



December 5, 2023

TO THE HONORABLE MEMBERS OF THE SCHOOL COMMITTEE:

Approval of the Memorandum of Agreement between the Cambridge School Committee and Cambridge Education Association, Units A&B for a successor collective bargaining agreement for the period of September 1, 2023 through August 31, 2026

Recommendation: That the School Committee ratify and approve the Tentative Agreement between the Cambridge School Committee (the "Committee") and Cambridge Education Association Units A&B for a successor collective bargaining agreement for the period of September 1, 2023 through August 31, 2026 as detailed in the attached document.

Description: The language of the September 1, 2021 through August 31, 2023 collective bargaining agreement shall continue in the successor collective bargaining agreement with the modifications detailed in the attached document, including:

- Increase the yearly professional learning time pool starting in school year 2023-2024 to take place outside of school day from 35 to 38 hours.
- Increase the instructional day for students in grades k through 8 effective as of September 1, 2024 by thirty minutes and increase instructional day in grades 9 through 12 by five minutes and increase work day for high school teachers by an additional twenty-five minutes for principal and teacher directed collaboration time.
- Effective as of September 1, 2023, there will be a half day of work on the day before the winter break
- Revisions to the teacher evaluation and observation procedures
- Inclusion of language regarding crisis response teams
- Creation of a side letter regarding a Joint Special Education Advisory Group
- Clarification of language in Article 5 regarding professional development
- Clarification of language regarding involuntary transfers
- Update language regarding the Evaluation Process Committee

- Clarify language in Article 4, Section B-1 regarding non-rescission of notification of retirement
- Clarify grievance procedures, including tightening up deadlines in Article 3.
- Clarify language regarding when credit is given for prior teaching experience
- Inclusion of new sick leave bank language provisions
- Revision of language regarding Superintendent's Advisory Committee
- Increase in the work year for assistant principals (elementary/upper school) to 196 school days
- Inclusion of language regarding a Curriculum and Instruction Committee
- Inclusion of language regarding a Professional Learning Committee
- Revise personal leave language to eliminate deduction of two personal days from sick leave allowance
- Effective September 1, 2023, there will be a pool of not to exceed \$7,000 (seven thousand dollars) per year for events for the Educators of Color Coalition to provide connections across affinity groups and for events for Employee Resource Groups
- Inclusion of a stipend for VPA Director & Athletic Director for significant evening, summer and weekend work.
- Changes to School Club Advisors Provision in Appendix C of collective bargaining agreement
- Add a new Master Plus 75 Lane
- Revise Career and Technical Education stipend in Appendix A of collective bargaining agreement
- Add educational lanes to Unit B administrator salary plans
- Delete the current Appendix B and ratio salary schedule for Unit B in its entirety and insert a lane and step salary schedule in its place
- Increase in Lost Prep hourly rate
- Increase curriculum development hourly rate
- Increase the Summer School Teacher and Summer School principal hourly rates
- Increase the Tutoring hourly rate
- Effective as of September 1, 2025 increase tuition reimbursement rate
- Adjustment in Workshop Leader Rate Language
- Revise Master's equivalency language in Appendix A of collective bargaining agreement

- Contract cleanup

The following percentage increases shall be applied to the salary schedules, and not to other economic items, effective on the dates indicated:

September 1, 2023

- 2.5% COLA
- 0.25% for additional three hours of professional learning time

September 1, 2024

- 3.0% COLA
- 8.0% for 30 additional minutes per day

September 1, 2025

- 3.5% COLA

Funding for this agreement is to be made from the School Department budget. The financial costs for the settlement are as follows:

FY24 \$ 3,680,686

FY25 \$12,802,060

FY26 \$ 4,412,534

Total \$ 20,985,280

Supporting Data: A copy of the Tentative Agreement between the Cambridge School Committee and Cambridge Education Association Units A&B.

Respectfully submitted,



Victoria L. Greer, PhD
Superintendent of Schools

**Memorandum of Agreement between the
Cambridge School Committee
and
Cambridge Education Association, Units A&B**

This memorandum of agreement is entered into between the Cambridge School Committee (hereinafter "Committee") and the Cambridge Education Association Units A&B (hereinafter "Association") (hereinafter collectively referred to as "Parties") as of November 8, 2023 for a collective bargaining agreement to be effective from September 1, 2023 to August 31, 2026, which shall be a successor collective bargaining agreement to the collective bargaining agreement between the Committee and Association for the period of September 1, 2021 to August 31, 2023. This memorandum of agreement is subject to ratification by both the Association and the Committee.

NOW THEREFORE, the Committee and Association agree as follows:

The language of the September 1, 2021 to August 31, 2023 collective bargaining agreement shall continue in the successor agreement except as modified below¹.

I. Substantive Proposals

1. Increased instructional time

Year 1 (SY23-24)

Amend Article 5, Section B-3 to increase the yearly pool of professional learning hours that take place outside of school from 35 to 38 hours.

Effective as of September 1, 2023, there will be a half day of work on the day before winter break.

Note on compensation: An additional .25 percent will be added to Unit A salary schedule in exchange for the additional three (3) hours of time.

Non-Contractual Note: *28 of the 38 hours will be dedicated to professional collaboration including faculty meetings, school-based professional learning, and educator collaboration. The remaining 10 of the 38 hours will be for choice hours.*

Elementary and Upper Schools will continue to have 7 early release days for additional professional learning as outlined in the current contract during SY23-24.

¹ Bold text indicates new language being inserted and strikethrough of text indicates language being deleted.

Years 2 & 3 (SY24-25 & SY25-26)

- The contractual day for all Unit A members increases to 6 hours and 55 minutes.
- PK-8
- All schools would start 10 minutes EARLIER than their current start times. (M-F)
- All schools would end 20 minutes LATER than their current end times. (M,T,Th,F)
- The PK-8 student day increases from 6 hours to 6.5 hours on Monday, Tuesday, Thursday and Friday.
- On Wednesdays the student instructional day is 6 hours. Teacher day is 6 hours 55 minutes.
- The pool of 38 hours dedicated to professional learning and collaboration would continue with 10 of the hours being for choice hours.
- An additional hour on Wednesdays would be allocated from the remaining pool of 28 hours of professional learning time creating a 90 minute block. The longer Wednesdays would be scheduled to avoid 1st & last weeks of school, and week before Winter Break and, where possible, weeks with holidays and professional days. Seven (7) of the 28 blocks will be teacher directed collaboration time. Teachers will submit a form indicating date, time, topic, description, participants and location to the school principal prior to the collaboration meeting occurring. The remaining twenty one (21) of the 28 blocks will be directed by principals in consultation with Faculty Advisory Committees for school-based activities and district and departments in consultation with the Professional Learning Committee for district and department activities. The remaining early release Wednesdays would have thirty minutes of time that would be teacher directed time for collaboration with colleagues and/or consultation with specialists.
- With this change to early release for students every Wednesday, other release days will be eliminated with the exception of the last day of school and 8th grade graduation at 4 upper schools & Amigos, and any elementary school sharing a building with an upper school.
- All elementary and upper school teachers will continue to begin their workday 15 minutes prior to the starting time established for students and will end ten minutes after the time established for the dismissal of students, with the exception of Wednesdays as detailed above and in **Attachment A**.

See chart attached hereto as **Attachment A**.

The preparation time for all teachers increases from 40 minutes to 45 minutes.

ELT Schools

1. Despite the State eliminating the Expanded Learning Time (ELT) grant, the District will maintain the hours of the ELT schools (Fletcher Maynard Academy and M.L. King, Jr. School). The compensation for Unit A and B members who are working the 300 additional hours in the ELT program during the 2023-2024 school year will be paid stipend rates that were set forth in the April 30, 2014 agreement regarding the expanded learning time programs at the Fletcher Maynard Academy and M.L. King, Jr. School. During the spring and fall of 2024, the District will begin a process with these two school communities regarding possible changes to the ELT program.

2. The contractual day for all Unit A members at the ELT Schools increases to 6 hours and 55 minutes beginning in school year 2024-2025. Despite the State's elimination of the ELT grant, the District will continue to maintain the hours of the two ELT schools (Fletcher Maynard Academy and M.L. King, Jr. School). Unit A&B members who work the additional 210 hours will be paid eighty-five percent (85%) of the stipend rates that were set forth in the April 30, 2014 agreement regarding the expanded learning time programs at the M.L. King, Jr. School and Fletcher Maynard Academy.

3. The additional 210 hours at the ELT schools shall expire following the 2024-2025 school year unless the District affirmatively decides to maintain the existing hours for the 2025-2026 school year as a result of the community processes at each of the ELT schools.

4. If, as a result of the community process in the spring and fall of 2024, the School Committee decides to keep one or both ELT schools but makes changes to the existing hours for the 2025-2026 school year, the School Committee and CEA will bargain any effects on the terms and conditions of employment of CEA Units A members working at the affected ELT school(s).

CRLS

- o The contractual day for CRLS teachers increases by 30 minutes per day (150 minutes per week).
 - The CRLS student instructional day increases by 5 minutes. This instructional time will be added in the morning.
 - The remaining time will be allocated before and/or after the student day on an established schedule that is provided to the principal at the start of each semester, such time to be used as follows:
 - 60 minutes per week of student support sessions (240 minutes per month of student support sessions x 10 months = 2400 minutes total)

- Published on CRLS webpage and also shared with families and students via ParentSquare
 - at least thirty (30) minutes of the sixty (60) minutes of student support sessions shall be scheduled after student dismissal time and the other thirty minutes shall be scheduled to be accessible to students whose afterschool activities are contiguous to the school day.
- 90 minutes per month of parent and family contact/outreach sessions (90 minutes maximum per month of parent and family contact outreach sessions x 10 months = 900 minutes total)
 - Share and update contact log or spreadsheet with Learning Community/department leader via CRLS template reviewed by CRLS FAC
 - 120 minutes of collaboration time which is distributed in the following manner:
 - 60 minutes of principal-directed collaboration time per MONTH (60 minutes maximum per month of principal-directed collaboration time x 10 months = 600 minutes total). CRLS may offer PD sessions at this time in lieu of collaboration time.
 - and
 - 60 minutes of teacher directed collaboration time per MONTH (60 minutes maximum per month of collaboration time x 10 months = 600 minutes total) Teachers will submit a form indicating date, time, topic, description, participants and location to the school principal prior to the collaboration meeting occurring.
 - *NOTE: CRLS may offer voluntary PD sessions at this time as well which staff can opt to take in lieu of teacher-directed collaboration time if they wish to do so*
- Delete the first sentence of the first paragraph of Section E-1 of Article 5 which reads as follows: ~~Secondary school teachers shall be required to be present for six (6) hours and twenty five (25) minutes per day.~~
 - Change all references in Article 5, Section E-1 E-2 from “Secondary School Teachers” to “High School Teachers”

High School Extension Program

The prep periods for teachers will increase from 40 minutes to 45 minutes

- o The contractual day for HSEP teachers increases by 30 minutes per day (150 minutes per week).
- o The HSEP student instructional day increases by 5 minutes. This instructional time will be added in the morning.
- o The remaining time will be allocated before and/or after the student day on an established schedule that is provided to the principal at the start of each school year:
 - 60 minutes per week for parent/family contact that includes communication with the family, logging the contact in our parent contact spreadsheet, and sharing pertinent information with school stakeholders.
 - 30 minutes per month of Principal directed PD
 - 60 minutes of teacher directed collaboration time per MONTH (60 minutes maximum per month of collaboration time x 10 months = 600 minutes total) Teachers will submit a form indicating date, time, topic, description, participants and location to the school principal prior to the collaboration meeting occurring.

HSEP delivery of instruction remains with current flexibility to meet needs of students

For all Unit A members

- On the early release days of the Wednesday before Thanksgiving, the last day before Winter break and the last day of school, the length of the school day will be 4 hours for all schools and the start time for each school will remain the same.

- REVISE Article 5(A) contract language as follows effective as of September 1, 2024:

ARTICLE 5 - TEACHING HOURS AND TEACHING

A. TIME SCHEDULE FOR STUDENTS

Except for students covered by activities conducted during flex-time (See Section L below), the following shall be the time schedule for students:

Elementary School/Upper School ~~8:25 a.m. – 2:25 pm~~ **8:15 a.m. – 2:45 p.m.**

Cambridge Rindge and Latin School ~~8:05 a.m. – 2:30 pm~~ **8:00 a.m. - 2:30 p.m.**

The above starting and closing times may be moved forward or backward up to one-half hour, with every reasonable effort to reduce said span of time, for particular schools for the purpose of maximizing the efficiency of school bus utilization. The Association will be consulted prior to making any such time schedule changes.

NOTE ON COMPENSATION: Teachers will be paid for the increase of thirty (30) minutes in time for the existing 186 days (180 instructional days + 6 PD days). In exchange for an increase of 30 minutes per day (a total of 5,580 additional minutes

over 186 work days), a 8.0% increase to base salary.

The Superintendent Advisory Committee shall have an initial meeting no later than January 15, 2024 to discuss mutual concerns about the implementation of the extended school day for the 2024-2025 school year, including but not limited to the start and end time for affected schools, prep time for instructional staff, transportation issues, and impact upon affiliated service providers and school clubs. The Superintendent Advisory Committee shall report out with written recommendations regarding the implementation of the extended school day to the Superintendent and School Committee no later than April 15, 2024.

Principals will consult with the Faculty Advisory Committee on the draft schedule. A draft of the schedule will be shared with school staff by June 30. The Principal will finalize the schedule before the first day staff reports in the following school year.

A schedule of the dates and times of Wednesday professional learning time, including teacher directed and principal directed time, through January for each Pre-K-8 educator will be shared with educators two weeks prior to the educator return date. A schedule of dates for February through the end of the school year will be shared with Pre-K-8 educators prior to winter break.

A schedule of dates and times of principal directed collaboration time through January for each grade 9-12 educator will be shared with educators two weeks prior to the educator return date. A schedule of dates for February through the end of the school year will be shared with grade 9-12 educators prior to winter break.

The School Committee and the CEA acknowledge and agree that the District may need to make adjustments in these schedules during the course of each semester due to unforeseen circumstances outside of the district's control. In the event that any such adjustment occurs, a revised schedule of dates will be provided to the educators promptly.

2. ARTICLE 14 TEACHER EVALUATIONS

Revise Article 14 as detailed below:

- A.** Teacher evaluation will be based upon the performance standards and procedures agreed upon by the Committee and the Association and approved by the Massachusetts Department of **Elementary and Secondary** Education. ~~As of the 2023-2024 school year,~~ Teacher evaluation will be based upon the performance standards and procedures in accordance with the standard set forth in the 2018 Massachusetts Department of Elementary and Secondary Education's rubrics for the evaluation of Teachers (Unit A), Specialized Instructional Support Personnel (Unit A), School Level Administrators (Unit B) and District level administrators (Unit B), with the exception of Standard IIC in the Teacher rubric and Standard IF in the School Level Administrator and District Level

Administrators rubric. During the 2022-2023 school year, student learning standards shall be addressed by the Evaluation Process Working Group, which will inform the parties when they engage in successor collective bargaining. The Working Group will conclude and report out by March 31, 2023. Also as a pilot for the 2022-2023 school year,

Every Teacher and every Administrator will have an Educator Plan that includes, but is not limited to, one goal related to the improvement of practice and one goal for the improvement of student learning. Such goals will be established for the 2022-2023 every school year by all teachers and administrators, regardless of the Individual Educator Plan, **after completion of self-assessment and an analysis of student learning**, in accordance with the procedures in Appendix D, **Sections 7 and 8**.

As of the date the Massachusetts Department of Elementary and Secondary Education's publishes updated rubrics, the Evaluation Process Committee will meet to review and make recommendations to adopt, adapt or revise the rubrics to align with the regulatory framework and on the implementation of the rubrics, as required by Massachusetts state law and regulations, within ninety (90) school days of publication.

AND

Insert the following at the end of Article 14, paragraph E:

To the extent practicable and feasible, efforts will be made to equitably assign the number of evaluations conducted by an evaluator.

3. Change evaluation dates in Appendix D

Change evaluation dates as detailed in the chart at **Attachment B**.

4. Crisis Response Teams

Create a new section C in Article 23 Protection which states the following:

All schools will have a crisis response team comprised of the Principal and staff trained in nonviolent crisis intervention. The crisis response team will be responsible for responding to incidents that involve unsafe student behavior in accordance with established policies and procedures. Each school will maintain a log of significant incidents which required the response of the crisis response team.

These logs will be compiled into an aggregated (without identifying individual students or staff) district-level log containing the date, school, category of incident (including, but not

limited to, injuries sustained by a Unit A or B member), and category of response by the school that, upon request, is provided to the CEA President three times per year (end of November, end of March, end of June). This provision related to the aggregated district-level log shall expire as of August 31, 2026 (null and void even if the parties are still negotiating a successor agreement).

5. OSS Side Letter

The Cambridge School Committee and the Cambridge Education Association Units A&B have agreed as follows:

There shall be a Joint Special Education Advisory Group (SEAG), consisting of eight (8) representative staff from members of Unit A from all areas within the Office of Student Services designated by the CEA, three (3) members of Unit B from the division of special education within Office of Student Services (OSS) who will be invited to attend meetings based upon topics being addressed, and the Assistant Superintendent for Student Services, the Executive Director of Special Education and up to three (3) non-union administrators designated by the Assistant Superintendent of Student Services.

This SEAG shall be co-chaired jointly by one individual designated by the CEA and by the Assistant Superintendent for Student Services or designee. The purpose of the SEAG will be to facilitate collaboration among district wide stakeholders to develop informed and data driven suggestions and potential actions that will improve the division of special education and responsibilities related to providing services to students, including but not limited to: workloads, strategic planning, and strategic initiatives. This SEAG shall be advisory to the Assistant Superintendent for the Office of Student Services and the Executive Director of Special Education. The work of the SEAG will be determined by the Executive Director of Special Education in consultation with the co-chair of the SEAG and the members of this SEAG. The meeting frequency of this SEAG shall be bimonthly or at any other frequency as jointly agreed to by the Executive Director of Special Education or designee and the co-chair of the SEAG.

During the first four months of the 2023-2024 school year, the SEAG will:

- ° Review the Executive Director of Special Education's entry plan recommendations, and provide input about possible options and/or solutions for making educator workloads more equitable across the district to the Executive Director of Special Education and the Assistant Superintendent for the Office of Student Services by no later than December 31, 2023.
- ° Assist in the revision of the Office of Student Services Procedural Manual by providing recommended additions and/or revisions including, but not limited to, recommended additions and/or revisions to the procedures and guidelines related to the scope,

responsibilities, and duties of school based staff members by no later than January 31, 2024, with the expectation that Office of Student Services will issue a finalized Office of Student Services Procedural Manual by February 28, 2024.

Starting in the 2023-2024 school year and continuing through the term of this contract which expires on August 31, 2026:

1. Special Education Unit A members will be provided with a half (½) rolling Staff-on-Assignment (“SOA”) day for paperwork needs four times per school year, potentially in line with progress notes/reporting periods.
2. In addition, 1 full SOA Day will be provided for Special Education Unit A staff completing MCAS-Alts.

Additionally, the Division of Special Education, in good faith, will implement the following recommendations of the Executive Director of Special Education by the targeted goal dates identified below.

Targeted Implementation Date: **January 1, 2024**

- Create an Out-of-district (OOD)/Private School Team.

Targeted Implementation Date: **March 1, 2024**

- Create a data-driven decision model to determine staff assignments and help ensure a more equitable workload throughout the district.

Targeted Implementation Date: **June 1, 2024**

- Rename and provide descriptions of Special Education Programs across the district.

Targeted Implementation Date: **September 1, 2024**

Non-Contractual NOTE: *The School Committee expressly reserves all of its management rights with respect to staffing and the creation and/or restructuring of positions and job responsibilities-*

- Develop a comprehensive continuum of services, with clearly articulated programs and descriptions.

During the 2024-2025 school year, the SEAG will focus on special educator workloads; the SEAG will collaborate with OSE leadership to produce reports presented to the Committee and Association in January 2025, June 2025 and January 2026 using the data driven model that was created by March 1, 2024.

The work of this SEAG shall expire at the end of the term of this collective bargaining agreement. In other words, this provision shall become null and void as of the last date of the successor collective bargaining agreement (i.e., even if the parties are still negotiating a

successor agreement this provision will be eliminated as of the last date of the successor collective bargaining agreement).

6. Add new subsection C-4 to Article 5

Article 5 §C Add a new subsection §C-5: Professional Development Location which states:

C-5. The District will provide one week’s notice of the location for professional development.

7. Article 5, Section B-3 (6) Clarification and move Section B-3 (6) to Article 5, Section C, C-1, as the second paragraph

Revise language as follows and move to Article 5, Section C, C-1 as the second paragraph:

~~6.—~~ The hours will be contiguous with the school day. Educators are expected to return to work on the first work day of the school year as set forth in **Article 5, Section C-1** of the collective bargaining agreement for members of Unit A and Unit B, respectively. If a member of a unit is not going to report to work, the member must secure an excused absence from the Principal as far in advance as practicable by requesting an approved leave of absence for medical or personal reasons, such absence to be charged to either available sick leave or personal leave as applicable, and if such leave is unavailable, to be approved as unpaid leave. If a member does not report to work and does not have an advance excused absence, then the Cambridge Public Schools has a right to deduct from the member’s paycheck those day(s) that the member was absent and not excused.

8. Article 11 Transfers Revisions

Revise language as follows:

ARTICLE 11 TRANSFERS

DEFINITIONS:

TRANSFER: A transfer shall be defined as a voluntary or involuntary movement of a teacher from one school to another (except for reassignments as defined below).

REASSIGNMENT: Reassignment is defined as placement of school-based teachers in different grades within an elementary **or upper** school, ~~within an upper school campus,~~ different subjects or **houses-learning communities** at the high school, and placement of teachers in specialist positions (i.e. Office of Student Services, Bilingual, Art, Music, Physical Education, Science and ~~Modern-World~~ Language).

Although the Committee and the Association recognize that some transfer of teachers from one school to another is unavoidable, they also recognize that frequent transfer of teachers is disruptive of the educational process and interferes with optimum teacher performance. Therefore, they agree as follows:

A. When a reduction in the number of teachers in a school is necessary, volunteers will be transferred first.

B-1. When involuntary transfers are necessary a teacher's certification, area of competence, major and/or minor field of study, quality of teaching performance, and length of service in the Cambridge **Public Schools System** will be considered in determining which teacher is to be transferred.

B-2. An involuntary transfer will be made only after a meeting between the teacher involved and the Superintendent or designee at which time the teacher involved will be notified of the reasons for the transfer. In the event that a teacher objects to the transfer at this meeting, upon the request of the teacher, the Association will be notified and the Superintendent or designee will meet the Association's representative to discuss the transfer.

B-3 In all cases of involuntary transfer, when the teacher has been notified of such transfer, ~~he~~ the teacher will be given an opportunity at that time to examine a list of all vacancies and to select a position for which ~~they~~ ~~he~~ ~~believes~~ ~~themselves~~ ~~himself~~ qualified. Said selection will not be denied by the Superintendent without, in their judgment, good reason. Positions being filled by substitute teachers will be included on the list of vacancies to be shown to the transferring teacher as being available the following September.

Once a teacher is notified of their involuntary transfer, they will be permitted through August 15 of that year to be interviewed for any vacancy posted by that date in accordance with Article 12, Section III. Teachers shall be entitled to be interviewed during the ten day period from the date the notice is posted, although a teacher may also participate in any subsequent interviews if they apply for the position and is not initially selected as a result of the "ten day posting interview." Only involuntary transferees may be interviewed during this ten day period.

As part of the process, involuntarily transferred teachers **will have the opportunity to speak with a building administrator and visit the school.** ~~, who elect to be interviewed during the ten day posting period noted above, shall be interviewed by a team which shall consist, at a maximum, of a principal, an assistant principal, a director or coordinator, a teacher, a parent liaison, or a parent member of the school improvement council. The Superintendent has discretion on the composition of a specific interview team, consistent with the above.~~

If recommended by the principal and approved by the Superintendent, teachers shall be transferred to that position, provided, however, that the teacher also may exercise their right to such "ten day posting interviews" for any other position posted as of August 15 of that year.

9. Update language of Evaluation Process Committee

Revise language as follows:

H-1. The Evaluation Process ~~Working~~ Committee shall be co-chaired by the ~~GPS Executive Director of Human Resources~~ **Cambridge School Department Chief Talent Officer** and the President of the CEA. In addition, the **Evaluation Process Working Committee** shall be comprised of three (3) other Units A&B members who shall be elected by the members of Units A&B or appointed by the CEA President and three principals or administrators appointed by the Superintendent. ~~The Evaluation Process Working Committee shall be in place for the duration of this contract through August 31, 2026.~~ The Evaluation Process ~~Working~~ Committee shall meet on a schedule agreed upon by the co-chairs. All educators and evaluators will be afforded the opportunity to provide input to the Evaluation Process ~~Working~~ Committee on various issues including both the identification of any issues connected with the existing evaluation system, and suggestions for possible improvements to the evaluation system.

H-2. The Evaluation Process ~~Working~~ Committee shall advise the Superintendent and the CEA on evaluation procedures with an eye towards making improvements, as necessary, that lead towards quality teaching and learning. The Evaluation Process ~~Working~~ Committee will work on the development of new evaluation forms for positions without existing, appropriate evaluation tools. The Evaluation Process ~~Working~~ Committee shall make recommendations to the Superintendent on procedures and standards as set forth in Appendix D and new evaluation forms, but adoption of the same is subject to the action of the Cambridge School Committee. **The committee will also monitor and make recommendations on the expansion of the PEER (Peer Educator Evaluation and Review) Program.** The School Committee shall seek a public hearing for comment on teacher performance standards in accordance with the provisions of M.G.L.ch. 71, §38.

10. Add Post Observation Conference in Appendix D, Section 11, subsection A(i)

Revise language as follows:

Unannounced Observations

- i) For Educators, unannounced observations may be in the form of partial or full

period classroom visitations, instructional Rounds, Walkthroughs, Learning Walks, or any other means deemed useful by the Evaluator, principal, Superintendent or other administrator. For Administrators, unannounced observations may be in the form of a school site or work site visitation or any other means deemed useful by the Evaluator. Visitations may include, but are not limited to, staff meetings, team meetings, classroom visits with supervising evaluator, walkthroughs, learning walks or individual conferences with students or parents/guardians. The **Evaluator will meet with the Educator or Administrator within five (5) school days of the observation and provide the Educator or Administrator** ~~will be provided~~ with at least brief written feedback from the Evaluator within ~~3-5~~ 5 school days of the **post-observation meeting**. The written feedback shall be delivered to the Educator or the Administrator in person, by email or other means of electronic/digital delivery, placed in the Educator's or the Administrator's mailbox or mailed to the Educator's or the Administrator's home.

11. Add two announced observations for Educators on Directed Growth Plans in Appendix D, Section 10, subsection B

Revise language as follows:

The Educator and the Administrator whose overall rating is needs improvement must be observed according to the Directed Growth Plan during the period of Plan which must include at least two unannounced observations **and two announced observations**.

12. Revise Peer Evaluation language in Appendix D, Section 17, subsection C

Revise language as follows:

There shall be a Peer Educator Evaluation and Review Program.

1. This pilot is initiated with the objective of maximizing high performing educators' professional growth and effectiveness towards enhanced learning and achievement for all students, through educator peer evaluations conducted by those identified as Peer Educators. Content areas **and grade levels** will be identified by the Superintendent, and agreed upon by the Superintendent and the President of the CEA. **Increases in such agreed upon content areas and grade levels will be made for the 2024-25 school year, after recommendations from the Evaluation Process Committee.**

2. Under the Peer Educator Evaluation and Review Program, Educators who will be starting a two-year Self-Directed Growth Plan cycle, may request to be evaluated by a Peer Educator by informing their evaluator in writing by **September 1. On September 1,**

2024, educators in the second year of a two year cycle may also make such a request and will begin a two year Self-Directed Growth Plan.

13. Annual evaluator training side letter

The parties enter into a side letter which states the following:

The Cambridge School Committee and the Cambridge Education Association Units A&B have agreed as follows:

- A) The school department and CEA will as part of the work of the Evaluation Process Committee co-plan an annual training for all Unit A and B members of no more than 2 hours total during existing contractual hours on topics recommended by the Evaluation Process Committee.
- B) The school department and CEA as part of the work of the Evaluation Process Committee also will co-plan an annual training for all Evaluators of at least 2 hours during existing contractual hours for Unit A or Unit B Evaluators on topics recommended by the Evaluation Process Committee.

Both the annual training for all Unit A&B members and the annual training for all Evaluators will be co-facilitated by the CEA and School Department and the co-facilitators will be agreed upon by the CEA President and the Chief Talent Officer.

The side letter shall expire at the end of the term of this collective bargaining agreement on August 31, 2026. In other words, this provision shall become null and void as of the last date of the successor collective bargaining agreement (i.e., even if the parties are still negotiating a successor agreement this provision will be eliminated as of the last date of the successor collective bargaining agreement).

14. Announced Observation Appendix D §11 Subsection B(i)(b)

Revise language as follows:

(b) Within 5 school days of the scheduled observation, ~~upon request of either the Evaluator, Educator or Administrator, the Evaluator and Educator or the Evaluator and Administrator shall meet for a pre-observation conference. In lieu of a meeting, the Educator or the Administrator may inform the Evaluator in writing of the nature of~~ **to discuss** the lesson or activity, the student population or purpose served, the desired outcome and any other information that will assist the Evaluator to assess performance.

15. Language on Formative and Summative Evaluation Forms

Make the following revisions *only* on the goal rating component of the Evaluation Form:

~~Exceeded~~

Met

Significant Progress

Some progress

Little or no progress

~~Did not meet~~

16. Annual Goals in Appendix D Section 8 paragraph A

Revise language as follows:

Every Educator and every Administrator has an Educator Plan that includes, but is not limited to, one goal related to the improvement of practice; one goal for the improvement of student learning. **Educators in the second year of a two-year self directed plan will update their plan with updated goals.** The Plan also outlines actions the Educator or the Administrator must take to attain the goals established in the Plan and benchmarks to assess progress. Goals may be developed by individual Educators or by individual Administrators, by the Evaluator, or by teams, departments, or groups of Educators or Administrators who have the similar roles and/or responsibilities. See Sections 15-19 for more on Educator Plans.

17. Clarify language in Article 4, Section B-1 regarding non-rescission of notification of retirement

Revise language as follows:

ARTICLE 4 SALARIES

A. The salaries of all persons covered by this Agreement are set forth in the salary schedules attached hereto in the Appendices.

B. Sick Leave Buy Back

In recognition of dedicated service to the children of Cambridge, any teacher covered by this agreement who is eligible to retire may obtain an increase in compensation in the final year of teaching by following the established procedure.

B-1. In order to allow for budgeting, eligible teachers must notify the Superintendent in writing by February 15th of the school year at the end of which they intend to retire under the provisions of the Massachusetts Teachers' Retirement Act. Exceptions to the above rule will be made only when an emergency clearly exists. Teachers who wish to retire on a date other than the last day of the school year must notify the Superintendent by February 15th of the school year prior to the expected date of their retirement. **Only if their position has not yet been filled, the teacher may submit a written request rescinding their intent to retire, which is subject to approval by the Superintendent.**

B-2. If such notice is submitted in writing by February 15, then, upon retirement, the teacher shall be paid the amount specified below for their accumulated unused sick leave as of the date of retirement.

In the event that a teacher retires other than during the period between the last day of the school year and the first day of the following school year, or at the end of the semester for a teacher assigned to a high school program or on December 31st for a teacher assigned to an elementary school or upper school, then there will be a twenty percent (20%) deduction from the amount that the teacher is entitled to as their sick leave buyback.

-----Rate per Day -----

Effective 9/1/02

1-50 Days \$46.00

51-99 Days \$58.00

100+ Days \$90.00

B-3. For all members in Units A&B the maximum number of accumulated sick days for which sick leave buyback will be permitted is as follows: All members of Units A&B hired before September 1, 2013 who have accumulated a total of 350 sick days or more as of September 1, 2013 shall be exempt from the cap.

All members of Units A&B hired before September 1, 2017 who have accumulated a total of 200 sick days or more as of September 1, 2016 shall have a cap of 400 sick days. All other members of Units A&B shall have a cap of 300 sick days.

B-4. In the event a teacher dies while employed by the School Department, their estate will be paid a sum equal to the number of their accumulated sick leave days times the daily rate set forth in Section B-2 above.

18. Clarify grievance procedures, including tightening up deadlines in Article 3.

Revise Section C of Article 3 grievance procedure as follows:

Level One

All grievances which involve a question within the scope of responsibility of the grievant's appropriate supervisor will be filed and thoroughly discussed at this level. The grievance shall be filed in writing by the grievant and a representative of the Association with the grievant's appropriate supervisor. The supervisor shall submit their written answer to the member and the Association within **twenty (20) school days** ~~business days~~ of the filing of the grievance. **Unit B Administrators shall skip Level One and file a grievance directly at Level Two.**

Level Two

~~Administrators shall proceed directly to Level Two.~~

If the grievance shall not be disposed of hereunder to the member's satisfaction and the member and the Association shall have determined to proceed further, the member and a representative of the Association shall present a written statement of the grievance to the Superintendent within **twenty (20) school days** ~~or forty (40) business days~~ of receipt of the supervisor's answer. The Superintendent shall meet with the member and a representative of the Association **within twenty (20) school days** in an effort to settle the grievance, provided that the Superintendent may designate another to act in their place and provided further, that if the Superintendent so designates another and the disposition is not satisfactory to the member, the member and a representative of the Association shall have the right to meet with the Superintendent. In any event, the written answer of the Superintendent to the grievant and the Association is due no later than **twenty school days (20)** after the **meeting with the Superintendent**. ~~filing of the grievance at this level.~~ Provided the parties agree **in writing**, Level One and/or Level Two of the Grievance procedure may be bypassed and the grievance brought directly to Level Three.

Level Three

If the grievance shall not have been disposed of under Level Two to the member's satisfaction and the employee and the Association shall have determined to proceed further, a written statement of the grievance shall be presented **within twenty (20) school days** ~~or forty (40) ten (10) business~~ of receipt of the Superintendent's answer by the Association to the Committee. **The School Committee shall meet with the member and a representative of the Association within twenty (20) school days in an effort to resolve the grievance.** The written decision of the School Committee shall be due within **twenty-five (205) school days** of the **meeting with the School Committee**. ~~filing of the grievance at the School Committee Level.~~

19. Clarify language in Article 4, Section D to ensure teacher must actively teach for 110 days to advance to next salary step

Revise language as follows:

Increments

To be eligible to advance to the next annual salary step, teachers must **actively work at least 110 school days** ~~complete 110 days of paid employment~~ in the previous school year as a regularly appointed teacher in the Cambridge Public School Department. **Sabbatical leave and approved FMLA or medical leave (whether paid or unpaid) count towards the 110 days but personal leaves do not count.** ~~The 110-day rule does not apply to a person on sabbatical leave or to a person on an approved FMLA or other medical leave (whether paid or unpaid).~~

20. Increase discretion of how much credit for prior teaching experience when placing new teacher hires on the salary scale in Article 9

Revise language as follows:

ARTICLE 9 TEACHER EMPLOYMENT

A. ~~F~~full credit on the salary schedule, ~~not up to exceed~~ six (6) years, will be given for **prior** ~~previous outside~~ teaching experience upon initial employment. **Credit greater than six (6) years may be provided at the sole discretion of the Superintendent or designee.**

21. Sick Leave Bank

Delete Section D, paragraphs 1 through 4 and Section 3 of Article 17 in their entirety and replace with the following text:

1. **The purpose of the Sick Leave Bank is to provide additional sick leave to those staff who are ill and whose personal sick leave, personal leave and vacation days (if any) have been exhausted. Sick Leave Bank days may be allocated for personal illness only.**
 - a. **There shall be a one-time allocation of two (2) days by the School Committee for each bargaining unit member of Cambridge Education Association Units A&B, C, E and for building substitutes who are bargaining unit members of Cambridge Education Association Unit D which shall occur on July 1, 2023 for Unit C members and September 1, 2023 for Units A&B, D and E members. Additionally, each existing bargaining unit member of**

Cambridge Education Association Units A&B, C, E and for building substitutes who are bargaining unit members of Cambridge Education Association Unit D shall make a one-time contribution of one (1) sick day to the Sick Leave Bank which shall occur on July 1, 2023 for Unit C members and September 1, 2023 for Units A&B, D and E members. Such contribution shall be deducted from each member's accrued sick days.

- b. The School Committee will deposit two (2) days into the Sick Leave Bank for each newly hired bargaining unit member of Cambridge Education Association Units A&B, C, E and for each newly hired building substitutes who are bargaining unit members of Cambridge Education Association Unit D. Additionally, each newly hired bargaining unit member of Cambridge Education Association Units A&B, C, E and each newly hired building substitutes who are bargaining unit members of Cambridge Education Association Unit D will contribute one (1) sick leave day. Such contribution shall be deducted from each member's initial allocation of sick days.
- c. Any sick leave days that remain unused in the Sick Leave Bank as of June 30th will roll over into the next year.
- d. In the event that the Sick Leave Bank drops below one hundred (100) days, then it is acknowledged and agreed by the Committee and the Association that each existing bargaining unit member of Cambridge Education Association Units A&B, C, E and building substitutes who are bargaining unit members of Cambridge Education Association Unit D will each contribute one (1) sick leave day to the Sick Leave Bank. Such contribution shall be deducted from each member's accrued sick days on the date when those days are next allocated. In the interim, if the Sick Leave Bank drops below zero (0) days, then the Committee will loan the Sick Leave Bank any days needed and the Sick Leave Bank will return all of those days as soon as those days are next deposited into the Sick Leave Bank.
- e. The Sick Leave Bank Committee will be composed of:
 - i. Three members of the Cambridge Education Association Units A, B, C and E and/or building substitutes who are members of Unit D
 - ii. Three members from the Central Administration of the Cambridge School Department ("School Department" or "Cambridge Public Schools") designated by the Cambridge Superintendent of Schools ("Superintendent").

- f. The Sick Leave Bank Committee will decide, on a majority vote, on an allocation of days from the Sick Leave Bank, using guidelines set forth below:
 - i. All bargaining unit members of Units A&B, C and E and building substitutes who are bargaining unit members of Unit D are eligible to apply for days from the Sick Leave Bank.
 - ii. Applicants must have exhausted personal sick leave days, personal days and vacation days (if any) before the effective date of any grant of sick days from the Sick Leave Bank.
 - iii. An official application form must be completed.
 - iv. Applicants must be on an approved medical leave for personal illness.
The Superintendent has the right to require an examination by the City of Cambridge's ("City") chief medical officer or representative whose opinion as to the nature or extent of the illness or injury will prevail.
- g. Applicants can be denied by the Sick Leave Committee if, in its opinion, any of the following apply:
 - i. Previous abuse of personal sick leave; and
 - ii. Applicant received Sick Leave Bank days in each of the prior two (2) fiscal years.
- h. A maximum of forty-five (45) days per applicant may be allotted to any one person in any one fiscal year for their own individual illness after their own personal sick leave days, personal days and vacation days (if any) have been exhausted.
- i. In the unusual circumstance that a member is experiencing a personal catastrophic illness (e.g., a severe illness requiring a prolonged hospitalization or recovery, or sudden illness or accident that incapacitates the employee for an extended period of time), which is supported by a letter from an attending physician, and they have exhausted their initial allotment of forty-five (45) days from the Sick Leave Bank, the member may apply to the Sick Leave Bank Committee for one (1) final additional extension of twenty (20) days from the Sick Leave Bank.
- j. The Committee and the Association acknowledge and agree that there will be no petitions, requests or other actions for the creation of independent or voluntary Sick Leave Bank contributions for any union member and that the maximum number of sick days that may be awarded to any member of

the CEA Units A&B, C, E and building substitutes who are members of Unit D is capped by the terms and provisions of this Sick Leave Bank Agreement.

- k. Decisions of the Sick Leave Bank Committee are final with respect to eligibility and entitlement and are not subject to appeal.
 - l. When a member has borrowed from the Sick Leave Bank, they will be required to return to the Sick Leave Bank thirty-three percent (33%) of their annual accrual, rounded to the nearest hour, each fiscal year until the sick days borrowed are repaid in full. Such returns shall be deducted from the member's annual allocation of sick days starting in the fiscal year after their return from medical leave.
2. The parties acknowledge and agree that the annual allocation of sick days for active bargaining unit members of CEA Units A&B occurs on September 1. Active bargaining unit members are bargaining unit members who are not on a personal, unpaid leave.

22. Superintendent's Advisory Committee

Revise the language of Section B of Article 28 as follows:

For the life of this Contract there shall be elected by the school staff a **Superintendent's** ~~an Advisory Committee Board~~ that shall meet directly with the Superintendent of Schools to discuss and advise upon matters of curriculum, including major district-wide program initiatives, personnel and other professional issues relating to the schools. The composition of the **Superintendent's** ~~Advisory Committee Board~~ and its meeting frequency will be agreed upon between the Superintendent and the President of the Cambridge Education Association. **The committee will include at least three paraprofessionals.** The ~~Committee Board~~ has the power to pass resolutions and make recommendations, but adoption of the same is at the discretion of the Superintendent and subject to the action of the School Committee. This ~~Committee Board~~ is to deal with general policy issues only and is not to be confused with any type of negotiating council, bargaining group, or forum for individual complaints.

23. Increase in the work year for assistant principals (elementary/upper school) in Article 5, Section C-2.

Replace Article 5, Section C Subsection C-2 in its entirety with the following:

C-2. WORK YEAR FOR PERSONNEL IN UNIT B WILL BE AS FOLLOWS:

a. Effective September 1, 2023, the work year for Assistant Principals (K-8) will be 196 days. The Assistant Principals (K-8) will work four (4) work days in the summer following the school year. The principal shall first meet with the Assistant Principal prior to May 15th to discuss the scheduling of the four (4) work days over the course of the summer. The principal may request the Assistant Principal work additional days in the summer, but such days will be worked at the Assistant Principal's discretion. Any such time will be paid at their salaried, hourly rate.

b. Effective the 2022-2023 school year, the work year for all Directors, Assistant Principals (9-12), Deans of Curriculum and Program (secondary 9-12), administrative assistants, Deans of Students (secondary 9-12), Assistant Directors and Coordinators will be 209 days.

c. All Unit B members will be required to meet the minimum time scheduled for teachers in Unit A, and in addition thereto, will remain a sufficient length of time to discharge the duties of their positions.

d. The work year for all Unit B members will begin in August, six (6) work days prior to the first work day for all Unit A bargaining unit members.

NOTE: Elementary and Upper School Assistant Principals will be paid proportionately for the increase in the number of work days.

24. Add a new provision regarding online virtual staff development and/or training.

Insert as a new subsection D in Article 5, Section B-6:

When it has been determined by the school and/or Cambridge School Department that staff development and/or training will be conducted online, then members of the bargaining unit may determine the location from which to access and participate in the online virtual staff development and/or training so long as such determination does not impact any duties or responsibilities before or after the online virtual staff development and/or training.

25. Inclusion of Curriculum and Instruction Committee Provision

Insert as a new section D in Article 28:

1. Cambridge Public Schools (CPS) and the Cambridge Education Association (CEA)

recognize that educator input is vital to making informed decisions related to curriculum, instruction, assessment and professional learning. Educators play an active role in curriculum design and review teams and lead many professional learning courses for their colleagues. The Educator Advisory Group on Curriculum & Instruction is comprised of up to twelve (12) Unit A&B educators designated by the CEA, representing each education level (elementary, upper and high) from general and special education, and includes classroom teachers, specialists and coaches.

2. The Curriculum and Instruction Committee is advisory to the Chief of Academics and Schools for the purposes of looking at the curriculum, instruction, assessment and professional learning as a whole. This group will periodically review feedback from educators on all existing curriculum to identify areas of curriculum and assessment needs and will review and advise on all district-wide curriculum changes after reviewing feedback from impacted educators. This group will also review feedback from educators in the implementation of the CPS Instructional Framework, and provide recommendations regarding its implementation across the district. This group will meet at least three times annually with the Professional Learning Committee. To ensure alignment across the school department, the Chief of Academics and Schools may invite principals or central office based administrators to attend relevant meetings. The meeting frequency of this group shall be determined by the Chief of Academics and Schools in consultation with the President of the CEA and the Vice President of Professional Practice.

26. Inclusion of Professional Learning Committee Provision

Insert a new section E in Article 15 that states the following:

1 There shall be a Professional Learning Committee, consisting of six (6) members of Units A&B, four (4) Unit E educators, representing each educational level (elementary, upper and high) designated by the CEA and six (6) school administrators designated by the Superintendent, Chief of Academics or designee to provide input and to inform issues relating to assessing reallocation and restructuring of professional development time. This Joint Working Group shall be co-chaired jointly by the Vice President of Professional Practice of the CEA and by the Chief of Academics and Schools or designee.

2. The Professional Learning Committee shall be advisory to the Chief of Academics or designee for the purpose of ensuring effective and relevant professional

development. The work of the committee will be determined by the Chief of Academics and Schools or designee in consultation with the co-chair of the Professional Learning Committee. The work of the committee will include reviewing educator feedback and consultation on upcoming professional development on topics such as content, pedagogy and logistics. The meeting frequency of this committee shall be monthly or at any frequency as jointly agreed to by the Chief of Academics and Schools or designee and the co-chair of the Professional Learning Committee. This group will meet at least three times annually with the Curriculum and Instruction Committee.

27. Add a new provision to Article 5, B-3

Renumber Article 5, Section B paragraph B-3 (7) as paragraph B-3(6) and add a new Article 5 Section B paragraph B-3 new subsection 7 which states:

7. The hours will be contiguous with the school day. Sessions where educators are from the same building and virtual meetings will begin no more than 10 minutes from the end of their work day. Sessions where educators are from multiple schools will begin no more than 30 minutes from the end of their work day.

28. Article 18, Section A, subsection A-1 Revision

Insert a fourth sentence which states:

Effective 9/1/2024, the last two days of said leave shall not be deducted from sick leave allowance under Article 17.

II. Economic Proposals

29. Article 4 – Salaries and Appendices A, B and C

- (a) Create new Teacher Salary Schedule A and Administrator Salary Schedule (Appendix B) to reflect salary increase of as of September 1, 2023, and another salary increase as of September 1, 2024 and another salary increase as of September 1, 2025:

Year One	September 1, 2023 – 2.5%
Year Two	September 1, 2024 – 3%
Year Three	September 1, 2025 – 3.5%

30. Create a new Section V of Article 29 which states:

Create a new Section V of Article 29 which states:

Effective September 1, 2023, there will be a pool of not to exceed \$7,000 (seven thousand dollars) per year for events for the Educators of Color Coalition to provide connections across affinity groups and for events for Employee Resource Groups (ERGs). The Educators of Color Coalition and ERGs may develop a budget for the allocation of the funds between the EOCC and ERGs, subject to approval by the Chief Equity Officer. The expenditure of such monies must be done in accordance with state and city laws and regulations and approved by the Chief Equity Officer at least one month in advance. No staff stipends may be paid from these funds.

31. Move Coordinators Location in Appendix B

Assistant Principal (9-12)

Assistant Principal (k-8)

Coordinator (K-12)/Assistant Director

Dean of Students

Director/~~Coordinator (k-12)/Admin/DeanCurrProg~~

Non-contractual note: current Coordinators (K-12) of English language arts, science, social studies, mathematics and health & physical education, World Language (K-12) and Office of Student Services (OSS) become Directors and current Ed Tech and Library Media Assistant Directors become Directors.

32. Stipend for VPA Director & Athletic Director in Appendix B

Effective September 1, 2023:

Add a stipend of \$7,500.00 for the VPA Director and the Athletic Director for significant evening, summer and weekend work.

33. Changes to School Club Advisors Provision in Appendix C

See Appendix C which is attached to this package proposal at **Attachment C**.

34. Add a new Master Plus 75 Lane

Insert a new salary lane called Master's Plus 75 (M75) between the Master's Plus 60 (M60) lane and the Doctorate (Doc) lane. In SY23-24, the salaries in lane M75 will be calculated by adding 1,500 to each salary step of the M60 lane after FY24 COLA and additional .25% is applied. In subsequent years (FY25 onward), the annual COLA will be applied to the M75 lane. In FY23-24, each step in the DOC lane will be increased by 1,500 after the FY24 COLA and additional .25% is applied to the existing DOC salary lane & steps. In subsequent years (FY25 onward), the annual COLA will be applied to the DOC lane.

See **salary schedule** in **Attachment D**.

Non-contractual note: *Unit A members in column M60 who have 15 additional Masters Plus credits as of September 1, 2023 will have sixty (60) days to submit paperwork to Human Resources after the contract is ratified by the CEA and the School Committee in order to be placed in the M75 lane for the 2023-2024 school year.*

35. Revise Career and Technical Education Paragraph in Appendix A

Delete the current section in its entirety which states:

~~Career/Technical Education~~

~~Career/Technical Education shop teachers who are required to work more than twenty five (25) periods per week specified in Article 5, Section E-1 of this contract will be paid the following stipends upon the condition that they obtain and maintain personal and program certification: \$2,539 effective September 1, 2002.~~

Replace with the following:

Rindge School of Technical Arts (RSTA) Block Instruction

At the principal's discretion, a professional status teacher may be asked to teach an additional 80 minute block per day due to a vacancy, leave of absence (personal, medical, sabbatical, FMLA) or enrollment/scheduling needs that is for an entire semester or for an entire school year. The CEA President will be informed of such requests. When that occurs, the teacher's salary will be increased by 33% (or pro-rated for less than an 80 minute daily block). The teacher will not receive payment for lost preparation periods.

36. Unit B Lanes

Delete the current Appendix B, page 57 and ratio salary schedule in its entirety and insert the salary schedule attached as **Attachment E** in its place.

37. Increase in Lost Prep Rate

In Section D-2 of Article 5, delete:

September 1, 2020-August 31, 2021 \$31.65

and insert:

Effective as of September 1, 2024 \$ 40.00

And revise last sentence of Section D-2 as follows:

Payment will be made in December and June/July provided, however, that the teacher and the principal will certify the number of lost preparation periods by the end of December and June for payment at the appropriate times and provided that a current record of **the** same is available at all times in the office of the **P**principal.

38. Article 29, Paragraph Q, #1: MBTA Pass:

Insert the following new language:

Effective three (3) months after ratification of contract, the school department shall reimburse each member of the bargaining unit who purchases one, up to 75% of the cost of a "T" pass, up to a maximum of \$300 per month.

Effective three (3) months after ratification of contract, in order to access this benefit members will need to use the payroll deduction process.

Note: This benefit will include members who purchase a Commuter Rail "T" pass and members will be allowed to suspend payroll deduction as needed.

39. Increase curriculum development rate in Appendix C

Revise language as follows:

CURRICULUM DEVELOPMENT

All unit members who perform curriculum development work outside of the school day which has been pre-approved by the Superintendent or designee that results in written district curriculum that can be disseminated and used within the **Cambridge School district Department** will be paid at a rate of ~~\$30.00 per hour. Effective as of September 1, 2022, the rate will be \$35.00 per hour. Effective as of September 1, 2023, the curriculum development rate will be~~ **\$40.00 (forty dollars) per hour.**

Non-contractual note: Curriculum development work outside of the school day includes the development and/or translation of curriculum materials into other languages that are being taught.

40. Increase the Summer School Teacher rate in Appendix C

Revise language as follows:

Summer School Teachers	
Effective as of August 31, 2019	35.00
Effective as of September 1, 2022	40.00
Effective as of September 1, 2023	50.00
Summer School Principal	
Effective as of September 1, 2023	60.00

Non-contractual note: And reformat these rates in the successor CBA to be presented in a chart format for ease of use.

41. Increase Tutoring Rate in Appendix C

Delete the current section F and replace with the following:

Effective September 1, 2024, the hourly rate for after school learning centers/extended day/homework center/after school MCAS tutorial prep teachers will be \$60.00.

42. Increase Tuition Reimbursement Amount

Revise language as follows:

A. Tuition Reimbursement

- C-1. Teachers will be eligible for tuition reimbursement for job-related educational courses. The maximum amount of reimbursement is \$1,500 per individual per contract year. **Effective as of September 1, 2025 the maximum amount of reimbursement is \$2,000.00 per individual per contract year.** To be eligible

for reimbursement, prior approval by the Principal for the course to be taken shall be required, and a final course grade of at least "B-" shall be required unless the course is only offered Pass/Fail, in which case a "passing" grade will suffice. Specialists may be reimbursed for pre-approved professional seminars, workshops and non-credit courses that are related to their required licenses after providing a syllabus and other appropriate documentation of the seminar, workshop or course.

- C-2. ~~The total tuition reimbursement amount shall not exceed \$150,000 per year. Fifty thousand dollars (\$50,000.00) will be set aside for each semester in each year, and any remaining unexpended monies will roll forward to the next semester but any monies that remain at the end of the fiscal year will expire.~~

~~Effective September 1, 2019, the~~ **The total tuition reimbursement amount shall not exceed \$180,000.00 (one hundred eighty thousand dollars) per year. Sixty thousand dollars (\$60,000.00) will be set aside for each semester in each year, and any remaining unexpended-uncommitted monies will roll forward to the next semester but any monies that remain at the end of the fiscal year will expire.**

Effective September 1, 2025, the total tuition reimbursement amount shall not exceed \$240,000.00 (two hundred forty thousand dollars) per year. Eighty thousand dollars (\$80,000.00) will be set aside for each semester in each year, and any remaining uncommitted monies will roll forward to the next semester but any monies that remain at the end of the fiscal year will expire.

43. Adjustment in Workshop Leader Rate Language in Appendix C

Revise language as follows:

The Workshop Leader rate shall be \$50.00 per hour for leading/delivery of a workshop outside of the member's regular work day. A workshop leader will be compensated for up to two hours of planning time for each hour of workshop delivery time, providing that such planning time occurs outside of the member's regular work day.

44. Revise Master's equivalency language in Appendix A

Revise language as follows:

The awarding of Master's equivalency applies only to teachers of **Massachusetts Department of Elementary and Secondary Education approved Chapter 74 programs** ~~trade subjects (who are currently defined but not limited to: as automotive, carpentry, graphic communication-print, graphic arts/design, culinary arts, nursing, and robotics)~~ who are appointed directly from

a ~~trade~~ **career technical** training background as opposed to an academic training background and who have at least eight years of practical experience in their respective trade immediately prior to being appointed a trade teacher in the Cambridge Public Schools. Master's equivalency would be awarded after such a ~~trade~~ **career/technical** teacher completes three full consecutive years of service as a ~~trade~~ **career/technical teacher** within the Cambridge Public Schools **and has attained professional licensure from the Massachusetts Department of Elementary and Secondary Education.**

The determination as to whether an individual is eligible for the awarding of Master's equivalency **is subject to verification by Human Resources that the individual has attained professional licensure from the Massachusetts Department of Elementary and Secondary Education.**

***Non-contractual note:** This provision will be applicable effective as of September 1, 2023 for teachers who have met the requirements of the language of this provision for the three years prior to its effective date.*

***Non-contractual note:** Bargaining unit members who will be newly awarded Master's equivalency will be initially placed in the appropriate lane of the salary chart based on their education as of the following September 1st.*

III. Contract Clean Up

45. Modify the language of subsection 2 of Subsection B-3 of Article 5

Revise language as follows:

- 2 (a) Principals/deans will make reasonable efforts to give one (1) month advance notice of any scheduled meeting/event.
- (b) Principals/deans also will make reasonable efforts to provide a tentative schedule of meetings/events contemplated for the upcoming school year by the end of the first week that school is in session. The parties acknowledge, recognize and agree that the provision of such tentative schedule does not alter the notice requirements set forth in Article 5, Section B, B-3 (2)(a) and Article 5, Section B, B-5(C)(2).

46. Article 9, Section D - Add National Certification of Adapted Physical Education (CAPE)

Revise language as follows:

Teachers who have obtained National Board Teacher **Certification or National Certification of Adapted Physical Education (CAPE)**, any physical therapist who holds Board Certification as a Clinical Specialist in Pediatrics (PCS) issued by the American Board of Physical Therapy Specialties (ABPTS) and American Physical Therapy Association (APTA), any school psychologist who holds a credential as a Nationally Certified School Psychologist issued by the National Association of School Psychologists (NASP), the American Psychological Association (APA) or the National Board Certified Counselors (NBCC), any occupational therapist who holds Board Certification in Pediatrics (OT) or Specialty Certification in School System (OT) issued by the American Occupational Therapy Association (AOTA) and any speech language therapist who holds a certificate of clinical competence (CCC-SLP) issued by the American Speech Language Hearing Association (ASHA) will be granted a one-time fifteen (15) credits on the teacher's salary schedule as follows:

- Bachelors will be placed as Master
- Master degree will be placed at Master plus 15
- Master plus 15 will be placed at Master plus 30
- Master plus 30 will be placed at Master plus 45
- Master plus 45 will be placed at Master plus 60
- Master plus 60 will be placed at Master plus 75**

Teachers who have either a Master plus ~~60~~ **75** credits or a Doctorate who have obtained a certification listed above in the previous paragraph will be granted an annual stipend of \$1,000 (one thousand dollars).

47. Change term in title of Article 22 from “Professional Development” to “Professional Learning”

Change title of Article 22 to read Professional **Learning** and Educational Improvement

48. Article 22, Section D change name of working group referenced to “Professional Learning Committee”

Revise language as follows:

All Unit A&B members will complete a mandatory anti-bias, anti-racism and racial equity professional learning as determined by the Superintendent or designee, after having consulted ~~with the Joint Working Group on Professional Development.~~ **Professional Learning Committee.** This professional learning will happen within contractual hours under Article 5, Section B-3 or paid at the workshop rate under Article 5, B-5 paragraphs A or B.

49. Article 5, Section C-1 change name of work group referenced to “Professional Learning Committee”

Revise language as follows:

Three (3) additional days: Election Day in November, the first work day in January after winter break, and one additional day to be scheduled within the school year as part of annual calendar development. Professional development and other activities on these days will be determined by the principal, after having consulted with the Faculty Advisory Committee and/or the Superintendent, after having consulted with the **Professional Learning Committee** ~~Joint Working Group on Professional Development.~~

50. Article 5 Section H

Move Section H of Article 5 which provides in pertinent part, that:

The Committee agrees to provide adequate personnel for the maintenance, upkeep and other duties in each building.

to Article 15 Teacher Facilities as a new Section E

51. Consistency of term of successor CBA throughout new CBA

Article 2 – change dates in Section 2(c) to reflect the term of the successor collective bargaining agreement

52. Correct the typographical error in rate for the secondary guidance counselor stipend on page 56 and clarify the return to work language for secondary guidance counselors in Article 5, Section K paragraph 2

Revise language as follows:

2. Guidance counselors will be required to work **192 days inclusive of 180 school days, 6 professional development days plus three (3) days after the end of the school year and three (3) days before the beginning of the each school year and three (3) days after the end of the school year** to assist in scheduling and other guidance activities. The principal shall first meet with the guidance counselors as a department before May 15th to discuss the scheduling of such dates. Effective September 1, 2022, Secondary Guidance Counselors will be paid an additional ~~3.22%~~ **3.23%** of the annual ten-month salary of the Unit A member.

53. Overall Contract Clean-Up

Main Part of CBA

Page 1, Article 1, second paragraph change “;” to “,” after the words “Athletic Trainers”

Page 3, Article 3, change “Chairman” and Vice-Chairman” to “Chair and “Vice-Chair”

Page 11, Article 5, C-2 (b) delete “administrative assistants”

Page 13 Article 5, D-2(a) delete “Campus Elementary and upper school campus”

Page 13 Article 5 D-2(b) delete “September 1, 2020-August 31, 2021 \$31.65-

Page 14, Article 5, J delete “Effective as of August 31, 2018 \$24.00

Page 14, Article 5, K change “3.22%” to “3.23%”

Page 17, Article 7, Section C change “insure” to “ensure” in fourth line

Page 19 Article 10, Section D Delete “-August 31, 2021”

Page 20 Article 10, Section E Delete “race, creed, color, religion, national origin, sex, marital status, sexual orientation, disability, gender, gender identity, genetic information and age” and insert “race, color, religion, sex (including pregnancy, gender identity and sexual orientation), national origin, age (40 or older), disability or genetic information”

Page 22, Article 12, Section I, Subsection C Delete “race, creed, color, religion, national origin, sex, marital status, sexual orientation, disability, gender, gender identity, genetic information and age” and insert “race, color, religion, sex (including pregnancy, gender identity and sexual orientation), national origin, age (40 or older), disability or genetic information”

Page 24, Article 13, Section B revise “the Federal program” to “federal programs”

Page 24, Article 13, Section C revise “Federal” to “federal”

Move this text in its entirety to the end of Article 14 as a new Section I and re-letter the following sections as a result of the deletion of Section F

Page 26, Article 14, Section H-1 make the last sentence of this section which states: “The School Committee shall see a public hearing for comment on teacher performance standards in accordance with the provisions of M.G.L. c. 71, §38.” Into a new separate section H and re-letter this section and following sections as a result of the deletion of Section F. -

Insert the following text on page 44 in Article 29, Section E after the first sentence: “Provision will be made for a seat for the Association President or designee at each School Committee meeting.”

Page 31 Article 18 Section A-4 delete "sister or brother" and insert "sibling" and delete nephew, niece, aunt, uncle, son-in-law, daughter-in-law, sister-in-law or brother-in-law" and insert "sibling's child, parent's sibling, child-in-law or sibling-in-law"

Page 31, Section A-7 delete this section in its entirety.

Page 31, Section A replace "C.E.A." with "Association"

Page 31, Article 19, Section C replace "he" with "they" (two instances of this)

Page 32, Article 19, Section I delete "of either sex"

Page 34, Article 20, Section F delete "he" with "they" (two instances of this)

Page 35, Article 20, Section J delete "Staff" and insert "The staff" and insert "into a" before the word "substantially"

Page 37, Article 22, Section D, delete "a" before the word "mandatory" in the first line

Page 38, Article 23, Section B-4 delete "C.E.A." and insert "Association"

Page 39, Article 25, Section B(1)(a) delete in its entirety the sentence "The City will pay eighty-five percent (85%) of the premium of all HMO plans offered by the City, and the employee will pay fifteen (15%)."

Page 40, Article 25, Section B, subsection 1(c) delete this section in its entirety

Page 41, Article 25, Section D delete "effective July 1, 1983" and "August 31, 2022"

Page 42, Article 26, Section A change "insure" to "ensure"

Page 43, Article 27, Section E delete this section in its entirety which states: "Should the Cambridge Education Association contract for a teacher's dental plan, independent of the City of Cambridge, the School Committee will authorize the use of its facilities in support of a payroll deduction system."

AND move this text to be the last sentence of Section E of Article 29 on page 44.

Pages 50-51, Article 33, first paragraph insert after "option" the words "offered at the discretion of the School Committee" and delete the last sentence of the Article which is: "However, this option will be offered at the discretion of the School Committee"

Page 54 Article 37 Section C (2) delete Director of Assistant Director of the Office of Student Services and insert in its place Executive Director of Special Education or designee

Appendix D

Page 95, Section 20 add above chart the following sentence: All deadlines will be the following school day if any date occurs on a weekend, holiday or school is otherwise not in session on that day.”

Page 99 Section 25, Section C change “insure” to “ensure” and “ESE” to “DESE”

~~Annual ten (10) month salary~~ Salaries will be paid in twenty-four (24) equal installments , payable on the fifteenth (15th) and last day of each month, except that when the fifteenth or last day falls on Saturday or Sunday, the due installment will be paid on the Friday preceding.

Article 14, Section G second line delete the words “her designee” and insert “designee” in its place.

Change dates on front page of CBA to reflect term of successor CBA

Change term in title of Article 22 in the table of contents from “Professional Development” to “Professional Learning”

Article 5, Section C, subsection C-1 In the fourth sentence of the first paragraph delete the phrase “After the 2022-2023 school year, if” and insert “If” in its place

AND

In the first sentence of the fourth paragraph delete the phrase “Beginning in the 2022-2023 school year, the” and insert “The” in its place

Appendix A

Agree to revisions to Appendix A as detailed in the CEA’s redline of collective bargaining agreement of May 27, 2023

Appendix D

Definition of Evaluator capitalize the “S” in “superintendent (two instances)

Definition of Teaching Staff or Administrators Assigned to More than One Building capitalize the “S” in “superintendent

Definition of Peer Educator Delete “Cambridge Public Schools” and insert “Cambridge School” in its place

Definition of Multiple Measures for Student Learning Delete “if state assessments are available, and student MEPA gain scores” and insert “and student ACCESS for ELLs gain scores” in its place.

Definition of Parties Insert “Cambridge School” before the word “Committee”

Delete the Definition of Rating of Educator or Administrator Impact on Student Learning in its entirety.

Definition of Rubric Second sentence delete “teachers” and insert “teaches” in its place.

Definition of Superintendent capitalize the “S” in “superintendent

Delete the Definition of Trends in Student Learning in its entirety

In Evidence Used in Evaluation section 3, C (v) capitalize the “S” in “superintendent

In Evaluation Cycle: Annual Orientation Section 6 A capitalize the “S” in “superintendent

In Evaluation Cycle: Annual Orientation 6 A(ii) delete the phrase “and copies of these forms are attached at Forms Appendix”

In Evaluation Cycle: Self-Assessment Section 7 B (ii) delete “October 15th” and insert “September 15th” in its place.

In Observations Section 11 delete “April 1st” and insert “the Thursday before April vacation” in its place

In Observations Section 11, subsection A(i) revise as follows:

A) Unannounced Observations

For Educators, unannounced observations may be in the form of partial or full period classroom visitations, instructional Rounds, Walkthroughs, Learning Walks, or any other means deemed useful by the Evaluator, principal, Superintendent or other administrator. For Administrators, unannounced observations may be in the form of a school site or work site visitation or any other means deemed useful by the Evaluator. Visitations may include, but are not limited to, staff meetings, team meetings, classroom visits with supervising evaluator, walkthroughs, learning walks or individual conferences with students or parents/guardians. The Evaluator will meet with the Educator or Administrator within five (5) school days of the observation and provide the Educator or Administrator ~~will be provided~~ with at least brief written feedback from the Evaluator within 3-5 school days of the post-observation meeting. The written feedback shall be delivered to the Educator or the Administrator in person, by email or other means of electronic/digital delivery, placed in the Educator’s or the Administrator’s mailbox or mailed to the Educator’s or the Administrator’s home.

In Observations Section 11 Subsection B(b) revise as follows:

- (a) Within 5 school days of the scheduled observation, ~~upon request of either the Evaluator, Educator or Administrator,~~ the Evaluator and Educator or the ~~Evaluator and Administrator~~ shall meet for a pre-observation conference. ~~In lieu of a meeting, the Educator or the Administrator may inform the Evaluator in writing of the nature of~~ to discuss

the lesson or activity, the student population or purpose served, the desired outcome and any other information that will assist the Evaluator to assess performance.

In Evaluation Cycle: Formative Assessment Section 12 subsection C insert “and mid-cycle ratings” after “feedback” and delete “, or both” from the end of the sentence.

In Evaluation Cycle: Summative Evaluation Section 14 Subsection A delete “April 1st” and insert “the Thursday before April vacation” in its place.

In Evaluation Cycle: Summative Evaluation Section 14 subsection D capitalize the “s” in “Superintendent (two instances)

In Evaluation Cycle: Summative Evaluation Section 14 subsection H delete “April 1st” and insert “the Thursday before April vacation” in its place (two instances)

In Evaluation Cycle: Summative Evaluation Section 14 subsection I delete “April 15th” and insert “June 1st” in its place

In Educator Plans: Self-Directed Growth Plan Section 17, Subsection C insert “and grade levels” after “Content areas” and insert at end of section the following sentence: “Increases in such agreed upon content areas and grade levels will be made for the 2023-2024 school year, after recommendations from the Evaluation Process Committee.”

In Educator Plans: Directed Growth Plan Section 18 Subsection C Delete “June 10th” and insert “June 1st” in its place.

In Educator Plans: Improvement Plan Section 19, Subsection I (c) and (d) capitalize the “s” in “Superintendent”

In Timelines Section 20 delete “(Dates in italics are provided as guidance) and insert “All deadlines will be the following school day if any date occurs on a weekend, holiday or school is otherwise not in session on that day.”

In Career Advancement Section 21 subsection A capitalize the “s” in “Superintendent”

In General Provisions Section 24 Subsection C capitalize the “s” in “Superintendent” change “insure” to “ensure” and change “ESE” to “DESE”

In General Provisions Section 24 Subsection D capitalize “s” in “Superintendent”

54. Delete references to district determined measures in Appendix D

Appendix D §2 Definitions

F) *District Determined Measures

Delete this paragraph in its entirety which currently states:

~~Measures of student learning, growth and achievement related to the Massachusetts Curriculum Frameworks, Massachusetts Vocation Technical Education Frameworks, or other relevant frameworks, that are comparable across grade or subject level district wide. These measures may include, but shall not be limited to: portfolios, approved commercial assessments and district-developed pre and post unit and course assessments and capstone projects.~~

H) ii) Self-Directed Growth Plan shall mean a plan developed by the Educator for ~~one or~~ two school years for Educators with PTS who are rated proficient or exemplary, and shall also mean a plan developed by the Administrator for Experienced Administrators who are rated proficient or exemplary

CC) Rating of Educator or Administrator Impact on Student Learning Delete this paragraph in its entirety which currently states:

~~A rating of high, moderate or low based n trends and patters on state assessments and district determined measures.~~

JJ) Trends in student learning. Delete this paragraph in its entirety which currently states:

~~At least two years of data from the district determined measures and state assessments used in determining the Educator's or the Administrator's rating on impact on student learning as high, moderate or low will be used for required reporting to the Massachusetts Department of Elementary and Secondary Education during the 2015-2016 school year in a manner consistent with state law and regulations and Massachusetts Department of Elementary and Secondary Education reporting requirements. Thereafter, at least three years of data from the district determined measures and state assessments used in determining the Educator's or Administrator's rating on impact on student learning as high, moderate or low, will be used for required annual reporting to the Massachusetts Department of Elementary and Secondary Education in a manner consistent with state law and regulations and Massachusetts Department of Elementary and Secondary Education reporting requirements.~~

Appendix D §3 Evidence Used in Evaluations

Delete subsection (ii) of Section A of Section 3 in its entirety which currently states:

~~At least two district determined measures of student learning related to the Massachusetts Curriculum Frameworks or the Massachusetts Vocational Technical Education Frameworks or other relevant frameworks that are comparable across grades and/or subjects district wide. These measures may include: portfolios, approved~~

~~commercial assessments and district developed pre and post unit and course assessments, and capstone projects. One such measure shall be the MCAS Student Growth Percentile (SGP) or Massachusetts English Proficiency Assessment gain scores, if applicable, in which case at least two years of data is required.~~

Appendix D §14, Section D delete this paragraph in its entirety which currently states:

For an Educator or an Administrator whose overall performance rating is exemplary or proficient and whose impact on student learning is low, the Evaluator's supervisor shall discuss and review the rating with the Evaluator and the supervisor shall confirm or revise the Educator's or the Administrator's rating. In cases where the superintendent serves as the primary evaluator, the superintendent's decision on the rating shall not be subject to review.

Appendix D §17 ¶A revise the paragraph as indicated below:

A Two-year Self-Directed Growth Plan is for those Educators with PTS who have an overall rating of proficient or exemplary and for those Experienced Administrators who have an overall rating of proficient or exemplary, ~~and starting in 2015-2016 and after whose impact on student learning is moderate or high.~~ A formative evaluation report or assessment is completed at the end of year 1 and a summative evaluation report at the end of year 2.

Appendix D §17 ¶B Delete this paragraph in its entirety which currently states:

~~A One-year Self-Directed Growth Plan is for those Educators with PTS who have an overall rating of proficient or exemplary and for those Experienced Administrators who have an overall rating of proficient or exemplary, and starting in 2015-2016 and after whose impact on student learning is low. In this case, the Evaluator and Educator or the Evaluator and the Administrator shall analyze the discrepancy between the summative evaluation rating and the rating for impact on student learning to seek to determine the cause(s) of the discrepancy.~~

Appendix D §22 Rating Impact on Student Learning Growth Delete this paragraph in its entirety which currently states:

~~The school district will collect the first year of data for determining Student Impact Ratings for all educators and administrators during the school year 2015-2016. The school district will collect the second year data for determining Student Impact Ratings for all educators and administrators during the school year 2016-2017 and the~~

~~school district will determine Student Impact Ratings for all educators and administrators by October 1, 2017. Subsequent collection and determination of Student Impact Ratings for all educators will be conducted in accordance with state law and regulations and the terms of the collective bargaining agreement between the parties as then in effect.~~

~~The Student Impact Ratings of high, moderate and low will be based on evidence from multiple measures of student learning, growth or achievement. The multiple measures that will be used are as follows:~~

- ~~(i) Two (2) common measures using the median student growth percentile ("SGP") for ELA and Math² from Massachusetts state assessments. The district established parameter for high, moderate and "low growth or achievement that will be in place for these two (2) common measures will be "High" equals a SGP of 61 or higher; "Moderate" equals a SGP of between 40 and 60; and "Low" equals a SGP of 39 or lower; and~~

55. Incorporation of language agreed by parties to be incorporated into successor collective bargaining agreement as part of a settlement agreement regarding CEA Grievance AB-8-22-23

Update language on

Article 5 §B-5 A. p. 9

~~Principals/deans~~ **The Superintendent or designee** can require members of the bargaining unit who are affected by mergers, consolidates or major program initiatives to be effective during the life of the contract to participate in up to thirty (30) hours of mandatory staff development and/or training, paid at the workshop participant rate, during the course of the school year during which the contract is in effect.

Either the Superintendent of Schools will notify the Superintendent's Advisory or the Chief of Academic and Schools will notify the Professional Learning Committee as determined by the Superintendent of Schools when it becomes known that there are mergers, consolidations or major program initiatives that will trigger affected bargaining unit members to participate in mandatory professional development.

Article 5 §B-5 C. p. 9

The training described above in sections A and B of Article 5 B-5 will be scheduled at any time during the period from the week before the start of the school year to within five business days of the last day of the school year and no later than June 30th, subject to the following rules:

1. ~~Each principal/dean will schedule the use of such time after consulting with the Faculty Advisory Committee in their school building or small school at CRLS. The Superintendent or designee will schedule the use of such time after consulting with the Professional Learning Committee.~~ **The Superintendent or designee or Principal/Dean shall schedule the use of such time after consulting with, respectively, the Professional Learning Committee or the Faculty Advisory Committee.**
2. Principals/deans ~~or the Superintendent or designee as applicable~~ will make reasonable efforts to give one (1) month advance notice to all staff of any scheduled sessions **pursuant to Article 5-B-5 B**. The Superintendent or designee will make reasonable efforts to give three (3) months advance notice to all staff of any scheduled sessions pursuant to Article 4 B-5 A.
3. Principals/deans **or the Superintendent or designee as applicable** will accommodate staff who are already enrolled in outside courses or seminars.
4. Such sessions will not be held on weekends
5. When such sessions are scheduled on school days, principal/deans **or the Superintendent or designee as applicable** will not schedule more than three (3) hours of such time in a week, and no session will exceed two (2) hours in length.
6. When such sessions are scheduled on school days, principal/deans **or the Superintendent or designee** as applicable will not schedule more than twelve (12) hours of such sessions in any given month.
7. When such sessions are scheduled on school days, the hours of such sessions will be contiguous with the school day.
8. The total number of hours that may be scheduled pursuant to Article 5B-3 and Article 5 B-5 in any week when school is in session is five (5) hours.
9. The maximum number of hours that can be required of a member of the bargaining unit pursuant to Article 5 B-5 (A) and Article 5 B-5 (B) during the course of any school year is thirty (30) hours.

7. When such sessions are scheduled on school days, the hours of such sessions will be contiguous with the school day.
8. The total number of hours that may be scheduled pursuant to Article 5B-3 and Article 5 B-5 in any week when school is in session is five (5) hours.
9. The maximum number of hours that can be required of a member of the bargaining unit pursuant to Article 5 B-5 (A) and Article 5 B-5 (B) during the course of any school year is thirty (30) hours.

CAMBRIDGE EDUCATION ASSOCIATION



Daniel Monahan
President

Date December 1, 2023

CAMBRIDGE SCHOOL COMMITTEE

Ariel Kennebrew
Executive Secretary

Date _____

Order Number _____

CITY OF CAMBRIDGE

Yi-An Huang
City Manager

Approved as to Form:

Megan B. Bayer, Esq.
Acting City Solicitor

ATTACHMENT A

PreK - 8 Longer School Day Proposal with Wednesday Early Release (30 minutes)

	TIER I		TIER II		TIER III	
M, T, Th, F	Current	New	Current	New	Current	New
Staff Start	7:40	7:30	8:10	8:00	8:40	8:30
Student Start	7:55	7:45	8:25	8:15	8:55	8:45
Student End	1:55	2:15	2:25	2:45	2:55	3:15
Staff End	2:05	2:25	2:35	2:55	3:05	3:25
Wednesday						
Staff Start		New		New		New
Student Start		7:30		8:00		8:30
Student End		7:45		8:15		8:45
Staff End		1:45		2:15		2:45
Add'l Hour -28 Times Per Year:		2:25-3:25		2:55-3:55		3:25-4:25

1. Maintain three tiers of school start times
2. School start times 10 minutes earlier and 20 minutes later in each Tier
3. Monday, Tuesday, Thursday, Friday: Student instructional day is 6 hours 30 minutes; Teacher day is 6 hours 55 minutes
4. Wednesday: Student instructional day is 6 hours; Teacher day is 6 hours 55 minutes
5. On 28 Wednesdays, teachers will stay an additional 60 minutes, creating a 90 minute block.
6. Additional hour on 28 Wednesdays allocated from pool or 38 hours. Longer Wed. would be scheduled to avoid 1st & last weeks of school, and week before Winter Break, and where possible, weeks with holidays and professional days.
6. The 28 90 minute blocks will be allocated as follows: 7 of the 28 blocks will be teacher directed collaboration; the remaining time will be directed by the district, principals and departments.
7. The 30 minutes of teacher time on the remaining Wednesdays (approx. 10) will be teacher directed time for consultations with specialists (e.g. SpEd or ELL staff) or collaboration with colleagues.
8. With this change to early release for students every Wed., other release days will be eliminated with the exception of last day of school and 8th grade graduation at 4 upper schools & Amigos, and any elementary school sharing a bldg with an upper school.

ATTACHMENT B

Task	Developing Educator	Self Directed Growth Plan	Directed Growth Plan	Improvement Plan
------	---------------------	---------------------------	----------------------	------------------

Self assessment, goal drafting, plan development	<ul style="list-style-type: none"> • 9/15: Evaluator meetings/communication completed • 10/15: Educator shares draft plan 	<ul style="list-style-type: none"> • 9/15: Evaluator meetings/communication completed • 10/15: Educator shares draft plan 	June of the previous year	June of the previous year
Goal setting	<ul style="list-style-type: none"> • 11/1 - evaluator approves plan 	<ul style="list-style-type: none"> • 11/1 - evaluator approves plan 	June of the previous year	June of the previous year
First Observation	<ul style="list-style-type: none"> • On or before 11/15 	N/A	Determined in the plan	Determined in the plan
Evidence submission	<ul style="list-style-type: none"> • On or before 2/1* 	N/A	Determined in the plan	Determined in the plan
Formative Assessment	<ul style="list-style-type: none"> • On or before Thursday before Feb vacation* 	N/A	Determined in the plan, includes a conversation about progress	Determined in the plan, includes a conversation about progress
Evidence Submission	<ul style="list-style-type: none"> • on or before 4/1* 	<ul style="list-style-type: none"> • on or before 5/15* 	<ul style="list-style-type: none"> • 5/15* 	<ul style="list-style-type: none"> • 4/1*
Formative/Summative Evaluation	<ul style="list-style-type: none"> • Thursday before April vacation* 	<ul style="list-style-type: none"> • On or before 6/1* 	<ul style="list-style-type: none"> • 6/1* 	<ul style="list-style-type: none"> • Thursday before April vacation*

ATTACHMENT C

APPENDIX C-1 Hourly Rates
September 1, 2023 - August 31, 2026

The following hourly rates apply to members for work outside of the contractual work day.

Description	Rates as of 9.1.23
A. Driver Education	\$25
B. Night School & Adult Education	\$30
C. Summer School Teachers	\$50
D. Evening School Principal	\$50
E. Summer School Principal	\$60
F. Before & After-school Tutoring, MCAS Prep, Learning Centers- Teachers	\$60
G. Site Coordinators	\$40
H. Music Teachers-Night/Weekend Rehearsals & Performances	\$30
I. Workshop Leader Rate	\$50
J. Workshop Participation Rate	\$40
K. Curriculum Development	\$40
L. Non-teaching/School Operations/Project Work	\$35

Workshop Participate & Leader Rates

The workshop participant rate applies to mandatory staff training under provisions of Article 5 B-5(A) and 5 B-5(B). A workshop leader may be compensated for up to two hours of planning for each hour of workshop delivery time, provided that such planning time occurs outside of the member's regular work day.

Curriculum Development Rate

The curriculum development rate applies to all unit members who perform curriculum development work outside of the school day which has been preapproved by the Superintendent or designed and that results in a written district curriculum that can be disseminated and used within the Cambridge School Department.

APPENDIX C-2 Club Advisor Rates

September 1, 2023 - August 31, 2026

Extracurricular Activities

~~Applicable only to the high school~~

It is understood that payment is authorized only for meetings that occur outside of the contractual day established under the terms of this Contract. For clubs at Elementary Schools only that have been approved by the principal to occur during the teacher's duty free lunch or preparation period this payment also will be authorized under ~~which are conducted after the regularly scheduled school days established under the terms of this Contract and the side letter agreement regarding the CRLS Extracurricular Committee.~~

Payment for the months of September through December will be made at the end of December. Payment for months of January through June will be made at the end of June.

Stipends are prorated for less than full completion of club advisor duties.

Other service agreements issued by the school department during the life of this agreement will be paid at the rates set forth in the service agreements.

If the school department chooses to fill any of the positions set forth below the following rates will apply.

CRLS CLUB ADVISORS

- A. Each year the Cambridge Rindge and Latin School (CRLS) will create an Extra Curricular Committee that will be advisory to the principal of CRLS. This Committee will meet monthly, or as necessary, to review proposals for student extracurricular clubs at CRLS. This Committee will make recommendations to the CRLS principal for stipends for club advisors to student extracurricular clubs in accordance with the process detailed below. All recommendations must fall within and are subject to the constraints of the CRLS budget that is allocated annually to student extracurricular clubs. If the Extra Curricular ~~am~~ Committee fails to meet by Oct. 30th of any school year, the Faculty Advisory Committee (FAC) will serve as the Extra Curricular Committee for the year.
- B. Club advisors will submit proposals for club compensation to the Extra Curricular Committee that will include:
 - a) ~~Estimated student participation based on previous year's attendance or projected attendance for new clubs~~ Average student member attendance at club events/meetings
 - b) Frequency of meetings
 - c) List of events
 - d) Total estimated contact hours (outside of school day)
- C. The Extra Curricular Committee **and/or FAC** will make a recommendation to the principal for the stipend for each student extracurricular club based on the following tiered system: ~~Student extracurricular clubs with multiple advisors will have the single stipend equally divided among the multiple advisors.~~

1. Student Count	<ul style="list-style-type: none"> ● 3-20 students 1 point ● 21-40 students 2 points ● 41+ students 3 points 		
2. Student Contact Hours	<ul style="list-style-type: none"> ● 1 - 36 hours 1 point ● 37-50 hours 2 points ● 51+ hours 3 points 		
3. Advisor Planning Hours <i>(outside of contractual day and/or club meeting time)</i>	<ul style="list-style-type: none"> ● 25+ hours 2 points 		
4. Weekend or Night meetings/and or Travel <i>(outside of contractual ay</i>	<ul style="list-style-type: none"> ● 1-3 meetings/travel 1 point ● 4+ meetings/travel 2 points 		
5. Final Tier Status & Payment Amount <i>(determined by allocating points)</i>	Tier	Points	Amount
	I	2	\$1,000
	II	3-4	\$2,000
	III	5-6	\$3,000
	IV	7+	\$4,000

~~D. After November 1st of each school year, club advisors may submit proposals to the Extra Curricular Committee for additional clubs.~~

D. Club Advisors will submit final reports on club work at the end of the year to the Extra Curricular Committee CRLS principal.

~~F. Stipends will be prorated for less than full completion of club advisor duties.~~

E. By the end of each school year, the Extracurricular Committee will make recommendations to the principal about any changes needed to club names or stipends amounts based on data submitted by club advisors and attendance records. Any such changes approved by the CRLS principal will be communicated to the CEA president. Changes to the club names and stipend amounts require consent of the CEA president and a vote of the School Committee. If approved changes occur within the term of collective bargaining agreement, the CEA and School Committee will enter into a Memorandum of Agreement that lists the clubs and associated stipends for the next school year.

F. No high school clubs may meet during a teacher's duty-free lunch or preparation periods.

If the school department chooses to fill any of the positions set forth below, the following rates will apply:

ACapella`\$4000

Aerospace Engineering/Astronomy`\$1000

AlpineSki`\$3000

American Sign Language \$1000

Animal Rescue \$1000

Anime \$1000

Arabic \$1000

Asian \$3000

Bike Advocacy \$1000

Biotechnology \$1000

Black Student Union \$2000

Book Club \$1000

Business \$1000

Ceramics \$3000

Chemistry Olympiad \$1000

Chess \$1000

Christian \$1000

Intersectional Feminism \$1000

Club4 \$4000

Computer Science \$1000

Culture Shock \$1000

Cyber Security \$1000

Drone Club \$1000

Drumline \$2000

Dungeons & Dragons \$1000

Environmental Action \$1000

Best Buddies \$1000

Fiber Arts \$1000

First Robotics \$4000

French \$1000

Freshman Class \$1000

GAINS (Girls Advanced in STEM) \$1000

Gathering and Games \$1000

Habasha \$1000

Habitat for Humanity \$1000

Haitian \$1000

Henna \$1000

Hiking \$2000

History \$1000

HOSA (formerly ClubMed) \$1000

Investment \$1000

Indoor Rock Climbing \$1000

Interact \$2000

Jewish Heritage \$1000

Junior Class \$1000

Korean Pop (K-Pop) \$1000

Latin \$2000

Latinx \$1000

Literacy for All \$1000

Literary Magazine \$1000

Marine Biology \$1000

Math \$2000

Media Arts \$1000

Model United Nations \$4000

Morning Basketball Association \$2000

Muslim Culture \$2000

National Honor Society \$4000

Origami \$1000

Peer Mentors \$2000

Photography \$2000

Poetry/Spoken Word \$1000

Political Action \$1000

Post Graduate Entrepreneurs \$1000

Project 10 East (Gay-Straight Alliance) \$1000

Register Forum (School Newspaper) \$4000

Science Team \$4000

Senior Class \$4000

Sisters on the Runway \$2000

Sophomore Class \$1000

South Asian \$1000

Spanish \$1000

Speech and Debate \$4000

Speedcubing \$1000

Spikeball \$1000

Step Team \$2000

Student Government (1) \$2000

Student Government (2) \$2000

Sustainable Development (formerly Global Awareness) \$3000

Underwater Robotics \$2000

UNICEF \$1000

Visual Arts \$1000

Volleyball \$1000

Women of Color: Pride and Power Club (WCPP) \$1000

Writers Club \$1000

Yearbook \$4000

Effective 9/1/23: MOVE A Cappella stipend (\$4,000) and Improv, stipend (\$1,500) to VPA stipend list.

Upper School Club Advisors

Tier I Stipend: \$500 (five hundred dollars) per semester.

For clubs that run for a full year, the Tier I Stipend will be \$1,000 (one thousand dollars).

Tier 2 Stipend: \$1,000.00 (one thousand dollars) per semester for clubs involve weekend or night meetings and/or travel (outside of contractual day). For clubs that run for a full year, the Tier 2 Stipend will be \$2,000.00 (two thousand dollars).

No upper school clubs may meet during a teacher's duty-free lunch or preparation periods.

Elementary School Club Advisors

~~\$40 per hour.~~

Effective September 1, 2023, elementary school club advisors will be paid \$40 per hour for club facilitation that occurs outside of the contractual day. Elementary club advisors may be compensated for up to 30 minutes planning time for every hour of student facing club time, provided that such planning time occurs outside the member's ~~regular work~~ contractual day. Elementary school club advisors will be paid the club advisor hourly rate if club time occurs during the teacher's duty free lunch or prep period.

NOTE: Elementary teachers may be asked to support a "club" during the regular school day as part of their regular work schedule. When this does not impact the teacher's lunch or preparation period, this time is not compensated beyond the normal salary.

~~It is understood that payment is authorized only for meetings which are conducted after the regularly scheduled school days established under the terms of this Contract. Payments of the months of September through December will be made at the end of December. Payments for the months of January through June will be made at the end of June. Stipends are prorated for less than full completion of club advisor duties.~~

APPENDIX C-4 Athletic Coaching Stipends
September 1, 2023 - August 31, 2026

CHARTS GO HERE

APPENDIX C-5
Visual and Performing Arts Stipends
September 1, 2023 - August 31, 2026

ATTACHMENT D

Appendix A: Salary Schedules September 1, 2023 - August 31, 2026

TEACHER SALARY SCHEDULE (in dollars)

NOTE: The following salary schedule is effective September 1, 2023 and reflects a 2.5% COLA increase, and a 0.25% increase for 3 additional hours.

Step	BAC	MAS	M15	M30	M45	M60	M75	DOC
1	62,722.45	67,140.84	70,438.22	73,735.58	75,126.49	76,221.25	77,721.25	79,657.44
2	64,644.47	69,054.21	72,360.73	75,671.43	77,062.36	78,157.75	79,657.75	81,576.00
3	68,021.41	72,438.85	75,754.47	79,060.49	80,451.41	81,545.81	83,045.81	84,977.17
4	71,244.38	75,671.43	78,974.77	82,297.31	83,686.50	84,782.16	86,282.16	88,208.79
5	74,462.17	78,882.31	82,196.98	85,509.91	86,901.77	87,995.03	89,495.03	91,422.35
6	77,858.16	82,291.39	85,611.98	88,931.84	90,319.80	91,415.95	92,915.95	94,860.62
7	82,062.52	86,740.04	90,243.04	93,744.68	95,209.74	96,365.08	97,865.08	99,916.73
8	86,497.47	91,432.64	95,127.51	98,822.39	100,368.32	101,588.07	103,088.07	105,252.09
9	91,176.36	96,382.90	100,281.98	104,179.68	105,810.58	107,096.12	108,596.12	110,880.74
10	101,752.53	107,423.67	110,911.59	115,420.56	116,876.03	117,977.91	119,477.91	121,577.52

NOTE: The following salary schedule is effective September 1, 2024 and reflects a 3.0% COLA increase, and an 8.0% increase for the longer school day.

Step	BAC	MAS	M15	M30	M45	M60	M75	DOC
1	69,772.45	74,687.47	78,355.47	82,023.46	83,570.71	84,788.52	86,457.12	88,610.94
2	71,910.50	76,815.91	80,494.07	84,176.90	85,724.16	86,942.68	88,611.28	90,745.15
3	75,667.02	80,580.98	84,269.28	87,946.89	89,494.14	90,711.56	92,380.16	94,528.60
4	79,252.25	84,176.90	87,851.54	91,547.52	93,092.86	94,311.67	95,980.27	98,123.46
5	82,831.72	87,748.68	91,435.92	95,121.22	96,669.52	97,885.67	99,554.27	101,698.22
6	86,609.41	91,540.94	95,234.77	98,927.78	100,471.74	101,691.11	103,359.71	105,522.96
7	91,286.35	96,489.62	100,386.36	104,281.58	105,911.32	107,196.52	108,865.12	111,147.36
8	96,219.78	101,709.67	105,819.85	109,930.03	111,649.72	113,006.57	114,675.17	117,082.43
9	101,424.58	107,216.34	111,553.68	115,889.48	117,703.69	119,133.73	120,802.33	123,343.74
10	113,189.51	119,498.09	123,378.06	128,393.83	130,012.89	131,238.63	132,907.23	135,242.84

NOTE: The following salary schedule is effective September 1, 2025 and reflects a 3.5% COLA increase.

Step	BAC	MAS	M15	M30	M45	M60	M75	DOC
1	72,214.49	77,301.53	81,097.91	84,894.28	86,495.68	87,756.12	89,483.12	91,712.32
2	74,427.37	79,504.46	83,311.36	87,123.09	88,724.51	89,985.67	91,712.67	93,921.23
3	78,315.37	83,401.31	87,218.70	91,025.03	92,626.44	93,886.47	95,613.47	97,837.10
4	82,026.08	87,123.09	90,926.34	94,751.69	96,351.11	97,612.58	99,339.58	101,557.78
5	85,730.83	90,819.89	94,636.17	98,450.46	100,052.96	101,311.67	103,038.67	105,257.66
6	89,640.74	94,744.88	98,567.99	102,390.25	103,988.26	105,250.29	106,977.29	109,216.26
7	94,481.37	99,866.75	103,899.88	107,931.44	109,618.22	110,948.40	112,675.40	115,037.52
8	99,587.47	105,269.51	109,523.54	113,777.58	115,557.46	116,961.80	118,688.80	121,180.31
9	104,974.44	110,968.91	115,458.05	119,945.61	121,823.32	123,303.41	125,030.41	127,660.77
10	117,151.15	123,680.52	127,696.29	132,887.61	134,563.34	135,831.98	137,558.98	139,976.34

ATTACHMENT E

Appendix B: Salary Schedules September 1, 2023 - August 31, 2026

ADMINISTRATOR SALARY SCHEDULE (in dollars)

FY 2024

Assistant Principal (9-12) - 209 Days

NOTE: The following salary schedule is effective September 1, 2023 and reflects a 2.5% COLA increase, a 0.25% increase for 3 additional hours, and the addition of educational lanes.

Step	MAS	M15	M30	M45	M60	M75	DOC
1	145,021.95	146,021.95	147,021.95	148,021.95	149,021.95	150,021.95	151,021.95
2	150,393.13	151,393.13	152,393.13	153,393.13	154,393.13	155,393.13	156,393.13
3	155,764.31	156,764.31	157,764.31	158,764.31	159,764.31	160,764.31	161,764.31
4	161,135.50	162,135.50	163,135.50	164,135.50	165,135.50	166,135.50	167,135.50

Assistant Principal (K-8) - 196 Days

NOTE: The following salary schedule is effective September 1, 2023 and reflects a 2.5% COLA increase, a 0.25% increase for 3 additional hours, the addition of educational lanes, and 5 additional days.

Step	MAS	M15	M30	M45	M60	M75	DOC
1	126,771.17	127,771.17	128,771.17	129,771.17	130,771.17	131,771.17	132,771.17
2	132,282.96	133,282.96	134,282.96	135,282.96	136,282.96	137,282.96	138,282.96
3	137,794.75	138,794.75	139,794.75	140,794.75	141,794.75	142,794.75	143,794.75
4	146,613.62	147,613.62	148,613.62	149,613.62	150,613.62	151,613.62	152,613.62

Coord (K-12) /Asst Director - 209 Days

NOTE: The following salary schedule is effective September 1, 2023 and reflects a 2.5% COLA increase, a 0.25% increase for 3 additional hours, and the addition of educational lanes.

Step	MAS	M15	M30	M45	M60	M75	DOC
1	128,908.40	129,908.40	130,908.40	131,908.40	132,908.40	133,908.40	134,908.40
2	134,279.58	135,279.58	136,279.58	137,279.58	138,279.58	139,279.58	140,279.58
3	139,650.76	140,650.76	141,650.76	142,650.76	143,650.76	144,650.76	145,650.76
4	147,170.42	148,170.42	149,170.42	150,170.42	151,170.42	152,170.42	153,170.42

Dean of Students - 209 Days

NOTE: The following salary schedule is effective September 1, 2023 and reflects a 2.5% COLA increase, a 0.25% increase for 3 additional hours, and the addition of educational lanes.

Step	MAS	M15	M30	M45	M60	M75	DOC
1	126,759.92	127,759.92	128,759.92	129,759.92	130,759.92	131,759.92	132,759.92
2	132,131.11	133,131.11	134,131.11	135,131.11	136,131.11	137,131.11	138,131.11
3	137,502.29	138,502.29	139,502.29	140,502.29	141,502.29	142,502.29	143,502.29
4	145,021.95	146,021.95	147,021.95	148,021.95	149,021.95	150,021.95	151,021.95

Director/DeanCurrProg - 209 Days

NOTE: The following salary schedule is effective September 1, 2023 and reflects a 2.5% COLA increase, a 0.25% increase for 3 additional hours, and the addition of educational lanes.

Step	MAS	M15	M30	M45	M60	M75	DOC
1	134,279.58	135,279.58	136,279.58	137,279.58	138,279.58	139,279.58	140,279.58
2	139,650.76	140,650.76	141,650.76	142,650.76	143,650.76	144,650.76	145,650.76
3	145,021.95	146,021.95	147,021.95	148,021.95	149,021.95	150,021.95	151,021.95
4	150,393.13	151,393.13	152,393.13	153,393.13	154,393.13	155,393.13	156,393.13

ADMINISTRATOR SALARY SCHEDULE (in dollars) continued

FY 2025

NOTE: The following salary schedule is effective September 1, 2024 and reflects a 3.0% COLA increase.

Assistant Principal (9-12) - 209 Days

Step	MAS	M15	M30	M45	M60	M75	DOC
1	149,372.61	150,402.61	151,432.61	152,462.61	153,492.61	154,522.61	155,552.61
2	154,904.93	155,934.93	156,964.93	157,994.93	159,024.93	160,054.93	161,084.93
3	160,437.24	161,467.24	162,497.24	163,527.24	164,557.24	165,587.24	166,617.24
4	165,969.56	166,999.56	168,029.56	169,059.56	170,089.56	171,119.56	172,149.56

Assistant Principal (K-8) - 196 Days

Step	MAS	M15	M30	M45	M60	M75	DOC
1	130,574.31	131,604.31	132,634.31	133,664.31	134,694.31	135,724.31	136,754.31
2	136,251.45	137,281.45	138,311.45	139,341.45	140,371.45	141,401.45	142,431.45
3	141,928.60	142,958.60	143,988.60	145,018.60	146,048.60	147,078.60	148,108.60
4	151,012.03	152,042.03	153,072.03	154,102.03	155,132.03	156,162.03	157,192.03

Coord (K-12) /Asst Director - 209 Days

Step	MAS	M15	M30	M45	M60	M75	DOC
1	132,775.65	133,805.65	134,835.65	135,865.65	136,895.65	137,925.65	138,955.65
2	138,307.97	139,337.97	140,367.97	141,397.97	142,427.97	143,457.97	144,487.97
3	143,840.29	144,870.29	145,900.29	146,930.29	147,960.29	148,990.29	150,020.29
4	151,585.53	152,615.53	153,645.53	154,675.53	155,705.53	156,735.53	157,765.53

Dean of Students - 209 Days

Step	MAS	M15	M30	M45	M60	M75	DOC
1	130,562.72	131,592.72	132,622.72	133,652.72	134,682.72	135,712.72	136,742.72
2	136,095.04	137,125.04	138,155.04	139,185.04	140,215.04	141,245.04	142,275.04
3	141,627.36	142,657.36	143,687.36	144,717.36	145,747.36	146,777.36	147,807.36
4	149,372.61	150,402.61	151,432.61	152,462.61	153,492.61	154,522.61	155,552.61

Director/DeanCurrProg - 209 Days

Step	MAS	M15	M30	M45	M60	M75	DOC
1	138,307.97	139,337.97	140,367.97	141,397.97	142,427.97	143,457.97	144,487.97
2	143,840.29	144,870.29	145,900.29	146,930.29	147,960.29	148,990.29	150,020.29
3	149,372.61	150,402.61	151,432.61	152,462.61	153,492.61	154,522.61	155,552.61
4	154,904.93	155,934.93	156,964.93	157,994.93	159,024.93	160,054.93	161,084.93

ADMINISTRATOR SALARY SCHEDULE (in dollars) continued

FY 2026

NOTE: The following salary schedules are effective September 1, 2025 and reflects a 3.5% COLA increase.

Assistant Principal (9-12) - 209 Days

Step	MAS	M15	M30	M45	M60	M75	DOC
1	154,600.65	155,666.70	156,732.75	157,798.80	158,864.85	159,930.90	160,996.95
2	160,326.60	161,392.65	162,458.70	163,524.75	164,590.80	165,656.85	166,722.90
3	166,052.55	167,118.60	168,184.65	169,250.70	170,316.75	171,382.80	172,448.85
4	171,778.50	172,844.55	173,910.60	174,976.65	176,042.70	177,108.75	178,174.80

Assistant Principal (K-8) - 196 Days

Step	MAS	M15	M30	M45	M60	M75	DOC
1	135,144.41	136,210.46	137,276.51	138,342.56	139,408.61	140,474.66	141,540.71
2	141,020.25	142,086.30	143,152.35	144,218.40	145,284.45	146,350.50	147,416.55
3	146,896.10	147,962.15	149,028.20	150,094.25	151,160.30	152,226.35	153,292.40
4	156,297.45	157,363.50	158,429.55	159,495.60	160,561.65	161,627.70	162,693.75

Coord (K-12) /Asst Director - 209 Days

Step	MAS	M15	M30	M45	M60	M75	DOC
1	137,422.80	138,488.85	139,554.90	140,620.95	141,687.00	142,753.05	143,819.10
2	143,148.75	144,214.80	145,280.85	146,346.90	147,412.95	148,479.00	149,545.05
3	148,874.70	149,940.75	151,006.80	152,072.85	153,138.90	154,204.95	155,271.00
4	156,891.03	157,957.08	159,023.13	160,089.18	161,155.23	162,221.28	163,287.33

Dean of Students - 209 Days

Step	MAS	M15	M30	M45	M60	M75	DOC
1	135,132.42	136,198.47	137,264.52	138,330.57	139,396.62	140,462.67	141,528.72
2	140,858.37	141,924.42	142,990.47	144,056.52	145,122.57	146,188.62	147,254.67
3	146,584.32	147,650.37	148,716.42	149,782.47	150,848.52	151,914.57	152,980.62
4	154,600.65	155,666.70	156,732.75	157,798.80	158,864.85	159,930.90	160,996.95

Director/DeanCurrProg - 209 Days

Step	MAS	M15	M30	M45	M60	M75	DOC
1	143,148.75	144,214.80	145,280.85	146,346.90	147,412.95	148,479.00	149,545.05
2	148,874.70	149,940.75	151,006.80	152,072.85	153,138.90	154,204.95	155,271.00
3	154,600.65	155,666.70	156,732.75	157,798.80	158,864.85	159,930.90	160,996.95
4	160,326.60	161,392.65	162,458.70	163,524.75	164,590.80	165,656.85	166,722.90