	\$994
Dungeons and Dragons	\$1,242	\$1,242	\$1,242
Global Citizenship Program	\$2,540	\$2,540	\$2,540
World of Difference Program	\$2,540	\$2,540	\$2,540
Daily News Show	\$5,250	\$5,250	\$5,250

CLUBS & ORGANIZATIONS - COAKLEY MIDDLE SCHOOL

Art	\$1,446	\$1,446	\$1,446
Bookstore	\$1,063	\$1,063	\$1,063
Bowling	\$1,063	\$1,063	\$1,063
Cartoon	\$994	\$994	\$994
Ceramics	\$265	\$265	\$265
Friendship Club	\$1,242	\$1,242	\$1,242
Honor Society	\$437	\$437	\$437
Math Club	\$994	\$994	\$994
National History Day Club	\$1,322	\$1,322	\$1,322
Photography	\$437	\$437	\$437
Middle School - SEARCH (2 Teachers MAX)	\$1,864/per tchr	\$1,864/per tchr	\$1,864/per tchr
Student Council	\$1,063	\$1,063	\$1,063
Student-of-the-Month	\$1,822	\$1,822	\$1,822
Year Book	\$1,878	\$1,878	\$1,878

**APPENDIX V
SUPPORT TEACHER STIPENDS**

POSITION DESCRIPTION	School Year		
	0.00% 2021- 2022	0.00% 2022- 2023	0.00% 2023- 2024
Adult Education	\$7,346	\$7,346	\$7,346
Dean - Senior Class	\$6,079	\$6,079	\$6,079
Dean - Junior Class	\$4,558	\$4,558	\$4,558
Dean - Sophomore Class	\$4,558	\$4,558	\$4,558
Dean - Freshman Class	\$4,558	\$4,558	\$4,558
Guidance Department Head - Secondary Level	\$1,747	\$1,747	\$1,747
Guidance Department Head - Additional Amount Per Member	\$388	\$388	\$388
Middle School - Curriculum Leaders	\$1,738	\$1,738	\$1,738
Head Teacher - Elementary	\$3,802	\$3,802	\$3,802
Lead Teachers - Elementary Art/Physical Education/Music/Technology	\$3,193	\$3,193	\$3,193
Chair of NEASC Steering Committee	\$518/yr	\$518/yr	\$518/yr
\$1,500/year for year before and year of accreditation			
Nurse Leader	\$4,871	\$4,871	\$4,871
Summer Guidance	\$6,440	\$6,440	\$6,440
Summer School Director	\$5,684	\$5,684	\$5,684
Summer School Teacher (per hour)	\$33.06	\$33.06	\$33.06

Department Chairs - Grades 6-12 (186 days)

	Payment Based on No. of Staff in Dept.			
	No. of Staff	*2021- 2022	*2022- 2023	*2023- 2024
English Language Arts				
Guidance				
Mathematics/Business /Computer	1-5	\$5,371	\$5,371	\$5,371
Science/Technology/Engineering	6-10	\$6,345	\$6,345	\$6,345
Social Studies	11-15	\$7,735	\$7,735	\$7,735
Foreign Language	16-20	\$8,431	\$8,431	\$8,431
Industrial Art/Technology Education	21 and above	\$9,301	\$9,301	\$9,301

- Art
- PE/Health/Consumer Science/Home Economics
- Special Education Department Chair

*FY22 added one summer day \$512
 ** FY22 Added Guidance Dept Chair

When calculating the stipend, the Department Chair will not be counted

**APPENDIX VI
MISCELLANEOUS TEACHER STIPENDS**

POSITION DESCRIPTION HIGH SCHOOL	School Year		
	0.00% 2021-2022	0.00% 2022-2023	0.00% 2023-2024
Grad Point Manager	\$3,802	\$3,802	\$3,802
Grad Point Manager Summer	\$1,242	\$1,242	\$1,242
High School Advisory Coordinator (2 Teachers)	\$776	\$776	\$776
Treasurer	\$2,578	\$2,578	\$2,578
Technology Facilitator	\$1,847	\$1,847	\$1,847
Lunchroom Supervisor	\$3,108	\$3,108	\$3,108
After School Computer Per Hour	\$22.06	\$22.06	\$22.06
AP Coordinator	1,700	1,700	1,700
POSITION DESCRIPTION COAKLEY MIDDLE SCHOOL			
	2021-2022	2022-2023	2023-2024
AV - Middle School	\$1,901	\$1,901	\$1,901
Treasurer	\$2,578	\$2,578	\$2,578
Technology Facilitator	\$1,847	\$1,847	\$1,847
Lunchroom Supervisor	\$3,108	\$3,108	\$3,108
After School Computer Per Hour	\$22.06	\$22.06	\$22.06
POSITION DESCRIPTION ELEMENTARY			
	2021-2022	2022-2023	2023-2024
Technology Facilitator	\$1,847	\$1,847	\$1,847
Lunchroom Supervisor	\$3,108	\$3,108	\$3,108
After School Computer Per Hour	\$22.06	\$22.06	\$22.06
Professional Development Instruction Workshop hours(per Summer Sch rate)*	see below	see below	see below
plus 1/2 the delivery time for prep time, Subsequent repeat wkshps will receive 1hr of prep time in addition to wkshp hours.(effective 3/15/17)			
**Professional Development Instruction Workshop Stipend	**\$225/\$550	**\$225/\$550	**\$225/\$550
	FY22 - Any unit A member who provides Norwood Public Schools professional development instruction shall be paid for preparation time \$225.00 for a half day and shall pay for preparation time \$550.00 for a full day.		