

CONTRACT

BETWEEN

CLINTON TEACHERS' ASSOCIATION

AND

CLINTON SCHOOL COMMITTEE

Beginning of School Year 2025/2026

to

End of School Year 2027/2028

TABLE OF CONTENTS

Article I RECOGNITION.....	1
Article IA PERSONNEL RECORDS	2
Article II EXISTING CONDITIONS OF EMPLOYMENT	3
Article III TEACHING HOURS AND TEACHING LOAD	3
Article IIIA RECORDING GRADES.....	7
Article IV NON-TEACHING DUTIES	8
Article V VACANCIES AND PROMOTIONS.....	9
Article VI LEAVES OF ABSENCE WITH PAY	10
Article VII GRIEVANCE PROCEDURE.....	13
Article VIII CLINTON TEACHERS' ASSOCIATION SICK LEAVE BANK.....	16
Article IX LEAVE OF ABSENCE WITHOUT PAY.....	17
Article X SABBATICAL LEAVE.....	18
Article XI PROFESSIONAL IMPROVEMENT	18
Article XII SICK LEAVE BUY-BACK.....	18
Article XIII REDUCTION IN FORCE CLAUSE	19
Article XIV GENERAL.....	21
Article XV EVALUATION.....	22
Article XVI FAMILY AND MEDICAL LEAVE	22
Article XVII SMALL NECESSITIES LEAVE ACT	23
Article XVIII PARENTAL LEAVE	23
Appendix A.....	24
Appendix B.....	37

Clinton Teachers Association Contract

PREAMBLE

Recognizing that our prime purpose is to provide education of the highest quality for the children of Clinton, and that good morale within the teaching staff of Clinton is essential to achievement of that purpose, we the undersigned parties to this Contract declare that:

- A. under the Laws of Massachusetts, the School Committee elected by the citizens of Clinton has final responsibility for establishing the educational policies of the Public Schools of Clinton;
- B. the Superintendent of Schools of Clinton (hereinafter referred to as the Superintendent) has the responsibility for carrying out the policies to achieve education of the highest possible quality;
- C. the teaching staff of the Public Schools of Clinton has the responsibility for providing in the classrooms of the schools, education of the highest possible quality;
- D. fulfillment of these respective responsibilities can be facilitated and supported by consultations and free exchange of views and information between the School Committee, the Superintendent, and the teaching staff, in the formulation and application of policies relating to wages, hours, and other conditions of employment for the teaching staff; and so
- E. to give effect to these declarations, the following principles and procedures are hereby adopted.

Article I

RECOGNITION

For the purpose of collective bargaining with respect to wages, hours, and other conditions of employment, the negotiation of collective bargaining agreements and any questions arising there under, the School Committee recognizes the Association as the exclusive bargaining agent and representative of all professional salaried employees (full-time and part-time classroom teachers, guidance counselors, school psychologist, school nurses, social workers, school adjustment counselors, department heads, and/or team leaders) of the School Committee, excepting, however, every such employee who on the effective date of this Contract is, or thereafter shall be designated by the School Committee as a representative of it for the purpose of such bargaining.

RIGHTS OF THE SCHOOL COMMITTEE

The Clinton Public Schools (the "School District") will not be limited in the exercise of the functions of management and retain the right to exercise all the powers, authority and prerogatives of management. The rights of the School District shall include, but are not limited to, the following, except as abridged or modified by this Agreement and as described below:

- a. to direct the educational affairs of the School District and its schools consistent with Massachusetts General Laws, including determination of the learning delivery model(s) (e.g., in-person, hybrid or remote) which shall typically be consistent for an entire school with the exception of specific ADA accommodations or virtual programming (i.e., Virtual High School);
- b. to hire and appoint employees;
- c. to direct, supervise, and evaluate employees;
- d. to determine the educational curriculum;
- e. to schedule and assign classes and courses, including the cancellation of same, consistent with this Agreement;
- f. to determine class size;
- g. to institute technological changes;
- h. to assign, or reassign, duties and job tasks including the change of duties and job tasks, provided the duties and job tasks are within the function of the relevant position of the bargaining unit;
- i. to discipline, suspend, or discharge employees, with just cause for PTS teachers, consistent with Massachusetts General Laws;
- j. to layoff employees due to lack of funds or of work consistent with the provisions of this Agreement and Massachusetts General Laws;
- k. to relieve employees due to the incapacity to perform duties without loss of pay or benefits granted under this Agreement;
- l. to determine and implement safety and health measures and requirements;

and the School District will have the right to invoke these rights and make changes in these items as the School District may deem appropriate without negotiating with the Association over the decision to do so, but acknowledges its obligation to negotiate with the Association over the impact of any such decision. The School District will give the Association reasonable notice of any changes as a result of the aforementioned rights.

During an emergency, the School District will have the right to take any action necessary to meet the emergency notwithstanding any contrary provisions of this Agreement.

The School District and the Association, for the life of this Agreement, each agree that the other will not be obligated to bargain collectively with respect to any subject or matter referred to or covered in this Agreement.

Article IA

PERSONNEL RECORDS

- A. Teachers may inspect their own personnel records kept by the Central Administration, in accordance with the procedure established by Section 42C of Chapter 71 and Chapter 149, Section 52C of the General Laws of Massachusetts, except that information received from placement offices and reference sources shall remain confidential.
- B. A copy of any written statement or report concerning an employee containing negative information which is to be retained by the School District in the employee's personnel file shall be given to the employee within ten (10) days of it being placed in the personnel file. The employee shall be permitted to make a written rebuttal or explanation as to any report and the employee's written statement shall be filed with the related record.
- C. The employee copy of any written statement, report, or letter concerning an employee containing negative information which is to be retained by the School District in the employee personnel file shall be hand delivered whenever practical. This shall not apply to a follow-up letter that only contains information previously expressed to the employee in a meeting; however, if the follow-up letter includes additional information not previously expressed to the employee it shall be hand delivered, if practical. Hand delivery is for the purpose of transmittal only and does not require the presence of a union representative.

Article II

EXISTING CONDITIONS OF EMPLOYMENT

Except as this Contract shall hereinafter otherwise provide, all conditions of employment applicable on the effective date of this Contract to employees covered by this Contract, as established by the School Committee's Rules and Regulations in force on the said date, shall continue to be so applicable during the life of this Contract.

Article III

TEACHING HOURS AND TEACHING LOAD

The School Committee and the Association recognize and agree that a teacher's responsibility to his/her students and his/her profession should normally entail the performance of duties and the expenditure of time beyond the regular work day, but that time and work schedules can, and should be established, applicable to teachers in the normal course of their employment. To this end, the following conditions of employment shall be effective, except in circumstances beyond the control of the School Department, in the administration of this Contract.

- A. The Work Year of all returning Professional Salaried Employees, shall begin not earlier than 1 week prior to Labor Day, and shall not terminate later than June 30th in the following calendar year, and shall consist of a total of 184 days. Prior to the start of the student year but within the work year for teachers, four (4) hours shall be teacher-directed time (i.e.: association meetings, room set-up, signoff procedures, mandated trainings, connecting with support staff). In addition to said work days, new employees of the Clinton School Department shall attend the 2.5 day Orientation Program during the week prior to the beginning of the school year. Such additional orientation days shall not be included in the said work year. “Mentor” teachers will attend this program as part of their performance responsibilities.

Work days on which school is cancelled because of weather or other unforeseen conditions, it shall be at the sole discretion of the School Committee whether or not to make up student days lost due to emergencies in order to meet the minimum number of days and/or hours set by the State Board of Education, however the teacher work year above shall not be reduced without an agreement between the parties.

All other in-service meetings shall be held during release time.

- B. Unless otherwise provided, the length of the work day for each grade level shall be 7 hours and 29 minutes at the secondary level, 7 hours and 15 minutes at the middle school level, and 7 hours and 5 minutes at the elementary level, subject to Section C. The work day shall typically begin 15 minutes prior to the start of the student day for which the teacher is responsible. However, the start time could be shifted earlier than 15 minutes on a voluntary basis at the discretion of the principal based on the needs of students. The work day may end fifteen (15) minutes earlier if either the employee’s professional responsibilities are concluded or if the employee is expressly released earlier by the Principal. Professional responsibilities include attending student support meetings and assisting students with extra help. For the purpose of this Contract, the term “students’ day” shall mean that period of time between the regular starting and dismissal times established by the School Committee for the students by grade level. Employees will be assigned duties for that period by direction of the School Principal, and may be assigned duties in storm and other emergencies. These duties will be assigned in a fair and equitable manner and will be assigned to all unit members assigned to said school. The school administration will show cause for exceptions to this provision.

To the extent practicable, the District shall notify the staff of any reclassification of grade levels prior to April 15 of the prior school year. This reclassification can only happen one (1) time during the life of this Agreement.

- C. Twice a month, the work day may be extended an extra thirty (30) minutes for the purpose of staff meetings, department meetings, planning meetings, professional learning communities, and/or other similar activities. Additionally, at CHS, the work day may be extended up to 21 additional minutes, 3 times a year for office detention duty.
- D. Employees shall also be required to attend and participate in such evening meetings and/or events related to the educational programs as the Superintendent or his designee

may direct, provided that such meeting and/or events shall not be scheduled for any such employee more than three (3) times during the school year, and shall not exceed two (2) hours in duration. Two (2) of the three (3) events shall be scheduled to conclude no later than 8:00 PM, and one (1) of the three (3) events shall be scheduled to conclude no later than 6:00 PM. In the event that the evening meeting/event is for the purpose of parent/teacher conferences, the teacher shall be responsible for making alternate arrangements scheduled at the teacher's discretion to communicate with any parent/guardian who is unable to attend the evening event due to insufficient time slots. In the event that a teacher is unable to attend an evening event, they will be required to make up the event or attend a similar alternative event. All arrangements must be made with the building principal. At no point will a teacher be required to hold evening conferences alone without administrative presence. Teachers do not need to make up an evening event if they are on an extended leave of more than 10 days or on bereavement leave.

The Superintendent shall inform the CTA President no later than August 15 of the dates and purpose of each evening event. The dates of these events shall occur prior to June 1 each school year. This provision does not preclude the CPS administration from rescheduling an event due weather or other similar unforeseen circumstances. Additionally, alternate events may be scheduled as appropriate and with mutual agreement. This mutual agreement shall be between the Superintendent and the CTA President for alternate events involving more than one building and between the building principal and staff member(s) for alternate events within a building.

Two additional evening meetings and/or events may be held if these are both paid and voluntary. The superintendent will be able to limit the number of teacher participants if necessary. The rate of pay will be the same as the Non-Article III teaching stipend defined in Appendix A, Part G.

- E. All full-time Professional Employees shall have a duty-free lunch period of twenty-five (25) consecutive minutes which occurs at a time when the cafeteria is open in each respective building.
- F. All teachers in Grades 7 through 12 will not be required to teach courses in more than two (2) departments (i.e. Social Studies, English, Math, Science, Foreign Languages, Physical Education, Business Education, Bilingual, Special Education, Art, Music, Home Economics, Industrial Technology, or any area supervised by a Department Chairperson) nor more than three (3) teaching preparations within said department(s) at any time except upon voluntary election of the teacher. Such voluntary election shall be agreed to in writing by the teacher.
- G. Teachers shall have preparation time each day. The preparation time shall be a minimum of 50 minutes at the secondary level, 45 minutes at the middle school level, and 45 minutes at the elementary level. Teachers will not be assigned any other duties during this preparation period, with the exception of escorting/transitioning students to/from another classroom if necessary. Teachers are encouraged to use this time to plan and

prepare class activities, correct student work, meet with parents/guardians, assist students, attend meetings addressing the needs of the students or academic programs or participate in other activities approved by the building principal or designee. To the extent practicable, teachers who are co-teaching subjects/grades more than half of the day will be provided with aligned preparation time.

All other periods of the school day, all teachers shall teach and/or have duties. Teachers may also have duties before and at the end of the school day, provided they do not extend beyond the workday established in Part B and/or Part C of this article.

- H. Students may, at the discretion of the Principal and Superintendent, be released before the end of the regularly scheduled school day when they are taking final examinations.
- I. Teachers teaching more than 25 teaching periods per week will be compensated by the schedule below. The schedule below is based on classes meeting 5 days per week for $\frac{1}{2}$ or full year. Tutorials, extra help and enrichment during the day will not be compensated.

Teachers with an extra academic class will receive a stipend based on the number of students.

A class is an Academic Class if the following exists: Teacher prepares lessons, teaches lessons, assigns work, and grades students.

<u>Students</u>	<u>Compensation Full Year</u>	<u>$\frac{1}{2}$ Year</u>
1 to 9	\$2400	\$1200
10 to 18	\$4800	\$2400
More than 18	\$7200	\$3600

- All AP courses would be exempt from schedule and counted as more than 18 students in class.
- All dollar amounts above will be pro-rated based on the number of days taught.

Elementary School

- All teachers will have 5 preps per a 5 day cycle
- Elementary School teachers will be compensated under this schedule if they give up a prep.

Middle School

- All teachers will have 5 preps per a 5 day cycle and will be compensated for teaching an extra academic class during an enrichment period.
1. Any teacher assigned to teach a class of another teacher during the school year for more than five (5) consecutive periods will be compensated at the rate of \$30.00

per period of instruction after the five (5) day period. This rate of pay is subject to annual percentage increases, if any exist, as specified in Appendix A. This is not retroactive for the five (5) day period.

2. It is not the intent of the parties to utilize this provision in order to avoid the hiring of a full-time teacher. Teachers may request to teach an extra period, but it is recognized that the Superintendent or designee, in the best interests of the educational needs of the system, shall have the power to assign the teacher to that extra period.
 3. At CHS and CMS a double period counts as two periods and any other extended block will count as a multiple of a base period.
- J. Teachers are required to provide what they are using as a lesson plan when asked by an administrator when visiting a classroom. Teachers must provide their lesson plan materials prior to an announced observation and it is understood that all lesson plans may be materials that are provided by the District as high quality instructional materials.

Non-Professional Status Teachers must also provide a lesson plan overview (“planbook”) to the building administration. This lesson plan overview should be updated once each schedule cycle; in the absence of a schedule cycle, it shall be updated weekly. The lesson plan overview must include, at a minimum:

- The topic and objective for each lesson
- A reference to the instructional materials and/or learning activity being used to teach the lesson
- Planned assessments

Professional Status Teachers must provide evidence of planning for their formative and summative evaluations.

In the event of a documented concern regarding planning or pacing, an administrator may require a professional status teacher to provide lesson plan overviews until such time as the concern is rectified.

Article IIIA

RECORDING GRADES

It is expected that all teachers will use the student information system to record grades on a regular basis. It is understood that these grades are available for view by parents through the parent portal. Thus in order to promote school-home communication and support student learning, the following guidelines shall be followed:

- A. Teachers will update grades within a period of 10 school days for all tests, quizzes, and homework assignments. Teachers are encouraged to update grades more frequently.

Quarterly projects, research papers, and other similarly large assignments will be granted an additional 5 school days for reporting.

- B. The District shall provide at least seven (7) calendar days before or after the close of a marking period for staff to finalize grades and comments for students. In the event that a school has assigned mid-year or final exams that occur within seven (7) days of the marking period deadline, then release time shall be provided during the exam schedule to allow for grading and recording the midyear or final exams.
- C. Teachers will be given reasonable additional time to input grades into the system if it becomes difficult due to extenuating circumstances. Days that teachers are excused from work, including chaperoning full-day/multi-day field trips, shall not apply to the 10 school day time period.
- D. Data loss or corruption will be the responsibility of the Clinton Public Schools. If recovered data requires input by teachers, time will be provided during the regular work day for this purpose.
- E. This section only pertains to the manner in which grades are recorded and shared; it does not outline the specific method for determining grades.
- F. Teachers using non-numeric grades (such as Satisfactory or Unsatisfactory) may continue to do so; however, relevant information used to make that determination shall be recorded in the student information system.
- G. The district will provide professional development as needed to ensure that teachers are trained in the program's use. Professional development will be provided during the normal teacher workday whenever there is a substantial upgrade to the system that includes a change in the basic functions of the program.

Article IV

NON-TEACHING DUTIES

- A. Teachers will not be required to drive pupils to activities which take place away from the school building. Teachers may do so voluntarily, however, with the advance approval of parents/guardians and the principal, pursuant to current relevant District policy.
- B. Teachers shall be allowed to accept coaching positions in other districts. It is understood that such activity shall not interfere with regular teaching duties and responsibilities.
- C. The office permanent record cards of the students shall not be maintained by teachers.
- D. The registers shall not be maintained by the teachers.
- E. Teachers will not be required to collect monies.

- F. All achievement Tests administered to large groups will be machine scored. All tests administered on an individual class basis or individual basis shall be scored and analyzed by the person responsible for administering the test.

Article V

VACANCIES AND PROMOTIONS

- A. All vacancies in professional positions caused by death, retirement, discharge, resignation, or by the creation of new positions or new promotional positions, which the School District intends to fill, shall be filled pursuant to the following procedures:
1. Such vacancies shall be adequately publicized by means of a notice from the Superintendent of Schools on an electronic job posting system and an email to all staff, at least five (5) business days in advance of the date of filling such vacancies, except by mutual agreement between the Superintendent of Schools and the President of the Clinton Teachers' Association. "Business Days" in this paragraph shall mean days that the central office is open.
 2. Said notice of vacancy shall clearly set forth the qualifications, salaries, duties, and time limits for filing applications for the position. The duties shall not be changed unless the position is re-advertised.
 3. Teachers who desire to apply for such vacancies shall file their applications in writing with the office of the Superintendent within the time limit specified.
 4. Candidates from both within and without the School System will be recruited to fill vacancies. Applicants with proper certification from within the School System shall be granted an interview by the Principal and/or Superintendent, but the Principal/Superintendent has the free and unencumbered ability to hire personnel.
 5. In the event a position is known to be a full year in duration, then the position must be filled as an actual vacancy.
- B. Promotional positions in said bargaining unit are defined as follows: Positions paying a salary differential and/or all positions on the administrative-supervisory level.
- C. Teachers desiring a transfer will submit a written request to the Superintendent stating the assignment preferred. Such requests must be submitted between September 1 and May 1 to be considered for the following school year. Requests must be renewed each year. All requests will be acknowledged in writing by June 30.
- D. Prior to making an involuntary transfer, the District shall solicit volunteers via email. However, the Principal/Superintendent maintain the free and unencumbered ability to assign personnel within their licensure.

- E. In the event that a Staff member's licensure lapses while in their current position, the member is not entitled to a position requiring an alternate license which they may hold without going through the vacancy and promotion processes outlined in this section.
- F. If an educator is required to move rooms, they will be allotted up to five (5) hours of release time during the work day or five (5) hours outside of the workday to pack their room. If outside of the work day, the time will be compensated at the tutoring rate. Scheduling of the time for packing must be made in advance and approved by the building principal.

Article VI

LEAVES OF ABSENCE WITH PAY

- A. Each teacher shall be entitled to three (3) days non-accumulative leave of absence without loss of pay each year for personal, legal, business, religious, household, or family matters, which require absence during school hours. Application for such leave shall be made as far in advance as practicable, ordinarily at least forty-eight (48) hours, and the applicant shall not be required to state the reason for taking such leave other than he/she is taking it under this policy, with the exceptions set forth in Section C below. Any unused personal days as of June 30 each year shall be converted to sick days and be added to the employee's sick leave time, subject to the maximum accumulation amount.
- B. In the event that a teacher has exhausted all of their personal days, and an unanticipated or emergency need for personal time arises, the teacher may request the superintendent convert his/her accrued sick time into additional personal time. The reasons for exhausting their original personal time may be a factor in determining whether or not to approve the conversion of sick time to personal time.
- C. Personal Days shall not be used on:
 - 1. The day before school begins, nor the first day of school,
 - 2. the last day of school,
 - 3. the day before a holiday, or the day before a vacation begins,
 - 4. the day after a holiday, or the day after a vacation ends,
 - 5. three (3) consecutive work days

except at the discretion of the Superintendent. Exceptions to 3, 4 and 5 above shall be approved by the Superintendent, following a meeting with the Superintendent. Staff may be accompanied by a union representative to the meeting with the Superintendent if they choose to do so. Staff may only use this consideration once in any three (3) year period. When four (4) teachers have taken Personal Day Leave on the same day, no further such

leave shall be allowed, except for reason, and at the discretion of the Superintendent and the knowledge of the School Committee.

- D. Teachers will be entitled to the following consecutive temporary leaves of absence with pay each year – it is understood that these days will run consecutively:
1. Up to five (5) consecutive school days at one time in the event of the death of a spouse/partner, mother, father, son, daughter, brother or sister, grandparents or grandchild of the teacher. The relations above shall include step-relatives. These five days must occur within a two (2) week period in the same school year, unless otherwise approved by the Superintendent to accommodate the scheduling of arrangements.
 2. Up to three (3) consecutive school days at one time in the event of the death of a uncle, aunt, nephew, niece, son-in-law, daughter-in-law, brother-in-law, sister-in-law, father-in-law or mother-in-law of a teacher. The relations above shall include step-relatives.
 3. One (1) day at one time, in the event of the death of a first cousin of the teacher.
 4. Further leave may be granted at the discretion of the Superintendent upon request. Staff may request bereavement leave in other cases not listed above where the bond is such that the individual is considered family and there is a moral obligation. When making a request, staff shall broadly indicate, in writing, the nature of the relationship they had with the person and number of days they are requesting using categories 1-3 above as a guide. These requests will be stored in the employees personnel file for 5 years, at which point they may be expunged at the employee's request. Abuse of this clause may result in disciplinary action up to and including termination.
- E.
1. Sick leave shall be earned at the rate of 1.5 days/month up to a maximum of fifteen (15) days/school year, taken and charged in one-quarter of a day increments, with a total maximum accumulation of 300 days.¹ Any employee who exceed this amount as of July 1, 2021 will be capped at their current amount of accrued leave. These days may be used for illness of the employee. A maximum of 60 earned sick days (less days provided by Article 16 of this Agreement) may be used for illness of members of the immediate family (spouse, domestic partner, mother, father, son, daughter and/or any immediate family member living in the employee's household) in accord with the Rules and Regulations of the School Committee. For prolonged illness, cumulative sick leave shall be available. Cumulative sick leave is defined as the sum of all unused sick leave for an unlimited period of time.

¹ Personal leave and SNLA leave shall also be taken and charged in one-quarter of a day increments.

- a. Staff who are not sick themselves, but attending to an ill family member are eligible to attend after school functions including but not limited to coaching, advising, and tutoring provided they notify the nature of their absence to the substitute coordinator. These are not additional sick days, but are incorporated within the 1.5 sick days per month accrual, and have a cap of 5 instances per school year.
 2. Professional Instructional Employees may donate one (1) sick day to another teacher who has exhausted all their accumulated sick leave and their Sick Leave Bank options, up to a maximum of fifty (50) days. The fifty (50) days is the maximum amount that the employee may obtain during their employment in the Clinton School System.
 3. Sick leave for part time members of the bargaining unit will be accrued and charged on a pro-rated full-time equivalent basis.
- F. Upon the recommendation of the Principal, Department Chairperson, or the immediate Supervisor, with the approval of the Superintendent, a teacher may be absent without loss of pay for the purpose of attending some particular educational conference, or visiting a school to observe some specified, and effective school function.
- G.
1. Employees absent three (3) consecutive days may be required to submit a doctor's note upon their return to work.
 2. Employees absent ten (10) consecutive days may be required to undergo a medical review by the School Department Physician, paid for by the School Committee.
- Medical Review is defined as the following: The School Department Physician or designee will perform an independent medical evaluation of the employee. The School Department Physician or designee will then inform the Superintendent of Schools and the CTA President of this opinion of the illness and case. If the employee's doctor and the administration's doctor have different medical findings, the employee will be examined by a third independent doctor selected by both the CTA and the School Committee. The CTA will be present when the Superintendent submits the doctor's report(s) to the committee. The School Committee will pay for the services of the third independent doctor.
- H. Legal Leave is available to a staff member only for Jury Duty or if the staff member is subpoenaed to testify by the School Department.

Article VII

GRIEVANCE PROCEDURE

A. Definitions:

1. A grievance is a claim or complaint based upon an event, act or condition which effects the interpretation, meaning, or application or any of the conditions of this Agreement.
2. A “grievant” is the person or persons, and/or the Association itself, making the claim or complaint.
3. A “party in interest” is the person or persons, and/or the Association making the claim and filing the grievance, and any person it might take in order to resolve the grievance.
4. When filing a grievance a teacher must state in writing the specific provision of the Agreement which is alleged to have been violated and is being grieved.

B. Purpose:

The purpose of this procedure is to resolve, at the lowest possible administrative level, solutions to the problems which may from time to time arise, affecting working conditions of employees and/or the contractual right and privileges of employees covered by the Agreement.

Both parties agree that grievance proceedings will be kept as informal and confidential as may be appropriate at any level of the procedure.

C. Procedure:

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

Level One

The grievance shall be presented in writing within ten (10) school days of the event to the immediate supervisor or administrator and the Principal to whom the grievant is specifically assigned. The appropriate administrators shall thereafter meet with the grievant in an effort to settle the grievance. Any meeting with reference to the above shall be held during non-school hours.

Level Two

If at the end of five (5) school days next following such presentation at Level One, the original grievance shall not have been disposed of to the grievant's satisfaction, the grievant may, within five (5) school days thereafter, present the original grievance IN WRITING to the Superintendent, who shall thereafter meet with the grievant in an effort to settle the grievance.

Level Three

If at the end of ten (10) school days next following presentation of the original grievance at Level Two, the dispute shall not have been disposed of to the grievant's satisfaction, the grievant may, within five (5) school days thereafter, if the School Committee has jurisdiction on the particular issue, present that grievance IN WRITING to the School Committee which shall thereafter meet with the grievant in an effort to settle the grievance.

Level Four

If at the end of fifteen (15) school days next following presentation of the original grievance at Level Three, the grievance shall not have been disposed of to the satisfaction of the grievant, the grievant may submit the grievance to arbitration. The parties may agree to utilize the Massachusetts Department of Labor Relations or the American Arbitration Association for the arbitration. If no agreement, the parties shall utilize the American Arbitration Association. The arbitration must be filed within twenty-one (21) calendar days in accordance with the tribunals voluntary rules and regulations then obtaining. The costs of the Arbitrator shall be shared equally by the School Committee and the grievant, including per diem expenses, if any, and actual necessary travel and subsistence expenses. The arbitration award made shall be final and binding upon the School Committee, the Association and the grieving employee(s) if any. The arbitration proceeding shall be subject to the following conditions:

1. The authority of the arbitrator shall be limited to the interpretation of this Agreement. The arbitrator shall have no right to add to, or subtract from, or modify this Agreement, and shall only interpret such items and determine such issues as may be submitted to him/her by the written agreement of the parties.
2. Either party shall have the right to have a transcript made of the proceedings. Both parties may agree to share the expense of providing a copy of the transcript to the arbitrator. If only one party requests a transcript of the proceedings, the requesting party shall be responsible for the expense of providing a copy of the transcript to the arbitrator. The non-requesting party is not entitled to a copy of the transcript.
3. Monetary awards resulting from a decision of the arbitrator shall not be retroactive beyond twelve (12) months prior to the date of the occurrence of the grievance.
4. The arbitrator shall not render any decision contrary to state or federal law.

D. Miscellaneous:

1. Grievances submitted in written form shall be responded to in writing by the Principal or immediate supervisor. The failure of the Administrator, Superintendent, or School Committee to respond to a grievance within the appropriate time limit shall be considered a denial of the grievance, and the grievant(s) or the Association may move the grievance to the next level of the procedure.
2. All written communications, documents, and records, relating to any grievance shall be maintained in a file separate from the personnel file of any employee involved in the proceedings. Unless requested in writing to do otherwise, by all employees named in such records, any documents, communications, and records dealing with the processing of a grievance will be kept in the strictest confidence and will not be made available or referred to potential employers or others inquiring about said employee(s), but not having been a party in interest to the actual proceedings.
3. Any party in interest may be represented at all stages of the grievances by a person or persons of his/her own choosing, except that a grievant may not be represented by a representative or an officer of any teacher organization other than the Clinton Teachers Association (CTA) and/or its parent affiliates. When a teacher is not to be represented by the CTA and/or its agents, the CTA will be informed by the grievant of the impending proceedings and shall have the right to be present at the proceedings and to state its views at all stages of the particular grievance matter.
4. If any employee covered by this Agreement shall present any grievance without representation by the CTA and/or its agents, the disposition, if any, of the dispute shall be consistent with the provisions of this Agreement. The disposition, if any, of any grievance processed under these herein described circumstances, shall be transmitted in writing to the CTA by the grievant at the same time a decision is delivered to the employee grieving the matter without representation.
5. Subject to the provisions of the Public Records Law, the Committee shall, upon request, make available to all parties in interest, school department records and documents in its possession, necessary to the processing of any grievance.
6. When attendance at grievance proceedings is required of an employee to provide information, to serve as a witness, to represent a party in interest, or to otherwise take part in grievance deliberations during the school day, said employee will be released from normal and assigned duties without loss of pay as necessary to permit participation in the foregoing activities. The foregoing notwithstanding, every effort will be made by all parties in interest to schedule grievance sessions in the participants' non-working hours or after school.

7. The School Committee and the Association view the grievance procedure as a problem-solving procedure which may be used with impunity.
8. Pending the Arbitrator's final decision of a grievance, the teacher and/or the Clinton Teachers Association shall proceed diligently with the performance of their duties in accordance with the School Committee's decision.
9. It is understood that the CTA may not bring forth a grievance on behalf of an individual bargaining unit member, but may bring forth a grievance in its own name where the Association as a whole has been aggrieved.
10. Reserved.
11. No information may be presented to the Arbitrator that has not been previously presented through the grievance process.
12. Grievances may be settled without precedent by mutual agreement of the parties at any stage of the grievance or arbitration procedure until the issuance of a final award by the arbitrator.
13. The grievant(s) or Association's failure to initiate any Level within the appropriate time limit shall result in barring the grievance.

Article VIII

CLINTON TEACHERS' ASSOCIATION SICK LEAVE BANK

All teachers in the Clinton School Department shall be permitted to contribute up to a maximum of three (3) days from his/her sick leave accumulation reserve each year to a "Sick Leave Bank", which shall be established to aid teachers who suffer prolonged illness and whose sick leave accumulation has been exhausted. As of July 1, 2001, new membership in the CTA Sick Bank is limited to professional employees covered by this contract. The Bank will be operated under the following conditions:

- A. each illness or disability shall be applied for, and treated, separately and
- B. a teacher with three (3) years or less in the Clinton School Department may be permitted, upon adequate justification, to apply for additional sick leave after his/her accumulated sick leave has been exhausted due to illness, based upon the following time in service:
 1. a first year teacher may draw up to ten (10) days,
 2. a second year teacher may draw up to twenty (20) days,
 3. a third year teacher may draw up to thirty (30) days.

- C. A teacher with professional status in the Clinton School Department may be permitted, upon adequate justification, to apply for up to seventy-five (75) additional days sick leave after his/her accumulated sick leave has been exhausted due to illness.
- D. Medical reports signed by a medical doctor shall be required by the Sick Leave Bank Committee in the administration of the Sick Leave Bank. Teachers drawing on the Bank shall have their cases reviewed at intervals of twenty-five (25) work days.
- E. Repayment of days drawn from the Bank by a teacher shall be on the following basis:
 - 1. all days drawn, up to a maximum of five (5) days shall be deducted from that teacher's accumulated sick leave the second year following the leave and returned to the Bank;
 - 2. any days used beyond five (5) shall be repaid at the rate of five (5) days per year, and
 - 3. upon a teacher's separation (retirement, resignation or termination) any days still owed to the Bank shall be deducted from the teacher's accumulated sick leave or, if necessary, their final pay.

The Sick Leave Bank Committee shall be composed of five (5) members to be selected by the Clinton Teachers' Association. Any application approval shall be by a majority vote of the full Sick Leave Bank Committee.

The administration of the Sick Bank shall be audited at the end of the school year by a committee consisting of the following: (1) the Superintendent, (2) one member appointed by the Clinton Teachers' Association and (3) one member appointed by the Sick Bank Committee. Reports of this audit shall be forwarded to the School Committee by the end of the school year.

Article IX

LEAVE OF ABSENCE WITHOUT PAY

A leave of absence without pay or increment of up to one (1) year will be granted by the School Committee upon the recommendation of the Superintendent. This leave may be granted for any personal, professional, or educational purpose that the School Committee deems appropriate for the school and/or employee. The School Committee may extend the leave upon written request by the employee prior to March 1st of the previous year.

Time spent on a leave of absence without pay may not be used to accrue any employment benefit (e.g. step advancement, longevity, etc.) which is based upon time served. This restriction does not apply to time spent on paid maternity leave.

Article X

SABBATICAL LEAVE

Employees are eligible for sabbatical leave in accordance with MGL c. 71, § 41A.

Article XI

PROFESSIONAL IMPROVEMENT

- A. The School Department will reimburse each teacher up to \$1,700 per fiscal year for the per credit cost of the tuition and fees of the graduate courses or other type of self-improvement plan approved by the Superintendent of Schools. The annual total tuition reimbursement amount for the bargaining unit shall not exceed \$70,000. For staff that need Continuing Education Units (CEUs) in addition to PDPs for relicensing/recertification purposes, this amount may be used for either graduate coursework or other type of professional development (e.g., such as workshops or conferences), as approved by the Superintendent of Schools. Teachers working on their first master's degree for continued licensure in the field for which they are currently employed may be eligible for up to \$3,400 in reimbursement if the reimbursement is for a course in an approved master's program in which they are enrolled.
- B. Teachers who take courses during July and August will not be reimbursed for these courses until the second pay period in September and they must be working for the Clinton School Department at the time of the reimbursement. If a teacher is not working for the School Department at the time of this payment, no reimbursement will be paid. Any teacher who voluntarily separates him/herself from the District prior to the end of the school year after he/she receives tuition reimbursement will be required to refund the amount of that tuition reimbursement to the District.
- C. Teachers not in possession of a Masters degree have until June 30, 2016 to provide the District an acceptance letter of admission to a Masters program in any field. After June 30, 2016, any first Masters degree must be in the primary subject area the teacher is now teaching and/or any other field where teacher holds a license.

Article XII

SICK LEAVE BUY-BACK

Effective July 1, 1994, when a Professional Employee hired prior to July 1, 2007 retires from the Clinton Public School System and the Massachusetts Teacher Retirement System, after ten (10) years of service in the Clinton School System, he/she or his/her estate will receive full pay for as many days as the employee has accumulated in sick leave using the following formula:

- A. One for one for the first sixty (60) days of accumulated sick leave.

- B. Days in excess of sixty (60) will be paid at the rate of one (1) day's pay for every two (2) days of accumulated sick leave up to a maximum of forty (40) additional days. Total sick leave days paid for under this provision would be a maximum of one-hundred (100) days.
- C. The per diem rate will be based on the work year at retirement.
- D. The maximum payment for all accumulated sick leave days will not exceed \$29,000 during the years of this contract. It is understood that this maximum will be a negotiable item for any successor agreement, but that it cannot be lowered.
- E. The one day rate of pay, per diem, is based only on the employee's salary (BA, BA+15, BA+36/MA, MA+15, MA+30, MA+45, MA+60/CAGS, MA+75/PHD), and longevity bonus, if appropriate. Chairperson, athletic, or extra-curricular pay are not included.
- F. For teachers hired on or after July 1, 2007: After ten (10) years of service in the Clinton Public Schools, at any time when the teacher retires from the Clinton Public School System and the Massachusetts Teacher Retirement System, or dies (estate will receive this benefit), he or she will receive full pay at the per diem rate for 6% of the days that the teacher has accumulated in sick leave up to \$29,000. The per diem rate will be based on the work year at retirement.
- G. Notification of intent to retire must be supplied to the superintendent by December 1st of the school year in which the employee intends to claim this benefit. The order of priority for payments will be determined by seniority of the retiree(s). Additionally, the actual retirement date must be effective at the end of mid-year point or at the completion of the school year. It is understood that a bargaining unit employee may still elect to retire at a time other than the mid-point or the end of the school year, but such employee shall not be eligible for the full sick leave buyback. The total of the sick leave buyback (\$29,000) will be reduced by the value of the retiring teacher's per diem pay from the date he/she leaves from the beginning the school through the mid-point and after the mid-point until the end of the school year.
- H. Clinton Public Schools will pay out all buyback monies owed within three years of a qualifying retirement.

Article XIII

REDUCTION IN FORCE CLAUSE

If for any reason the Committee deems it necessary to reduce staff in accordance with a decline in enrollment, reorganization, budget limitations, or as other circumstances may warrant, the following procedure will be followed:

- A. Before the layoff/involuntary transfer of any teacher, all reasonable measures such as normal attrition, leaves of absence, long-term illnesses, etc. shall be employed to minimize, delay or eliminate the need for layoffs.

B. Teachers will be laid off according to the following rules and procedures:

1. The least senior teacher in the affected discipline will be laid off first.
2. Additional layoffs within the same discipline will be in inverse order of seniority.
3. Exceptions to #1 and #2 above may be made when it can be determined that the performance of a junior teacher in the affected discipline is better than that of the senior teacher. Factors used in such determination will include: area(s) of certification, major or minor, graduate work completed in the field, teacher evaluations, course/grade level experience, attendance history, and teaching experience outside the Clinton Public School System.
4. Teachers who were Instructional Associates will be given seniority based upon their first appointment as Instructional Associates.

SENIORITY

Seniority in a discipline will mean length of continuous service in a professional capacity in the Clinton Public Schools in years, months, and days. All unpaid leaves of absence as granted by the School Committee shall not interrupt continuous service for the purpose of defining seniority, but time spent in such leaves will not count toward seniority. Teachers shall be credited for seniority purposes with all time spent on sabbatical leave or paid authorized leaves of absence. In the event that employee's length of service in the Clinton Public Schools are equal, the factors listed under #3 above will be used to determine who the "senior" teacher is.

CROSS-OVER/BUMPING

A teacher who is to be laid off in a particular discipline and is certified to teach in another discipline will be placed in the second discipline for the purpose of determining if he/she or another teacher from the new discipline is to be laid off. A teacher with more system wide seniority than another may "bump" a junior teacher with less seniority holding a position for which the senior teacher is certified, provided the senior teacher maintains appropriate certification. Those teachers "bumping" into another discipline must complete two graduate courses (6 credits) in the "new" discipline upon filling the position and will have one (1) year in which to complete said graduate courses.

RECALL

A teacher laid off shall have recall rights for a two (2) year period commencing on July 1st following the last school year he/she taught before being laid off. During the recall period the laid off employees will have preference for any vacancy or new position for which they are eligible.

A laid off employee will be given priority on the substitute list during said recall period if the teacher has so requested in writing to the Superintendent.

A teacher to be recalled will be so notified at the last address on file with the Superintendent by registered or certified mail and a copy of such notice will be forwarded to the President of the Association. If the teacher fails to respond affirmatively to the recall within two (2) weeks of the date of mailing of the notice, the teacher will forfeit all recall rights.

A teacher recalled will be given full credit for prior service in the Clinton Public Schools. However, time spent awaiting recall while not employed by the Committee will not be credited. Placement on the salary schedule will be done in a manner consistent with the conditions of the previous sentence. All benefits to which an employee was entitled at the time of layoff, will be restored in full upon recall.

During the first 18 months of recall period, teachers will be entitled to retain membership in group life and medical insurance plans of the Town of Clinton as pursuant to Massachusetts General Law. If the teacher forfeits recall rights as specified above, then the insurance coverage under this paragraph is also forfeited.

PART-TIME POSITIONS

Once it is determined by the Committee to reduce a full-time position to a part-time position, the following will take place:

1. The position will first be offered to the incumbent.
2. If the incumbent declines the position, a job description will be posted and qualified applicants will be sought within the system.
3. If, after interviews, no qualified and certified teacher is found to transfer into the position, the position will be posted outside the system.
4. If no certified and qualified applicants can be found outside the system, the position will be filled by the original applicant(s) using the following as criteria: area(s) of certification, major or minor, graduate work completed in the field, teacher evaluations, course/grade level experience, attendance history, and teaching experience outside the Clinton Public School System.

Article XIV

GENERAL

- A. The Association shall be provided with a copy of the Official Agenda of each regular School Committee Meeting prior to each meeting. The Association will also be provided with copies of all other non-confidential materials which are relevant to this contract.
- B. If any provision of this Contract, or any application of this Contract to any teacher or group of teachers shall be found contrary to law, then such provision of application shall

not be deemed valid and subsisting, except to the extent permitted by law, but all other provisions or applications of this Contract shall continue in full force and effect.

- C. The Superintendent may assign Guidance Counselors, Nurses, or any other staff for whom summer work is necessary to complete work within their normal duties in a timely manner to work ten (10) days during the summer vacation. If so assigned, the employee shall be paid a per diem rate based on their salary when school ended before that summer.
- D. Employees will be notified of their anticipated assignment for the following school year on or before June 1 of each school year. However, management reserves the right to change this assignment based on staffing, operational or student needs and provided that employees will be notified of any changes as soon as practicable.
- E. The employer agrees, upon annual request by the association, to form a joint labor-management committee to discuss building-based concerns related to health and safety. This committee, if requested, shall consist of: Two school committee members, the Superintendent, the director of facilities, and three CTA representatives. The Committee shall meet a minimum of three times per year, typically just after the beginning of the year to identify health and safety issues and concerns; in the middle of the year to develop plans for addressing and resolving health and safety issues and concerns and to provide budgetary input for desired improvements; at the end of the year to monitor implementation of repairs or remediation of health and safety issues and concerns and plan for the following year.
- F. Members are expected to dress appropriately for a school setting.

Article XV

EVALUATION

The provisions of this Article will follow the Performance Standards and Evaluation Process adopted by the School Committee. A copy of these standards can be obtained from the CTA Building Representative or from the Superintendent's Office.

Article XVI

FAMILY AND MEDICAL LEAVE

The School District shall provide Family and Medical leave in accordance with the Family and Medical Leave Act of 1993 ("FMLA") and the School District's FMLA Policy for eligible employees. In addition, for leaves that qualify for Family and Medical Leave, beginning on day 11, the District will provide up to 50 days of FMLA leave at 50% pay (equivalent to a maximum of 25 days of pay). Employees may use accrued sick time to make their pay whole during this leave period.

Article XVII

SMALL NECESSITIES LEAVE ACT

The School District shall provide leave in accordance with the Massachusetts Small Necessities Leave Act, M.G.L. c. 149, Section 52D (“SNLA”) and the School District’s SNLA Policy for eligible employees.

Article XVIII

PARENTAL LEAVE

The School District shall provide leave in accordance with the M.G.L. c. 149, Section 105D and the School District’s Parental Leave Policy for eligible employees.

Appendix A

A. SALARY INCREASES

1. July 1, 2025: 2.5% base wage increase, new Step 10, 2.5% above step 9.
2. July 1, 2026: 2.5% base wage increase, additional 2.5% to Step 10.
3. July 1, 2027: 2% base wage increase.

B. DEFINITIONS

1. STEP refers to a school year and step advancement for the following school year will occur provided the employee is employed in the Clinton Public Schools for at least sixty (60) school days.
2. LEVEL refers to B, B+15, B+36, etc., or credits obtained.
3. PLUS (+) refers to credits above and beyond a level and obtained after a certain level, for example, M+15 refers to 15 credits earned since receiving a Master's Degree, not 15 previously "unclaimed" credits earned since receiving a Master's Degree. Staff may appeal to the Superintendent for application of these credits if the credits are directly related to the individual's professional responsibilities. The Superintendent may elect to approve all, some, or none of the graduate credits depending on when the courses were taken, the institution that granted the credits, and the direct application of the knowledge to the individual's current position.

C. BACHELOR'S + 36

1. Those teachers seeking the B+36 level must earn credits in approved courses directly related to their teaching/classroom situation. General education courses and most in-service programs (even if approved) will not be considered appropriate credits to use unless designated at the time of approval. No courses taken before September 1, 1974 will be used in claiming this level. Approved courses taken after September 1, 1974, up to 21 credit hours, are applicable to this schedule.
2. All staff employed by the School Department as of May 1, 2001 and who return to a job in the Clinton School Department for the 2001 – 2002 school year, and are presently at the B+15 step will remain eligible for the B+36 step. All employees whose employment commences with the 2001 – 2002 school year will not be eligible for this step.

D. MOVEMENT ON THE SALARY SCHEDULE

Vertical movement on the salary schedule can occur only once each school year. Horizontal movement may occur once per year, but may be concurrent with vertical movement, provided proof of previously approved credit (a letter from the course instructor is acceptable) is submitted to the Superintendent's Office before September 3 and February 1. The new rate of pay for mid-year moves shall go into effect the fourteenth pay period of the fiscal year.

Graduate degrees and credits used for placement in the salary grid must be relevant to either pedagogy or content area. Typically, all "Education" (Edu) graduate credits from an accredited institution shall apply.

E. SALARY SCHEDULE PLACEMENT

Veterans will be given one (1) year of credit on the salary schedule for two (2) years of active duty in the Armed Forces; two (2) years for four (4) years of active duty in the Armed Forces; and three (3) years for six (6) years of active duty in the Armed Forces.

F. LONGEVITY BONUSES

Bargaining unit members are entitled to a maximum of one longevity payment per year from the table below:

\$300 each year after 10 consecutive years of service in the Clinton School Department
 \$700 each year after 15 consecutive years of service in the Clinton School Department
 \$1200 each year after 20 consecutive years of service in the Clinton School Department
 \$1800 each year after 25 consecutive years of service in the Clinton School Department
 \$2500 each year after 30 consecutive years of service in the Clinton School Department
 \$3300 each year after 35 consecutive years of service in the Clinton School Department

Effective July 1, 2026 and thereafter:

\$500 each year after 10 consecutive years of service in the Clinton School Department
\$1000 each year after 15 consecutive years of service in the Clinton School Department
\$1500 each year after 20 consecutive years of service in the Clinton School Department
\$2000 each year after 25 consecutive years of service in the Clinton School Department
\$2750 each year after 30 consecutive years of service in the Clinton School Department
\$3500 each year after 35 consecutive years of service in the Clinton School Department

Years of service will be accrued based on FTE status. For example, a person working 0.5 one year, 0.7 the next year, and 0.8 the third year will have a total accumulated service time of 2.0 years.

Longevity bonuses will be paid to those faculty members who have ten (10) years of service in the Clinton School System but their service was involuntarily interrupted by a reduction in force,

provided that the employee returns to service within five (5) years of being involuntarily interrupted by a reduction in force.

G. NON-ARTICLE III TEACHING

Home teaching and /or after school programs that require teaching will be compensated at a rate of \$50.00/hour. It is understood that participation in such positions is paid and voluntary.

H. MILEAGE

Teachers will be compensated at a rate equal to the rate received by other town employees.

I. DEPARTMENT CHAIRPERSONS

Department Chairpersons are not required to work before or after the school year. Department Chairpersons may submit a written proposal to the Principal and Superintendent for their recommendation to the School Committee for its approval relating to programs that cannot be accomplished during the regular school year.

The role of the Department Chair is to serve as the primary instructional support person for all members of the department. This includes holding monthly meetings to support the department, school, and district goals; updating and maintaining the program of studies, course descriptions, and curriculum; preparing the budget and ordering appropriate instructional supplies; analyzing data, reporting out, and making adjustments based on data. Department Chairs are also members of the Curriculum & Instruction Committee and may be required to attend evening events such as School Committee or School Council meetings to represent their department. Additionally, English Learner and Guidance department chairs shall be responsible for the oversight of ACCESS and MCAS testing (or their equivalent) respectively. Department Chairs will not be assigned duties if the schedule permits. The Administration reserves the right to re-organize, add, or eliminate a department annually as deemed necessary based on staffing levels, funding, and need.

Typical Department Chair Positions include:

- | | |
|--|------------------|
| • Special Education | Elementary Level |
| • Special Education | Middle Level |
| • Special Education | Secondary Level |
| • English Language Arts & Social Studies | Elementary Level |
| • Mathematics & Science | Elementary Level |
| • English Language Arts | Middle Level |
| • English Language Arts | Secondary Level |
| • Mathematics | Middle Level |
| • Mathematics | Secondary Level |
| • Science | Middle Level |
| • Science | Secondary Level |
| • History & Social Science | Middle Level |

- | | |
|----------------------------|------------------|
| • History & Social Science | Secondary Level |
| • Technology Education | District-Wide |
| • World Languages | District-Wide |
| • English Learners | Elementary Level |
| • English Learners | Middle Level |
| • English Learners | Secondary Level |
| • Guidance | Elementary Level |
| • Guidance | Middle Level |
| • Guidance | Secondary Level |

J. MENTOR TEACHERS

The Mentor Teacher stipend for each mentee and for an additional mentee will be the rate set forth in the Instructional Leadership Positions stipend schedule.

New nurses may be mentored by the Nurse Team Leader. The Nurse Team Leader will receive the same stipends that a Mentor Teacher receives, if selected to be a mentor.

K. 504 COORDINATOR

The 504 Coordinator stipend will be the rate set forth in the Instructional Leadership Positions stipend schedule.

L. NURSE TEAM LEADER

Nurse team leader stipend will be the rate set forth in the Instructional Leadership Positions stipend schedule.

M. Reserved.

N. PURPOSE AND CREATION OF STIPEND POSITIONS

Purpose of Stipend Positions: Stipend positions exist to compensate individuals for taking on additional responsibilities. These responsibilities are typically athletic coaching, advising student activities, or instructional leadership. In filling stipend positions, Clinton Public Schools shall hire the most qualified applicant in order to best support the students.

Creation of a Stipend Position: Clubs and stipend positions can be created two ways:

1. School Committee or Administrative Discretion: When the School Committee or Administration identifies athletics, student activity, or instructional leadership needs they may choose to create a job description and post a stipend position to fill the need. The amount of the stipend shall be based on comparable existing positions.
2. Students or Staff Initiative: When students or staff identify an interest they may bring their athletics, student activity, or instructional leadership position to the appropriate School

Council. If the School Council supports the need, then the position may run as an unpaid pilot. After the activity has had sufficient time to run, not to exceed two years, the person in the position should present data to the School Council regarding the impact of the position. If the School Council supports continuing with the program, it shall be recommended by the building Principal for inclusion in the next fiscal year. Requests to be included in a fiscal year budget should be made prior to the end of the calendar year in order to be included in the next fiscal year budget.

O. SUMMARY TABLE OF STIPEND LEVELS/CLASSIFICATIONS

The following is a summary table of the level/classifications of stipend positions. The detailed stipend schedule for each area (i.e., athletics, extra-curricular activities, and instructional leadership) are listed separately below.

Level / Classification	FY26 & FY27 Rate	Rate Effective FY28
1	\$1000	\$1500
2	\$1600	\$2100
3	\$2000	\$2500
4	\$2650	\$3150
5	\$2900	\$3400
6	\$3900	\$4400
7	\$4200	\$4700
8	\$4900	\$5000
9	\$4900	\$5500
10	\$7750	\$8000

P. ATHLETICS

Athletic Coaches are responsible for working with the Athletic Director and handling all aspects of their team. This includes collecting necessary paperwork, ensuring eligibility, compliance with CPS and MIAA policies, rules, and regulations. Coaches are expected to follow a regular practice routine in order to ensure their teams are prepared for all competitions.

Athletic Coaches shall be classified as follows:

Level 9: This classification applies only to the Head Varsity Football coach due to the number of participants, the length of season, and the supervision of assistants required with the position.

Level 8: This classification applies to varsity coaches. Coaches at this level are still expected to make the sport an enjoyable experience for their players, but there is more of an emphasis on playing the best players and striving for success.

Level 6: This classification primarily applies to JV Coaches. At the JV level the focus is on player development and working with the varsity program to support a competitive program.

Level 4: This classification is for Middle School and freshmen sports. At the middle school/Freshmen level the focus should be on fundamentals and teaching the skills, terminology, and techniques that will be necessary to succeed at the JV and Varsity levels.

Q. GRADE LEVEL LEADERS

The grade level leaders will serve as members of the building-based instructional team. They will be the primary liaison between Administration and/or Department Chairs and the grade level team members. The Grade Level Leader would also serve as the facilitator for grade level meetings and/or professional development and may be expected to develop agendas and prepare minutes. Grade level leaders are expected to attend one additional after school meeting per month.

R. TEAM CHAIR

Team chairs are integral parts of the Special Education process. The Team Chair is responsible for ensuring that all aspects of initial meetings and re-evaluation meetings are completed and then chairing the meeting and overseeing the follow through paperwork. The Team Chair oversees the entire process and will conduct testing and write IEPs as necessary to ensure compliance with the law and to best support our students.

S. DIRECT DEPOSIT

Effective July 1, 2021, or upon such later date determined by the School District, the School District may require all bargaining unit members to have their paychecks directly deposited to a banking institution of their choosing. Upon implementation of a mandatory direct deposit banking system, the School District shall make each employee's pay slip or check stub available for review electronically.

T. ENGLISH LEARNER COORDINATOR

The English Learner Coordinator will serve as the District English Learner contact with DESE and oversee EL department compliance and testing. Additionally, the EL Coordinator will provide input for EL best-practices, programming, and budgetary needs at the district level. The EL Coordinator shall also serve as the English Learner Department Chair in the building in which they are assigned, but they will only receive the higher of the two stipends.

- This position does not evaluate teachers.
- The EL Coordinator will receive the equivalent of one period a day in their schedule to conduct EL coordinator business. This may include meetings in other buildings and/or central office.
- It is expected that the EL Coordinator will attend department chair meetings and/or serve as part of the building Instructions Leadership Team for their building.

- The EL Coordinator is expected to attend Administrative Team meetings during the school year, when necessary, up to a maximum of 5 times a year. Any summer meetings would be compensated at the contractual hourly rate.

U. DEAN OF STUDENTS

The Dean of Students is a building shall serve as the primary assistant to the building administration for supervisory and disciplinary issues. The Dean of Students shall have extended hours to support with arrival and dismissal of students. The Dean of Students may also be provided with duty periods, as available, to address student discipline, and will serve as Teacher in Charge in the absence of administration.

- This position does not evaluate teachers.
- It is expected that the Dean of Students will attend department chair meetings and/or serve as part of the building Instructional Leadership Team.
- The Dean of Students will typically be expected to arrive 15 minutes early to assist with student arrival and stay through the end of the contract work day to assist with student dismissal. In the event of an issue or emergency, the Dean may be required to stay longer to assist with student dismissal.

V. SPECIAL EDUCATION EXTENDED SCHOOL YEAR COORDINATOR

The Special Education Extended School Year Coordinator is in charge of day-to-day oversight of the Special Education ESY Program. The ESY Coordinator is expected onsite for the entire ESY program duration. The ESY Coordinator shall work with Special Education Administration to support the scheduling and planning of the ESY program.

- This position does not evaluate teachers.
- The ESY Coordinator will assist the special education department with registration and parent communication regarding the summer program.
- The ESY Coordinator will handle day-to-day operations of the ESY program including: supervising arrival and dismissal, coordinating meal service, tracking student attendance, ensuring adequate staff coverage, addressing minor disciplinary infractions, being the primary point of communication for ESY staff and parents, collecting ESY Progress Reports to be filed at the Special Education office.

Teacher Salary Scale 2025-2026 (2.5% Base Wage Increase, Step 10 at 2.5%)

FY26	B	B15	M/B36	M15	M30	M45	M60/ CAGS	M75/EdD/ PhD
1	\$56,256	\$57,613	\$59,406	\$60,768	\$62,547	\$63,908	\$65,355	\$66,776
2	\$58,007	\$59,369	\$61,153	\$62,524	\$64,297	\$65,668	\$67,112	\$68,535
3	\$63,499	\$64,872	\$66,653	\$68,021	\$69,803	\$71,172	\$72,611	\$74,037
4	\$68,366	\$69,729	\$71,511	\$72,884	\$74,664	\$76,027	\$77,471	\$78,892
5	\$73,266	\$74,623	\$76,402	\$77,773	\$79,557	\$80,923	\$82,365	\$83,792
6	\$78,157	\$79,517	\$81,306	\$82,674	\$84,453	\$85,822	\$87,261	\$88,686
7	\$83,059	\$84,419	\$86,197	\$87,566	\$89,352	\$90,718	\$92,130	\$93,554
8		\$89,309	\$91,099	\$92,464	\$94,240	\$95,612	\$97,052	\$98,478
9		\$92,395	\$94,179	\$95,545	\$97,323	\$98,696	\$100,135	\$101,558
10			\$96,534	\$97,934	\$99,756	\$101,164	\$102,639	\$104,097

Teacher Salary Scale 2026-2027 (2.5% Base Wage Increase, Step 10 an additional 2.5%)

FY27	B	B15	M/B36	M15	M30	M45	M60/ CAGS	M75/EdD/ PhD
1	\$57,663	\$59,054	\$60,891	\$62,287	\$64,110	\$65,505	\$66,989	\$68,445
2	\$59,457	\$60,853	\$62,681	\$64,087	\$65,905	\$67,309	\$68,790	\$70,248
3	\$65,086	\$66,494	\$68,319	\$69,722	\$71,548	\$72,951	\$74,426	\$75,888
4	\$70,076	\$71,472	\$73,299	\$74,706	\$76,531	\$77,928	\$79,407	\$80,865
5	\$75,098	\$76,489	\$78,313	\$79,717	\$81,546	\$82,946	\$84,424	\$85,886
6	\$80,111	\$81,505	\$83,339	\$84,741	\$86,564	\$87,968	\$89,443	\$90,903
7	\$85,135	\$86,529	\$88,352	\$89,755	\$91,586	\$92,986	\$94,433	\$95,893
8		\$91,542	\$93,376	\$94,776	\$96,596	\$98,002	\$99,478	\$100,940
9		\$94,704	\$96,534	\$97,934	\$99,756	\$101,164	\$102,639	\$104,097
10			\$101,421	\$102,892	\$104,806	\$106,285	\$107,835	\$109,367

Teacher Salary Scale 2027-2028 (2.0% Base Wage Increase)

FY28	B	B15	M/B36	M15	M30	M45	M60/ CAGS	M75/EdD/ PhD
1	\$58,816	\$60,235	\$62,109	\$63,533	\$65,392	\$66,816	\$68,329	\$69,814
2	\$60,646	\$62,070	\$63,935	\$65,369	\$67,223	\$68,656	\$70,165	\$71,653
3	\$66,388	\$67,824	\$69,685	\$71,116	\$72,979	\$74,410	\$75,915	\$77,405
4	\$71,477	\$72,901	\$74,765	\$76,200	\$78,061	\$79,487	\$80,995	\$82,482
5	\$76,600	\$78,018	\$79,879	\$81,312	\$83,177	\$84,605	\$86,113	\$87,604
6	\$81,713	\$83,135	\$85,006	\$86,436	\$88,295	\$89,727	\$91,232	\$92,721
7	\$86,838	\$88,260	\$90,119	\$91,550	\$93,418	\$94,845	\$96,322	\$97,810
8		\$93,373	\$95,244	\$96,671	\$98,527	\$99,962	\$101,468	\$102,959
9		\$96,598	\$98,464	\$99,893	\$101,751	\$103,187	\$104,691	\$106,179
10			\$103,449	\$104,950	\$106,902	\$108,411	\$109,991	\$111,554

Indicates Grandfathered Steps

Athletic Stipend Schedule[^]				
Level 4 - MS/Frosh	Level 6 - JV	Level 8 - Varsity / Asst FB	Level 9 – Varsity	Level 10 - Head FB
CMS Field Hockey	JV Field Hockey	Varsity Football - Assistant (3)	Varsity Field Hockey	Football - Head
MS/FR Football	JV Soccer - Boys	Varsity Golf	Varsity Soccer - Boys	
CMS Soccer - Boys	JV Soccer - Girls	Varsity Tennis - Girls	Varsity Soccer - Girls	
CMS Soccer - Girls	JV Baseball	Cross Country - Boys	Varsity Baseball	
CMS Baseball	JV Softball	Cross Country - Girls	Varsity Softball	
CMS Softball	JV Basketball - Boys		Varsity Spring Track - Boys	
CMS Track - Boys	JV Basketball - Girls		Varsity Spring Track - Girls	
CMS Track - Girls	JV Volleyball - Boys		Varsity Volleyball - Boys	
CMS Basketball - Girls	JV Volleyball - Girls		Varsity Volleyball - Girls	
CMS Basketball - Boys	Assistant Track - Spring		Varsity Cheerleading - Fall	
Varsity Assistant Coach	Assistant Track - Indoor		Varsity Cheerleading - Winter	
	Assistant Cheerleading - Fall		Varsity Basketball - Boys	
	Assistant Cheerleading - Winter		Varsity Basketball - Girls	
	JV Football		Varsity Indoor Track - Boys	
	JV2 - Basketball		Varsity Indoor Track - Girls	

[^]The Administration reserves the right to determine which athletic positions will run and the number of required assistant coaches based on student participation. New sports shall typically be added to this list based on the appropriate level.

Extra-Curricular Activities Stipend Schedule^^					
Level 1	Level 2	Level 3	Level 5	Level 6	Level 9
Class-Advisors (2 per grade) (8, 9, 10)	Class Advisor (2) (Grade 11)	Class Advisors (2) (Grade 12)	Student Treasurer	CMS Drama Director (2)	FIRST Coach (2)
Natures Classroom (2)	Assistant Band Director			CHS Drama Director (2)	
Washington DC (3)	CMS Choral Director****			CHS Band Director***	
Lego (2)	CHS Choral Director****				
CHS Exel (2)	CMS Band Director****				
CMS Steam for Girls (2)	FIRST Advisor (2)				
CMS Student Council (2)	CHS Yearbook				
CES Student Council	CHS NHS				
CHS Composer's Club	CMS Greenhouse				
Real Mentors (4)	CHS Greenhouse				
	CHS Student Council				
	CHS Math Club				
	Spanish/ International Club				
^^The number in parentheses represents the typical number of advisors for the club. The Administration reserves the right to add or subtract from these numbers based on student interest.					
***CHS Band Director - It is understood that the CHS Band Director stipend is compensation for time put in beyond the normal contractual hours to support the band program. The commitment for the band director is considered to be similar to a coach; however, it is split throughout the year. The expectation is that there should be approximately 12-18 after school performances (including concerts, games, parades, and graduation) and approximately 50 before or after school rehearsals, spread out across the year, to prepare for these events. It is also understood that the band director may be required to coordinate fundraising activities to support events in which they may elect to participate.					
****CMS Band Director, CHS Chorus Director, and CMS Chorus Director is compensation for time put in beyond the normal contractual hours to support the program. Typically, this should consist of 2-4 performances including a minimum of 2 concerts and any practices before or after school necessary to prepare for the performances.					

Instructional Leadership Positions							
Level 1	Level 2	Level 3	Level 4	Level 5	Level 7	Level 9	Level 10
Mentor*	PBIS Coordinator (3)	Mentor Coordinator (2)	Nurse Leader	School Media Coordinator	Team Chair	Dean of Students	ESY Coordinator
Nurse Mentor**	Grade Level Lead Teacher	504 Coordinator (3)			Department Chairs	EL District-Wide Coordinator	
	School Media Liaison						

*Plus \$500 for a maximum of one additional mentee, unless qualified mentors are not available. Qualified mentors shall be consistent with 603 CMR 7.

**In accordance with section J, the Nurse Team Leader shall receive this stipend if he/she is assigned to mentor a new nurse.

School Nurses' Salary Schedule

1. The certified School Nurse [RN(BSN), RN(MSN)] will be placed on the teachers' salary schedule at Step One or at the appropriate step as determined by the Superintendent of Schools. Nurses that have obtained the National School Nurse Certification will be moved to the B+15 column.

If a School Nurse is required by the Principal or his/her designee to perform actual work outside of his/her total daily scheduled hours, as set forth in Article III, as a result of being assigned to a different separate school building during the course of the same school day, he/she will be compensated proportionately for those additional hours based on his/her per diem rate of pay. Additionally, if any nurse is required to cover another school in addition to her regularly scheduled school, the nurse shall be compensated an additional twelve dollars per hour (\$12.00/hour) for the period of the coverage.

Appendix B

DURATION

The effective dates for this Agreement are: from July1, 2025 – June 30, 2028.

THIS AGREEMENT has been duly executed by the authorized representatives of the Clinton School Committee and by the Clinton Teachers Association.

CLINTON SCHOOL COMMITTEE

<i>MF Varakis</i>	8/13/2025
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Mathew Varakis, Chair	
<i>Brendan Bailey</i>	8/14/2025
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Brendan Bailey, Vice Chair	
<i>William Connolly, Jr.</i>	8/13/2025
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William F. Connolly, Jr., Member	
<i>Jane Fitzgerald</i>	8/14/2025
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Jane Fitzgerald, Member	
<i>Tena Zapantis</i>	8/18/2025
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Tena Zapantis, Member	

CLINTON TEACHERS’ ASSOCIATION

<i>Brenda DiSessa</i>	8/19/2025
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Brenda DiSessa, President	
<i>Thomas Duggan</i>	8/19/2025
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Thomas Duggan, Vice President	
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	Secretary
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	Treasurer