

TENTATIVE AGREEMENT
Between the
Westfield Education Association-Unit D
And the
Westfield School Committee

The following the comprehensive tentative agreement between the Westfield Education Association-Unit D and the Westfield School Committee. The parties agree that only the provision cited below shall be changed in the collective bargaining agreement and all other provisions shall remain unchanged and in full force and effect.

1. Duration: July 1, 2017 through June 30, 2020
2. Replace roman numerals with cardinal numbers
3. All unit members shall be paid by direct deposit electronic remittance
4. Salary Grid Restructure: In exchange for all new members as of July 1, 2017 to be Highly Qualified by June 30, 2020 through either: (1) possession of Associate's Degree or higher; or (2) forty-eight credit hours from higher education institution; or (3) passage of ParaPro Exam, all parties agree to:

A. As of July 1, 2017: Expand the salary schedules for all pay groups to at least fifteen (15) steps with annual advancement. Mapping of current step to new step as agreed to by the working group. (See attached)

B. As of July 1, 2017: Change the percentage between steps:

- a. Paraprofessionals (Pay Group A), Shop Assistants (Pay Group C), Autism Assistants, etal (Pay Group D); and Autism Assistants, etal (Pay Group E):

3% between steps with all parties agreeing to a rounding of the percentage

- b. Certified OTA & PTA (Pay Group B): 1.5% between steps with all parties agreeing to a rounding of the percentage

C. As of July 1, 2017: Step 1 of Paraprofessionals salary schedule at \$12.72 per hour

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- D. As of July 1, 2017: Remove Highly Qualified Kindergarten Paraprofessionals from Pay Group D (Autism Assistants) to Pay Group A (Paraprofessionals)
- E. As of July 1, 2017: Include in Pay Group D a new category, Special Education Assistant Teacher (attached job description) as previously proposed.
5. Only members who qualify for the provisions of the first paragraph of Article XVII, section 4 as of July 1, 2017 shall be entitled to said provisions. New members after July 1, 2017, shall not be eligible for said provisions.
6. Modify Article XX – Severance Pay
- Revise Section 1 as follows:
Provided that the irrevocable notice of intent to retire is received on or before October 1, 2017, eligible retiring members shall: receive 100% of the severance benefit if retiring on or before June 30, 2018; receive 75% of the severance benefit if retiring on July 1, 2018 to on or before June 30, 2019; receive 50% of the severance benefit if retiring July 1, 2019 to on or before June 30, 2020. The provisions of this article shall sunset as of June 30, 2020. Sunset is understood as elimination of whole provision at end of date.
7. Modify Article XXII as of July 1, 2017:
- For members who submit retirement notice on or before October 1, 2017 shall remain on the current longevity schedule: 15 – 19 years - \$900.00; 20 or more years - \$1250.00
 - For all other members, a new enhanced longevity schedule of : 15-19 years - \$1250; 20 or more years - \$1600

Include language that any member hired July 1, 2017 and after can obtain the provisions of this section only with continuous service as a unit member.

8. Modify the provisions of Article XXIII, Vacation and replace with the following:

- For each unit member who had received vacation pay as of June 30, 2017 shall be entitled to continue to receive vacation pay from July 1, 2017 through June 30, 2020. The provisions of the article being sunsetted at the conclusion of this contract.

9. For the 17-18 school year, provide each employee who is owed a furlough day, one additional personal day that must be used during this academic year and cannot be carried over or converted into sick time. For the 18-19 school year, provide each employee who is owed a furlough day, one additional personal day that must be used during this academic year and cannot be carried over or converted into sick time. For the 19-20 school year, provide each employee who is owed a furlough day, one additional personal day that must be used during this academic year and cannot be carried over or converted into sick time.

10. Wage Scales/Bidding

A. Establish classifications within each category

For example, under category A, categories would include: 1:1 Aides; Office; Library Aide; Classroom; Health; Career Center; Guidance; and Media

B. Bidding would occur only within each category of the classification.

Therefore, a library aide could only bid on a library aide position.

11. Vacancies and Promotions and Reduction in Force:

A. Postings will be for five (5) calendar days

- B. Applications via electronic based recruiting system
- C. Current members interested in any opening shall apply for opening. Selection is based upon needs of district and all qualified applicants including those who are not current members.
- D. If a member is hired for a new position in a different classification, he/she will be placed at appropriate step so as not to have a loss in hourly compensation.
- E. If a position is eliminated and member is permanent, member can elect to be assigned to an opening within the same classification or if one does not exist, to bump the least senior permanent employee within that classification or elect to be on recall.

12. Amend Article III, Holidays, Last paragraph C by striking the words, “Unless excused for a bona fide reason.”

13. Delete Section 2 of Article IV and replace with:

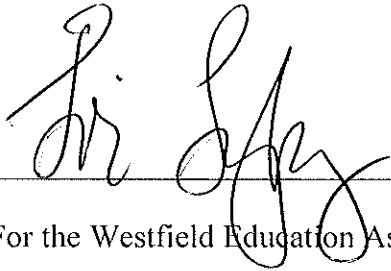
Section 2: Bereavement: 1) immediate family for up to four consecutive work days after death of immediate family member to include: spouse, child, mother, father, sister, brother, grandparent, grandchild, and significant other; (2) significant family member up to three consecutive calendar days after death of significant family member to include: mother-in-law; father-in-law; niece; nephew; brother-in-law; sister-in-law; aunt, uncle, and cousin; (3) person significant to unit member’s life up to two (2) consecutive calendar days per school year may be deducted from a unit member’s sick time and used for. Use of consecutive work days shall not be extended due to snow/cancellation days, holidays or vacation periods. All parties agree to mutually agree to exception circumstances language.

14. Professional Development:

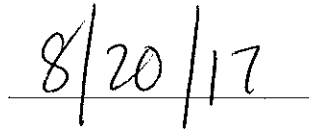
Establish a committee comprised of unit members and district members to plan and evaluate the professional development offerings to unit members. Said committee shall meet at least quarterly during the school year

15. Layoff letters on or before June 15th of each year. All parties acknowledge that said letters may be redacted or changed upon final passage of the City's annual budget.

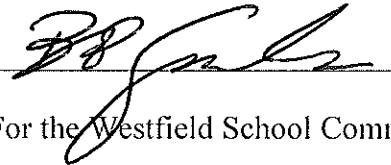
16. Amend Article XVII Section 1 to read "All employees shall be paid via bi-weekly pay checks for the hours actually worked in the two weeks prior to the pay day."



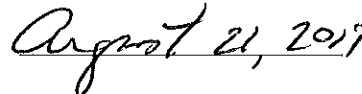
For the Westfield Education Association



Date



For the Westfield School Committee



Date

Pay Group A: Paraprofessionals and High Quality

Kindergarten Paraprofessionals Possessing a
Bachelors Degree or Higher: Mapping

| 6-30-17 | 6/30/2017 | 7-1-17 | 7/1/2017 |
|---------|-----------|--------|----------|
| Step # | rate | Step # | |
| 1 | 10.81 | 1 | 12.72 |
| 2 | 11.51 | 1 | 12.72 |
| 3 | 12.72 | 2 | 13.10 |
| 4 | 14.09 | 5 | 14.32 |
| 5 | 14.89 | 7 | 15.19 |
| 6 | 15.15 | 8 | 15.64 |
| 7 | 16.06 | 10 | 16.60 |
| 8 | 17.17 | 12 | 17.61 |
| 9 | 18.46 | 14 | 18.68 |

Pay Group A: Paraprofessionals and High Quality

Kindergarten Paraprofessionals Possessing a
Bachelors Degree or Higher: Payscale

| Step | 6/30/2017 | 7/1/2017 |
|------|-----------|----------|
| 1 | 10.81 | 12.72 |
| 2 | 11.51 | 13.10 |
| 3 | 12.72 | 13.49 |
| 4 | 14.09 | 13.90 |
| 5 | 14.89 | 14.32 |
| 6 | 15.15 | 14.75 |
| 7 | 16.06 | 15.19 |
| 8 | 17.17 | 15.64 |
| 9 | 18.46 | 16.11 |
| 10 | | 16.60 |
| 11 | | 17.09 |
| 12 | | 17.61 |
| 13 | | 18.14 |
| 14 | | 18.68 |
| 15 | | 19.24 |
| 16 | | 19.82 |
| 17 | | 20.41 |

Pay Group B: COTAs; PTAs Mapping

| 6-30-17 | 6/30/2017 | 7-1-17 | 7/1/2017 |
|---------|-----------|--------|----------|
| Step # | rate | Step # | |
| 1 | 25.86 | 2 | 26.25 |
| 2 | 26.12 | 2 | 26.25 |
| 3 | 26.36 | 3 | 26.64 |
| 4 | 26.64 | 4 | 27.04 |
| 5 | 27.72 | 6 | 27.86 |
| 6 | 27.99 | 7 | 28.28 |
| 7 | 28.28 | 8 | 28.70 |
| 8 | 28.56 | 8 | 28.70 |
| 9 | 28.86 | 9 | 29.13 |

Pay Group B: COTAs; PTAs Pay Scale

| Step | 6/30/2017 | 7/1/2017 |
|------|-----------|----------|
| 1 | 25.86 | 25.86 |
| 2 | 26.12 | 26.25 |
| 3 | 26.36 | 26.64 |
| 4 | 26.64 | 27.04 |
| 5 | 27.72 | 27.45 |
| 6 | 27.99 | 27.86 |
| 7 | 28.28 | 28.28 |
| 8 | 28.56 | 28.70 |
| 9 | 28.86 | 29.13 |
| 10 | | 29.57 |
| 11 | | 30.01 |
| 12 | | 30.46 |
| 13 | | 30.92 |
| 14 | | 31.38 |
| 15 | | 31.85 |

Pay Group C: Shop Assistants Mapping

| 6-30-17 | 6/30/2017 | 7-1-17 | 7/1/2017 |
|---------|-----------|--------|----------|
| Step # | rate | Step # | |
| 1 | 14.91 | 2 | 15.36 |
| 2 | 15.05 | 3 | 15.82 |
| 3 | 15.22 | 3 | 15.82 |
| 4 | 15.35 | 3 | 15.82 |
| 5 | 15.99 | 4 | 16.29 |
| 6 | 16.16 | 4 | 16.29 |
| 7 | 16.30 | 5 | 16.78 |
| 8 | 16.45 | 5 | 16.78 |
| 9 | 16.63 | 5 | 16.78 |

Pay Group C: Shop Assistants Pay Scale

| Step | 6/30/2017 | 7/1/2017 |
|------|-----------|----------|
| 1 | 14.91 | 14.91 |
| 2 | 15.05 | 15.36 |
| 3 | 15.22 | 15.82 |
| 4 | 15.35 | 16.29 |
| 5 | 15.99 | 16.78 |
| 6 | 16.16 | 17.28 |
| 7 | 16.30 | 17.80 |
| 8 | 16.45 | 18.33 |
| 9 | 16.63 | 18.88 |
| 10 | | 19.45 |
| 11 | | 20.03 |
| 12 | | 20.63 |
| 13 | | 21.25 |
| 14 | | 21.89 |
| 15 | | 22.55 |

**Pay Group D:Autism Assistants, Literacy Assistants,
Bi-Lingual Paraprofessional Mapping**

| 6-30-17 | 6/30/2017 | 7-1-17 | 7/1/2017 |
|---------|-----------|--------|----------|
| Step # | rate | Step # | |
| 1 | 13.37 | 1 | 13.51 |
| 2 | 13.51 | 2 | 13.92 |
| 3 | 13.61 | 2 | 13.92 |
| 4 | 14.44 | 4 | 14.77 |
| 5 | 15.31 | 6 | 15.67 |
| 6 | 16.24 | 8 | 16.62 |
| 7 | 17.20 | 10 | 17.63 |
| 8 | 18.24 | 12 | 18.70 |
| 9 | 19.33 | 14 | 19.84 |

**Pay Group D:Autism Assistants, Literacy Assistants,
Bi-Lingual Paraprofessional Payscale**

| Step | 6/30/2017 | 7/1/2017 |
|------|-----------|----------|
| 1 | 13.37 | 13.51 |
| 2 | 13.51 | 13.92 |
| 3 | 13.61 | 14.34 |
| 4 | 14.44 | 14.77 |
| 5 | 15.31 | 15.21 |
| 6 | 16.24 | 15.67 |
| 7 | 17.20 | 16.14 |
| 8 | 18.24 | 16.62 |
| 9 | 19.33 | 17.12 |
| 10 | | 17.63 |
| 11 | | 18.16 |
| 12 | | 18.70 |
| 13 | | 19.26 |
| 14 | | 19.84 |
| 15 | | 20.44 |
| 16 | | 21.05 |
| 17 | | 21.68 |

Pay Group E:Autism Specialists, Speech Assistants,

Total Communication Specialists

| 6-30-17 | 6/30/2017 | 7-1-17 | 7/1/2017 |
|---------|-----------|--------|----------|
| Step # | rate | Step # | |
| 1 | 17.29 | 1 | 17.29 |
| 2 | 17.90 | 3 | 18.34 |
| 3 | 18.46 | 4 | 18.89 |
| 4 | 19.07 | 5 | 19.46 |
| 5 | 20.25 | 7 | 20.64 |
| 6 | 20.92 | 8 | 21.26 |
| 7 | 21.60 | 9 | 21.90 |

Pay Group E:Autism Specialists, Speech Assistants,

Total Communication Specialists Pay Scale

| <u>Step</u> | 6/30/2017 | 7/1/2017 |
|-------------|-----------|----------|
| 1 | 17.29 | 17.29 |
| 2 | 17.90 | 17.81 |
| 3 | 18.46 | 18.34 |
| 4 | 19.07 | 18.89 |
| 5 | 20.25 | 19.46 |
| 6 | 20.92 | 20.04 |
| 7 | 21.60 | 20.64 |
| 8 | | 21.26 |
| 9 | | 21.90 |
| 10 | | 22.56 |
| 11 | | 23.24 |
| 12 | | 23.94 |
| 13 | | 24.66 |
| 14 | | 25.40 |
| 15 | | 26.16 |