

**Memorandum of Agreement**  
**between**  
**The Needham School Committee**  
**and**  
**The Needham Education Association**  
**Unit C Contract**  
**Fiscal Years 2021 - 2023**

This Memorandum of Agreement is entered into, by and between the School Committee of the Needham Public Schools ("Committee") and the Needham Education Association Unit C ("Association").

Whereas, the Association and the Committee are parties to a collective bargaining agreement for the period July 1, 2017 to June 30, 2020; and,

Whereas, both parties have met in good faith to negotiate a successor collective bargaining agreement for the period of July 1, 2020 to June 30, 2023.

Now, therefore, in consideration of the mutual covenants, the parties agree as follows:

**1. Article 3: Management Rights and Non-Discrimination Policy:**

Insert the following language on non-discrimination policy at the end of the article.

~~“The Needham Public Schools does not discriminate against students, parents, employees or the general public on the basis of race, color, sex, homeless status, gender identity, religion, national origin, sexual orientation, disability or age. In addition to the protected classes identified and in regard to employment practices, the Needham Public Schools also does not discriminate based on genetic information, ancestry or status as a veteran.”~~

**2. Article 7, Section 6:**

Change from:

~~Convene a committee to evaluate the efficacy of the Unit C evaluation instrument. Specifically, address the following:~~

- ~~a. Understand how the instrument works to improve underperforming Teaching Assistants.~~
- ~~b. Evaluate the efficacy of the rating scale.~~

Change to:

“By June 30, 2021, a committee of three NEA members and three administrators will convene to revise and update the evaluation tool for Unit C. Once completed, the tool will be used for FY22 and FY23. No later than January 30, 2023, the School Committee and NEA team will meet to review the committee’s work and determine the new tool’s efficacy for ratification in the following contract.”

### 3. Article 8, Section 1:

#### **Bereavement Leave**

With the approval of the Superintendent of Schools, an employee will be allowed up to five (5) workdays without loss of pay in each case of death in the immediate family. The term “immediate family” includes the employee’s spouse, **domestic partner**, child, father, mother, brother, sister, grandparent, grandchild, son-in-law, daughter-in-law, mother-in-law, father-in-law, or other person for whom the employee has primary responsibility for funeral arrangements.

The bereavement days must be taken within 60 calendar days of the death and if not taken consecutively, the days may only be taken in two (2) groups (*i.e.*, either 2 days and 3 days or 4 days and 1 day).

The Superintendent may grant additional leave at his/her sole discretion upon request in those circumstances which he/she deems appropriate.

An absence of two (2) days may be granted in such cases with respect to the death of the grandparents or sibling of his/her spouse, **domestic partner** or a permanent member of the employee’s household. The Superintendent may grant time off at his/her sole discretion with pay for an employee to attend services with respect to the death of any other family member.

These provisions shall be administered in the light of their purpose, which is to provide opportunity, when needed, to enable an employee to attend the funeral or to attend to family or personal matters arising as a result of the death, and shall not be charged against sick leave.

### 4. Article 8, Section 5:

#### **PARENTAL LEAVE**

“Parental Leave in the Needham Public Schools supports all families. Any member may apply for parental leave of absence for the purpose of giving birth to and/or receiving a

child. This applies to members receiving a child through adoption, surrogacy, fostering with the intent to adopt or court-ordered placement.

**Statutory Leave.** The School Committee shall grant a leave of absence for up to twelve (12) weeks in accordance with the provisions of General Laws Chapter 149, Section 105D and the Family Medical Leave Act (FMLA). It is expected that the member will give at least two (2) weeks written notice prior to the member's anticipated date of departure.

Leaves under this article shall be granted in accordance with the applications of the FMLA. In the event of a dispute regarding the application of the FMLA, there will be no entitlement to arbitration if the matter is also pursued in another forum.

**Notice of Pregnancy.** The Superintendent of Schools will be notified in writing by the member no later than the beginning of the fourth month of pregnancy. Such notice will contain the approximate date on which the member intends to commence leave under this Article.

**Notice of Child Placement.** The Superintendent of Schools will be notified in writing by the adoptive or foster parent (member) requesting the leave as soon as practically possible, but at least thirty (30) days before the placement of the child.

Members shall have access to their sick accrual for up to ten (10) days in a contract year to be designated as Parental Leave Days upon the arrival of a new child for which the member has an established and documented legal responsibility. These 10 days shall run concurrently with FMLA.

All leave taken under this article on Parental Leave will be taken within one (1) year of the birth, adoption or placement of a child. If not taken consecutively, the days may only be taken in two (2) parts.

———**Extended Leave.** In the event that any member ~~with professional member status~~ who has completed three (3) full years of satisfactory service in Needham desires a leave without pay longer than the twelve (12) weeks provided by statute, said member will make every effort to commence such extended leave at a time corresponding with the beginning of a semester or a vacation period or marking period. Such leave will expire on ~~September 4~~ July 1 following the birth/arrival of a child. The date of anticipated return will be established with the Superintendent at the time the leave commences.

If medical problems develop beyond the control of the member, the date of anticipated return will, if requested by the member, be extended (subject to the limitations set forth above) to the applicable ~~September 4~~ July 1 at which the member is medically capable of resuming regular duties. The member of the unit must notify the Superintendent in writing

by January 15 in the calendar year in which the leave expires of the member's intention to return in September or the member's intention to resign from the school system. Failure to comply with this requirement will be considered a resignation.

———At the time of return, a doctor's certificate of good health must be presented upon request.

**Termination of Parental Leave.** In the event that a member desires to terminate Parental Leave, the member may make a written application for reinstatement prior to the previously established date for the termination of the leave. Such application shall be accompanied by a physician's statement of good health. Such reinstatement will be granted by the School Committee in the case that an acceptable vacancy exists.

**Salary Advancement.** A member returning from an extended leave under the provisions of this Article will be placed on the next step of the salary schedule if actively employed by the Needham Public Schools for more than ninety-one (91) school days in the school year in which the leave commenced. The member will be assigned to a position in a school where a vacancy occurs for which the member is qualified.”

#### 5. Article 9:

“Sick leave is granted when an employee is incapacitated from performance of duties due to sickness or injury. Also, sick leave with pay may be granted in the case of a serious illness of a member of an individual’s immediate family (spouse, **domestic partner**, child, parent) which requires the attention of the employee, not to exceed **ten (10)** days of sick leave per year allocation, unless otherwise approved by the Superintendent of Schools.”

#### 6. Article 11, Section 2:

Change from:

~~Each member of the bargaining unit has contributed one sick day of personal accumulation to fund the Bank, to be maintained year to year until exhausted. When exhausted, the Bank shall be renewed by the contribution of one additional day by each member of the bargaining unit.~~

Change to:

“Each member of the bargaining unit has contributed one sick day of personal accumulation to fund the Bank, to be maintained year to year until exhausted. When exhausted, the Bank shall be renewed **by the contribution of one additional day by each member of the bargaining unit who has completed one full year of service.** All new members hired into the bargaining unit shall contribute one sick day at the end of their first year of employment. If no balance remains in the employee’s account at the end of the first year, one day will be deducted from the first pay period of the following school year.”

**7. Article 11, Section 6:**

Update the years of third sick bank member as follows:

- 2020 - 2021: School Committee chooses 3rd member.
- 2021 - 2022: NEA chooses 3rd member.
- 2022 - 2023: School Committee chooses 3rd member.

**8. Article 14:**

Updated language so that it reads more clearly (keep the intent of the language); specifically, defines days as  $\frac{1}{5}$  (.2) of the regularly-scheduled workweek hours:

“Days’ are equal to one-fifth (.2) of the employee’s regularly-scheduled workweek.”

**9. Article 14, Section 2:**

Each employee scheduled for twenty hours or more per week will be paid a total of 9.5 vacation days in the 2020 - 2021 school year and 10 vacation days for the subsequent years. All vacation days must be taken during designated school vacation weeks. For the 2020-2021 school year, 4 vacation days will be paid in December, 3 vacation days during the February vacation and 2.5 vacation days during the April vacation week. Beginning in the 2021-2022 school year, 4 vacation days will be paid in December, 3 vacation days during the February vacation and 3 vacation days during the April vacation week. "Days" are equal to one-fifth (1/5) of the employee's regularly-scheduled workweek.

**10. Article 15, Section 7:**

“Any paraprofessional hired prior to July 30, 2008, who is scheduled to work more than four hours per day shall receive a thirty-minute duty-free lunch break which is normally scheduled to fall within thirty minutes before, during, or thirty minutes after the lunch breaks for students.”

**11. Article 15, Section 11:**

Change from:

“The Committee may require all teaching assistant assigned to a district specialized program and those assigned to a specific student to work up to three (3) extra days for the purpose of professional development. In the event a teaching assistant will be required to work, the committee will give such teaching assistant notice other than newly hired teaching assistants no later than January 1 of each year. A teaching assistant working extra days will receive his or her hourly rate as assigned in that fiscal year. Absences will be excused only in a case of unforeseeable circumstances which create unreasonable hardship. The following Teaching Assistants may be included:

- a. Preschool ELC

- b. High Rock Insight and Intensive Programs
- c. Newman ELC
- d. Hillside ELC
- e. Pollard Bridges and Insight Programs
- f. Therapeutic Programs K-12
- g. NHS Insight, Skills and Post Graduate and Foundations Programs
- h. Those assigned to work with a specific student

The summer training will be held in August and no sooner than the conclusion of the NPS special education summer programs.”

Change to:

“The Committee may require all teaching assistants ~~assigned to a district specialized program and those assigned to a specific student~~ to work up to three (3) extra days for the purpose of professional development. In the event a teaching assistant will be required to work, the committee will give such teaching assistant notice other than newly hired teaching assistants no later than January 15 of each year. A teaching assistant working extra days will receive his or her hourly rate as assigned in that fiscal year. Absences will be excused only in a case of unforeseeable circumstances which create unreasonable hardship. ~~The following Teaching Assistants may be included:~~

- ~~a. —Preschool ELC~~
- ~~b. —High Rock Insight and Intensive Programs~~
- ~~c. —Newman ELC~~
- ~~d. —Hillside ELC~~
- ~~e. —Pollard Bridges and Insight Programs~~
- ~~f. —Therapeutic Programs K-12~~
- ~~g. —NHS Insight, Skills and Post Graduate and Foundations Programs~~
- ~~h. —Those assigned to work with a specific student~~

The summer training will be held in August and no sooner than the conclusion of the NPS special education summer programs.

## 12. Article 22, Section 1:

Change from:

“The HMO plans available to employees on July 1, 2011 are the so-called Rate Saver Plans provided through West Suburban Health Group and are in effect as of July 1, 2011.”

Change to:

The HMO plans available to employees effective July 1, 2018 include the so-called Benchmark Plans and Qualified High Deductible Health Plans provided through West Suburban Health Group.

**13. Article 24:**

Delete current Step 1 and reorder the steps from 1 to 6.

The salaries for Step 6 of all categories will be increased by \$0.15 on July 1, 2020.

The salaries for all categories and steps will be increased by 0.5 % on July 1, 2020, 0.75% July 1, 2021, 0.75% July 1, 2022. SALARY SCHEDULE IS ATTACHED.

14. Agree to update language for clarity and punctuation as mutually agreed upon.

Wherefore, the parties, by their duly authorized representatives, have caused this Memorandum of Agreement to be executed this 10th day of June 2020.

Negotiation Team of the Needham Education Association

Needham School Committee

Needham Education Association

\_\_\_\_\_  
Andrea Longo Carter, Chair

\_\_\_\_\_  
Michael Hirsh, VP of  
Negotiations

\_\_\_\_\_  
Connie Barr, Vice-Chair

\_\_\_\_\_  
Tracy Ahrens

\_\_\_\_\_  
Michael Greis

\_\_\_\_\_  
Susan Kalish

\_\_\_\_\_  
Aaron Pressman

\_\_\_\_\_  
Rafael Martinez

\_\_\_\_\_  
Marcy Spink

\_\_\_\_\_  
Robert Super

\_\_\_\_\_  
Karen Vona McIntyre

\_\_\_\_\_  
Marianne McGowan

Unit C Salary Schedule July 2020													
0.50%													
Classification	Grade	Days Per Year **	Hours Per Year ***	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6				
<b>Category I</b>													
Teaching Asst Cat I	ASA	203.5	See Chart	17.30123	18.12095	19.59687	21.19280	22.36719	23.36438				
<b>Category II *</b>													
Teaching Asst Cat II	ASC	203.5	See Chart	23.38720	24.61857	25.91254	27.27640	28.63348	29.86781				
<b>Category IIIa</b>													
Program Specialist: Library Program Specialist	ASD	203.5	See Chart	26.11910	27.49298	28.94004	30.46423	31.91695	33.27554				
<b>Category IIIb</b>													
Program Specialist: Media Technician	ASB	211.5	See Chart	26.11910	27.49298	28.94004	30.46423	31.91695	33.27554				
<b>Category IV</b>													
Program Specialist: Science Ctr	ASE	213.5	See Chart	26.87664	28.29131	29.77968	31.34742	32.82656	34.21958				
<b>Category V</b>													
Program Specialist: COTA Assistants/ Speech Language Assistants/ Special Education Program Specialists	ASF	203.5	See Chart	26.11910	27.49298	28.94004	30.46423	31.91695	33.27554				
<b>Category VI</b>													
Program Specialist: ELL Tutor	ASG	203.5	See Chart	26.87664	28.29131	29.77968	31.34742	32.82656	34.21958				
* In effect for those members of the bargaining unit hired prior to 1990.													
<b>Employees Hired Before July 1, 2008</b>													
		Schl Days (1)	Holidays (2)	Vac Day (3)	TL Days	Base Hrs	Ext Day	Pgm Spc Adj	Total Hrs/Day		Total Hours		
TA I, TA II	ASA, ASC	183	11	9.5	203.5	7.00	0.50		7.50	7 Hours, 30 Minutes	1,526.25	Elem, PreK (AM & PM - See Note 5)	
SpEd Pgm Spec, ELL Pgm Spec	ASF, ASG	183	11	9.5	203.5	7.00	0.17		7.17	7 Hours, 10 Minutes	1,458.42	Middle High, PreK (AM or PM Only - See Note 5)	
		183	11	9.5	203.5	7.00	0.00		7.00	7 Hours	1,424.50		
Library Pgm Spec	ASD	183	11	9.5	203.5	7.00	0.50	0.31	7.81	7 Hours, 49 Minutes	1,588.86	Elem	
		183	11	9.5	203.5	7.00	0.17	0.31	7.47	7 Hours, 29 Minutes	1,521.03	Middle	
		183	11	9.5	203.5	7.00	0.00	0.31	7.31	7 Hours, 19 Minutes	1,487.11	High	
Media Pgm Spec	ASB	191	11	9.5	211.5	7.00	0.50		7.50	7 Hours, 30 Minutes	1,586.25	Elem	
		191	11	9.5	211.5	7.00	0.17		7.17	7 Hours, 10 Minutes	1,515.75	Middle	
		191	11	9.5	211.5	7.00	0.00		7.00	7 Hours	1,480.50	High	
Science Ctr Pgm Spec	ASE	193	11	9.5	213.5	7.00	0.50	0.48	7.98	7 Hours, 59 Minutes	1,702.66	Elem	
		193	11	9.5	213.5	7.00	0.17	0.48	7.64	7 Hours, 39 Minutes	1,631.50	Middle	
		193	11	9.5	213.5	7.00	0.00	0.48	7.48	7 Hours, 29 Minutes	1,595.91	High	
<b>Employees Hired After July 1, 2008</b>													
		Schl Days (1)	Holidays (2)	Vac Day (3)	TL Days	Base Hrs	Ext Day	Pgm Spc Adj	Total Hrs/Day		Total Hours		
TA I, TA II	ASA	183	11	9.5	203.5	6.50	0.50		7.00	7 Hours	1,424.50	Elem, PreK (AM & PM - See Note 5)	
SpEd Pgm Spec, ELL Pgm Spec	ASF, ASG	183	11	9.5	203.5	6.50	0.17		6.67	6 Hours, 40 Minutes	1,356.67	Middle High, PreK (AM or PM Only - See Note 5)	
		183	11	9.5	203.5	6.50	0.00		6.50	6 Hours, 30 Minutes	1,322.75		
Library Pgm Spec	ASD	183	11	9.5	203.5	6.50	0.50	0.31	7.31	7 Hours, 19 Minutes	1,487.11	Elem	
		183	11	9.5	203.5	6.50	0.17	0.31	6.97	6 Hours, 59 Minutes	1,419.28	Middle	
		183	11	9.5	203.5	6.50	0.00	0.32	6.82	6 Hours, 49 Minutes	1,387.87	High	
Media Pgm Spec	ASB	191	11	9.5	211.5	6.50	0.50		7.00	7 Hours	1,480.50	Elem	
		191	11	9.5	211.5	6.50	0.17		6.67	6 Hours, 40 Minutes	1,410.00	Middle	
		191	11	9.5	211.5	6.50	0.00		6.50	6 Hours, 30 Minutes	1,374.75	High	
Science Ctr Pgm Spec	ASE	193	11	9.5	213.5	6.50	0.50	0.48	7.48	7 Hours, 29 Minutes	1,595.91	Elem	
		193	11	9.5	213.5	6.50	0.17	0.48	7.14	7 Hours, 9 Minutes	1,524.75	Middle	
		193	11	9.5	213.5	6.50	0.00	0.48	6.98	6 Hours, 59 Minutes	1,489.16	High	
(1) FY18 adds 183rd Work Day for Unit C staff.													
(2) Beginning FY19, Labor Day added as holiday in any year in which staff must report prior to Labor Day.													
(3) Additional vacation day for staff scheduled for 20 hours or more per week added FY18 and FY20.													
(4) ASA 1 removed from scale, effective FY19.													
(5) Additional 30 Minutes added to workday of Preschool TAs assigned to separate AM AND PM sessions, beginning FY19													



Unit C Salary Schedule July 2021												
0.75%												
Classification	Grade	Days Per Year **	Hours Per Year ***	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6			
<b>Category I</b>												
Teaching Asst Cat I	ASA	204	See Chart	17.43098	18.25686	19.74385	21.35174	22.53494	23.53961			
<b>Category II *</b>												
Teaching Asst Cat II	ASC	204	See Chart	23.56261	24.80321	26.10689	27.48098	28.84823	30.09182			
<b>Category IIIa</b>												
Program Specialist: Library Program Specialist	ASD	204	See Chart	26.31500	27.69918	29.15709	30.69272	32.15632	33.52510			
<b>Category IIIb</b>												
Program Specialist: Media Technician	ASB	212	See Chart	26.31500	27.69918	29.15709	30.69272	32.15632	33.52510			
<b>Category IV</b>												
Program Specialist: Science Ctr	ASE	214	See Chart	27.07822	28.50349	30.00302	31.58252	33.07276	34.47622			
<b>Category V</b>												
Program Specialist: COTA Assistants/ Speech Language Assistants/ Special Education Program Specialists	ASF	204	See Chart	26.31500	27.69918	29.15709	30.69272	32.15632	33.52510			
<b>Category VI</b>												
Program Specialist: ELL Tutor	ASG	204	See Chart	27.07822	28.50349	30.00302	31.58252	33.07276	34.47622			
* In effect for those members of the bargaining unit hired prior to 1990.												
<b>Employees Hired Before July 1, 2008</b>												
		Schl Days (1)	Holidays (2)	Vac Day (3)	TL Days	Base Hrs	Ext Day	Pgm Spc Adj	Total Hrs/Day	Total Hours		
TA I, TA II	ASA, ASC	183	11	10	204	7.00	0.50		7.50	7 Hours, 30 Minutes	1,530.00	Elem, PreK (AM & PM - See Note 5)
SpEd Pgm Spec, ELL Pgm Spec	ASF, ASG	183	11	10	204	7.00	0.17		7.17	7 Hours, 10 Minutes	1,462.00	Middle
		183	11	10	204	7.00	0.00		7.00	7 Hours	1,428.00	High, PreK (AM or PM Only - See Note 5)
Library Pgm Spec	ASD	183	11	10	204	7.00	0.50	0.31	7.81	7 Hours, 49 Minutes	1,592.76	Elem
		183	11	10	204	7.00	0.17	0.31	7.47	7 Hours, 29 Minutes	1,524.76	Middle
		183	11	10	204	7.00	0.00	0.31	7.31	7 Hours, 19 Minutes	1,490.76	High
Media Pgm Spec	ASB	191	11	10	212	7.00	0.50		7.50	7 Hours, 30 Minutes	1,590.00	Elem
		191	11	10	212	7.00	0.17		7.17	7 Hours, 10 Minutes	1,519.33	Middle
		191	11	10	212	7.00	0.00		7.00	7 Hours	1,484.00	High
Science Ctr Pgm Spec	ASE	193	11	10	214	7.00	0.50	0.48	7.98	7 Hours, 59 Minutes	1,706.65	Elem
		193	11	10	214	7.00	0.17	0.48	7.64	7 Hours, 39 Minutes	1,635.32	Middle
		193	11	10	214	7.00	0.00	0.48	7.48	7 Hours, 29 Minutes	1,599.65	High
<b>Employees Hired After July 1, 2008</b>												
		Schl Days (1)	Holidays (2)	Vac Day (3)	TL Days	Base Hrs	Ext Day	Pgm Spc Adj	Total Hrs/Day	Total Hours		
TA I, TA II	ASA	183	11	10	204	6.50	0.50		7.00	7 Hours	1,428.00	Elem, PreK (AM & PM - See Note 5)
SpEd Pgm Spec, ELL Pgm Spec	ASF, ASG	183	11	10	204	6.50	0.17		6.67	6 Hours, 40 Minutes	1,360.00	Middle
		183	11	10	204	6.50	0.00		6.50	6 Hours, 30 Minutes	1,326.00	High, PreK (AM or PM Only - See Note 5)
Library Pgm Spec	ASD	183	11	10	204	6.50	0.50	0.31	7.31	7 Hours, 19 Minutes	1,490.76	Elem
		183	11	10	204	6.50	0.17	0.31	6.97	6 Hours, 59 Minutes	1,422.76	Middle
		183	11	10	204	6.50	0.00	0.32	6.82	6 Hours, 49 Minutes	1,391.28	High
Media Pgm Spec	ASB	191	11	10	212	6.50	0.50		7.00	7 Hours	1,484.00	Elem
		191	11	10	212	6.50	0.17		6.67	6 Hours, 40 Minutes	1,413.33	Middle
		191	11	10	212	6.50	0.00		6.50	6 Hours, 30 Minutes	1,378.00	High
Science Ctr Pgm Spec	ASE	193	11	10	214	6.50	0.50	0.48	7.48	7 Hours, 29 Minutes	1,599.65	Elem
		193	11	10	214	6.50	0.17	0.48	7.14	7 Hours, 9 Minutes	1,528.32	Middle
		193	11	10	214	6.50	0.00	0.48	6.98	6 Hours, 59 Minutes	1,492.65	High
(1) FY18 adds 183rd Work Day for Unit C staff.												
(2) Beginning FY19, Labor Day added as holiday in any year in which staff must report prior to Labor Day.												
(3) Additional vacation day for staff scheduled for 20 hours or more per week added FY18 and FY20.												
(4) ASA 1 removed from scale, effective FY19.												
(5) Additional 30 Minutes added to workday of Preschool TAs assigned to separate AM AND PM sessions, beginning FY19												

**Unit C Salary Schedule July 2022**  
0.75%

Classification	Grade	Days Per Year **	Hours Per Year ***	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
<b>Category I</b>									
Teaching Asst Cat I	ASA	204	See Chart	17.56172	18.39379	19.89192	21.51188	22.70395	23.71616
<b>Category II *</b>									
Teaching Asst Cat II	ASC	204	See Chart	23.73933	24.98923	26.30269	27.68708	29.06459	30.31751
<b>Category IIIa</b>									
Program Specialist: Library Program Specialist	ASD	204	See Chart	26.51236	27.90692	29.37576	30.92291	32.39750	33.77654
<b>Category IIIb</b>									
Program Specialist: Media Technician	ASB	212	See Chart	26.51236	27.90692	29.37576	30.92291	32.39750	33.77654
<b>Category IV</b>									
Program Specialist: Science Ctr	ASE	214	See Chart	27.28130	28.71727	30.22805	31.81939	33.32081	34.73479
<b>Category V</b>									
Program Specialist: COTA Assistants/ Speech Language Assistants/ Special Education Program Specialists	ASF	204	See Chart	26.51236	27.90692	29.37576	30.92291	32.39750	33.77654
<b>Category VI</b>									
Program Specialist: ELL Tutor	ASG	204	See Chart	27.28130	28.71727	30.22805	31.81939	33.32081	34.73479

\* In effect for those members of the bargaining unit hired prior to 1990.

<u>Employees Hired Before July 1, 2008</u>												
		Schl Days (1)	Holidays (2)	Vac Day (3)	TL Days	Base Hrs	Ext Day	Pgm Spc Adj	Total Hrs/Day	Total Hours		
TA I, TA II SpEd Pgm Spec, ELL Pgm Spec	ASA, ASC	183	11	10	204	7.00	0.50		7.50	7 Hours, 30 Minutes	1,530.00	Elem, PreK (AM & PM - See Note 5) Middle High, PreK (AM or PM Only - See Note 5)
	ASF, ASG	183	11	10	204	7.00	0.17		7.17	7 Hours, 10 Minutes	1,462.00	
		183	11	10	204	7.00	0.00		7.00	7 Hours	1,428.00	
Library Pgm Spec	ASD	183	11	10	204	7.00	0.50	0.31	7.81	7 Hours, 49 Minutes	1,592.76	Elem Middle High
		183	11	10	204	7.00	0.17	0.31	7.47	7 Hours, 29 Minutes	1,524.76	
		183	11	10	204	7.00	0.00	0.31	7.31	7 Hours, 19 Minutes	1,490.76	
Media Pgm Spec	ASB	191	11	10	212	7.00	0.50		7.50	7 Hours, 30 Minutes	1,590.00	Elem Middle High
		191	11	10	212	7.00	0.17		7.17	7 Hours, 10 Minutes	1,519.33	
		191	11	10	212	7.00	0.00		7.00	7 Hours	1,484.00	
Science Ctr Pgm Spec	ASE	193	11	10	214	7.00	0.50	0.48	7.98	7 Hours, 59 Minutes	1,706.65	Elem Middle High
		193	11	10	214	7.00	0.17	0.48	7.64	7 Hours, 39 Minutes	1,635.32	
		193	11	10	214	7.00	0.00	0.48	7.48	7 Hours, 29 Minutes	1,599.65	

<u>Employees Hired After July 1, 2008</u>												
		Schl Days (1)	Holidays (2)	Vac Day (3)	TL Days	Base Hrs	Ext Day	Pgm Spc Adj	Total Hrs/Day	Total Hours		
TA I, TA II SpEd Pgm Spec, ELL Pgm Spec	ASA	183	11	10	204	6.50	0.50		7.00	7 Hours	1,428.00	Elem, PreK (AM & PM - See Note 5) Middle High, PreK (AM or PM Only - See Note 5)
	ASF, ASG	183	11	10	204	6.50	0.17		6.67	6 Hours, 40 Minutes	1,360.00	
		183	11	10	204	6.50	0.00		6.50	6 Hours, 30 Minutes	1,326.00	
Library Pgm Spec	ASD	183	11	10	204	6.50	0.50	0.31	7.31	7 Hours, 19 Minutes	1,490.76	Elem Middle High
		183	11	10	204	6.50	0.17	0.31	6.97	6 Hours, 59 Minutes	1,422.76	
		183	11	10	204	6.50	0.00	0.32	6.82	6 Hours, 49 Minutes	1,391.28	
Media Pgm Spec	ASB	191	11	10	212	6.50	0.50		7.00	7 Hours	1,484.00	Elem Middle High
		191	11	10	212	6.50	0.17		6.67	6 Hours, 40 Minutes	1,413.33	
		191	11	10	212	6.50	0.00		6.50	6 Hours, 30 Minutes	1,378.00	
Science Ctr Pgm Spec	ASE	193	11	10	214	6.50	0.50	0.48	7.48	7 Hours, 29 Minutes	1,599.65	Elem Middle High
		193	11	10	214	6.50	0.17	0.48	7.14	7 Hours, 9 Minutes	1,528.32	
		193	11	10	214	6.50	0.00	0.48	6.98	6 Hours, 59 Minutes	1,492.65	

(1) FY18 adds 183rd Work Day for Unit C staff.  
(2) Beginning FY19, Labor Day added as holiday in any year in which staff must report prior to Labor Day.  
(3) Additional vacation day for staff scheduled for 20 hours or more per week added FY18 and FY20.  
(4) ASA 1 removed from scale, effective FY19.  
(5) Additional 30 Minutes added to workday of Preschool TAs assigned to separate AM AND PM sessions, beginning FY19

Wherefore, the parties, by their duly authorized representatives, have caused this Memorandum of Agreement to be executed this 10th day of June 2020.

Negotiation Team of the Needham Education Association

Needham School Committee

*Andrea Longo Carter*

Andrea Longo Carter, Chair

*Connie S. Barr*

Connie Barr, Vice-Chair

*Michael Greis*

Michael Greis

*Aaron Pressman*

Aaron Pressman

Needham Education Association

DocuSigned by:

*Michael Hirsh*

5B81377988FB4F7...

Michael Hirsh, VP of

Negotiations

DocuSigned by:

*Tracy Ahrens*

072F6F5EFAB847E...

Tracy Ahrens

Retired

Susan Kalish

DocuSigned by:

*Rafael Martinez*

7B07431F32504E7...

Rafael Martinez

DocuSigned by:

*Marcy Spink*

05EE1C98DF38467...

Marcy Spink

Robert Super

DocuSigned by:

*Karen Vona McIntyre*

D65EFB7133B74D9...

Karen Vona McIntyre

DocuSigned by:

*Marianne McGowan*

M43E791FB2B04B7...

Marianne McGowan