

**A G R E E M E N T**  
**BETWEEN**  
**SCHOOL COMMITTEE OF THE CITY OF NEWTON**  
**AND**  
**NEWTON TEACHERS ASSOCIATION**  
**UNIT A**

**September 1, 2015 - August 31, 2018**

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## **PREAMBLE**

This agreement made and entered into this 2<sup>nd</sup> day of October, 2015, by and between the School Committee of the City of Newton, Massachusetts (hereinafter referred to as the “Committee”), and the Newton Teachers Association, Inc./Massachusetts Teachers Association/National Education Association (Unit A) (hereinafter referred to as the “Association”), pursuant and subject to the provisions of Chapter 150E of the General Laws of the Commonwealth of Massachusetts.

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

1. Under the Laws of the Commonwealth of Massachusetts, the Committee, elected by the citizens of Newton, has final responsibility for establishing the education policies of the public schools of Newton;
2. The Committee reserves as its own prerogative all the powers and duties conferred on it and vested in it by current Massachusetts statutes. In the performance of its duty, the Committee shall comply with all laws that relate to the operation of the public schools;
3. The Superintendent of Schools (hereinafter referred to as the “Superintendent”) has responsibility for carrying out the policies so established; and
4. Each member of the professional staff (unless specified to the contrary, hereinafter referred to as “teacher”) of the public schools of Newton has the duty to perform his/her functions to the utmost of his/her ability.

## **ARTICLE 1**

### **Recognition**

**Section 1:** For the purposes of collective bargaining with respect to wages, hours, and other conditions of employment and the negotiations of collective bargaining agreements, the Committee hereby recognizes Unit A of the Association as the exclusive collective bargaining representative and agent of all regularly appointed full-time and part-time classroom teachers, librarians, guidance and adjustment counselors, psychologists, social workers, speech and hearing specialists, occupational and physical therapists, enrichment coordinators, teachers in charge, special education teachers, youth development program workers, on site work supervisor, coaches, media specialists, science specialists, resource room teachers, and learning center teachers.

**Section 2:** Teacher is defined as a member of the bargaining unit as indicated above. All other employees, including the Superintendent of Schools, the assistant superintendents, directors, assistant directors, principals, assistant principals, senior high school department heads, housemasters, administrative assistants, curriculum coordinators, assistant curriculum coordinators, supervisors, assistant supervisors, consultants, substitutes, tutors, casual employees, seasonal employees and other employees are excluded.

## **ARTICLE 2**

### **Committee Rights**

**Section 1:** The Newton School Committee is a public body established under and with powers provided by the General Laws of the Commonwealth of Massachusetts, and nothing in this Agreement shall derogate from the powers and responsibilities of the Committee under the General Laws of the Commonwealth or rules and/or regulations of the Commonwealth of Massachusetts. The Committee retains those rights, powers, and duties it now has and those that may be granted or have conferred upon it by the General Laws of the Commonwealth. Except as specifically abridged or modified by a term of this Agreement, the exercise of the Committee's aforesaid rights shall be final and binding.

**Section 2:** The Association agrees that the School Committee of the City of Newton has complete authority over the policies and administration of all school departments that it exercises under the provisions of law and in fulfilling its responsibilities under this Agreement, including the establishment of work rules and regulations not inconsistent with the terms of this Agreement. Any matter involving the management of school operations vested by law in the Committee is in the province of the Committee.

**Section 3:** In light of the passage of the Education Reform Act of 1993, Committee as used herein, shall include Principals and/or the Superintendent whenever necessary to fulfill the purpose and intent of this Article.

## **ARTICLE 3**

### **Grievance - Arbitration**

**Section 1:** A grievance is defined as a dispute, claim, or controversy by an employee or employees concerning rates of pay, hours or working conditions, or the interpretation or application of the terms of this Agreement.

**Section 2:** The time limits indicated herein will be considered maxima unless extended by mutual agreement in writing. All time limits shall be calendar days unless

otherwise indicated. Calendar-day time limits shall not apply during any school holiday or vacation.

**Section 3:** The purpose of the procedure set forth hereinafter is to produce prompt and equitable solutions to those grievances of the employees covered by this Agreement. The Committee and the Association desire that such procedure shall always be as informal and confidential as may be appropriate for the grievance at the procedure level involved.

**Section 4:** Nothing herein contained shall be construed to prevent any person from informally discussing any matter in his/her own interest with his/her supervisor, the Administration, or the Committee.

**Section 5:** An employee with a grievance may be represented at all stages of the grievance procedure by a person of his/her own choosing except that he/she may not be represented by a representative of any teacher organization other than the Association. When an employee is not represented by the Association, the Association shall have the right to be present and state its views at all stages of the grievance procedure above Step 1.

**Section 6:** Failure at any step of this procedure to communicate the decision of a grievance within the specified time limits to the aggrieved employee shall permit the aggrieved party or parties to proceed to the next step.

**Section 7:** A grievance must be filed within twenty (20) days from the day the employee had or reasonably should have knowledge of the event upon which the grievance is based. The grievance shall be dated and signed.

**Section 8:** **Step 1:**

An employee with a grievance will present it promptly to his/her principal either directly or through the Association. In the event that the employee is not directly responsible to an individual principal, then he/she will present it to his/her immediate supervisor with the object of resolving the matter informally.

**Step 2:**

If the grievance is not resolved to the satisfaction of the grievant within seven (7) days after the submission at Step 1, the grievant may present the grievance in writing (on a form mutually agreeable to the parties) to the Superintendent of Schools or the designee of the Superintendent within fifteen (15) days after the grievance was rejected at Step 1, or if no decision was made within the seven (7) day limit at Step 1, within fifteen (15) days after the seven (7) day time limit.

**Step 3:**

In the event the grievance is not resolved at Step 2 within fourteen (14) days, the grievance may be presented to the Committee within twenty-one (21) days of the expiration of the fourteen (14) day time limit or within twenty-one (21) days after the date on which the grievance was rejected by the Superintendent of Schools or his/her designee. The Committee shall issue its decision in writing within twenty (20) days after the grievance is presented.

**Step 4:**

- A. Where the grievance involves the violation of a specific term and/or provision of this Agreement and if such grievance shall not have been satisfactorily disposed of at Step 3, the Association may refer the unsettled grievance to arbitration in writing within twenty (20) days after the decision of the Committee under Step 3. The arbitrator shall be selected by agreement between the parties. If the parties are unable to agree upon an arbitrator within fifteen (15) days, the election shall be made by the American Arbitration Association, in accordance with its rules and regulations.
- B. The arbitrator will issue his/her decision not later than thirty (30) days from the date of the close of hearings or if oral hearings have been waived, then from the date the final statements and proofs are submitted to him/her. The arbitrator's decision will be in writing and will set forth his/her findings of fact, reasoning, and conclusions on the issues submitted.
- C. Notwithstanding any contrary provisions, no dispute or controversy shall be the subject for arbitration unless it involves the interpretation or application of a specific term or provision of this Agreement.
- D. The arbitrator will be without power or authority to alter, add to, or detract from the provisions of this Agreement or to make a decision that:
  - 1. is violative of or inconsistent with any of the terms of this Agreement or applicable law;
  - 2. exceeds his/her jurisdiction and authority under law and this Agreement;
  - 3. involves any matter that, by law or under the terms of this Agreement, is within the exclusive authority of the Principal and/or Superintendent, or the Committee; or



4. involves any matter wherein the Principal and/or Superintendent, or the Committee's decision is final and binding under the terms of this Agreement or by law. Subject to the foregoing, the decision of the arbitrator shall be submitted to the Committee and the Association and shall be final and binding upon the Committee, the Association, and the employees who initiated the grievance.
- E. The arbitrator's fee, including per diem expenses, if any, and actual and necessary travel and subsistence expenses, will be borne equally by the Committee and the Association.
- F. No written communication, other document, or record relating to any grievance shall be filed in the personnel file maintained by the School Department of Newton for any employee involved in presenting such grievance.
- G. Any meeting with reference to the grievance-arbitration procedure shall be held during non-school hours.

**Section 9:** Notwithstanding any contrary provisions in this Agreement, the following shall not be subject to the grievance-arbitration provisions of this Agreement:

- A. Any incident that occurred or failed to occur prior to the effective date of this Agreement unless the grievance was timely filed and/or appealed under the preceding Agreement;
- B. Matters that may be reviewed by the Civil Service Commission, the Teachers' Retirement Board, or any matter involving the dismissal of a teacher with professional teacher status.
- C. The failure or refusal of the Superintendent and/or Principal, as the case may be, to renew the contract of, or reappoint, a teacher without professional teacher status; however, the parties agree that in the event the Superintendent fails to reappoint or renew the contract of a teacher without professional teacher status:
  1. Upon written request to the Superintendent by the teacher involved, the Superintendent or his/her designee will meet with the teacher to discuss the reason/s for such non-renewal or non-reappointment. Upon request of the teacher, a member of the Ethics Committee of the Association will be allowed to be present.
  2. Any written response to the Superintendent's action by the teacher, will be filed with, or attached to, the teacher's personnel record; and

3. Upon written request to the Superintendent by the teacher involved, the teacher's personnel file will be forwarded to the Committee for review by the Committee of its action with respect to the failure to renew the contract of or failure to reappoint the teacher involved.
4. The teacher may request in writing that he or she appear before the Committee to express the teacher's position concerning non-reappointment. The Superintendent and/or the Principal, as the case may be, may in their exclusive discretion grant such a request.

D. Dismissal of a teacher without professional teacher status.

**Section 10:** The parties may, by mutual agreement, submit more than one pending grievance to the same arbitrator.

**Section 11:** In the event a grievance is filed but all the steps have not been completed prior to the end of the school year in June, such grievance shall be held in abeyance until the commencement of the school year the following September, at which time the time limitations set out herein shall continue to run.

**Section 12:** If, in the judgment of the Association, a grievance cannot be appropriately addressed at Level One, said grievance shall commence at Level Two.

**Section 13:** A suspended employee shall not be entitled to utilize the grievance-arbitration provisions of this Agreement in the event he/she seeks review of the suspension under the General Laws of the Commonwealth.

## **ARTICLE 4**

### **Resolution of Differences by Peaceful Means**

**Section 1:** The Association recognizes that the membership is prohibited by law from engaging in strikes and the Association agrees that it does not assert the right to strike against the City of Newton or its School Committee. The Association shall not cause or sponsor, and no professional employee represented by it in the City of Newton shall cause or participate in, any strike, work stoppage, slowdown, sanctions, or any other interferences with work.

**Section 2:** Employees who participate in any such activity may be disciplined or discharged as the Committee, Superintendent and/or Principal, as the case may be, in its judgment deems proper provided, however, that the issue of fact as to whether an individual has engaged in such activities may be the subject of the grievance and arbitration procedure, within the limits of the law.

**Section 3:** The Committee agrees that, during the term of this Agreement, it will not lock out any employees covered by this Agreement, nor engage in any other interference with work.

**Section 4:** The Association agrees to reimburse the Committee for any monies required to be expended by it as a result of an unlawful strike, stoppage of work, slowdown, or any other interference with work occurring during the term of this Agreement and authorized by the Association.

## **ARTICLE 5**

### **Sick Leave**

**Section 1:** Every regular professional employee of the Newton School Committee covered by this Agreement shall be granted an annual leave of fifteen (15) days without loss of pay for absence caused by illness.

**Section 2:** After fifteen (15) years' service, an employee shall begin each successive year with a minimum of fifteen (15) days' sick leave plus one (1) day for each year of service; after twenty-five (25) years' service, an employee shall begin each successive year with a minimum of fifteen (15) days' sick leave plus two (2) days for each year of service.

**Section 3:** Accrued unused sick leave shall not increase by more than fifteen (15) days each year.

**Section 4:** Except as provided in Section 3, unused sick leave will accumulate from year to year without limitation.

**Section 5:** Sick leave with pay is intended to cover the employee's own incapacitation due to sickness or injury, with the following exceptions:

An employee covered by this Agreement may use up to five (5) of his or her fifteen (15) annual sick days for an immediate family member's illness or injury.

**Section 6:** Once a year, upon request, teachers will be furnished information showing the employee's sick leave accumulation.

**Section 7:** An employee will earn and receive credit for fifteen (15) days' sick leave in a particular school year upon reporting for work and performing a minimum of one full day's service at the beginning of that school year.

**Section 8:** Except on reinstatement after an approved leave of absence, no sick leave credit for prior employment in Newton (or elsewhere) will be allowed to any newly hired teacher or teacher rehired after termination of service.

**Section 9:** An individual who transfers from employment with the City of Newton without interruption in service to a position covered by this Agreement shall be credited with any sick leave credit earned by such employee while an employee of the City of Newton.

**Section 10:** Effective September 1, 2014, upon the retirement or death of an employee covered by this Agreement, said teacher or his/her estate will receive one-quarter (1/4) pay for all the employee's unused accumulated sick leave days up to a maximum of \$2,500. Sick leave pay for unused sick leave shall be calculated on the salary basis the employee was receiving at the time of death or retirement.

**Section 11:** **Sick Leave Bank**

- A. A sick leave bank for use by eligible teachers covered by this Agreement who have exhausted their own sick leave and who have serious illness was established on November 25, 1975.
- B. At the beginning of every school year, members of the professional staff covered by this Agreement shall each contribute one (1) day of their annual fifteen (15) days of sick leave in order to fund the bank.\* There shall be no accumulation of unused sick leave bank days beyond each applicable school year.
- C. The initial grant of sick leave by the Sick Leave Bank Committee to an eligible employee shall not exceed thirty (30) days.
- D. Upon completion of an initial grant of a thirty (30) day period, the period of entitlement may be extended by the Sick Leave Bank Committee upon demonstration of need by the applicant.
- E. Any sick leave granted under the provisions of this Section shall expire at the end of the applicable school year.
- F. The Sick Leave Bank shall be administered by a Sick Leave Bank Committee consisting of four members. Two members shall be designated by the Sick Leave Bank Committee to serve at its discretion and two members shall be designated by the Association.\* The Sick Leave Bank Committee shall determine the eligibility for the use of the bank and the amount of leave to be granted. The following criteria shall be used by the Sick Leave Bank Committee in administering the bank and in determining eligibility and amount of leave:
  - 1. Adequate medical evidence of serious illness;
  - 2. Prior utilization of all eligible sick leave.

- G. If the Sick Leave Bank is exhausted, it shall be renewed by the contribution of one additional day of sick leave by each member of the professional staff covered by this Agreement. Such additional day will be deducted from the teacher's annual fifteen (15) days of sick leave.
- H. The decision of the Sick Leave Bank Committee with respect to eligibility and entitlement shall be final and binding and not subject to appeal.
- \* The Sick Leave Bank referred to above is a consolidated bank consisting of contributions from Units A, B, C and E members and is designed for the benefit of all these members.

## **ARTICLE 6**

### **Sabbatical Leave**

- Section 1:** Any teacher who has served continuously in the Newton Public Schools for a period of at least seven (7) years may, on the recommendation of the Superintendent of Schools, be granted sabbatical leave of absence not exceeding one (1) year for the purpose of study or research.
- Section 2:** A person on sabbatical leave for more than one-half (1/2) of a school year, shall receive a salary equal to one-half (1/2) the annual salary to which he/she would have been entitled had he/she continued in his/her regular duties that year. A teacher on sabbatical leave for one-half (1/2) of a school year or less, shall receive his/her regular salary for that period of time. A teacher returning from sabbatical leave shall be placed on the step of the salary schedule he/she would have attained had he/she continued in his/her regular duties.
- Section 3:** The arbitrary refusal of the Committee to restore a teacher returning from sabbatical leave to his/her former position will be subject to the grievance/arbitration provisions of this Agreement.
- Section 4:** Before beginning the sabbatical leave, the teacher shall enter into a written agreement with the Committee that upon termination of such leave, he/she will return to service in the Newton Public Schools for a period equal to twice the length of such leave and that, in default of completing such service, he/she will refund to the City of Newton an amount equal to such proportion of salary received by him/her while on leave as the amount of service not actually rendered as agreed bears to the whole amount of service agreed to be rendered. The employee may be released from such payment if his/her failure to serve the time stipulated be due to his/her illness, disability, or death, or if he/she be discharged from his/her position by the Committee.

**Section 5:** Requests for leave of absence shall be made, if possible, before November 1 of the school year previous to the school year for which leave of absence is requested, but in any event in a reasonably timely manner for action by the Committee.

**Section 6:** A committee of three members of the Newton Teachers Association shall serve in an advisory capacity to the Assistant Superintendent of Human Resources to assist in the following areas:

- A. decisions concerning the awarding of sabbatical leaves;
- B. if necessary, revisions of the sabbatical leave criteria;
- C. as they arise, various other sabbatical leave problems.

## **ARTICLE 7**

### **Leaves of Absence With Pay**

**Section 1:** A full-time member of the professional staff covered by this Agreement will be allowed up to a total of six (6) days' leave of absence without loss of pay in any one (1) school year for the following reasons:

- A. Death or serious illness of a close family member or dear friend;

Leave as described in the preceding sentence may exceed six (6) days in a contract year upon application and approval by the Assistant Superintendent of Human Resources or designee, only to the extent that family illness/urgent personal business days were not used in the single contract year immediately preceding.

Nothing shall prevent consideration and approval in the exclusive and binding judgment of the Assistant Superintendent of Human Resources, or designee, of leave allowance based on need in excess of the foregoing limitation.

- B. Holy days;
- C. Court appearance by summons;
- D. Commencement exercises at which the employee, his/her spouse or child will be awarded a degree or diploma;
- E. Absence caused by an automobile accident involving the employee on his/her way to employment (this limited to the day of accident only);

- F. Up to two (2) days may be allowed if a member's attendance is required by an educational institution (where the member is enrolled for the purpose of educational advancement or achievement) prior to the end of the school year. Such member may apply to the Superintendent for a leave of absence without loss of pay. The application shall be made no later than May 1 of the school year and must set forth the grounds for leave. Subject to the foregoing and the approval of the Superintendent and providing that no reasonable alternative course is available to the Unit C member, a member will be granted up to two (2) days' leave of absence for this purpose;
- G. Selective Service examination.
- H. To attend the Massachusetts Teachers Association (MTA) Annual Meeting subject to:
  - 1. A maximum of one (1) day per employee per year taken from their balance of their two (2) personal or four (4) other/family days from their total of six (6) personal days; and
  - 2. No more than a total of forty-five (45) days per school year may be used for this purpose, for all employees.

No accumulation of this allowance from one employment year to another is allowed.

**Section 2:** From the six (6) paid absence days established primarily for death and illness in the immediate family, two (2) days shall be allowed for urgent personnel business as judged by the employee. The following four (4) items of explanation apply:

- A. Wherever possible, the employee should give reasonable advance notice of his/her intended absence to his/her supervisor;
- B. The employee need not state the reason for the absence;
- C. Though permission to be absent need not be requested, the employee may be required to complete a form certifying that the personal day has been taken;
- D. The days may not be used to get an early start on or to intentionally lengthen a holiday or vacation or to simplify travel arrangements.

**Section 3:** Employees covered by this Agreement will not suffer a loss of pay for absence caused by required court appearance in connection with school business or the Unit C member's employment. This section shall not apply to situations

involving an employee's court appearance in connection with work stoppages, real or threatened, in violation of law or this Agreement.

**Section 4:** Parental Leave (to be used within one year of the birth/adoption of child): Eleven (11) consecutive days of sick leave may be used, along with four (4) 'Other/Family' days (if available) to be paid for parental leave, if the employee is not eligible for maternity leave benefits.

## **ARTICLE 8**

### **Leaves of Absence Without Pay**

**Section 1:** A leave of absence without pay of up to two (2) years will be granted to any teacher with professional teacher status who joins the Peace Corps, VISTA, or serves as an exchange teacher and is a full-time participant in any of such programs. Upon return from such leave, a teacher will be considered as if he/she were actively employed by the District for increment purposes during the leave and will be placed on the salary schedule at the level he/she would have achieved if he/she had not been absent.

**Section 2:** A leave of absence without pay of up to two (2) years will be granted to a teacher with professional teacher status designated by the Association for the purpose of engaging in Association (local, state, or national) activities. Upon return from such leave, a teacher will be considered as if he/she were actively employed by the District during the leave and will be placed on the salary schedule at the level he/she would have achieved if he/she had not been absent. No more than two (2) teachers will be absent at any one time for such leave.

**Section 3:** As covered by applicable law, military leave of up to four (4) years will be granted to any teacher who is inducted or enlists in any branch of the armed forces of the United States. Upon return from such leave, a teacher will be placed on the salary schedule at the level that he/she would have achieved had he/she remained actively employed during the period of his/her absence up to a maximum increase of four (4) years.

**Section 4:** A leave of absence without pay or increment of up to one (1) year may be granted to teachers with professional teacher status for the purpose of caring for a sick member of the teacher's immediate family. Requests for such leave will be supported by appropriate medical evidence.

**Section 5:** A leave of absence without pay or increment of up to one (1) year may be granted to teachers for health reasons. Requests for such leave will be supported by appropriate medical evidence.



- Section 6:** A leave of absence without pay or increment of up to two (2) years may be granted to teachers with professional teacher status in order to campaign for elected office and/or serve in elected office.
- Section 7:** A leave of absence without pay and without increment of up to one (1) year shall be granted by the Superintendent to teachers for the purpose of child care. Such leave will terminate at the start of the school year (September) immediately following such leave. Any subsequent requests by the same teacher may be granted at the discretion of the Superintendent.
- Section 8:** With respect to leaves under Sections 4, 5, and 6 herein, the decision of the Superintendent shall be final and binding.
- Section 9:** The teacher shall notify the Superintendent by March 15 of his/her intention to return the September following the termination of his/her leave. All requests for extensions or renewals of leave must be applied for in writing on or before March 15 of each year in which the leave expires. Decisions on such requests will be confirmed in writing by April 15.
- Section 10:** Applications for all leaves of absence without pay as set out in this Article must state the specific reasons therefore and must be submitted to the Superintendent by March 15 immediately preceding the beginning of the school year in which the leave is to take place, except in the case of military or health reasons. If the reason for requested extended leave of absence is due to prolonged illness or recovery from injuries, the application shall be supported by a physician's certificate setting forth the nature of illness or injury and that the absence is medically necessary; and in such case the Superintendent may require the employee to undergo a physical examination by a physician designated and paid by the Committee. Except in the case of military or health reasons, leaves of absence shall commence at the beginning of the school year.
- Section 11:** It is recognized that no specific position can be held open during any leave but in all instances reasonable efforts will be made to assign the teacher to the same position that he/she held at the time the leave commenced. If such position is not available, then reasonable efforts will be made to assign the teacher to a substantially equivalent position.
- Section 12:** **Impact of unpaid Leaves of Absence and New Hires on Step Increases:**
- A. Only time actually served shall be credited towards earning a step increase. Any time for which compensation is received (sick leave, bereavement leave, jury duty, etc.) shall be counted as time actually served. Time for which compensation is not received, shall be referred to as a "break in service" and credit shall be granted for the year in which said break occurs according to the criteria delineated in Section B below:

- B. In a given school year, a break or breaks in service shall not disqualify time served prior to or after such break(s). The period of the break in service, however, shall discount the determination of credit towards a step increase according to the criteria below:
1. If there are 45 days or fewer of uncompensated time, there will be no loss of credit. The employees shall earn credit for one (1) complete year of service towards a step increase.
  2. If there are more than 45 days but 110 or fewer days of uncompensated time, there will be a loss of one half year of credit. The employee shall earn credit of one half year of service towards a step increase.
  3. If there are more than 110 days of uncompensated time, there will be a loss of a full year of credit. The employee shall earn no credit towards a step increase.

## **ARTICLE 9**

### **Other Leaves**

**Section 1:** A leave of absence without pay of up to one (1) year may be granted at the exclusive discretion of the Superintendent to any teacher with professional teacher status for purposes of approved work, study and/or travel. The decision of the Superintendent shall be final and binding.

**Section 2:** Other leaves of absence with or without pay may be granted to members of the professional staff at the exclusive discretion of the Superintendent whose decision shall be final and binding.

**Section 3:** A teacher who is subpoenaed to serve on a jury and who has attempted to get an exemption and has been denied said exemption will be granted paid leave for that period of time he/she is unable to work, with a deduction from said pay of any monies received for said jury services.

### **Alternative Employment Leave**

**Section 1:** An alternative employment leave of absence without pay or increment will be granted under the following conditions:

- A. The teacher must have taught in Newton for seven (7) years.
- B. Application must be filed and plans for employment developed by March 15.

- C. The leave may be for a period of one (1) or two (2) full school years at the discretion of the Committee.
- D. The leave cannot be for the purpose of serving in a private or public elementary or secondary school system within the Commonwealth of Massachusetts.
- E. Unless the Committee is advised of the teacher's expected return prior to March 15 of the year of return, said teacher's employment shall terminate.
- F. The provisions of Article 8, Section 11 shall apply to the return from such leave.
- G. The Committee should not be responsible for unemployment compensation during this leave period.

## **ARTICLE 10**

### **Maternity Leave**

- Section 1:** A teacher who is seeking a maternity leave shall notify the Assistant Superintendent for Human Resources, in writing, as soon as possible and shall request a leave of absence, specifying the dates requested for the beginning and end of the leave. The notification shall be provided as far in advance as possible, but at least two (2) weeks before the leave is to begin. The purpose of such notification is to provide the administration as much opportunity as possible to make suitable arrangements for continuity with respect to the teacher's assignments.
- Section 2:** A leave of absence granted to a teacher because of her pregnancy shall be without pay, except during the time of her disability. A teacher who is physically unable to work because of disability directly connected to pregnancy or termination of pregnancy may use accumulated personal sick leave to cover those days when she is disabled and unable to work. The Superintendent may require the teacher to submit adequate medical evidence of the period of disability. There will be a presumption that the teacher is disabled for a period of eight (8) calendar weeks from the beginning of her maternity leave.
- Section 3:**
- A. Employees requesting a maternity leave commencing after the beginning of a school year shall be eligible to have the remainder of that school year off.
  - B. An employee who commences maternity leave on or after April 15 shall be eligible to have the remainder of that school year off plus the next school year.

- C. An employee who leaves on or after April 15 and notifies the Superintendent or his/her designee that she intends to take the next school year off must take the next year off unless she notifies the Superintendent of her intention to return prior to June 1 preceding the next school year.
- D. Ordinarily, a teacher will not be allowed to return from leave within the school year unless the teacher wishes to return after a leave of eight (8) calendar weeks or less or unless the teacher wishes to return immediately upon the termination of her disability. The Superintendent retains the right to determine whether to grant the request of an employee to return from leave within the school year.

**Section 4:** When the teacher returns from maternity leave, the school administration will assign the teacher to the same or similar subject or grade level that she held at the time the leave commenced.

- Section 5:**
- A. Beginning in August 2016, a total of \$35,000 per fiscal year will be added to the budget for changes described below for the Association across all units. This amount is in addition to any other amounts expended for maternity benefits.
  - B. If an NTA member adopts or gives birth to a child towards the end of the school year or during the summer school vacation and receives less than twenty (20) days of paid maternity leave before the start of the following school year, and is not entitled to take twenty (20) days or more of paid maternity leave at the beginning of the following school year, the employee may receive a maximum payment of up to twenty (20) days of salary at their per diem rate of pay, subject to funding, provided that the sum of the days received under this benefit and the days the member is otherwise entitled to shall not be greater than twenty (20) days. This will be disbursed as a stipend payment at the end of October.
  - C. These payments will be calculated on a pro-rata basis based on the amount available in the total pool and on the requests submitted as of August 31 of that year.
    - 1. If the amount requested under this clause totals less than \$35,000 based on requests submitted as of August 31 of that year, members will receive a stipend of up to twenty (20) days salary based on their per diem rate.
    - 2. If the amount requested under this clause totals more than \$35,000, members will receive a stipend of up to twenty (20) days salary based on their per diem rate, pro-rated based upon the total amount of requests and the funds available. Example: if \$40,000 were

requested and approved, the pro-rated amount granted would be twenty (20) days of 7/8 of each member's per diem salary

- D. This benefit will be paid upon return to work regardless of whether the employee returns to work at the beginning of the school year or the employee takes unpaid leave.

## **ARTICLE 11**

### **Initial Teacher Employment**

**Section 1:** The Principal, with the approval of the Superintendent, or the Superintendent, shall appoint teachers as provided for in the General Laws of the Commonwealth.

**Section 2:** The minimum requirements for appointment as a teacher shall be those required from time to time by law; a statement of good health, based upon an examination as prescribed by the Director of Public Health of the City of Newton, and signed by a physician approved by the Committee, a bachelor's degree from an accredited institution; and certification by the Massachusetts Department of Education as required by law.

**Section 3:** Initial placement on the salary schedule shall be based on training and/or experience.

**Section 4:** With respect to initial placement, the Committee shall determine, based on reasonable criteria, the amount of credit that may be given for previous outside teaching experience, related experience, and Peace Corps work. Reasonable effort will be made to award such credit equitably for all new employees.

Effective FY16, if a newly hired teacher was a long-term teacher substitute with the Newton Public Schools, they will receive one year of credit on the salary schedule for each year of said service.

## **ARTICLE 12**

### **Part-Time Teachers**

**Section 1:** Part-time teachers who become full-time teachers shall be placed on a salary step in accordance with existing practice. Part-time teachers who teach .50 or more time shall advance on salary steps by full-steps. Part-time teachers who teach less than .50 shall advance on salary steps by one-half steps. This section supersedes any other language in this document referring to step increases.

## **ARTICLE 13**

### **Teacher Assignment and Transfer**

**Section 1:** Teachers, other than newly appointed teachers, will be notified by the principal or department head of the grades and/or subjects that they will teach and of any special or unusual classes that they will have for the coming year as soon as practicable and under normal circumstances not later than the first week in June. Teachers who are assigned to a different school or classroom will be provided adequate moving services in a timely fashion.

**Section 2:** In order to assure that pupils are taught by teachers working within their areas of competence, teachers will not involuntarily be assigned, except temporarily and for good cause, outside the scope of their teaching certificates and/or their major or minor fields of study.

**Section 3:** In making changes in grade assignments in the elementary schools and in subject assignments in the secondary schools, the convenience and wishes of the individual teacher will be considered to the extent that these do not conflict with the best interests of the school system and the pupils. Any applicant for a voluntary transfer who is not selected for the new position will be so notified in writing by the Superintendent or his designee. This notification will include the specific reasons for the denial of the application for transfer.

**Section 4:** Teachers who desire a change in grade, subject assignment, or a transfer, will file a written statement of such desire with the office of the Superintendent not later than March 15. Such statement will include the grade and/or subject to which the teacher desires to be assigned.

**Section 5:** In making transfers, the convenience and wishes of the individual teacher will be considered to the extent that these do not conflict with the best interests of the school system and the pupils.

**Section 6:** When involuntary transfers are necessary, a teacher's area of competence, major and/or minor field of study, length of service in the system, and quality of teaching performance, along with educational needs will be considered in determining which teacher is to be transferred.

An involuntary transfer will be made only after a meeting between the teacher involved and the Superintendent (or his/her designee), at which time the teacher will be notified of the reasons for the transfer.

Any teacher who indicates in writing his/her intent to retire shall be exempt from involuntary transfer within the life of this contract.

- Section 7:** Notice of transfer will be given to teachers as soon as practicable and under normal circumstances not later than the last week of school.
- Section 8:** Exceptions to provisions of Sections 1, 2, 3, 4, 5, and 7 above may be made if the Committee or Superintendent determines that it is necessary to do so for the best interest of the teacher and/or school system.
- Section 9:** Teacher assignment will be made without regard to race, creed, color, religion, nationality, sex, age, or marital status.

## **ARTICLE 14**

### **Reduction in Force**

- Section 1:** The Committee retains the right to determine the number of teaching positions and other professional positions that are needed in the school system. The Superintendent retains the right to determine the teachers to be laid off and/or recalled.
- Section 2:** Decisions regarding the number of positions to be reduced or the number of teachers to be laid off and/or recalled shall be final and binding except where specifically abridged or modified by this clause and/or by a term of the Agreement.
- A. The Superintendent shall make every effort to notify a teacher with professional teacher status affected by a reduction in staff by May 15, and in no event later than June 15, of the school year preceding the school year in which reduction is to be effected.
- B. To the extent practical, normal attrition will be used to accomplish any reduction in force. That is, teachers who resign, retire, or terminate for any other reason will not be replaced by teachers new to the system if there are teachers on the recall list who are qualified to fill the vacancies.
- Prior to any layoff, should funds be available, the Committee may choose to offer separation incentives to increase natural attrition.
- C. When the Committee determines that the number of staff to be employed for a given school year is less than that of the previous year:
1. No teacher with professional teacher status shall be laid off while a teacher without professional teacher status is holding a job that a teacher with professional teacher status is certified and qualified to fill.

2. With the specific exceptions noted as follows, layoffs of teachers with professional teacher status shall occur in the reverse order of seniority within their certifications and qualifications as reasonably determined by the Superintendent. Though the Superintendent, on request from the Association, shall give the reasons for his/her determination, the final decision will rest exclusively with the Superintendent and will not be subject to an arbitrable claim except on the charge that the determination was arbitrary and capricious.

The exceptions to the foregoing are the following:

- A. When it can be demonstrated that a teacher's performance is less than satisfactory in accordance with Article 19, Section 7, then that teacher may be laid off instead of the most junior teacher;
- B. When it can be demonstrated that the needs of the system, based upon relevant educational criteria, require a teacher to teach a course or provide a specialized service of a professional educational nature by reason of his or her academic background, training, or experience, then that teacher may be retained notwithstanding that teacher's seniority;
- C. When it can be demonstrated that the Committee's affirmative action, accomplishments, and aims would be adversely affected.

**Section 3: Teachers Without Professional Teacher Status**

When a reduction in staff is necessary, as determined by the Committee, the decision as to the reduction of teachers without professional teacher status to be released and to be rehired shall be final and binding.

- A. The Principal and/or the Superintendent, as the case may be, shall, in the case of a teacher without professional teacher status, notify him/her in writing on or before June 15, whenever such person is not to be employed for the following year. Such decision by the Principal and/or the Superintendent shall be final and not subject to arbitration.
- B. To the extent practical, normal attrition will be used to accomplish any reductions in force.
- C. The Superintendent will publish, system-wide, by posting in each building, a list of all vacancies as soon as possible after he learns of them. During the summer vacation period, a notice containing all existing vacancies will be made available to bargaining unit members through an automated telephone access system. A notice shall also be sent to the Newton Teachers Association by U.S. Mail.



Anything contained in this Section 3 to the contrary notwithstanding, the provisions of Section 3, Paragraph C of the 1992-1994 collective bargaining agreement shall continue to apply to all teachers without professional status who were employed as of December 1, 1994.

**Section 4: Definitions**

- A. Seniority is defined as a teacher's length of service in years, months, and days in Unit A from the most recent date of employment in the Newton Public Schools.
- B. Authorized Leaves of absence with pay that qualify for full increment advancement shall be considered time worked for purposes of seniority. Authorized leaves of absence without pay shall not be considered a break in service but will not count toward seniority.
- C. Breaking ties shall be resolved by considering the following educational criteria:
  - Degree level
  - Previous teaching experience
  - Demonstrated extraordinary performance

**Section 5: Recall Rights**

- A. Any teachers with professional teacher status who have been laid off shall be entitled to recall rights for a period of twenty-six (26) months from the last day of teaching.
- B. However, teachers on layoff who have declined the offer to be rehired, or a teacher who refuses a position comparable in subject matter and F.T.E. to the position held prior to the layoff, may be dropped from the recall list.
- C. All benefits to which a teacher was entitled at the time of layoff shall be restored in full upon re-employment within the recall period.
- D. During the recall period, teachers who have been laid off shall be given preference on the substitute list if they so desire.
- E. To the extent permitted by the M.G.L., c.32B, laid-off teachers may continue group health and life insurance coverage during the recall period, as provided by the Committee to members of the bargaining unit, by reimbursing the Committee for premium cost. Failure to forward premium payments to the Committee, or refusal to return to employment upon recall will terminate this option.

- F. During the recall period, teachers on the recall list shall be notified by certified mail of available positions, provided they submit to the office of the Superintendent a self-addressed envelope(s).
- G. Teachers on the recall list who are qualified and certified will be given preference for positions comparable in subject matter and F.T.E. to the position held prior to the layoff.

Preference will be given to those teachers on the basis of seniority, degree level, previous teaching experience and performance.

## **ARTICLE 15**

### **Vacancies and Promotions**

**Section 1:** The filling of vacancies within the Newton School System is the responsibility of the Principal, with the approval of the Superintendent, or Superintendent, as the case may be, in accordance with the General Laws of the Commonwealth.

**Section 2:** Whenever a vacancy occurs in either an established or newly created position (including positions in Summer School and the Continuing Education Program) during the school year (September to June), it will be adequately publicized by means of notices placed on faculty bulletin boards as soon as the vacancy occurs, and by the following methods:

- A. Written communication to be sent to each member of the professional staff. Notices will be distributed through the place of work;
- B. Sending a notice to the Newton Teachers Association by U.S. Mail. The above means of communication shall be sent as far in advance of the appointment as possible but a minimum of fifteen (15) days before the final date when applications must be submitted.

**Section 3:** During the summer vacation period, a notice containing all existing vacancies will be made available to bargaining unit members through an automated telephone access system. A notice shall also be sent to the Newton Teachers Association by U.S. Mail.

**Section 4:** All such notices shall set forth the specifications, qualifications, and compensation for the position and the date by which application shall be filed with the Superintendent.

**Section 5:** An opening will not be publicized when in the judgment of the Superintendent it may be filled by a person on leave of absence from the Newton Public Schools.

**Section 6:** The filling of vacancies, including advancements or promotions, shall be based upon the Superintendent/Principal or Superintendent's, as the case may be, judgment as to what will best serve the interests of the students, and the Superintendent/Principal or Superintendent, as the case may be, will give due consideration to the professional background (attainment), knowledge, ability, skill efficiency, attendance, physical condition, general health, personality of the applicants, and other relevant factors.

**Section 7:** Nothing in this Agreement shall prevent the Superintendent/Administration from making acting appointments in the best interest of the educational needs of the system until positions can be filled with permanent appointments. Time spent in such acting appointments shall not be regarded as evidence of superior qualifications for the permanent openings. No person shall serve more than one month in a classified position without receiving the classified salary commensurate with the permanent position.

## **ARTICLE 16**

### **Substitutes**

**Section 1:** In the event that the regular teacher is absent, the Superintendent/Administration agrees to make a reasonable effort to provide a qualified replacement other than a regular teacher. An exception to this may be made in the event a group of teachers working together wish no substitute.

## **ARTICLE 17**

### **Work Year, Teaching Hours, and Teaching Load**

**Section 1:** It is the intention of the Committee to maintain the existing practices with respect to total teacher hours of employment, length of school day, and work load. If considerations and circumstances warrant a change, the Committee will notify the Association of the contemplated change. In making its decision, the Committee will attempt to reach a decision that is mutually satisfactory.

**Section 2:** To provide for greater flexibility in scheduling the school calendar, the parties agree that the two (2) conference days for teachers at the beginning of the school year may be scheduled on the Wednesday and Thursday before Labor Day. The work year for teachers will end one day after the last day for students but not later than June 30. Each year at least fourteen (14) days prior to the adoption of the school calendar for the following year, the President of the Association will be given a copy of the proposed calendar. If the Association does not agree with the proposed calendar, it may submit recommended changes to the School

Committee, which will consider the recommendations prior to final adoption of the calendar by the School Committee.

The number of scheduled days in the work year shall be no more than 188 days, which shall include:

- A. One hundred and eighty-five (185) scheduled school days, less those days that school is canceled because of inclement weather. Such canceled days will be deducted, up to a maximum of five (5), from the total number of scheduled school days; however, in no event will employees be required to be present for more than one hundred and eighty-two (182) school days.
- B. In addition to required or maximum school days set out above, there shall be three (3) conference days during the school year to which employees covered by this Agreement shall be required to attend.
- C. In addition, the last student day of school prior to the summer break will be a half-day.

**Section 3:** Psychologists may be required to work up to five (5) additional days during the summer at their per diem rate. Psychologists may work more than the required five (5) days on a voluntary basis at their per diem rate with the prior approval of the Superintendent or his/her designee.

## **ARTICLE 18**

### **Class Size**

**Section 1:** Since the pupil-teacher ratio is an important aspect of an effective educational program and directly impacts a teacher's workload, the Committee and the Association agree that, where economically feasible and where adequate space is available, the staffing ratio policy (and the class size and maximum student load derived therefrom) now in effect shall remain in effect for the life of this Agreement.

**Section 2:** The Committee will, where possible and practicable, and where economic and educational considerations permit, attempt to maintain a pupil to professional staff ratio no higher than the full number immediately above the existing ratio.

**Section 3:** It is understood and agreed that the decision with respect to class size and pupil-staff ratio is within the exclusive judgment and discretion of the Committee.

## **ARTICLE 19**

### **Teacher Evaluation**

- Section 1:** The Newton Public Schools shall conduct evaluation of Unit A Personnel in accordance with Article 19, sections 1 through 7.
- Section 2:** For the academic year beginning in September 2012, the Newton Public Schools and the Newton Teachers Association have negotiated a new “Handbook for Evaluation” that will supersede the material in the 2006-2009 Unit A Collective Bargaining Agreement.
- Section 3:** Beginning in September 2012, the Newton Public Schools will conduct evaluation of Unit A personnel in accordance with the new “Handbook for Evaluation,” and all pertinent ancillary materials. These now appear as separate documents.
- Section 4:** The new “Handbook for Evaluation 2015” shall be locally negotiated, based on M.G.L., c.71, § 38; M.G.L. c.150E; the Educator Evaluation regulations, 603 CMR 35.00 et seq.; and the Model System for Educator Evaluation developed by the Department of Elementary and Secondary Education.
- Section 5:** The Department of Elementary and Secondary Education may update this Model System from time to time. See 603 CMR 35.02 (definition of model system).
- Section 6:** The Newton “Handbook for Evaluation” may be revised as well to reflect changes in the Model System. Any revisions of the “Handbook,” to the extent permissible by Massachusetts General Law, shall be negotiated between the Newton Teachers Association and the Newton Public Schools.
- Section 7:** In the event of a conflict between this collective bargaining agreement and the governing laws and regulations, the laws and regulations will prevail.

## **ARTICLE 20**

### **Non-Teaching Duties**

- Section 1:** The Committee and Association acknowledge that a teacher's primary responsibility is to engage in professional activities and that his/her energies should be utilized to this end.
- Section 2:** Involuntary Class Move: If a Principal has requested and approved the move of an entire classroom, a classroom teacher will receive a payment equal to 50% of a Professional Development Day, representative of their time spent packing and moving, if the move takes place during unscheduled work hours.

## **ARTICLE 21**

### **Tuition Cost and Tuition Reimbursement**

**Section 1:** The Committee agrees to pay the full cost of tuition when members of the professional staff are requested by the Superintendent to take a course or courses at accredited colleges, universities, or professional training schools.

**Section 2:** It is agreed that such request and the Committee's authorization for tuition payment must both be in writing and received prior to the staff member's attendance.

**Section 3:** The Committee agrees to budget and expend up to \$135,000 with the following guidelines:

- A. The maximum amount of reimbursement is \$600 per individual per contract year.
- B. Preference will be given to members seeking certification.
- C. Written application must be made on a form provided by the School Department.
- D. Decisions will be made by the school administration. The President of the Association will be given the opportunity to meet with the Assistant Superintendent of Human Resources to review the decisions and to make recommendations, if any, before the applicants are notified.

## **ARTICLE 22**

### **Positions in Summer School and Continuing Education Program**

**Section 1:** Positions in the Summer School and Continuing Education Program (including positions paid by federal funds) will be filled by those deemed to be best qualified.

**Section 2:** Positions in the Summer School and Continuing Education Program (including positions paid by federal funds) shall be publicized by a notice sent to each member of the professional staff. Notices will also be distributed throughout the place of work. Such notices shall be sent a minimum of fifteen (15) days before the final date when applications must be submitted.

**Section 3:** If, in the judgment of the Superintendent, qualifications are equal, preference for positions in the Newton Summer School and Continuing Education Program (including positions paid by federal funds) will be filled by regularly appointed

and qualified teachers in the Newton system. The decision of the Superintendent with respect to filling positions in the Newton Summer School and Continuing Education Program and under Federal programs shall be final and binding.

**Section 4:** Effective September 1, 2015, teachers in summer workshops shall be paid at the rate of 1/185<sup>th</sup> of the Bachelor Minimum, for each day worked. Teacher leaders shall be paid at the rate of 25% higher than the per diem of the participants.

## **ARTICLE 23**

### **Instructional Materials**

**Section 1:** The Committee shall determine and provide sufficient instructional materials for all pupils during classroom hours and for scheduled authorized activities.

**Section 2:** Recognizing the statutory responsibility of the Committee for instructional materials, it is understood and agreed that the decision of the Committee with respect to instructional materials shall be final and binding.

## **ARTICLE 24**

### **Teacher Facilities**

**Section 1:** Where the buildings and facilities furnished by the City of Newton make feasible and practical to do so, the Committee, subject to physical limitations, shall make an effort to:

- A. Provide each school with the following:
  - 1. Space in each classroom in which teachers may store instructional materials and supplies;
  - 2. A teacher work area containing adequate equipment and supplies to aid in the preparation of instructional materials;
  - 3. An appropriately furnished room to be reserved for the exclusive use of teachers as a faculty lounge. Said room will be in addition to the aforementioned teacher work area;
  - 4. Separate teacher dining areas in all schools;
  - 5. Well-lighted and clean rest rooms; and
  - 6. A serviceable desk, chair, and file cabinet for each teacher.

7. When a school social worker meets with a client, he/she will be provided with space where there is privacy and a safe and secure place to keep records and papers, and access to a phone where confidential calls can be made.
- B. Make reasonably accessible to each teacher the audio-visual instructional equipment, clerical equipment, professional resources, and periodicals necessary for the performance of his/her duties.

## **ARTICLE 25**

### **Use of School Facilities**

- Section 1:** The Association will have the right to use school buildings without costs for two (2) meetings each school year, providing such meetings are held Monday through Friday and appropriate notice as provided in Section 2 herein is given.
- Section 2:** The Association will have the right to use school buildings without costs and at reasonable times for meetings, subject to safety requirements and availability, provided, however, that the Association will be required to pay the customary and standard fees (including custodial costs) for the use of said buildings consistent with current Committee policy. The Principal of the building in question and the Superintendent will be advised, sufficiently in advance, of the time and place of all such meetings.
- Section 3:** Members of the bargaining unit will have the right to use the athletic facilities and equipment of a school one (1) evening each week. The Association will pay for the customary and standard fees (including custodial costs) for the use of said buildings consistent with current Committee policy. The schedule and other related matters must be arranged, in advance, with the Superintendent.
- Section 4:** There will be one (1) bulletin board in each school building, which will be placed in the faculty lounge, for the purpose of displaying notices, circulars, and other Association material. Prior to the posting of any such Association material, a copy of the material will be given to the Principal of the building. The Association shall be responsible for materials posted, and agrees that such materials shall be legitimate professional materials.



## **ARTICLE 26**

### **Protection and Indemnification**

**Section 1:** The rights of an employee covered by this Agreement to indemnification against certain actions and claims and to legal assistance will be governed by General Laws, Chapter 41, Section 100C.

**Section 2:** Employees covered by this Agreement will immediately report, in writing, all cases of assault suffered by them in connection with their employment to their immediate supervisor and the Superintendent.

**Section 3:** The report will be forwarded to the Committee, which will comply with any reasonable request from the employee for information in its possession relating to the incident or the persons involved, and will act in appropriate ways as liaison between the employees, the police, and the courts.

**Section 4:** The Committee will reimburse employees for the following, provided it occurs in the proper performance of their employment and not as a result of the teacher's negligence: any clothing or personal property damaged or destroyed.

**Section 5:** The Committee agrees that the following insurance will be provided:

- A. indemnity insurance;
- B. liability for bodily injury to others;
- C. liability for personal injury to others.

**Section 6:** The Committee will reimburse individuals covered by this Agreement for any loss or damage to eyeglasses or hearing aids caused by an assault on the individual during the work day.

**Section 7:** Individuals who are absent as a result of injuries suffered by assault during the work day shall not lose pay because of such absence. The parties agree that sick leave bank days may be utilized for such purposes.

**Section 8:** The Committee agrees to reimburse eligible employees for the cost of co-pays for office visits, emergency room visits, and prescription drugs incurred due to physical injury to the employee arising out of and in the course of employment. The maximum reimbursement for such injuries under this section shall not exceed the aggregate total of \$10,000 per year. All NTA units will be included under this \$10,000 cap.

## **ARTICLE 27**

### **Insurance and Annuity Plan**

**Section 1:** Eligible employees may, at their request, participate in a “Tax Sheltered Annuity Plan.”

- A. Such monies shall be transmitted to the Insurance Carrier as per Chapter 112 of the Acts of 1981.
- B. Employees may enter a Tax Sheltered Annuity Plan or increase or decrease their contribution with thirty days' notice, subject to the cooperation and approval by the appropriate City official.

**Section 2:** The Committee will pay fifty percent (50%) of the cost of the life insurance coverage, eighty percent (80%) of the cost of health insurance coverage and, effective January 1, 2002, fifty percent (50%) of the cost of dental insurance coverage for regular full-time employees covered by this Agreement.

- A. A five thousand dollar (\$5,000) term life insurance policy of the type presently in effect;
- B. Individual or family coverage, whichever applies in the particular case, of the health insurance plan presently in effect in the City of Newton.

**Section 3:** If the City of Newton increases its percentage contribution of the cost of health insurance for its employees, then the Committee will contribute the same percentage for employees covered by this Agreement.

**Section 4:** Employees may, at their option, participate in the pre-tax premium conversion pursuant to applicable rules and regulations set by the IRS.

Employees may, at their option, participate in the City of Newton’s pre-tax flexible spending plan, both med cap and dependent care, pursuant to applicable rules and regulations set by the IRS.

**Section 5:** **Health Insurance Contribution Rate Changes**

- A. Effective September 1, 2011  
For members hired to begin their employment in FY 12 and beyond, the new Employee Contribution Rate will be 25% employee share/75% city share
- B. Effective September 1, 2012

Employees who utilize a PPO plan will pay 25% of premium employee share/75% city share.

C. Effective September 1, 2013

Employees who utilize a PPO plan will pay 30% of premium employee share/70% city share.

**Section 6: Health Insurance Plan Design Changes**

A. Effective September 1, 2011

- Deductibles up to \$250 for each individual and up to \$500 total for a family
- Specialist co-pay of \$35
- Office PCP co-pay, up \$5 from \$15 to \$20
- Outpatient day surgery co-pay \$150
- Emergency Room co-pay up \$50 from \$50 to \$100
- Prescription drugs co-pays:
  - Tier 1, up \$5 from \$10 to \$15
  - Tier 2, up \$5 from \$25 to \$30
  - Tier 3 up \$15 from \$35 to \$50

**Section 7: Health Insurance, Additional Provisions**

A. Effective September 1, 2011

- Preventive care \$0 co-pay (per Affordable Care Act, which determines what counts as preventative care)
- Yearly Cap on out-of-pocket expenses of \$1,000 per individual and \$2,500 per family
- Mandatory Prescription Mail-In Program (Maintenance Medications Only)
- CanaRx program will remain in effect
- The City may, without the need for further bargaining, offer to all members the option of low-cost limited network plans when its health insurance providers make these available to Newton.

## **ARTICLE 28**

### **Professional Consultations**

**Section 1:** In recognition of the professional standing of teachers and the fact that teachers' ideas and opinions systematically and periodically collated and expressed are of significant value in improving the quality of education in, as well as the efficient and economical operation of, the Newton School System; and in recognition of the long-standing history of consultation and mutual solicitation of views and opinions between the Committee and its professional staff, the Committee agrees that not more frequently than once every three (3) months for a duration of no longer than two (2) hours, it or its designated representative will, upon request of the Association, meet at a reasonable time with the Association to consult about matters of concern or interest to the Association. The frequency and/or length of such meetings may be extended by mutual agreement.

**Section 2:** The Association agrees that prior to one (1) week before the date scheduled for said consultation, the Association will submit a written agenda of subjects about which it desires to consult at the meeting to the Superintendent of Schools and that the consultation will be confined to subjects on that agenda.

**Section 3:** It is further agreed that the provisions of this Article will in no way be construed as broadening the scope of other provisions of this Agreement or broadening the application of this Agreement as a whole; nor will these provisions make any matter subject of a grievance or arbitration that would not be a grievance or arbitration matter in the absence of these provisions; nor make any matter a mandatory subject of discussion at any time other than the consultations described in this Article that would not be a mandatory subject of discussion in the absence of the provisions of this Section.

## **ARTICLE 29**

### **Association Rights**

**Section 1:** The Association recognizes the authority and responsibility of the Principal for disciplining or reprimanding a teacher for delinquency of professional performance or infraction of outstanding rules and regulations. If a teacher is to be disciplined or reprimanded by a member of the Administration above the level of the Principal and if entry of such discipline or reprimand is made in the teacher's personnel file, he/she will be entitled to have a representative of the Association present. The Association will designate a representative and alternates to serve in its capacity and assure the Committee that either the designated representative or alternates will be available, within reasonable limitations under the circumstances involved, to promptly participate in this proceeding. The Association shall notify the Committee of the names and

addresses of the representative and alternates. The parties recognize that in many instances the nature of the offense or infraction may create an emergency so as to require immediate action on the part of such member of the Administration. In such case, if a representative of the Association is not immediately available, then such member of the Administration may issue such discipline or reprimand.

**Section 2:** A list specifying date of hire, areas of certification, present teaching assignment, total years of service in Newton Public Schools, and placement on salary schedule by degree level/step will be prepared by the Committee or its designee and forwarded to the President of the Association annually.

A staff wage distribution for all Unit A personnel will be forwarded to the Association annually. All reasonable efforts shall be made to supply this information by November 1.

### **ARTICLE 30**

#### **Lunch Program**

**Section 1:** As professionals, teachers are concerned with all factors that affect the educational process. The elementary school lunch program influences the educational process through its potential effects upon the learning conditions and responses of students and upon the working conditions and energies of teachers. Consistent with the spirit of the vote of the Committee in the spring of 1968 to establish an elementary school lunch program:

- A. No teacher shall be required (or damaged by his/her refusal) to supervise any aspect of the elementary school lunch program.
- B. The supervision of the secondary lunch program will be on a volunteer basis. In the event that not all lunchroom assignments are covered by volunteers, then such assignments will be equitably assigned by the Administration, or its designee, from the remainder of the staff.

### **ARTICLE 31**

#### **Dues Deduction**

**Section 1:** The Committee, whenever appropriately authorized by an employee in writing, agrees to instruct the City Treasurer to deduct as permitted by the General Laws of Massachusetts, from the salaries of its employees, dues to the Association and sums of money to the Newton Teachers' and/or Massachusetts Teachers' Credit Unions. Authorization will be in writing in the form set forth.

**Section 2:** Any employees desiring to discontinue previously authorized dues deductions must give the Committee sixty (60) days' advance written notice to discontinue deductions to the credit union.

**Section 3:** The Association and credit unions shall indemnify and save the Committee and/or the City harmless against all claims, demands, suits, or other forms of liability which may arise by reasons of any action taken in making deductions and remitting same to the Association or credit unions pursuant to this Article.

**Section 4:** The unit member's dues authorization card will be used during the term of this Agreement.

## **ARTICLE 32**

### **Discipline – Discharge**

**Section 1:** No teacher will be disciplined without just cause.

## **ARTICLE 33**

### **Teacher Rights to Personnel Folders, Files, Cards, and Records**

**Section 1:** The teacher will have the right, upon written request to the Superintendent, to inspect the contents of his/her personnel folder, files, cards, and records in the presence of the Superintendent or his/her designee. The teacher has the right to make copies of all of the above materials at a cost of five (5) cents per page.

**Section 2:** If an administrator intends to place materials in a teacher's personnel folder, files, cards, and records' file (including any serious written complaint made by a parent, student, or other person) which in the judgment of the administrator is derogatory to the teacher's conduct, character, or personality, the teacher will have an opportunity to review the material. The teacher will acknowledge that he/she has had the opportunity to review such material by affixing his/her signature to the copy to be filed, with the express understanding that such signature in no way indicates agreement with the contents thereof. The teacher will also have the right to submit a written answer to such material, and the Superintendent shall acknowledge and review receipt of his/her answer and attach the answer to the file copy.

## ARTICLE 34

### Longevity and Enhanced Longevity

**Section 1:** Members of the bargaining unit will receive an annual increment based upon the following criteria:

After 13 Years of Service	\$750
After 19 Years of Service	\$1,000
After 24 Years of Service	\$1,500
After 27 Years of Service	\$3,000

Longevity payments will be made on a pro-rata basis.

Longevity payments will be made on or before December 1 of each year.

**Section 2:** Effective FY16, the following rules shall apply in the interpretation of Article 34:

- A. Only time actually served shall be credited towards earning a longevity increment. Any time for which compensation is received (sick leave, funeral leave, jury duty, etc.) shall be counted as time actually served. Time for which compensation is not received, shall be referred to as a “break in service” and credit shall be granted for the year in which said break occurs according to the criteria delineated in Section B below:
- B. In a given school year, a break or breaks in service shall not disqualify time served prior to or after such break(s). The period of the break in service, however, shall discount the determination of credit towards earning a longevity increment according to the criteria below:
  - 1. If there are 45 days or fewer of uncompensated time, there will be no loss of credit. The employees shall earn credit for one (1) complete year of service towards earning a longevity increment.
  - 2. If there are more than 45 days but 110 or fewer days of uncompensated time, there will be a loss of one half year of credit. The employee shall earn credit of one half year of service towards earning a longevity increment.
  - 3. If there are more than 110 days of uncompensated time, there will be a loss of a full year of credit. The employee shall earn no credit towards earning a longevity increment.
- C. Less than full-time service, i.e., 80% employee, 60% employee, etc., shall be credited with full-time service. Payment of longevity increment, however, shall be made on a pro-rata basis based on the percentage of full-time service in the current school year in which longevity is received.

- D. "Years of service" for the purpose of determining eligibility shall be measured as of September 30.
- E. 1. "After 13 years of service" shall mean after "thirteen (13) cumulative years or more of service.
2. "After 19 years of service" shall mean after "nineteen (19) cumulative years or more of service.
3. "After 24 years of service" shall mean after "twenty-four (24) cumulative years or more of service.
4. "After 27 years of service" shall mean after twenty-seven (27) cumulative years or more of service.

**Section 3:**     **Enhanced Longevity**

For any employee who previously selected enhanced longevity, the following still applies: A teacher's right to receive regular longevity payments referenced in Section 1 above and any sick leave buy-back under Section 10 of Article 5 will cease upon exercising the three-year option set forth herein.

Transition Provision: Beginning in the 2009-2010 contract year, Unit A and B members who retire, have not previously elected and received enhanced longevity, and have completed a minimum of 14 years but less than 29 years will receive a one-time payment of \$3,000 upon retirement.

**ARTICLE 35**

**Professional Development and Mentoring**

**Section 1:**     It is the Committee's policy to allot substitute days for purposes related to instruction, such as visits to other schools and attendance at conferences. A teacher or group of teachers may apply to the school Principal or the Office for Curriculum and Instruction the use of these substitute days.

Where substitutes are required for field trips that are part of the school's regular program and approved by the school's Principal, the substitute days will not be charged against the school's allotment.

**Section 2:**     The Committee and the Association agree that there will be a Mentor Program. The Association will have input in the development of the Mentor Program and training.



It is expected that teachers who become Mentors will make a three-year commitment to the program. All teachers selected as Mentors will receive training in their first year of participation in the program. Additional training will be provided for mentors as needed.

Compensation for mentors will be as follows:

A. \$600 or three (3) in-service credits and 15 PDP's per teacher.

Substitute coverage for mentors and mentees will be provided by the Committee, as needed.

**Section 3:** During the first 5 years of employment, all new teachers (and administrators for Unit B; see Unit B Contract) may be required to attend a set of professional development workshops or course(s). These will be for up to 45 PDP's (now 15) or 3 in-service credits over the 5 (now 1) years at no cost to the teacher.

Further, the School Committee and the Administration will endeavor to provide courses for teachers during their first 5 years of employment, which will give them the opportunity to obtain graduate credits.

## **ARTICLE 36**

### **Joint Instructional Council**

**Section 1:** The Committee and the Association agree to the establishment of a Joint Instructional Council. The Joint Instructional Council (the Council) shall consist of six (6) teachers selected by the Association and six (6) administrator representatives selected by the Committee. The Council will be co-chaired by a representative of the Association and a representative of the Committee.

**Section 2:** The purpose of the Joint Instructional Council is to advise in facilitating professional development and curriculum development and to hear and review the instructional concerns of the teaching staff. The Council is not designed to serve as a replacement for either the Office of Curriculum and Instruction or the efforts of teachers' instructional interest groups. The Council shall promote the broadest possible teacher representation and involvement in the decision-making process regarding professional development and instructional planning and design.

**Section 3:** The Joint Instructional Council will hear from individuals with concerns as well as consult with other persons necessary to develop a sound understanding of the issues being presented. The Council may appoint subcommittees to carry out its responsibilities. The subcommittees shall be appointed by the Committee and the Association in a manner such that the number of members appointed by the

Association shall be equal to, or greater than, the number of members appointed by the Committee.

**Section 4:** The Joint Instructional Council shall report its findings and recommendations to the Superintendent, with notice of same to the President of the Association.

**Section 5:** As a part of its responsibilities, the Joint Instructional Council established in this Agreement shall review and make recommendations regarding instructional concerns and issues such as instructional management systems, testing programs, pilot and experimental programs, and changes in new and existing instructional programs.

The Council shall keep teachers informed of and assure equitable access to professional development opportunities. To that end, a professional development folder shall be established in the Newton Public Schools' E-mail, that shall provide as complete a list of educational conferences as can be compiled cooperatively by the administration and the Association.

**Section 6:** The Committee and/or the Association shall provide secretarial assistance and an adequate meeting place for the Council. Upon request and subject to the approval of the Committee and/or the Superintendent, funds may be provided for release time, compensation for out-of-school work for the Council or its subcommittees, study workshops, resource personnel, or for other work or needs the Council may have.

**Section 7:** Given the nature of the Council, the parties agree that this Article shall not be subject to the Grievance Procedure. Any concerns under this Article shall be addressed by the President of the Association, or his/her designee, and the Assistant Superintendent of Human Resources, or his/her designee.

**Section 8:** The Committee will establish and provide resources and support for an Elementary Professional Faculty Board and a Secondary Professional Faculty Board.

## **ARTICLE 37**

### **Release Time for Association President**

**Section 1:** Upon request, the NTA President shall be placed on full or half-time leave of absence (i.e., the NTA President shall be required to perform none or one-half of his or her usually assigned duties). In the event the NTA President requests and is placed on full or half-time leave of absence by the Committee, the Association shall reimburse the Committee for the exact amount earned by the person or persons who fill the full-time or half-time vacancy except that in no case shall the salary amount reimbursed exceed the salary for the Master's Degree lane, Step 4.

In addition, the NTA shall also reimburse the Committee the actual cost of fringe benefits for those appointed to fill such vacancy.

**Section 2:** Upon request, a second NTA officer of the Association's choice shall be placed on full or half-time leave of absence (i.e., the NTA officer shall be required to perform none or one-half of his or her usually assigned duties). In the event the NTA officer requests and is placed on full or half-time leave of absence by the Committee, the Association shall reimburse the Committee for the exact amount earned by the officer. In addition, the NTA shall also reimburse the Committee the actual cost of the released officer's fringe benefits.

**Section 3:** All benefits (including, but not limited to, sick leave and seniority) shall continue to be earned and to accrue during the period of the President's leave.

## **ARTICLE 38**

### **Salaries**

**Section 1:** The salary schedules hereinafter set forth shall become effective September 1, 2015 and will remain in effect as indicated in this Article.

Full-time teachers will advance by full-steps on the salary schedule.

Part-time teachers who become full-time teachers shall be placed on a salary step in accordance with existing practice.

Part-time teachers who teach .50 or more shall advance on salary steps by full-steps.

Part-time teachers who teach less than .50 shall advance on salary steps by one-half step.

Appendix A-1 Teachers Salary Schedule  
In effect as of August 31, 2015

Appendix A-2 Teachers Crosswalk to new NTA (Teachers) Salary Schedule  
Effective August 31, 2015

Appendix A-3 Occupational and Physical Therapists Salary Schedule  
In effect as of August 31, 2015

Appendix A-4 Occupational and Physical Therapists Crosswalk to new NTA  
(Teachers) Salary Schedule  
Effective September 1, 2015

Appendix A-5	Teachers Salary Schedule Effective September 1, 2015
Appendix A-6	Teachers Salary Schedule Effective September 1, 2016
Appendix A-7	Teachers Salary Schedule Effective March 1, 2017
Appendix A-8	Teachers Salary Schedule Effective September 1, 2017
Appendix A-9	Teachers Salary Schedule Effective March 1, 2018
Appendix B-1	Psychologists Salary Schedule In effect as of August 31, 2015
Appendix B-2	Psychologists Crosswalk to new Psychologists Salary Schedule Effective August 31, 2015
Appendix B-3	Psychologists Salary Schedule Effective September 1, 2015
Appendix B-4	Psychologists Salary Schedule Effective September 1, 2016
Appendix B-5	Psychologists Salary Schedule Effective March 1, 2017 0.7% Cost of Living Adjustment (COLA)
Appendix B-6	Psychologists Salary Schedule Effective September 1, 2017
Appendix B-7	Psychologists Salary Schedule Effective March 1, 2018
Appendix C-1	Coaches Salary Schedule Effective September 1, 2015 2.4% Cost of Living Adjustment (COLA)
Appendix C-2	Coaches Salary Schedule Effective September 1, 2016 1.65% Cost of Living Adjustment (COLA) (plus adjustments from 5/15/17 MOA)

- Appendix C-3 Coaches Salary Schedule  
Effective September 1, 2017  
2.0% Cost of Living Adjustment (COLA)  
(plus adjustments from 5/15/17 MOA)
- Appendix C-4 Coaches Salary Schedule  
Effective August 31, 2017  
0.35% Cost of Living Adjustment (COLA)  
(plus adjustments from 5/15/17 MOA)
- Appendix D-1 Memorandum of Agreement – Stipends
- Appendix D-2 Stipended Positions Salary Schedule (All Units)  
Effective September 1, 2015  
2.4% Cost of Living Adjustment (COLA)
- Appendix D-3 Stipended Positions Salary Schedule (All Units)  
Effective September 1, 2016  
1.65% Cost of Living Adjustment (COLA)
- Appendix D-4 Stipended Positions Salary Schedule (All Units)  
Effective September 1, 2017  
2.0% Cost of Living Adjustment (COLA)
- Appendix D-5 Stipended Positions Salary Schedule (All Units)  
Effective August 31, 2018  
0.35% Cost of Living Adjustment (COLA)
- Appendix D-6 Stipended Positions Salary Schedule (All Units)  
Theater and Music Performance Stipends  
Effective September 1, 2015  
2.4% Cost of Living Adjustment (COLA)
- Appendix D-7 Stipended Positions Salary Schedule (All Units)  
Theater and Music Performance Stipends  
Effective September 1, 2016  
1.65% Cost of Living Adjustment (COLA)
- Appendix D-8 Stipended Positions Salary Schedule (All Units)  
Theater and Music Performance Stipends  
(High School and City-wide Music only)  
Effective September 1, 2017  
2.0% Cost of Living Adjustment (COLA)

Appendix D-9 Stipended Positions Salary Schedule (All Units)  
Theater and Music Performance Stipends  
(High School and City-wide Music)  
Effective August 31, 2018  
0.35% Cost of Living Adjustment (COLA)

Appendix D-10 Stipended Positions Salary Schedule (All Units)  
Theater and Music Performance Stipends  
(Elementary and Middle School)  
Effective September 1, 2017  
2.0% Cost of Living Adjustment (COLA)  
(plus adjustments from 5/15/17 MOA)

Appendix D-11 Stipended Positions Salary Schedule (All Units)  
Theater and Music Performance Stipends  
(Elementary and Middle School)  
Effective August 31, 2018  
0.35% Cost of Living Adjustment (COLA)  
(plus adjustments from 5/15/17 MOA)

**Section 2:** Each member of the professional staff shall be paid on the fifteenth and the last day of each month throughout the calendar year. It is the right of each member to elect to receive his/her summer salary in advance, payable at the conclusion of school in June.

**Section 3:** Each member of the professional staff shall be placed upon that step and column of the teachers' salary schedule to which his/her experience and degree status entitle him/her.

**Section 4:** March 1<sup>st</sup> is the anniversary date of step increases for all Unit A members.

The anniversary date for step increases to coaches' salaries is September 1<sup>st</sup>.

**Section 5:** Effective September 1, 2015, every Unit A member will crosswalk from their current step on the 2014-2015 schedule to a new FY16 salary schedule.

Unit A members newly hired for FY16 will be placed directly on the new FY16 salary schedule based on training and/or experience. The Crosswalk does not apply.

**Section 6:** Effective September 1, 2015, employees on the Occupational and Physical Therapist salary schedule will crosswalk to the Master's lane of the Unit A Teachers Salary schedule. If an employee is eligible to change lanes, they will change after the crosswalk to the Master's lane. All earned degrees and graduate credits will count towards appropriate lane placement. Employees will have sixty

(60) days after the execution of this agreement for submitting documentation, including official transcripts.

**Section 7: Theater Production Teacher(s)**

Effective September 1, 2015, employees working in the Theater Programs in the high schools shall, if licensed, transition to the Unit A Teachers Salary Schedule, and if not, shall transition to a new “Theater Specialists” Unit E Group Lane according to the following criteria:

- A. For employees hired in or before FY15, the following will apply:
  - 1. If the member holds an applicable DESE teaching license:
    - a. Crosswalk to Masters lane in teacher’s schedule on September 1, 2015 with a minimum 2.4% increase in salary.
    - b. If an employee is eligible to change lanes, after submitting the requisite documentation, including official transcripts, they will change after the crosswalk to the Masters lane. All earned degrees and graduate credits will count towards appropriate lane placement. Employees will have sixty (60) days after the execution of this Agreement for submitting the requisite documentation.
    - c. Step increase in March 2016.
  - 2. If the member does not hold an applicable DESE teaching license:
    - a. Crosswalk to “Theater Assistants: salary schedule in Unit E (10 month salary schedule) on September 1, 2015 with a minimum 2.4% increase in salary.
    - b. Step increase in February 2016.
- B. For new members hired after FY15, employees will be placed on appropriate Unit A or Unit E Salary Schedule.
- C. This change incorporates the stipends previously designated for costume design for high school productions thereby eliminating stipends for costume design.

**Theater Production Assistants and Costume Designers**

- A. For employees hired in or before FY15, the following will apply:

1. If the member holds an applicable DESE teaching license:
    - a. Crosswalk to Bachelors lane, step 1, in teacher's salary schedule on September 1, 2015.
    - b. No lane changes permitted.
    - c. Step increase in March 2017
  2. If the member does not hold an applicable DESE teaching license:
    - a. Crosswalk to Step 1 of "Theater Assistants" salary schedule in Unit E (10-month salary schedule).
    - b. Step increase in February 2017.
- B. For new members hired after FY15, employees will be placed on appropriate Unit A or Unit E Salary Schedule.
- C. This change incorporates the stipends previously designated for costume design for high school productions thereby eliminating stipends for costume design.

For new employees hired after FY15, employees will be placed on appropriate Unit A or Unit E Salary Schedule.

**Section 8:** Effective September 1, 2016, a 1.3% Cost of living Adjustment (COLA) will be applied to the salary schedules.

Effective March 1, 2017, a .7% Cost of living Adjustment (COLA) will be applied to the salary schedules (20-pay employees will receive the COLA effective February 1, 2017).

Effective September 1, 2017, a 1.3% Cost of living Adjustment (COLA) will be applied to the salary schedules.

Effective March 1, 2018, a .7% Cost of living Adjustment (COLA) will be applied to the salary schedules (20-pay employees will receive the COLA effective February 1, 2018).

**Section 9:** Coaches Salaries and Stipends

All Cost of Living Adjustments will be applied to contractual stipend amounts based on the average COLA increase for that year, adjusted for the full-year impact of a partial year COLA in the previous year.



Effective September 1, 2015, a COLA in the amount of 2.4% will be applied to contractual stipend amounts.

Effective September 1, 2016, a COLA in the amount of 1.65% will be applied to contractual stipend amounts.

Effective September 1, 2017, a COLA in the amount of 2.0% will be applied to contractual stipend amounts to account for the current year's actual COLA impact and the unaccounted-for annualized impact of the previous year's COLA.

Effective August 31, 2018, an additional 0.35% COLA will be applied to contractual stipend amounts to account for the annualized impact of that year's COLA.

**Section 10:** Elementary, Middle and High School teachers accompanying students on approved overnight experiences shall receive additional compensation in the amount of one hundred twenty-five (\$125) dollars for each overnight spent for continental U.S. and Canadian trips only and for a maximum of five (5) nights per teacher per trip upon the submission of a signed and approved overnight trip form.

**Section 11:** Salary schedule increments may be withheld for just cause.

**Section 12:** Subject to approval of the City Treasurer, any teacher may have his/her pay deposited directly into a designated bank. The parties will mutually agree to the particular bank so designated. The Committee will use its best efforts to convince the City Treasurer to arrange for more than one bank.

**Section 13:** **Master's Degree Plus Columns**

**Master's Degree Plus 30 Column**

Plans for qualifications:

Plan A. A degree-oriented program, such as a second Master's Degree or a Certification of Advanced Graduate Specialization or Study, equaling thirty (30) graduate hours beyond the Master's degree.

Plan B. Thirty (30) hours beyond the Master's degree with a minimum of twenty-four (24) graduate hours in credit courses taken at an accredited university.

A maximum of six (6) hours acquired either through in-service courses or one-half (1/2) credit for auditing graduate courses will be accepted.

Credits granted by the American Council on Education (ACE) for participation in the National Board Certification Program will be accepted.

Credit for Plan B courses must have the approval of the Assistant Superintendent of Human Resources. The main criterion for approving courses in Plan B is the value of the course for the individual teacher, rather than a requirement that the teacher follow a sequential course in his/her subject area.

### **Master's Degree Plus 45 Column**

The following terms and conditions shall be applicable for advancement to M+45.

- A. Fifteen (15) hours beyond M+30 with a minimum of six (6) graduate hours in credit courses taken at an accredited university after 9/1/94.
- B. A maximum of six (6) hours acquired through in-service courses taken after 9/1/94. (Section 8 of this Article applies).
- C. Up to six (6) hours credit will be granted for courses taken between 9/1/89-9/1/94 (after advancement to M+30), subject to the approval of said courses by the Assistant Superintendent of Human Resources.
- D. Credits granted by the American Council on Education (ACE) for participation in the National Board Certification Program will be accepted
- E. All credits must be earned after achievement of M+30 status.

Credit for courses must have the approval of the Assistant Superintendent of Human Resources.

The main criteria for approving courses is the value of the course for the individual teacher, rather than a requirement that the teacher follow a sequential course in his/her subject area.

### **Master's Degree Plus 60 and Doctorate Column**

The Masters Plus 60 column allows members who earn 60 graduate credits beyond the Master's degree according to the criteria defined in A, B, C, and D below to earn the same as members who hold a Doctorate.

The following terms and conditions shall be applicable for advancement to M+60.

- A. Fifteen (15) hours beyond M+45 taken at an accredited university (or as specified in B below) after 9/1/06.

- B. A maximum of six (6) hours acquired through in-service courses taken after 9/1/06. (Section 8 of this Article applies).
- C. Credits granted by the American Council on Education (ACE) for participation in the National Board Certification Program will be accepted
- D. All credits must be earned after achievement of M+45 status.

For members who are in the Masters plus 45 lane, any credits earned from September 1, 2006 forward can be counted in their application for a transfer to higher training to the Masters +60 lane.

Credit for courses must have the approval of the Assistant Superintendent of Human Resources.

The main criteria for approving courses is the value of the course for the individual teacher, rather than a requirement that the teacher follow a sequential course in his/her subject area.

#### **Section 14: Criteria Governing In-Service Credit**

- A. The authorizing Assistant Superintendent will assign one credit for each fifteen (15) hours of class time. He/she will allow only one unexcused absence for each credit.
- B. Since the assumption is that the courses or workshops are the equivalent of collegiate-level programs, the teachers should expect to do the same type and quality of out-of-class work that would be required by a collegiate instructor.
- C. If a teacher chooses to take an undergraduate collegiate course as partial fulfillment of the six (6) in-service credits allowable in the M+30 salary schedule, the Assistant Superintendent of Human Resources may grant in-service credits, which are the equivalent of those given by the college.

#### **Section 15: Salary Schedule Equivalencies For Career And Technical Education Teachers**

- A. The following equivalencies shall apply to vocational education teachers who meet the minimum State requirements for education and trade experience:
  - 1. Teachers who come to Newton with less than a Bachelor's degree but meet the minimum state requirements for education and trade experience shall be placed on the Bachelor's Salary Schedule.

2. Master's Degree Salary:
  - (i) To qualify for the Master's Degree Salary Schedule, they must complete forty-five (45) semester hours of credit while teaching in Newton. Although these shall consist of in-service credits or credits from colleges or schools approved by the school department, not more than one third (1/3) of the forty-five (45) shall be in-service credits, and at least one-third (1/3) must be in education or other academic courses.
  - (ii) A teacher who has a total of sixty (60) semester hours of credit in a vocational degree program shall be placed on the Master's Degree Salary Schedule.
3. To qualify for the Master's + 30 Salary Schedule, they must earn a Bachelor's degree plus an additional fifteen (15) credits approved by the high school department head.
  - (i) In-service credits shall be allowed for each successful completion of the annual conference for upgrading teaching and technical skills sponsored by the State Department of Occupational Education.

**Section 16: Salary Schedule Equivalency For Career And Technical Education Teachers**

It is necessary to recognize recent trade experience that is directly related to the teaching performed by teachers in Technical Education. To move from the Bachelor's Salary Schedule to the Master's Salary Schedule, the following equivalency will be used: within the ten (10) years previous to employment in the Newton Public Schools, a minimum of five (5) years of trade experience directly related to teaching; approval of experience credit to be the responsibility of the high school department head.

**Section 17: Salary Schedule, Secondary Physical Education Coaches' Stipends**

A physical education teacher shall not be required to coach any season. A teacher shall receive full pay for each season coached.

**ARTICLE 39**

**Mileage**

**Section 1:** A teacher who must travel to two (2) or more sites (school or students' homes) in a day shall be compensated for such travel at the rate of three dollars and

fifty-cents (\$3.50) per day. However, if a teacher is presently receiving more than the \$3.50 stipend he/she will continue to receive the higher amount.

**Section 2:** The conveyance allowance for those who currently receive them will be set at \$60.00 per month.

## **ARTICLE 40**

### **Agency Fee**

**Section 1:** Commencing on September 1, 1983, every employee covered by this Agreement if and when not a member in good standing of the Association, shall pay or, by payroll deduction, shall have paid to the Association an agency service fee of 100% of the affiliated dues, provided, however, that in no case shall such condition arise before the thirtieth (30th) day next following the date of the beginning of the employee's employment or the effective date of this Agreement, whichever date shall be later. An employee paying the agency service fee to the Association as provided herein may obtain from the Association a rebate of a pro rata share of certain expenditures of the Association, said expenditures as defined in M.G.L. Chapter 150E, Section 12.

**Section 2:** Commencing on September 1, 1983, said agency fee requirements will apply to employees hired prior to that date except that any such employees who have been continuously employed thereafter shall not be subjected to dismissal by reason of their failure to pay said fee or cause it to be paid as stated above, but alternatively will be exposed to civil liability or payment. Collection of such delinquent agency service fees shall be solely the responsibility of the Association, and the Committee shall not be required to take any action in regard to the continued employment of said delinquent employees.

**Section 3:** For employees hired on or after September 1, 1983, payment of agency service fees shall constitute a condition of continued employment.

## **ARTICLE 41**

### **Tuition-Free Attendance**

#### **Acceptance of Non-Resident Teachers' Children in Newton Public Schools**

**Section 1:** Subject to the conditions and restrictions that apply to Newton students who seek out-of-district placement, a teacher in the Newton School System who is not a resident of the City will have the option, at no cost, of having his/her child(ren) or a child residing with the teacher attend the regular education program of one of the two high schools in Newton and, on a space available basis, the regular education program at the Elementary or Middle Schools in the Newton Public

Schools. However, once a child is accepted, so long as the teacher is employed in the Newton Public Schools, the child shall be allowed to attend that school through grade 12 subject to the rules and regulations that apply to Newton residents. In addition, every reasonable effort will be made to place siblings in the same school if the parent so requests. It is further understood that if a child(ren) of a teacher is approved to attend the Newton Public Schools, such attendance shall not be grounds for a teacher grievance concerning workload and/or class size, nor shall such attendance be calculated as part of teacher load and/or class size in cases of such grievances.

## **ARTICLE 42**

### **Inclusion of Specifically Designated Students**

#### **Section 1: Review**

The Committee, in the attempt to achieve the goals hereinafter provided in reference to certain specifically designated students, as determined by the Superintendent, acknowledges the need for the Superintendent, or his designee/s, to examine issues around the following concerning said specifically designated students:

- A. The involvement, if and when feasible, of the receiving teacher in the pre-placement decision making process.
- B. Adequate and appropriate training of the receiving teacher.
- C. The balance, where appropriate, in student assignments and grade/class placement.
- D. Physical transportation of handicapped students in emergency situations.

#### **Section 2: Goals**

- A. To foster for certain specifically designated students, as determined by the Superintendent, an appropriate learning environment when they are placed in the regular education classroom environment.
- B. To foster, when said designated students are so placed, an appropriate learning environment for all other students in the regular education classroom environment.
- C. To foster for the regular education teacher (“receiving teacher”) while said designated students are so placed in his/her classroom, an appropriate teaching environment.

- Section 3:** In the effort to enhance the fulfillment of the District's efforts to fulfill its goals and to enhance the examination of the Superintendent or his/her designee of the aforementioned issues, the Committee will establish the following procedure to consider concerns of the receiving teacher:
- A. The receiving teacher discusses his/her concerns with the Principal. If not resolved,
  - B. The receiving teacher discusses his/her concerns with the Assistant Superintendent for Pupil Services or her/his designee and/or the appropriate Assistant Superintendent for Elementary or Secondary Education. If not resolved,
  - C. The receiving teacher discusses his/her concerns with the Superintendent.

In addition, the following procedure shall be established.

- A. The Superintendent and appropriate administrative staff agree to meet with the Association to discuss any specific concerns.
- B. The concerns will be reviewed in depth by the Superintendent and other appropriate administrative staff.
- C. The Superintendent and/or other appropriate administrative staff will then hold a follow-up meeting with the Association.

**Section 4:** Finally, in order to receive direct input from the faculty, the Superintendent agrees to either the Association assigning more members to the Superintendent's Inclusion Committee or to create a Mutual Concerns Inclusion Committee, which will meet quarterly to review the Association's concerns.

**Section 5:** This Article is subject to the terms and conditions of M.G.L. Chapter 71B, the Chapter 766 Regulations of the Department of Education, including without limitation, rules of confidentiality and privacy, and other applicable state and federal laws.

**Section 6:** The parties agree that either side has the right to terminate this Article on or after August 30, 1997 upon giving at least sixty (60) days written notice prior to the termination date, and if requested, meeting during said notice period to examine and evaluate the effectiveness of this Article.

## **ARTICLE 43**

### **Elementary Preparation Time**

**Section 1:** Each elementary teacher will be scheduled for a minimum of 180 minutes of preparation time per week (during the regular school day), which is to be scheduled in meaningful units, pro-rated by FTE. Given the minimum scheduled preparation time of 180 minutes per week, elementary teachers will receive a minimum of 30 minutes of duty-free preparation time (excluding their duty-free lunch time) for three (3) days per week, and the Committee will make reasonable efforts to continue providing, subject to economic factors, a minimum of 30 minutes of duty-free preparation time (excluding their duty-free lunch time) on two (2) additional days per week for a total of five (5) days per week.

## **ARTICLE 44**

### **Health and Safety**

**Section 1:** The Committee will continue its best efforts to provide and maintain a healthful and safe workplace, with adequate heating, ventilation and lighting.

## **ARTICLE 45**

### **Duration**

**Section 1:** This Agreement shall become effective as of September 1, 2015 and shall continue and remain in full force and effect until August 31, 2018.

**Section 2:** Effective September 1, 2015 salaries will be adjusted as provided in Article 38, or as set forth in the appendices.

**Section 3:** Negotiations for a new agreement to take effect September 1, 2018 will commence on or before October 15, 2017.



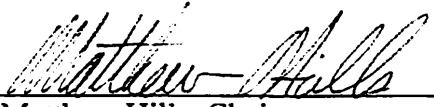
**IN WITNESS WHEREOF**, the parties have set their hand and seal by their duly authorized representatives, this 2nd day of October, 2015.

**NEWTON TEACHERS ASSOCIATION**

  
\_\_\_\_\_  
Michael Zilles, President  
Newton Teachers Association

Negotiating Team Members  
Jamie Rinaldi, Negotiations Chair  
Jamie Alberts  
Tiffany Back  
Susan Bianchi  
Sheryl Bono  
Pamela Buccitelli  
Joan Cody  
Sue Cohen  
Laura DiMambro  
Barbara Harkins  
Margaret Hartnett  
Diane Jaquith  
Roland Moffit  
Regina Moody  
Jane Roderick  
Tony Sbordone  
Jason Leto, MTA Consultant

**NEWTON SCHOOL COMMITTEE**

  
\_\_\_\_\_  
Matthew Hills, Chairperson  
Newton School Committee

Negotiating Team Members  
Ellen Gibson, School Committee  
Steven Siegel, School Committee  
Heather Richards, Executive Director of Human Resources  
Sandra Guryan, Deputy Superintendent for Business, Finance and Planning  
Jill Murray, Assistant City Solicitor

**NEWTON PUBLIC SCHOOLS**  
**100 Walnut Street, Newtonville, MA 02460**

**TEACHERS SALARY SCHEDULE**  
**In effect as of August 31, 2015**

Step	LANES				
	Bachelors	Masters	Masters +30	Masters +45	Masters +60 / Doctorate
1.5	44,963	48,871	52,512	54,034	55,870
2	45,715	49,723	53,429	54,955	56,846
2.5	46,570	50,626	54,400	55,946	57,881
3	47,350	51,509	55,350	56,900	58,893
3.5	48,236	52,445	56,357	57,926	59,965
4	49,044	53,360	57,342	58,915	61,014
4.5	49,963	54,330	58,386	59,978	62,126
5	50,800	55,279	59,407	61,003	63,213
5.5	51,752	56,284	60,488	62,104	64,366
6	52,620	57,268	61,547	63,165	65,393
6.5	53,607	58,310	62,668	64,306	66,586
7	54,507	59,330	63,765	65,406	67,753
7.5	55,530	60,410	64,928	66,588	68,989
8	56,463	61,456	66,046	67,727	70,198
8.5	57,523	62,576	67,251	68,951	71,480
9	58,490	63,671	68,429	70,132	72,734
9.5	59,589	64,832	69,678	71,400	74,062
10	60,591	65,967	70,900	72,623	75,362
10.5	61,730	67,171	72,195	73,937	76,739
11	62,679	68,347	73,461	75,204	78,086
11.5	63,858	69,595	74,803	76,565	79,513
12	64,933	70,815	76,116	77,878	80,910
12.5	66,155	72,108	77,507	79,288	82,389
13	67,269	73,261	78,867	80,648	83,837
13.5	68,535	74,599	80,309	82,109	85,371
14	69,690	75,908	81,673	83,518	86,871
14.5	71,003	77,296	83,167	85,032	88,461
15	72,200	78,532	84,628	86,491	90,017
15.5	73,561	80,091	86,177	88,059	91,665
16	74,823	81,326	87,692	89,571	93,277
16.5	76,181	82,789	89,284	91,198	94,972
17	77,564	84,293	90,906	92,854	96,697
17.5	78,973	85,824	92,557	94,541	98,453

**APPENDIX A-2**

**NEWTON PUBLIC SCHOOLS**  
**100 Walnut Street, Newtonville, MA 02460**

**CROSSWALK TO NEW TEACHERS SALARY SCHEDULE**  
**Implemented September 1, 2015**

Step in Current Schedule August 31, 2015	STEP IN NEW SCHEDULE BEGINNING SEPT. 1, 2015				
	Bachelors	Masters	Masters +30	Masters +45	Masters +60 / Doctorate
1	1	1	1	1	1
1.5	1	1	1	1	1
2	1	1	1	1	1
2.5	1.5	1.5	1.5	1.5	1.5
3	2	2	2	2	2
3.5	2.5	2.5	2.5	2.5	2.5
4	3	3	3	3	3
4.5	3	3	3	3	3
5	3.5	3.5	3.5	3.5	3.5
5.5	4	4	4	4	4
6	4.5	4.5	4.5	4.5	4.5
6.5	5	5	5	5	5
7	5.5	5.5	5.5	5.5	5.5
7.5	6	6	6	6	6
8	6.5	6.5	6.5	6.5	6.5
8.5	7	7	7	7	7
9	7.5	7.5	7.5	7.5	7.5
9.5	8	8	8	8	8
10	8	8	8	8	8
10.5	8.5	8.5	8.5	8.5	8.5
11	9	9	9	9	9
11.5	9.5	9.5	9.5	9.5	9.5
12	10	10	10	10	10
12.5	10.5	10.5	10.5	10.5	10.5
13	11	11	11	11	11
13.5	11.5	11.5	11.5	11.5	11.5
14	12	12	12	12	12
14.5	12.5	12.5	12.5	12.5	12.5
15	13	13	13	13	13
15.5	13	13	13	13	13
16	13.5	13.5	13.5	13.5	13.5
16.5	14	14	14	14	14
17	14.5	14.5	14.5	14.5	14.5
17.5	15	15	15	15	15

**APPENDIX A-3**

**NEWTON PUBLIC SCHOOLS  
100 Walnut Street, Newtonville, MA 02460**

**OCCUPATIONAL AND PHYSICAL  
THERAPISTS SALARY SCHEDULE  
In effect as of August 31, 2015**

Step					
	August 31, 2015				
1					
1.5	52,930				
2	53,933				
2.5	54,954				
3	55,995				
3.5	57,055				
4	58,136				
4.5	59,237				
5	60,359				
5.5	61,502				
6	62,667				
6.5	63,855				
7	65,065				
7.5	66,297				
8	67,554				
8.5	68,834				
9	70,138				
9.5	71,817				
10	73,536				
10.5	75,297				
11	77,100				

**APPENDIX A-4**

**NEWTON PUBLIC SCHOOLS**  
**100 Walnut Street, Newtonville, MA 02460**

**OCCUPATIONAL AND PHYSICAL  
THERAPISTS CROSSWALK TO TEACHERS SALARY SCHEDULE**  
**Implemented September 1, 2015**

Employees on the Occupational and Physical Therapists salary schedule will crosswalk to the Masters lane of the Teachers salary schedule (Appendix A-5) on Sept. 1, 2015 according to the following crosswalk. If an employee is eligible to change lanes, they will change after the crosswalk to the Masters lane. All earned degrees and graduate credits will count towards appropriate lane placement. Members will have 60 days after the execution of this agreement for submitting documentation for lane change.					
Step in Current Schedule August 31, 2015	STEP IN NEW SCHEDULE BEGINNING SEPT. 1, 2015				
	September 1, 2015				
1	2				
1.5	2.5				
2	3				
2.5	3.5				
3	4				
3.5	4.5				
4	5				
4.5	5.5				
5	6				
5.5	6.5				
6	7				
6.5	7.5				
7	8				
7.5	8.5				
8	9				
8.5	9.5				
9	10				
9.5	10.5				
10	11				
10.5	11.5				
11	12				

**NEWTON PUBLIC SCHOOLS  
100 Walnut Street, Newtonville, MA 02460**

**TEACHERS SALARY SCHEDULE  
Effective September 1, 2015**

Step	LANES				
	Bachelors	Masters	Masters +30	Masters +45	Masters +60 / Doctorate
1	46,570	50,626	54,400	55,946	57,881
1.5	47,501	51,639	55,488	57,065	59,039
2	48,451	52,671	56,598	58,206	60,219
2.5	49,420	53,725	57,730	59,370	61,424
3	50,903	55,336	59,462	61,092	63,266
3.5	51,921	56,443	60,651	62,314	64,532
4	52,856	57,487	61,773	63,436	65,726
4.5	53,913	58,637	63,008	64,704	67,040
5	54,748	59,575	64,016	65,675	68,113
5.5	55,843	60,767	65,297	66,988	69,475
6	56,709	61,739	66,342	67,993	70,587
6.5	57,843	62,974	67,668	69,353	71,998
7	58,682	63,918	68,683	70,393	73,078
7.5	59,856	65,197	70,057	71,801	74,540
8	61,651	67,153	72,159	73,955	76,776
8.5	62,884	68,496	73,602	75,434	78,312
9	63,985	69,729	74,927	76,717	79,721
9.5	65,264	71,123	76,425	78,251	81,316
10	66,276	72,261	77,648	79,464	82,617
10.5	67,602	73,707	79,201	81,053	84,269
11	68,649	74,886	80,468	82,310	85,617
11.5	70,022	76,384	82,078	83,956	87,330
12	71,213	77,682	83,473	85,341	88,814
12.5	72,637	79,236	85,142	87,048	90,591
13	74,635	81,415	87,484	89,442	93,082
13.5	76,127	83,043	89,234	91,230	94,944
14	77,650	84,704	91,018	93,055	96,842
14.5	79,203	86,398	92,839	94,916	98,779
15	80,787	89,422	94,695	96,815	100,755

**NEWTON PUBLIC SCHOOLS**  
**100 Walnut Street, Newtonville, MA 02460**

**TEACHERS SALARY SCHEDULE**  
**Effective September 1, 2016**

Step	LANES				
	Bachelors	Masters	Masters +30	Masters +45	Masters +60 / Doctorate
1	47,175	51,284	55,107	56,673	58,633
1.5	48,119	52,310	56,209	57,807	59,807
2	49,081	53,356	57,334	58,963	61,002
2.5	50,062	54,423	58,480	60,142	62,223
3	51,565	56,055	60,235	61,886	64,088
3.5	52,596	57,177	61,439	63,124	65,371
4	53,543	58,234	62,576	64,261	66,580
4.5	54,614	59,399	63,827	65,545	67,912
5	55,460	60,349	64,848	66,529	68,998
5.5	56,569	61,557	66,146	67,859	70,378
6	57,446	62,542	67,204	68,877	71,505
6.5	58,595	63,793	68,548	70,255	72,934
7	59,445	64,749	69,576	71,308	74,028
7.5	60,634	66,045	70,968	72,734	75,509
8	62,452	68,026	73,097	74,916	77,774
8.5	63,701	69,386	74,559	76,415	79,330
9	64,817	70,635	75,901	77,714	80,757
9.5	66,112	72,048	77,419	79,268	82,373
10	67,138	73,200	78,657	80,497	83,691
10.5	68,481	74,665	80,231	82,107	85,365
11	69,541	75,860	81,514	83,380	86,730
11.5	70,932	77,377	83,145	85,047	88,465
12	72,139	78,692	84,558	86,450	89,969
12.5	73,581	80,266	86,249	88,180	91,769
13	75,605	82,473	88,621	90,605	94,292
13.5	77,117	84,123	90,394	92,416	96,178
14	78,659	85,805	92,201	94,265	98,101
14.5	80,233	87,521	94,046	96,150	100,063
15	81,837	90,584	95,926	98,074	102,065

**NEWTON PUBLIC SCHOOLS**  
**100 Walnut Street, Newtonville, MA 02460**

**TEACHERS SALARY SCHEDULE**  
**Effective March 1, 2017**

<b>Step</b>	<b>LANES</b>				
	<b>Bachelors</b>	<b>Masters</b>	<b>Masters +30</b>	<b>Masters +45</b>	<b>Masters +60 / Doctorate</b>
1	47,506	51,643	55,493	57,070	59,044
1.5	48,455	52,676	56,603	58,212	60,225
2	49,424	53,729	57,735	59,375	61,429
2.5	50,413	54,804	58,890	60,563	62,658
3	51,926	56,448	60,657	62,319	64,537
3.5	52,964	57,577	61,870	63,566	65,829
4	53,918	58,642	63,014	64,710	67,047
4.5	54,996	59,815	64,274	66,004	68,387
5	55,848	60,772	65,302	66,994	69,481
5.5	56,965	61,988	66,609	68,334	70,871
6	57,848	62,979	67,675	69,359	72,005
6.5	59,005	64,239	69,028	70,746	73,445
7	59,861	65,202	70,063	71,807	74,546
7.5	61,059	66,507	71,465	73,244	76,038
8	62,890	68,502	73,609	75,441	78,319
8.5	64,147	69,872	75,081	76,950	79,885
9	65,271	71,130	76,432	78,258	81,323
9.5	66,575	72,552	77,960	79,823	82,950
10	67,608	73,713	79,208	81,061	84,277
10.5	68,960	75,188	80,792	82,681	85,962
11	70,028	76,391	82,085	83,964	87,337
11.5	71,429	77,919	83,727	85,643	89,085
12	72,644	79,243	85,150	87,056	90,598
12.5	74,096	80,828	86,853	88,797	92,411
13	76,135	83,051	89,242	91,239	94,952
13.5	77,656	84,711	91,027	93,063	96,852
14	79,210	86,406	92,847	94,925	98,788
14.5	80,794	88,134	94,704	96,823	100,764
15	82,410	91,219	96,598	98,760	102,779



**NEWTON PUBLIC SCHOOLS  
100 Walnut Street, Newtonville, MA 02460**

**TEACHERS SALARY SCHEDULE  
Effective September 1, 2017**

Step	LANES				
	Bachelors	Masters	Masters +30	Masters +45	Masters +60 / Doctorate
1	48,123	52,314	56,214	57,812	59,811
1.5	49,085	53,361	57,339	58,968	61,008
2	50,067	54,428	58,486	60,147	62,227
2.5	51,068	55,517	59,655	61,350	63,473
3	52,601	57,182	61,445	63,130	65,376
3.5	53,653	58,326	62,674	64,392	66,684
4	54,619	59,404	63,833	65,552	67,918
4.5	55,711	60,593	65,109	66,862	69,276
5	56,574	61,562	66,151	67,865	70,385
5.5	57,705	62,794	67,475	69,222	71,792
6	58,600	63,798	68,555	70,261	72,941
6.5	59,772	65,074	69,925	71,666	74,399
7	60,639	66,050	70,974	72,741	75,515
7.5	61,852	67,371	72,394	74,196	77,026
8	63,707	69,393	74,566	76,422	79,337
8.5	64,981	70,781	76,057	77,950	80,924
9	66,119	72,055	77,426	79,276	82,380
9.5	67,441	73,495	78,974	80,861	84,028
10	68,486	74,671	80,238	82,114	85,372
10.5	69,857	76,165	81,843	83,756	87,080
11	70,939	77,384	83,152	85,055	88,473
11.5	72,357	78,932	84,815	86,756	90,243
12	73,588	80,273	86,257	88,187	91,776
12.5	75,060	81,879	87,982	89,951	93,612
13	77,124	84,130	90,402	92,425	96,186
13.5	78,666	85,813	92,210	94,273	98,111
14	80,240	87,529	94,054	96,159	100,072
14.5	81,845	89,280	95,935	98,082	102,074
15	83,481	92,404	97,853	100,044	104,115

**NEWTON PUBLIC SCHOOLS  
100 Walnut Street, Newtonville, MA 02460**

**TEACHERS SALARY SCHEDULE  
Effective March 1, 2018**

Step	LANES				
	Bachelors	Masters	Masters +30	Masters +45	Masters +60 / Doctorate
1	48,460	52,681	56,608	58,217	60,230
1.5	49,429	53,735	57,740	59,381	61,435
2	50,417	54,809	58,895	60,568	62,663
2.5	51,426	55,905	60,073	61,780	63,917
3	52,969	57,582	61,875	63,571	65,834
3.5	54,028	58,734	63,113	64,843	67,151
4	55,001	59,820	64,280	66,011	68,394
4.5	56,101	61,017	65,565	67,330	69,761
5	56,970	61,993	66,614	68,340	70,877
5.5	58,109	63,233	67,947	69,707	72,295
6	59,011	64,245	69,035	70,753	73,452
6.5	60,191	65,530	70,414	72,168	74,920
7	61,064	66,512	71,471	73,250	76,044
7.5	62,285	67,843	72,900	74,715	77,565
8	64,153	69,878	75,088	76,957	79,892
8.5	65,436	71,276	76,589	78,496	81,490
9	66,582	72,559	77,968	79,831	82,957
9.5	67,913	74,010	79,527	81,427	84,616
10	68,966	75,194	80,799	82,689	85,970
10.5	70,346	76,698	82,415	84,343	87,689
11	71,435	77,925	83,734	85,651	89,092
11.5	72,864	79,484	85,409	87,363	90,874
12	74,103	80,835	86,861	88,805	92,419
12.5	75,585	82,452	88,598	90,581	94,268
13	77,664	84,719	91,035	93,072	96,860
13.5	79,217	86,413	92,856	94,933	98,797
14	80,801	88,142	94,712	96,832	100,772
14.5	82,418	89,905	96,607	98,768	102,788
15	84,066	93,051	98,538	100,744	104,844

**APPENDIX B-1**

**NEWTON PUBLIC SCHOOLS**  
**100 Walnut Street, Newtonville, MA 02460**

**PSYCHOLOGISTS SALARY SCHEDULE**  
**In Effect as of August 31, 2015**

Step	LANES				
	Bachelors	Masters	Masters +30	Masters +45	Masters +60 / Doctorate
1					
1.5	67,183	71,946	75,844	77,371	79,989
2	68,243	73,082	77,043	78,594	81,428
2.5	69,320	74,237	78,261	79,837	82,893
3	70,565	75,571	79,668	81,273	84,385
3.5	71,832	76,929	81,101	82,735	85,904
4	73,123	78,312	82,560	84,224	87,450
4.5	74,437	79,721	84,046	85,740	89,025
5	75,775	81,100	85,558	87,283	90,628
5.5	77,137	82,559	87,099	88,855	92,261
6	78,524	84,044	88,667	90,455	93,923
6.5	79,936	85,557	90,264	92,085	95,615
7	81,374	87,097	91,890	93,744	97,339
7.5	82,838	88,666	93,545	95,433	99,093
8	84,329	90,262	95,231	97,153	100,880
8.5	85,846	91,888	96,947	98,904	102,699
9	87,392	93,544	98,694	100,687	104,551
9.5	88,965	95,229	100,474	102,503	106,437
10	90,568	96,945	102,286	104,351	108,357
10.5	92,199	98,693	104,130	106,234	110,313
11	93,860	100,472	106,008	108,150	112,303
11.5	95,552	102,284	107,921	110,102	114,330
12	97,274	104,129	109,868	112,088	116,394

**NEWTON PUBLIC SCHOOLS**  
**100 Walnut Street, Newtonville, MA 02460**

**CROSSWALK TO NEW PSYCHOLOGISTS SALARY SCHEDULE**  
**Implemented September 1, 2015**

<b>Step in Current Schedule August 31, 2015</b>	<b>STEP IN NEW SCHEDULE BEGINNING SEPT. 1, 2015</b>				
	<b>Bachelors</b>	<b>Masters</b>	<b>Masters +30</b>	<b>Masters +45</b>	<b>Masters +60 / Doctorate</b>
1	1	1	1	1	1
1.5	1.5	1.5	1.5	1.5	1.5
2	2	2	2	2	2
2.5	2.5	2.5	2.5	2.5	2.5
3	3	3	3	3	3
3.5	3.5	3.5	3.5	3.5	3.5
4	4	4	4	4	4
4.5	4.5	4.5	4.5	4.5	4.5
5	5	5	5	5	5
5.5	5.5	5.5	5.5	5.5	5.5
6	6	6	6	6	6
6.5	6.5	6.5	6.5	6.5	6.5
7	7	7	7	7	7
7.5	7.5	7.5	7.5	7.5	7.5
8	8	8	8	8	8
8.5	8.5	8.5	8.5	8.5	8.5
9	9	9	9	9	9
9.5	9.5	9.5	9.5	9.5	9.5
10	10	10	10	10	10
10.5	10.5	10.5	10.5	10.5	10.5
11	11	11	11	11	11
11.5	11	11	11	11	11
12	11	11	11	11	11

**APPENDIX B-3**

**NEWTON PUBLIC SCHOOLS  
100 Walnut Street, Newtonville, MA 02460**

**PSYCHOLOGISTS SALARY SCHEDULE  
Effective September 1, 2015**

Step	LANES				
	Bachelors	Masters	Masters +30	Masters +45	Masters +60 / Doctorate
1	67,793	72,598	76,531	78,071	80,462
1.5	68,795	73,673	77,664	79,228	81,909
2	69,881	74,836	78,892	80,480	83,382
2.5	70,984	76,019	80,139	81,753	84,882
3	72,259	77,385	81,580	83,224	86,410
3.5	73,556	78,775	83,047	84,721	87,966
4	74,878	80,191	84,541	86,245	89,549
4.5	76,223	81,634	86,063	87,798	91,162
5	77,594	83,046	87,611	89,378	92,803
5.5	78,988	84,540	89,189	90,988	94,475
6	80,409	86,061	90,795	92,626	96,177
6.5	81,854	87,610	92,430	94,295	97,910
7	83,327	89,187	94,095	95,994	99,675
7.5	84,826	90,794	95,790	97,723	101,471
8	86,353	92,428	97,517	99,485	103,301
8.5	87,906	94,093	99,274	101,278	105,164
9	89,489	95,789	101,063	103,103	107,060
9.5	91,100	97,514	102,885	104,963	108,991
10	92,742	99,272	104,741	106,855	110,958
10.5	94,412	101,062	106,629	108,784	112,961
11	96,113	102,883	108,552	110,746	114,998

**APPENDIX B-4**

**NEWTON PUBLIC SCHOOLS  
100 Walnut Street, Newtonville, MA 02460**

**PSYCHOLOGISTS SALARY SCHEDULE  
Effective September 1, 2016**

Step	LANES				
	Bachelors	Masters	Masters +30	Masters +45	Masters +60 / Doctorate
1	68,674	73,542	77,526	79,086	81,508
1.5	69,689	74,631	78,674	80,258	82,974
2	70,789	75,809	79,918	81,526	84,466
2.5	71,907	77,007	81,181	82,816	85,985
3	73,198	78,391	82,641	84,306	87,533
3.5	74,512	79,799	84,127	85,822	89,110
4	75,851	81,233	85,640	87,366	90,713
4.5	77,214	82,695	87,182	88,939	92,347
5	78,603	84,126	88,750	90,540	94,009
5.5	80,015	85,639	90,348	92,171	95,703
6	81,454	87,180	91,975	93,830	97,427
6.5	82,918	88,749	93,632	95,521	99,183
7	84,410	90,346	95,318	97,242	100,971
7.5	85,929	91,974	97,035	98,993	102,790
8	87,476	93,630	98,785	100,778	104,644
8.5	89,049	95,316	100,565	102,595	106,531
9	90,652	97,034	102,377	104,443	108,452
9.5	92,284	98,782	104,223	106,328	110,408
10	93,948	100,563	106,103	108,244	112,400
10.5	95,639	102,376	108,015	110,198	114,429
11	97,362	104,220	109,963	112,186	116,493

**NEWTON PUBLIC SCHOOLS**  
**100 Walnut Street, Newtonville, MA 02460**

**PSYCHOLOGISTS SALARY SCHEDULE**  
**Effective March 1, 2017**

Step	LANES				
	Bachelors	Masters	Masters +30	Masters +45	Masters +60 / Doctorate
1	69,155	74,057	78,069	79,640	82,079
1.5	70,177	75,153	79,224	80,820	83,555
2	71,285	76,340	80,477	82,097	85,057
2.5	72,410	77,546	81,749	83,396	86,587
3	73,711	78,940	83,219	84,896	88,146
3.5	75,034	80,358	84,716	86,423	89,733
4	76,382	81,802	86,240	87,978	91,348
4.5	77,754	83,274	87,792	89,562	92,994
5	79,153	84,714	89,371	91,174	94,668
5.5	80,575	86,238	90,981	92,816	96,373
6	82,025	87,790	92,619	94,487	98,109
6.5	83,499	89,370	94,287	96,189	99,877
7	85,001	90,979	95,985	97,923	101,678
7.5	86,530	92,618	97,715	99,686	103,510
8	88,088	94,285	99,476	101,484	105,376
8.5	89,672	95,983	101,269	103,313	107,277
9	91,287	97,714	103,093	105,174	109,211
9.5	92,930	99,473	104,952	107,072	111,181
10	94,605	101,266	106,845	109,002	113,187
10.5	96,309	103,092	108,771	110,970	115,231
11	98,044	104,950	110,733	112,971	117,308

**NEWTON PUBLIC SCHOOLS  
100 Walnut Street, Newtonville, MA 02460**

**PSYCHOLOGISTS SALARY SCHEDULE  
Effective September 1, 2017**

Step	LANES				
	Bachelors	Masters	Masters +30	Masters +45	Masters +60 / Doctorate
1	70,054.05	75,019.30	79,083.47	80,674.83	83,145.59
1.5	71,089.47	76,130.16	80,254.27	81,870.43	84,640.85
2	72,211.68	77,331.94	81,523.22	83,164.18	86,162.97
2.5	73,351.47	78,554.40	82,811.82	84,479.64	87,713.01
3	74,669.00	79,965.97	84,300.87	85,999.70	89,291.96
3.5	76,009.26	81,402.32	85,816.80	87,546.63	90,899.86
4	77,375.34	82,865.54	87,360.62	89,121.46	92,535.66
4.5	78,765.21	84,356.67	88,933.39	90,726.26	94,202.46
5	80,181.93	85,815.77	90,533.02	92,358.95	95,898.19
5.5	81,622.41	87,359.59	92,163.65	94,022.65	97,625.95
6	83,090.82	88,931.32	93,823.22	95,715.28	99,384.71
6.5	84,584.01	90,531.98	95,512.74	97,439.95	101,175.51
7	86,106.13	92,161.59	97,233.28	99,195.60	102,999.39
7.5	87,655.13	93,822.18	98,984.81	100,982.27	104,855.28
8	89,233.06	95,510.67	100,769.40	102,803.05	106,746.31
8.5	90,837.86	97,231.20	102,585.00	104,655.84	108,671.45
9	92,473.66	98,983.78	104,433.67	106,541.71	110,630.68
9.5	94,138.38	100,766.30	106,316.45	108,463.74	112,626.09
10	95,835.15	102,582.94	108,234.34	110,418.85	114,658.68
10.5	97,560.85	104,432.64	110,185.32	112,412.18	116,728.50
11	99,318.58	106,314.37	112,172.45	114,439.62	118,833.43



**NEWTON PUBLIC SCHOOLS**  
**100 Walnut Street, Newtonville, MA 02460**

**PSYCHOLOGISTS SALARY SCHEDULE**  
**Effective March 1, 2018**

Step	LANES				
	Bachelors	Masters	Masters +30	Masters +45	Masters +60 / Doctorate
1	70,544	75,544	79,637	81,240	83,728
1.5	71,587	76,663	80,816	82,444	85,233
2	72,717	77,873	82,094	83,746	86,766
2.5	73,865	79,104	83,392	85,071	88,327
3	75,192	80,526	84,891	86,602	89,917
3.5	76,541	81,972	86,418	88,159	91,536
4	77,917	83,446	87,972	89,745	93,183
4.5	79,317	84,947	89,556	91,361	94,862
5	80,743	86,416	91,167	93,005	96,569
5.5	82,194	87,971	92,809	94,681	98,309
6	83,672	89,554	94,480	96,385	100,080
6.5	85,176	91,166	96,181	98,122	101,884
7	86,709	92,807	97,914	99,890	103,720
7.5	88,269	94,479	99,678	101,689	105,589
8	89,858	96,179	101,475	103,523	107,494
8.5	91,474	97,912	103,303	105,388	109,432
9	93,121	99,677	105,165	107,288	111,405
9.5	94,797	101,472	107,061	109,223	113,414
10	96,506	103,301	108,992	111,192	115,461
10.5	98,244	105,164	110,957	113,199	117,546
11	100,014	107,059	112,958	115,241	119,665

**APPENDIX C-1**

**NEWTON PUBLIC SCHOOLS**  
**100 Walnut Street, Newtonville, MA 02460**

**COACHES SALARY SCHEDULE**  
**Effective September 1, 2015 – August 31, 2016**  
+2.4%

<b>HIGH SCHOOLS ACTIVITIES</b>		<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>
<b>GROUP I</b>							
Trainer	Annual	37,074	37,799	38,512	39,227	39,946	40,656
Equipment Manager	Head - Annual	7,689	7,889	8,074	8,355	8,635	9,002
Equipment Manager	Assistant - Annual	6,297	6,507	6,728	7,007	7,364	7,770
Faculty Manager	Annual	8,074	8,264	8,449	8,728	9,002	9,355
Fall Sports (Pre-Season) Coaches, Faculty & Equipment Manager per week		206					
<b>GROUP II</b>							
Football	Head Coach	8,980	9,167	9,352	9,630	9,904	10,282
	Varsity Assistant #1	4,273	4,492	4,705	5,028	5,347	5,769
	Varsity Assistant #2	4,273	4,492	4,705	5,028	5,347	5,769
	Varsity Assistant #3	4,273	4,492	4,705	5,028	5,347	5,769
	Other Assistant	2,565	2,778	2,996	3,318	3,633	4,058
Scouting [per game] including travel expense		89					
<b>GROUP III</b>							
Baseball	Head Coach	5,780	5,994	6,218	6,503	6,857	7,290
	Varsity Assistant	3,216	3,433	3,642	3,961	4,285	4,716
	Other Assistant	2,572	2,786	3,002	3,327	3,642	4,068
Basketball	Head Coach	5,780	5,994	6,218	6,503	6,857	7,290
	Varsity Assistant	3,216	3,433	3,642	3,961	4,285	4,716
	Other Assistant	2,572	2,786	3,002	3,327	3,642	4,068
Cross Country	Head Coach	4,068	4,285	4,500	4,820	5,140	5,572
	Varsity Assistant	2,357	2,572	2,786	3,106	3,433	3,855
Field Hockey	Head Coach	5,555	5,768	5,975	6,296	6,617	7,045
	Varsity Assistant	2,460	2,675	2,892	3,216	3,536	3,961
	Other Assistant	2,038	2,249	2,460	2,786	3,106	3,536

**APPENDIX C-1 (Cont.)**

<b>HIGH SCHOOLS ACTIVITIES</b>		<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>
<b>Group III, cont.</b>							
Ice Hockey	Head Coach	5,780	5,994	6,218	6,503	6,857	7,290
	Varsity Assistant	3,216	3,433	3,642	3,961	4,285	4,716
	Other Assistant	2,572	2,786	3,002	3,327	3,642	4,068
Indoor Track	Head Coach	4,068	4,285	4,500	4,820	5,140	5,572
	Varsity Assistant	2,456	2,667	2,885	3,209	3,526	3,955
	Other Assistant	2,030	2,243	2,456	2,778	3,100	3,526
Lacrosse	Head Coach	5,555	5,766	5,975	6,296	6,617	7,045
	Varsity Assistant	2,667	2,885	3,100	3,424	3,739	4,169
	Other Assistant	2,030	2,243	2,456	2,778	3,100	3,526
Outdoor Track	Head Coach	4,273	4,492	4,705	5,028	5,347	5,769
	Varsity Assistant	2,565	2,778	2,996	3,318	3,633	4,058
	Other Assistant	2,030	2,243	2,456	2,778	3,100	3,526
Soccer	Head Coach	5,555	5,768	5,975	6,296	6,617	7,045
	Varsity Assistant	2,460	2,675	2,892	3,216	3,536	3,961
	Other Assistant	2,038	2,249	2,460	2,786	3,106	3,536
Softball	Head Coach	5,780	5,994	6,218	6,503	6,857	7,290
	Varsity Assistant	3,216	3,433	3,642	3,961	4,285	4,716
	Other Assistant	2,572	2,786	3,002	3,327	3,642	4,068
Swimming	Head Coach	4,068	4,285	4,500	4,820	5,139	5,573
	Varsity Assistant	2,357	2,572	2,786	3,106	3,433	3,855
	Other Assistant	2,038	2,249	2,460	2,786	3,106	3,536
Volleyball	Head Coach	4,068	4,285	4,500	4,820	5,139	5,573
	Varsity Assistant	2,460	2,675	2,892	3,216	3,536	3,961
	Other Assistant	2,038	2,249	2,460	2,786	3,106	3,536
Wrestling	Head Coach	5,780	5,994	6,218	6,503	6,857	7,290
	Varsity Assistant	3,216	3,433	3,642	3,961	4,285	4,716
	Other Assistant	2,572	2,786	3,002	3,327	3,642	4,068
<b>GROUP IV</b>							
Gymnastics	Head Coach	4,705	4,911	5,132	5,450	5,769	6,200
	Varsity Assistant	2,778	2,996	3,209	3,526	3,849	4,273

**APPENDIX C-1 (Cont.)**

<b>HIGH SCHOOL ACTIVITIES</b>		<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>
<b>GROUP V</b>							
Golf	Head Coach	3,216	3,433	3,642	3,960	4,285	4,716
	Varsity Assistant	1,820	2,038	2,249	2,572	2,892	3,321
Skiing	Head Coach	3,216	3,433	3,642	3,960	4,285	4,716
	Varsity Assistant	1,820	2,038	2,249	2,572	2,892	3,321
Tennis	Head Coach	3,216	3,433	3,642	3,960	4,285	4,716
	Varsity Assistant	1,820	2,038	2,249	2,572	2,892	3,321
<b>GROUP VI</b>							
Cheerleaders	Head Coach	2,375	2,565	2,778	3,100	3,427	3,849
Dance	Head Coach	1,624	1,840	2,049	2,371	2,698	3,121
Intramurals	Head Coach	1,714	1,794	1,879	1,966	2,049	2,140
Riflery	Head Coach	1,928	2,140	2,348	2,667	2,996	3,424
Sailing	Head Coach	1,817	2,038	2,249	2,570	2,892	3,321
<b>MIDDLE SCHOOLS ACTIVITIES</b>		<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>
Baseball	Head Coach	2,348	2,565	2,778	3,100	3,427	3,847
	Varsity Assistant	1,600	1,817	2,030	2,348	2,667	3,100
	Other Assistant	1,068	1,281	1,713	2,137		
Basketball	Head Coach	2,348	2,565	2,778	3,100	3,427	3,847
	Varsity Assistant	1,600	1,817	2,030	2,348	2,667	3,100
Cross Country	Head Coach	1,175	1,391	1,600	1,927	2,243	2,667
Football	Head Coach	2,565	2,778	2,995	3,318	3,633	4,058
	Varsity Assistant	1,817	2,030	2,243	2,565	2,885	3,314
	Other Assistant	1,069	1,281	1,713	2,139		
Gymnastics	Head Coach	1,927	2,139	2,348	2,667	2,995	3,427
	Varsity Assistant	1,175	1,391	1,600	1,927	2,243	2,667
	Other Assistant	1,069	1,281	1,713	2,139		
Ice Hockey	Head Coach	2,348	2,565	2,778	3,100	3,424	3,847
	Varsity Assistant	1,600	1,817	2,030	2,348	2,667	3,100
Intramurals	Head Coach	1,713	1,794	1,877	1,966	2,052	2,139
Sports Club	Head Coach	1,496	1,713	1,927	2,243	2,565	2,995

**APPENDIX C-1 (Cont.)**

<b>MIDDLE SCHOOLS ACTIVITIES</b>		<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>
Soccer	Head Coach	1,927	2,139	2,348	2,667	2,995	3,427
	Varsity Assistant	1,175	1,391	1,600	1,927	2,243	2,667
	Other Assistant	1,069	1,281	1,713	2,139		
Softball	Head Coach	2,348	2,565	2,778	3,100	3,427	3,847
	Varsity Assistant	1,600	1,817	2,030	2,348	2,667	3,100
Tennis	Head Coach	1,496	1,713	1,927	2,243	2,565	2,995
	Varsity Assistant	959	1,175	1,391	1,713	2,030	2,455
Track	Head Coach	1,927	2,139	2,348	2,667	2,995	3,427
	Varsity Assistant	1,175	1,391	1,600	1,927	2,243	2,667
	Other Assistant	1,069	1,281	1,713	2,139	0	0
Volleyball	Head Coach	1,927	2,139	2,348	2,667	2,995	3,427
	Varsity Assistant	1,175	1,391	1,600	1,927	2,243	2,667

**APPENDIX C-2**

**NEWTON PUBLIC SCHOOLS**  
**100 Walnut Street, Newtonville, MA 02460**

**COACHES SALARY SCHEDULE**  
**Effective September 1, 2016 – August 31, 2017**  
+1.65% (plus adjustments from 5/15/17 MOA)

<b>HIGH SCHOOLS ACTIVITIES</b>		<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>
<b>GROUP I</b>							
Trainer	Annual	37,686	38,423	39,147	39,875	40,605	41,327
Equipment Manager	Head - Annual	7,816	8,019	8,207	8,493	8,778	9,151
Equipment Manager	Assistant-Annual	6,401	6,615	6,839	7,123	7,485	7,898
Faculty Manager	Annual	8,207	8,400	8,588	8,872	9,151	9,509
Fall Sports (Pre-Season) Coaches, Faculty & Equipment Manager per week		209					
<b>GROUP II</b>							
Football	Head Coach	9,128	9,319	9,507	9,789	10,068	10,452
	Varsity Assistant	4,344	4,566	4,783	5,111	5,435	5,864
	Other Assistant	2,607	2,824	3,046	3,373	3,693	4,125
Scouting [per game] including travel expense		90					
<b>GROUP III</b>							
Baseball	Head Coach	5,875	6,093	6,320	6,611	6,970	7,410
	Varsity Assistant	3,269	3,490	3,702	4,027	4,356	4,793
	Other Assistant	2,614	2,832	3,051	3,382	3,702	4,136
Basketball	Head Coach	5,875	6,093	6,320	6,611	6,970	7,410
	Varsity Assistant	3,269	3,490	3,702	4,027	4,356	4,793
	Other Assistant	2,614	2,832	3,051	3,382	3,702	4,136
Ice Hockey	Head Coach	5,875	6,093	6,320	6,611	6,970	7,410
	Varsity Assistant	3,269	3,490	3,702	4,027	4,356	4,793
	Other Assistant	2,614	2,832	3,051	3,382	3,702	4,136
Softball	Head Coach	5,875	6,093	6,320	6,611	6,970	7,410
	Varsity Assistant	3,269	3,490	3,702	4,027	4,356	4,793
	Other Assistant	2,614	2,832	3,051	3,382	3,702	4,136

**APPENDIX C-2 (Cont.)**

<b>HIGH SCHOOLS ACTIVITIES</b>		<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>
<b>Group III, cont.</b>							
Wrestling	Head Coach	5,875	6,093	6,320	6,611	6,970	7,410
	Varsity Assistant	3,269	3,490	3,702	4,027	4,356	4,793
	Other Assistant	2,614	2,832	3,051	3,382	3,702	4,136
Lacrosse	Head Coach	5,646	5,863	6,074	6,399	6,726	7,161
	Varsity Assistant	2,711	2,933	3,151	3,480	3,800	4,238
	Other Assistant	2,064	2,280	2,497	2,824	3,151	3,584
Field Hockey	Head Coach	5,646	5,863	6,074	6,399	6,726	7,161
	Varsity Assistant	2,501	2,719	2,940	3,269	3,595	4,027
	Other Assistant	2,064	2,280	2,497	2,824	3,151	3,584
Soccer	Head Coach	5,646	5,863	6,074	6,399	6,726	7,161
	Varsity Assistant	2,501	2,719	2,940	3,269	3,595	4,027
	Other Assistant	2,064	2,280	2,497	2,824	3,151	3,584
<b>GROUP IV</b>							
Gymnastics	Head Coach	4,783	4,992	5,217	5,540	5,864	6,303
	Varsity Assistant	2,824	3,046	3,262	3,584	3,912	4,344
Outdoor Track	Head Coach	4,783	4,992	5,217	5,540	5,864	6,303
	Varsity Assistant	2,607	2,824	3,046	3,373	3,693	4,125
	Other Assistant	2,064	2,280	2,497	2,824	3,151	3,584
Cross Country	Head Coach	4,783	4,992	5,217	5,540	5,864	6,303
	Varsity Assistant	2,501	2,719	2,940	3,269	3,595	4,027
Indoor Track	Head Coach	4,783	4,992	5,217	5,540	5,864	6,303
	Varsity Assistant	2,501	2,719	2,940	3,269	3,595	4,027
	Other Assistant	2,064	2,280	2,497	2,824	3,151	3,584
Swimming	Head Coach	4,783	4,992	5,217	5,540	5,864	6,303
	Varsity Assistant	2,501	2,719	2,940	3,269	3,595	4,027
	Other Assistant	2,064	2,280	2,497	2,824	3,151	3,584
Volleyball	Head Coach	4,783	4,992	5,217	5,540	5,864	6,303
	Varsity Assistant	2,501	2,719	2,940	3,269	3,595	4,027
	Other Assistant	2,064	2,280	2,497	2,824	3,151	3,584
Tennis	Head Coach	4,783	4,992	5,217	5,540	5,864	6,303
	Varsity Assistant	2,501	2,719	2,940	3,269	3,595	4,027

**APPENDIX C-2 (Cont.)**

<b>HIGH SCHOOL ACTIVITIES</b>		<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>
<b>GROUP V</b>							
Golf	Head Coach	3,269	3,490	3,702	4,025	4,356	4,793
	Varsity Assistant	1,850	2,072	2,286	2,614	2,940	3,375
Skiing	Head Coach	3,269	3,490	3,702	4,025	4,356	4,793
	Varsity Assistant	1,850	2,072	2,286	2,614	2,940	3,375
<b>GROUP VI</b>							
Cheerleaders	Head Coach	2,414	2,607	2,824	3,151	3,483	3,912
Dance	Head Coach	1,651	1,870	2,083	2,410	2,742	3,172
Intramurals	Head Coach	1,742	1,824	1,910	1,998	2,083	2,175
<b>MIDDLE SCHOOLS ACTIVITIES</b>		<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>
Baseball	Head Coach	2,387	2,607	2,824	3,151	3,483	3,911
	Varsity Assistant	1,626	1,847	2,064	2,387	2,711	3,151
	Other Assistant	1,086	1,302	1,741	2,173		
Basketball	Head Coach	2,387	2,607	2,824	3,151	3,483	3,911
	Varsity Assistant	1,626	1,847	2,064	2,387	2,711	3,151
Cross Country	Head Coach	2,387	2,607	2,824	3,151	3,483	3,911
	Varsity Assistant	1,626	1,847	2,064	2,387	2,711	3,151
Football	Head Coach	2,607	2,824	3,044	3,373	3,693	4,125
	Varsity Assistant	1,847	2,064	2,280	2,607	2,933	3,369
	Other Assistant	1,087	1,302	1,741	2,174		
Ice Hockey	Head Coach	2,387	2,607	2,824	3,151	3,483	3,911
	Varsity Assistant	1,626	1,847	2,064	2,387	2,711	3,151
Intramurals	Head Coach	1,824	1,911	1,999	2,094	2,185	
Lacrosse	Head Coach	2,387	2,607	2,824	3,151	3,483	3,911
	Varsity Assistant	1,626	1,847	2,064	2,387	2,711	3,151
	Other Assistant	1,087	1,302	1,741	2,174		
Sports Club	Head Coach	1,520	1,741	1,959	2,280	2,607	3,044



**APPENDIX C-2 (Cont.)**

<b>MIDDLE SCHOOLS ACTIVITIES</b>		<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>
Soccer	Head Coach	2,387	2,607	2,824	3,151	3,483	3,911
	Varsity Assistant	1,626	1,847	2,064	2,387	2,711	3,151
	Other Assistant	1,087	1,302	1,741	2,174		
Softball	Head Coach	2,387	2,607	2,824	3,151	3,483	3,911
	Varsity Assistant	1,626	1,847	2,064	2,387	2,711	3,151
Track	Head Coach	2,387	2,607	2,824	3,151	3,483	3,911
	Varsity Assistant	1,626	1,847	2,064	2,387	2,711	3,151
	Other Assistant	1,087	1,302	1,741	2,174		
Volleyball	Head Coach	2,387	2,607	2,824	3,151	3,483	3,911
	Varsity Assistant	1,626	1,847	2,064	2,387	2,711	3,151

**APPENDIX C-3**

**NEWTON PUBLIC SCHOOLS**  
**100 Walnut Street, Newtonville, MA 02460**

**COACHES SALARY SCHEDULE**  
**Effective September 1, 2017 – August 30, 2018**  
+2.0% (plus adjustments from 5/15/17 MOA)

<b>HIGH SCHOOLS ACTIVITIES</b>		<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>
<b>GROUP I</b>							
Trainer	Annual	38,439	39,191	39,930	40,672	41,417	42,153
Equipment Manager	Head - Annual	7,972	8,179	8,371	8,663	8,953	9,334
Equipment Manager	Assistant - Annual	6,529	6,747	6,976	7,265	7,635	8,056
Faculty Manager	Annual	8,371	8,568	8,760	9,049	9,334	9,699
Fall Sports (Pre-Season) Coaches, Faculty & Equipment Manager per week		214					
<b>GROUP II</b>							
Football	Head Coach	9,310	9,505	9,697	9,984	10,269	10,661
	Varsity Assistant	4,431	4,657	4,878	5,213	5,544	5,981
	Other Assistant	2,659	2,880	3,107	3,440	3,767	4,207
Scouting [per game] including travel expense		92					
<b>GROUP III</b>							
Baseball	Head Coach	5,993	6,215	6,447	6,743	7,110	7,558
	Varsity Assistant	3,335	3,560	3,776	4,107	4,443	4,889
	Other Assistant	2,666	2,889	3,112	3,450	3,776	4,218
Basketball	Head Coach	5,993	6,215	6,447	6,743	7,110	7,558
	Varsity Assistant	3,335	3,560	3,776	4,107	4,443	4,889
	Other Assistant	2,666	2,889	3,112	3,450	3,776	4,218
Ice Hockey	Head Coach	5,993	6,215	6,447	6,743	7,110	7,558
	Varsity Assistant	3,335	3,560	3,776	4,107	4,443	4,889
	Other Assistant	2,666	2,889	3,112	3,450	3,776	4,218
Softball	Head Coach	5,993	6,215	6,447	6,743	7,110	7,558
	Varsity Assistant	3,335	3,560	3,776	4,107	4,443	4,889
	Other Assistant	2,666	2,889	3,112	3,450	3,776	4,218

**APPENDIX C-3 (Cont.)**

<b>HIGH SCHOOLS ACTIVITIES</b>		<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>
<b>Group III, cont</b>							
Wrestling	Head Coach	5,993	6,215	6,447	6,743	7,110	7,558
	Varsity Assistant	3,335	3,560	3,776	4,107	4,443	4,889
	Other Assistant	2,666	2,889	3,112	3,450	3,776	4,218
Lacrosse	Head Coach	5,759	5,980	6,195	6,527	6,861	7,304
	Varsity Assistant	2,765	2,991	3,214	3,550	3,876	4,322
	Other Assistant	2,105	2,326	2,547	2,880	3,214	3,656
Field Hockey	Head Coach	5,759	5,980	6,195	6,527	6,861	7,304
	Varsity Assistant	2,551	2,773	2,998	3,335	3,667	4,107
	Other Assistant	2,105	2,326	2,547	2,880	3,214	3,656
Soccer	Head Coach	5,759	5,980	6,195	6,527	6,861	7,304
	Varsity Assistant	2,551	2,773	2,998	3,335	3,667	4,107
	Other Assistant	2,105	2,326	2,547	2,880	3,214	3,656
<b>GROUP IV</b>							
Gymnastics	Head Coach	4,878	5,092	5,321	5,651	5,981	6,429
	Varsity Assistant	2,880	3,107	3,328	3,656	3,990	4,431
Outdoor Track	Head Coach	4,878	5,092	5,321	5,651	5,981	6,429
	Varsity Assistant	2,659	2,880	3,107	3,440	3,767	4,207
	Other Assistant	2,105	2,326	2,547	2,880	3,214	3,656
Cross Country	Head Coach	4,878	5,092	5,321	5,651	5,981	6,429
	Varsity Assistant	2,551	2,773	2,998	3,335	3,667	4,107
Indoor Track	Head Coach	4,878	5,092	5,321	5,651	5,981	6,429
	Varsity Assistant	2,551	2,773	2,998	3,335	3,667	4,107
	Other Assistant	2,105	2,326	2,547	2,880	3,214	3,656
Swimming	Head Coach	4,878	5,092	5,321	5,651	5,981	6,429
	Varsity Assistant	2,551	2,773	2,998	3,335	3,667	4,107
	Other Assistant	2,105	2,326	2,547	2,880	3,214	3,656
Volleyball	Head Coach	4,878	5,092	5,321	5,651	5,981	6,429
	Varsity Assistant	2,551	2,773	2,998	3,335	3,667	4,107
	Other Assistant	2,105	2,326	2,547	2,880	3,214	3,656
Tennis	Head Coach	4,878	5,092	5,321	5,651	5,981	6,429
	Varsity Assistant	2,551	2,773	2,998	3,335	3,667	4,107

**APPENDIX C-3 (Cont.)**

<b>HIGH SCHOOL ACTIVITIES</b>		<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>
<b>GROUP V</b>							
Golf	Head Coach	3,335	3,560	3,776	4,106	4,443	4,889
	Varsity Assistant	1,887	2,113	2,331	2,666	2,998	3,443
Skiing	Head Coach	3,335	3,560	3,776	4,106	4,443	4,889
	Varsity Assistant	1,887	2,113	2,331	2,666	2,998	3,443
<b>GROUP VI</b>							
Cheerleaders	Head Coach	2,462	2,659	2,880	3,214	3,553	3,990
Dance	Head Coach	1,684	1,908	2,124	2,458	2,797	3,236
Intramurals	Head Coach	1,777	1,860	1,948	2,038	2,124	2,219
<b>MIDDLE SCHOOLS ACTIVITIES</b>		<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>
Baseball	Head Coach	2,434	2,659	2,880	3,214	3,553	3,989
	Varsity Assistant	1,659	1,884	2,105	2,434	2,765	3,214
	Other Assistant	1,107	1,328	1,776	2,216		
Basketball	Head Coach	2,434	2,659	2,880	3,214	3,553	3,989
	Varsity Assistant	1,659	1,884	2,105	2,434	2,765	3,214
Cross Country	Head Coach	2,434	2,659	2,880	3,214	3,553	3,989
	Varsity Assistant	1,659	1,884	2,105	2,434	2,765	3,214
Football	Head Coach	2,659	2,880	3,105	3,440	3,767	4,207
	Varsity Assistant	1,884	2,105	2,326	2,659	2,991	3,436
	Other Assistant	1,109	1,328	1,776	2,218		
Ice Hockey	Head Coach	2,434	2,659	2,880	3,214	3,553	3,989
	Varsity Assistant	1,659	1,884	2,105	2,434	2,765	3,214
Intramurals	Head Coach	1,860	1,949	2,039	2,136	2,229	
Lacrosse	Head Coach	2,434	2,659	2,880	3,214	3,553	3,989
	Varsity Assistant	1,659	1,884	2,105	2,434	2,765	3,214
	Other Assistant	1,109	1,328	1,776	2,218		
Sports Club	Head Coach	1,551	1,776	1,998	2,326	2,659	3,105

**APPENDIX C-3 (Cont.)**

<b>MIDDLE SCHOOLS ACTIVITIES</b>		<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>
Soccer	Head Coach	2,434	2,659	2,880	3,214	3,553	3,989
	Varsity Assistant	1,659	1,884	2,105	2,434	2,765	3,214
	Other Assistant	1,109	1,328	1,776	2,218		
Softball	Head Coach	2,434	2,659	2,880	3,214	3,553	3,989
	Varsity Assistant	1,659	1,884	2,105	2,434	2,765	3,214
Track	Head Coach	2,434	2,659	2,880	3,214	3,553	3,989
	Varsity Assistant	1,659	1,884	2,105	2,434	2,765	3,214
	Other Assistant	1,109	1,328	1,776	2,218		
Volleyball	Head Coach	2,434	2,659	2,880	3,214	3,553	3,989
	Varsity Assistant	1,659	1,884	2,105	2,434	2,765	3,214

**APPENDIX C-4**

**NEWTON PUBLIC SCHOOLS**  
**100 Walnut Street, Newtonville, MA 02460**

**COACHES SALARY SCHEDULE****Effective August 31, 2018**

+0.35% (plus adjustments from 5/15/17 MOA)

<b>HIGH SCHOOLS ACTIVITIES</b>		<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>
<b>GROUP I</b>							
Trainer	Annual	38,574	39,328	40,070	40,815	41,562	42,301
Equipment Manager	Head - Annual	8,000	8,208	8,400	8,693	8,985	9,367
Equipment Manager	Assistant - Annual	6,552	6,771	7,001	7,291	7,662	8,084
Faculty Manager	Annual	8,400	8,598	8,791	9,081	9,367	9,733
Fall Sports (Pre-Season) Coaches, Faculty & Equipment Manager per week		214					
<b>GROUP II</b>							
Football	Head Coach	9,343	9,538	9,731	10,019	10,305	10,698
	Varsity Assistant	4,446	4,674	4,895	5,231	5,563	6,002
	Other Assistant	2,669	2,890	3,118	3,452	3,780	4,222
Scouting [per game] including travel expense		92					
<b>GROUP III</b>							
Baseball	Head Coach	6,013	6,237	6,469	6,766	7,134	7,585
	Varsity Assistant	3,346	3,572	3,790	4,121	4,459	4,906
	Other Assistant	2,676	2,899	3,123	3,462	3,790	4,233
Basketball	Head Coach	6,013	6,237	6,469	6,766	7,134	7,585
	Varsity Assistant	3,346	3,572	3,790	4,121	4,459	4,906
	Other Assistant	2,676	2,899	3,123	3,462	3,790	4,233
Ice Hockey	Head Coach	6,013	6,237	6,469	6,766	7,134	7,585
	Varsity Assistant	3,346	3,572	3,790	4,121	4,459	4,906
	Other Assistant	2,676	2,899	3,123	3,462	3,790	4,233
Softball	Head Coach	6,013	6,237	6,469	6,766	7,134	7,585
	Varsity Assistant	3,346	3,572	3,790	4,121	4,459	4,906
	Other Assistant	2,676	2,899	3,123	3,462	3,790	4,233

**APPENDIX C-4 (Cont.)**

<b>HIGH SCHOOLS ACTIVITIES</b>		<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>
<b>Group III, cont</b>							
Wrestling	Head Coach	6,013	6,237	6,469	6,766	7,134	7,585
	Varsity Assistant	3,346	3,572	3,790	4,121	4,459	4,906
	Other Assistant	2,676	2,899	3,123	3,462	3,790	4,233
Lacrosse	Head Coach	5,779	6,001	6,217	6,550	6,885	7,330
	Varsity Assistant	2,775	3,002	3,225	3,562	3,890	4,338
	Other Assistant	2,112	2,334	2,556	2,890	3,225	3,668
Field Hockey	Head Coach	5,779	6,001	6,217	6,550	6,885	7,330
	Varsity Assistant	2,560	2,783	3,009	3,346	3,679	4,121
	Other Assistant	2,112	2,334	2,556	2,890	3,225	3,668
Soccer	Head Coach	5,779	6,001	6,217	6,550	6,885	7,330
	Varsity Assistant	2,560	2,783	3,009	3,346	3,679	4,121
	Other Assistant	2,112	2,334	2,556	2,890	3,225	3,668
<b>GROUP IV</b>							
Gymnastics	Head Coach	4,895	5,110	5,340	5,671	6,002	6,451
	Varsity Assistant	2,890	3,118	3,339	3,668	4,004	4,446
Outdoor Track	Head Coach	4,895	5,110	5,340	5,671	6,002	6,451
	Varsity Assistant	2,669	2,890	3,118	3,452	3,780	4,222
	Other Assistant	2,112	2,334	2,556	2,890	3,225	3,668
Cross Country	Head Coach	4,895	5,110	5,340	5,671	6,002	6,451
	Varsity Assistant	2,560	2,783	3,009	3,346	3,679	4,121
Indoor Track	Head Coach	4,895	5,110	5,340	5,671	6,002	6,451
	Varsity Assistant	2,560	2,783	3,009	3,346	3,679	4,121
	Other Assistant	2,112	2,334	2,556	2,890	3,225	3,668
Swimming	Head Coach	4,895	5,110	5,340	5,671	6,002	6,451
	Varsity Assistant	2,560	2,783	3,009	3,346	3,679	4,121
	Other Assistant	2,112	2,334	2,556	2,890	3,225	3,668
Volleyball	Head Coach						
	Varsity Assistant	2,560	2,783	3,009	3,346	3,679	4,121
	Other Assistant	2,112	2,334	2,556	2,890	3,225	3,668
Tennis	Head Coach	4,895	5,110	5,340	5,671	6,002	6,451
	Varsity Assistant	2,560	2,783	3,009	3,346	3,679	4,121

**APPENDIX C-4 (Cont.)**

<b>HIGH SCHOOL ACTIVITIES</b>		<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>
<b>GROUP V</b>							
Golf	Head Coach	3,346	3,572	3,790	4,120	4,459	
	Varsity Assistant	1,893	2,121	2,340	2,676	3,009	3,455
Skiing	Head Coach	3,346	3,572	3,790	4,120	4,459	4,906
	Varsity Assistant	1,893	2,121	2,340	2,676	3,009	3,455
<b>GROUP VI</b>							
Cheerleaders	Head Coach	2,471	2,669	2,890	3,225	3,565	4,004
Dance	Head Coach	1,690	1,914	2,132	2,466	2,807	3,247
Intramurals	Head Coach	1,783	1,867	1,955	2,045	2,132	2,227
<b>MIDDLE SCHOOLS ACTIVITIES</b>		<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>
Baseball	Head Coach	2,443	2,669	2,890	3,225	3,565	4,003
	Varsity Assistant	1,665	1,891	2,112	2,443	2,775	3,225
	Other Assistant	1,111	1,333	1,782	2,224		
Basketball	Head Coach	2,443	2,669	2,890	3,225	3,565	4,003
	Varsity Assistant	1,665	1,891	2,112	2,443	2,775	3,225
Cross Country	Head Coach	2,443	2,669	2,890	3,225	3,565	4,003
	Varsity Assistant	1,665	1,891	2,112	2,443	2,775	3,225
Football	Head Coach	2,669	2,890	3,116	3,452	3,780	4,222
	Varsity Assistant	1,891	2,112	2,334	2,669	3,002	3,448
	Other Assistant	1,113	1,333	1,782	2,225		
Ice Hockey	Head Coach	2,443	2,669	2,890	3,225	3,565	4,003
	Varsity Assistant	1,665	1,891	2,112	2,443	2,775	3,225
Intramurals	Head Coach	1,867	1,956	2,047	2,143	2,236	
Lacrosse	Head Coach		2,669	2,890	3,225	3,565	4,003
	Varsity Assistant	1,665	1,891	2,112	2,443	2,775	3,225
	Other Assistant	1,113	1,333	1,782	2,225		
Sports Club	Head Coach	1,556	1,782	2,005	2,334	2,669	3,116



**APPENDIX C-4 (Cont.)**

<b>MIDDLE SCHOOLS ACTIVITIES</b>		<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>
Soccer	Head Coach	2,443	2,669	2,890	3,225	3,565	4,003
	Varsity Assistant	1,665	1,891	2,112	2,443	2,775	3,225
	Other Assistant	1,113	1,333	1,782	2,225		
Softball	Head Coach	2,443	2,669	2,890	3,225	3,565	4,003
	Varsity Assistant	1,665	1,891	2,112	2,443	2,775	3,225
Track	Head Coach	2,443	2,669	2,890	3,225	3,565	4,003
	Varsity Assistant	1,665	1,891	2,112	2,443	2,775	3,225
	Other Assistant	1,113	1,333	1,782	2,225		
Volleyball	Head Coach	2,443	2,669	2,890	3,225	3,565	4,003
	Varsity Assistant	1,665	1,891	2,112	2,443	2,775	3,225

**MEMORANDUM OF AGREEMENT – STIPENDS**

The Newton School Committee (the Committee) and the Newton Teachers Association, (the Association) hereby agree to the following regarding stipends for Units A, B, and C. The list of stipends is in Appendix D-2 through D-11.

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Units A and B

1. In the case of the creation of new stipended positions, the Superintendent will establish the initial stipend which will be included in an in-school notification and in effect for the first year and which will be subject to negotiations in successor contracts or succeeding years of this Contract. In establishing the initial stipend, the Superintendent will, to the greatest extent possible, make use of the existing stipend categories included in Appendix D. An appointment to the duties and positions listed in Appendix D is subject to annual appointment by the Superintendent.

2. Acting Principal – Not Teaching

Whenever a unit member is asked to substitute for an absent principal, the unit member will be compensated at the rate of a Step 1 Masters level principal for the time spent substituting for the principal.

Acting Principal – Teaching

Per agreement of the parties, when a unit member is required to cover for an absent principal for four (4) cumulative days or more, the unit member will receive an additional stipend of \$40.00 per day of substituting.

3. Musical and Theater Productions \* Please see stipend list for all Musical and Theater Productions.

- A. Excerpt or Small Production/Limited Rehearsals

The final performance is an excerpt of a longer work, a one-act play, or short musical or dramatic production, requiring fewer rehearsals and technical work than full productions.

- B. Full Production/Standard Rehearsals

The final performance is a customary or set length musical or dramatic production, requiring a full schedule of rehearsals and a comprehensive schedule of technical work.

**C. Major Production/Extended Rehearsals**

The final performance is an extensive or elaborate musical or dramatic production that requires a wide range of rehearsals and an intensive schedule of technical work.

4. Effective September 2017, the following criteria apply to the revised Middle School and Elementary School Theater and Musical Performance Stipend Salary Schedules.

**MIDDLE SCHOOL THEATRE AND MUSICAL PERFORMANCE STIPENDS**

The production roles delineated on the **Middle School stipend charts** represent the optimal range of staff positions needed for a theatrical production. Directors shall have discretion to staff each production according to the specific needs of that production. The Director is not obligated to staff all roles.

\* Music Director and Technical Director are newly added roles:  
Stipends/Responsibilities for Music Director are equivalent to those for the former Co-Director role; Technical Director stipends/responsibilities are equivalent to those for the former Set Designer role.

\*\* One-Act Play or Small Musical uses the stipend amounts for Theatre Productions (not Musical Productions) as most middle school one-act productions are not musicals.

**Explanation for Major and Minor stipend levels for Production roles:**

For the production roles of Set Designer, Costumer, Choreographer/Creative Movement/Stage Combat Specialist, and Technical Director, Directors will have discretion in determining the need for a major or minor production role when staffing these positions. Using the current stipend amounts, a major production role should earn the maximum stipend listed for that role. A ratio of the maximum amount will need to be determined for the minor production role, consider 50%-60% percent of the maximum stipend for minor role stipends.

Example #1: A Director is staging a musical that has several tap and jazz dance numbers and needs a Choreographer for a major role. Another Director is staging a musical with puppets and hires a Creative Movement specialist to lead creative movement workshops at a rehearsal for a minor role.

Example #2: A Director is staging a non-musical play with period costumes and needs a costumer for a major role of locating and/or creating costumes for 60 students. Another Director is staging a play set in a contemporary middle school and needs a costumer for a minor role for organizing costumes comprised of students' personal wardrobe, thrifts store shopping, custom T-shirts (design and ordering), etc.

## **APPENDIX D-1 (Cont.)**

Considering that every musical or play has its own unique production requirements along with the individual Director's creative vision/interpretation of the material; Directors must be given discretion to make staffing decisions that he/she feels will best achieve the artistic result they're striving to achieve.

In some situations, students are recruited and trained to perform some production roles and parent volunteers are often recruited to fulfill some roles.

### **Roles & Responsibilities**

#### **Director:**

- The principal leader of a theatrical production who coordinates all production roles
- Responsible for developing a concept for the production and sharing that concept with other production staff to establish a shared vision/production plan
- Oversees the entire rehearsal/production schedule through final performance
- Works with student actors and technical crew in rehearsals

#### **Musical Director:**

- Works in collaboration with Director to teach music to cast and rehearse ensemble and individual/small group music rehearsals
- Leads student or adult pit musicians in rehearsal and performances

#### **Assistant Director:**

- When staffed, the Assistant Director provides directorial assistance to the Director as needed for the specific production.

#### **Producer:**

- When staffed, the Producer is tasked with non-performance related duties including but not limited to: coordinating ticket sales, coordinating parent volunteers, coordinating concessions, etc.

#### **Set Design:**

- Responsible for designing/coordinating/building scenic elements (including props) of a production based on the shared vision

#### **Costumer:**

- Responsible for designing/coordinating/building costumes (including make-up) of a production based on the shared vision

#### **Choreographer, movement specialist, stage combat:**

- Responsible for developing the choreography, creative movement, or stage combat scenes of a production based on the shared vision. Works with students in rehearsals to teach choreography, creative movement, or stage combat scenes.

## **APPENDIX D-1 (Cont.)**

### **Technical Director:**

- When staffed, the Technical Director is responsible for developing a logistics plan for the preparation and installation of the technical elements of a production
- Oversees the installation of scenic, lighting, sound elements that require stage craft expertise or adult supervision

### **Stage Manager:**

- When staffed, the Stage Manager is responsible for calling cues for the performance from tech/dress rehearsals through final performance (minor role). Directors may require a stage manager throughout the rehearsal/performance process to take blocking and production notes (major role)

### **Faculty Advisor:**

- When staffed, the Faculty Advisor may be asked to perform a range of specific tasks, such as:
  - A World Language teacher who helps the cast with foreign language dialogue
  - A History teacher who helps the cast understand and research a play's historical significance
  - A faculty member who is skilled with dialects and coaches the cast
  - A faculty member who is skilled in IT/media works with tech students on video projections or special effects

## **ELEMENTARY SCHOOL THEATRE AND MUSICAL PRODUCTION STIPENDS**

In 2015-16, three elementary schools requested stipends to support a 5<sup>th</sup> grade musical (Bowen, \$1,936; Burr, \$1,714; Lincoln-Eliot, \$1,271). These schools qualified for stipends because a portion of the rehearsals was scheduled before or after school.

\* Stipends for elementary productions are based on the current stipends for Musical Productions – Full/Standard Rehearsals

### **Roles & Responsibilities**

#### **Director:**

- Typically the music teacher at the school
- The principal leader of the theatrical production
- Oversees the entire rehearsal/production schedule through final performance
- Works with student actors and technical crew in rehearsals
- Coordinates parent volunteers for production needs (costumes, scenery, props, etc.)

## **APPENDIX D-1 (Cont.)**

### **Co-Directors:**

- Typically comprised of the music teacher and one other faculty member such as the visual art teacher, a classroom teacher, or building staff member with theater experience
- Shares equally in, or divides the tasks listed for the Director
- When the visual art teacher serves as the Co-Director, the duties typically divide between performance and design/production responsibilities

### **Production Assistants:**

- Typically enlisted to assist with final rehearsals and performances to assist in the supervision of students
- May be tasked with keeping costumes and/or props organized during the performances
- (during performances, the director is typically located in front of the stage to conduct musical numbers)

5. The Association has agreed to further study on the following possible stipends at the high school: Music Lab Supervisor, Photo Lab Supervisor. This study is to be completed by the December school break. The parties will then review the study and if any additional stipends emerge, then they will be added to the Stipend Appendix
6. The Association has agreed to further delineate specific elementary clubs or activities that elementary teachers perform outside of the regular school day. This study is to be completed by December 15<sup>th</sup>. The parties will then review the study and if any additional stipends emerge, then they will be added to the Stipend Appendix E.
7. Stipend Joint Committee

For the 2015-2016 school year, the Association and School Department will form a Joint Committee to study the issues and make recommendations, based on the increased budget allocations described below, to the School Committee and the Association.

For the 2016-2017 school year, based upon the recommendations of the above-mentioned Joint Committee and approved by the School Committee, the stipend budget will be increased by \$50,000 over the current amount.

For the 2017-2018 school year, based upon the recommendations of the above-mentioned Joint Committee and approved by the School Committee, the stipend budget will be increased by \$25,000 over the 2016-2017 school year amount.

(The Committee completed its work and finalized it in a Memorandum of Agreement on May 15, 2017. The changes have been incorporated into this collective bargaining agreement.)

**Unit C**

1. High school campus aide (5) positions @ \$600 per stipend for a total of \$3,000 in campus aide time at both high schools: Newton North and Newton South.

**APPENDIX D-2**

**NEWTON PUBLIC SCHOOLS  
100 Walnut Street, Newtonville, MA 02460**

**STIPENDED POSITIONS SALARY SCHEDULES – UNITS A, B, AND C  
Effective September 1, 2015-August 31, 2016  
+2.4%**

<b>HIGH SCHOOL STIPENDS</b>	<b>FY16</b>
<b>Group A</b>	
Club Advisor	321
Newton Educational Workshop Advisor	321
<b>Group B</b>	
Assistant SAT Testing Coordinator	754
Assistant Senior Class Advisor	754
Crisis Team Facilitator	754
Freshman Class Advisor	754
High School Literary Magazine Advisor	754
High School Newspaper Business Advisor	754
Inter-house Council Advisor	754
Junior Class Advisor	754
Mock Trial Advisor	754
Model U.N. Advisor	754
Peer Mediation Advisor	754
Public Address System Coordinator	754
Sophomore Class Advisor	754
Step Squad Advisor	754
Student Activities Coordinator	754
Study Orientation Skills Advisor (SOS)	754
<b>Group C</b>	
Assistant AP Testing Coordinator	942
Community Service Advisor	942
Debate Club Advisor	942
High School Newspaper Assistant Advisor	942
High School Printing and Publishing	942
Math Team Advisor	942
Science Team Advisor	942
Ultimate Frisbee Adviser	942
<b>Group D</b>	
AP Testing Coordinator	1,388
High School Course Book Editor	1,388
MCAS Coordinator per half-year	1,388
SAT Testing Coordinator	1,388



**APPENDIX D-2 (Cont.)**

Sexuality and Health Coordinator	1,388
Site Coordinator	1,388
Web Page Maintenance	1,388
<b>Group E</b>	
Assistant to the Department Chair	1,907
Assistant to the Housemaster	1,907
City-wide Crisis Manager	1,907
Director of Physical Education (Curriculum)	1,907
High School Newspaper Advisor	1,907
High School Yearbook Advisor	1,907
Office of Human Rights Advisor	1,907
Scholarship Coordinator	1,907
Senior Class Advisor	1,907
Speech Team	1,907
Student Teaching Coordinator	1,907
Work Study Coordinator	1,907
<b>OTHER</b>	
High School Scheduler	4,976
Instructional Tech. Facilitator	3,317
Libraries Facilitator	3,317
Ligerbot Assistant Coach	728
Ligerbot Build Coach	2,599
Ligerbot General Manager	3,118
Ligerbot Head Coach	7,276
<b>OTHER (Grant Funded, Stipend determined by grant, etc.)</b>	
Greek Studies Program Coordinator	17,894
Greek Studies Program Teacher-Specialist	4,274
Hentzelman Reader	211
NTTI Clinical Instructor	3,165
NTTI Program Supervisor	5,275
NTTI Supervising Practitioner	1,055
<b>MIDDLE SCHOOL STIPENDS</b>	
MCAS Coordinator per half year	1,388
Triple E Program Manager	4,755
<b>ELEMENTARY SCHOOL STIPENDS</b>	
MCAS Coordinator per year	1,388
Teacher-in-Charge	1,493
Social Competency Teacher Trainer	2,493

**APPENDIX D-3****NEWTON PUBLIC SCHOOLS  
100 Walnut Street, Newtonville, MA 02460****STIPENDED POSITIONS SALARY SCHEDULES – UNITS A, B, AND C  
September 1, 2016-August 31, 2017  
+1.65%**

<b>HIGH SCHOOL STIPENDS</b>	<b>FY17</b>
<b>Group A</b>	
Club Advisor	326
<b>Group B</b>	
Class Advisor - Freshman	767
Class Advisor - Sophomore	767
Class Assistant Advisor - Senior	767
College Standardized Testing Assistant Coordinator	767
Crisis Team Facilitator	767
Dreamfar Coaches	767
Freshman Orientation Advisor	767
Literary Magazine Advisor	767
Newspaper Business Advisor	767
Peer Mediation Advisor/Peer Advisor	767
Public Address System Coordinator	767
Recycling Coordinator	767
Safety Coordinator	767
Student Activities Coordinator (Inter-house Council Advisor )	767
<b>Group C</b>	
Academic Team Advisor - Debate Team	958
Academic Team Advisor - DECA	958
Academic Team Advisor - Generic	958
Academic Team Advisor - Math Team	958
Academic Team Advisor - Mock Trial	958
Academic Team Advisor - Model U.N.	958
Academic Team Advisor - Quiz Show	958
Academic Team Advisor - Science Team	958
Academic Team Assistant Advisor - Speech Team	958
Class Advisor - Junior	958
Community Service Advisor	958
Newspaper Assistant Advisor	958
Ultimate Frisbee Assistant Coach	958
Web Design Specialist	958

**APPENDIX D-3 (Cont.)**

<b>Group D</b>	
Calculus Project Building Leader	1,411
College Standardized Testing Coordinator (PSAT,SAT,ACT,AP)	1,411
High School Course Book Editor	1,411
MCAS Coordinator per half-year	1,411
Mental Health Committee Coordinator	1,411
Printing and Publishing Advisor - School Year	1,411
Printing and Publishing Advisor - Summer	1,411
SSD Coordinator	1,411
Ultimate Frisbee Head Coach	1,411
Wellness Coordinator	1,411
<b>Group E</b>	
Academic Team Advisor - Speech Team	1,977
Assistant to the Department Chair	1,977
Assistant to the Housemaster	1,977
Class Advisor - Senior	1,977
Director of Physical Education (Curriculum)	1,977
Office of Human Rights Advisor	1,977
Online Learning Coordinator (e.g. Edgenuity)	1,977
Scholarship Coordinator	1,977
Student Teaching Coordinator	1,977
Transitioning Together College Mentoring	1,977
Work Study Coordinator	1,977
<b>Group F</b>	
Newspaper Advisor	2,908
Yearbook Advisor	2,908
<b>Other HS Stipends</b>	
Additional Music Concerts (For concerts 5 -8 for each 1.0 FTE)	125
NTR Program Director (In conjunction w NTR Board) (No COLA)	6,000
NTR Methods Instructor (In conjunction w NTR Board) (No COLA)	4,000
NTR Candidate Supervisor (In conjunction w NTR Board) (No COLA)	1,500
<b>CITYWIDE STIPENDS</b>	
Citywide Crisis Manager	1,939
Ligerbots Head Coach	7,506
Ligerbots General Manager	3,217
Ligerbots Build Coach	2,681
Ligerbots Assistant Coach	751
Overnight Trip Stipends - Domestic Trips and Canada (per night)*	125

**APPENDIX D-3 (Cont.)**

<b>MIDDLE SCHOOL STIPENDS</b>	
Calculus Project Building Leader	1,411
MCAS Coordinator per half year	1,478
Triple E Program Manager (Academics and Arts)	1,750
Triple E Program Manager (Athletics)	5,500
<b>ELEMENTARY SCHOOL STIPENDS</b>	
ACCESS Testing Coordinator (Share budget with Teaching and Learning)	1,411
Acting Principal - Teaching (per day, 4 days or more cumulative)	50
MCAS Coordinator per year	1,478
Teacher-in-Charge	1,590

\*Subject to COLA in future contract - see 15-18 Contract Article 38, Section 10.

**APPENDIX D-4**

**NEWTON PUBLIC SCHOOLS**  
**100 Walnut Street, Newtonville, MA 02460**

**STIPENDED POSITIONS SALARY SCHEDULES – UNITS A, B, AND C**

**Effective September 1, 2017-August 30, 2018**

+2.0% (plus adjustments from 5/15/17 MOA)

<b>HIGH SCHOOL STIPENDS</b>	<b>FY18</b>
<b>Group A</b>	
Club Advisor	333
<b>Group B</b>	
Academic Team Assistant Advisor - Generic	782
Academic Team Assistant Advisor - Debate Team	782
Academic Team Assistant Advisor - Mock Trial	782
Academic Team Assistant Advisor - Model U.N.	782
Academic Team Assistant Advisor - Generic	782
Class Advisor - Freshman	782
Class Advisor - Sophomore	782
Class Assistant Advisor - Senior	782
College Standardized Testing Assistant Coordinator	782
Crisis Team Facilitator	782
Dreamfar Coaches	782
Freshman Orientation Advisor	782
Literary Magazine Advisor	782
Newspaper Business Advisor	782
Peer Mediation Advisor/Peer Advisor	782
Public Address System Coordinator	782
Recycling Coordinator	782
Safety Coordinator	782
Student Activities Coordinator (Inter-house Council Advisor )	782
<b>Group C</b>	
Academic Team Advisor - Debate Team	977
Academic Team Advisor - DECA	977
Academic Team Advisor - Generic	977
Academic Team Advisor - Math Team	977
Academic Team Advisor - Mock Trial	977
Academic Team Advisor - Model U.N.	977
Academic Team Advisor - Quiz Show	977
Academic Team Advisor - Science Team	977
Academic Team Assistant Advisor - Speech Team	977
Class Advisor - Junior	977
Community Service Advisor	977
Newspaper Assistant Advisor	977
Ultimate Frisbee Assistant Coach	977
Web Design Specialist	977

**APPENDIX D-4 (Cont.)**

<b>Group D</b>	
Calculus Project Building Leader	1,439
College Standardized Testing Coordinator (PSAT,SAT,ACT,AP)	1,439
High School Course Book Editor	1,439
MCAS Coordinator per half-year	1,439
Mental Health Committee Coordinator	1,439
Printing and Publishing Advisor - School Year	1,439
Printing and Publishing Advisor - Summer	1,439
SSD Coordinator	1,439
Ultimate Frisbee Head Coach	1,439
Wellness Coordinator	1,439
<b>Group E</b>	
Academic Team Advisor - Speech Team	1,978
Assistant to the Department Chair	1,978
Assistant to the Housemaster	1,978
Class Advisor - Senior	1,978
Director of Physical Education (Curriculum)	1,978
Office of Human Rights Advisor	1,978
Online Learning Coordinator (e.g. Edgenuity)	1,978
Scholarship Coordinator	1,978
Student Teaching Coordinator	1,978
Transitioning Together College Mentoring	1,978
Work Study Coordinator	1,978
<b>Group F</b>	
Newspaper Advisor	2,966
Yearbook Advisor	2,966
<b>Other HS Stipends</b>	
Culinary Event Hosting (Per Events 3-7, per educator)	50
Additional Music Concerts (For concerts 5 -8 for each 1.0 FTE)	128
NTR Program Director (In conjunction w NTR Board) (No COLA)	6,000
NTR Methods Instructor (In conjunction w NTR Board) (No COLA)	4,000
NTR Candidate Supervisor (In conjunction w NTR Board) (No COLA)	1,500
<b>CITYWIDE STIPENDS</b>	
Citywide Crisis Manager	1,978
Ligerbots Head Coach	7,656
Ligerbots General Manager	3,281
Ligerbots Build Coach	2,735
Ligerbots Assistant Coach	766
Overnight Trip Stipends - Domestic Trips and Canada (per night)*	125

**APPENDIX D-4 (Cont.)**

<b>MIDDLE SCHOOL STIPENDS</b>	
Calculus Project Building Leader	1,439
MCAS Coordinator per half year	1,507
Triple E Program Manager (Academics and Arts)	1,785
Triple E Program Manager (Athletics)	5,610
Web Design Specialist (per school)	325
<b>ELEMENTARY &amp; PRE-K STIPENDS</b>	
ACCESS Testing Coordinator (Share budget with Teaching and Learning)	1,439
Acting Principal - Teaching (per day, 4 days or more cumulative)	51
Leadership Stipend (TBD Annually by principal and staff based on committee participation, e.g., Scheduling Committee, Principal Advisory Committee, etc.) (8 per Elem school plus 5 Pre-K)	200
MCAS Coordinator per year	1,507
Teacher-in-Charge	1,622
Web Design Specialist (per school)	250

\*Subject to COLA in future contract - see 15-18 Contract Article 38, Section 10.

**APPENDIX D-5**

**NEWTON PUBLIC SCHOOLS**  
**100 Walnut Street, Newtonville, MA 02460**

**STIPENDED POSITIONS SALARY SCHEDULES – UNITS A, B, AND C****Effective August 30, 2018**

+0.35% (plus adjustments from 5/15/17 MOA)

<b>HIGH SCHOOL STIPENDS</b>	
<b>Group A</b>	
Club Advisor	334
<b>Group B</b>	
Academic Team Assistant Advisor - Generic	785
Academic Team Assistant Advisor - Debate Team	785
Academic Team Assistant Advisor - Mock Trial	785
Academic Team Assistant Advisor - Model U.N.	785
Academic Team Assistant Advisor - Generic	785
Class Advisor - Freshman	785
Class Advisor - Sophomore	785
Class Assistant Advisor - Senior	785
College Standardized Testing Assistant Coordinator	785
Crisis Team Facilitator	785
Dreamfar Coaches	785
Freshman Orientation Advisor	785
Literary Magazine Advisor	785
Newspaper Business Advisor	785
Peer Mediation Advisor/Peer Advisor	785
Public Address System Coordinator	785
Recycling Coordinator	785
Safety Coordinator	785
Student Activities Coordinator (Inter-house Council Advisor )	785
<b>Group C</b>	
Academic Team Advisor - Debate Team	980
Academic Team Advisor - DECA	980
Academic Team Advisor - Generic	980
Academic Team Advisor - Math Team	980
Academic Team Advisor - Mock Trial	980
Academic Team Advisor - Model U.N.	980
Academic Team Advisor - Quiz Show	980
Academic Team Advisor - Science Team	980
Academic Team Assistant Advisor - Speech Team	980
Class Advisor - Junior	980
Community Service Advisor	980
Newspaper Assistant Advisor	980
Ultimate Frisbee Assistant Coach	980
Web Design Specialist	980



**APPENDIX D-5 (Cont.)**

<b>Group D</b>	
Calculus Project Building Leader	1,444
College Standardized Testing Coordinator (PSAT,SAT,ACT,AP)	1,444
High School Course Book Editor	1,444
MCAS Coordinator per half-year	1,444
Mental Health Committee Coordinator	1,444
Printing and Publishing Advisor - School Year	1,444
Printing and Publishing Advisor - Summer	1,444
SSD Coordinator	1,444
Ultimate Frisbee Head Coach	1,444
Wellness Coordinator	1,444
<b>Group E</b>	
Academic Team Advisor - Speech Team	1,985
Assistant to the Department Chair	1,985
Assistant to the Housemaster	1,985
Class Advisor - Senior	1,985
Director of Physical Education (Curriculum)	1,985
Office of Human Rights Advisor	1,985
Online Learning Coordinator (e.g. Edgenuity)	1,985
Scholarship Coordinator	1,985
Student Teaching Coordinator	1,985
Transitioning Together College Mentoring	1,985
Work Study Coordinator	1,985
<b>Group F</b>	
Newspaper Advisor	2,976
Yearbook Advisor	2,976
<b>Other HS Stipends</b>	
Culinary Event Hosting (Per Events 3-7, per educator)	50
Additional Music Concerts (For concerts 5 -8 for each 1.0 FTE)	128
NTR Program Director (In conjunction w NTR Board) (No COLA)	6,000
NTR Methods Instructor (In conjunction w NTR Board) (No COLA)	4,000
NTR Candidate Supervisor (In conjunction w NTR Board) (No COLA)	1,500
<b>CITYWIDE STIPENDS</b>	
Citywide Crisis Manager	1,985
Ligerbots Head Coach	7,683
Ligerbots General Manager	3,292
Ligerbots Build Coach	2,745
Ligerbots Assistant Coach	769
Overnight Trip Stipends - Domestic Trips and Canada (per night)*	125

**APPENDIX D-5 (Cont.)**

<b>MIDDLE SCHOOL STIPENDS</b>	
Calculus Project Building Leader	1,444
MCAS Coordinator per half year	1,512
Triple E Program Manager (Academics and Arts)	1,791
Triple E Program Manager (Athletics)	5,630
Web Design Specialist (per school)	326
<b>ELEMENTARY &amp; PRE-K STIPENDS</b>	
ACCESS Testing Coordinator (Share budget with Teaching and Learning)	1,444
Acting Principal - Teaching (per day, 4 days or more cumulative)	51
Leadership Stipend (TBD Annually by principal and staff based on committee participation, e.g., Scheduling Committee, Principal Advisory Committee, etc.) (8 per Elem school plus 5 Pre-K)	201
MCAS Coordinator per year	1,512
Teacher-in-Charge	1,628
Web Design Specialist (per school)	251

\*Subject to COLA in future contract - see 15-18 Contract Article 38, Section 10.

Newton Public Schools  
100 Walnut Street  
Newtonville, MA 02460

**STIPENDED POSITIONS SALARY SCHEDULE – UNITS A, B, AND C**

Theater and Music Performance Stipends – Effective September 1, 2015-August 31, 2016  
+2.4%

HIGH SCHOOL MUSICAL AND THEATER PRODUCTIONS											
Theater Productions	Director	Co-Director	Asst. Director	Producer	Asst. Producer	Scenery	Costumes	Choreographer	Stage Manager	Faculty Advisor	
Excerpt or Small/Limited Rehearsals	\$1,106	\$829	\$442	\$553	\$442	\$553	\$829	\$553	\$553	\$332	
Full/Standard Rehearsals	\$1,659	\$1,327	\$663	\$829	\$663	\$829	\$1,106	\$829	\$1,106	\$553	
Major/Extended Rehearsals	\$2,764	\$2,212	\$885	\$1,106	\$885	\$1,106	\$1,659	\$1,106	\$1,437	\$829	
Musical Productions	Director	Co-Director	Asst. Director	Producer	Asst. Producer	Scenery	Costumes	Choreographer	Stage Manager	Faculty Advisor	
Excerpt or Small/Limited Rehearsals	\$1,769	\$1,106	\$885	\$553	\$442	\$553	\$829	\$1,106	\$553	\$332	
Full/Standard Rehearsals	\$2,764	\$1,659	\$1,161	\$829	\$663	\$829	\$1,106	\$1,659	\$1,106	\$553	
Major/Extended Rehearsals	\$3,317	\$2,488	\$1,327	\$1,106	\$885	\$1,106	\$1,659	\$2,488	\$1,659	\$829	
MIDDLE SCHOOL MUSICAL AND THEATER PRODUCTIONS											
Theater Productions	Director	Co-Director	Asst. Director	Producer	Asst. Producer	Scenery	Costumes	Choreographer	Stage Manager	Faculty Advisor	
Excerpt or Small/Limited Rehearsals	\$885	\$663	\$221	\$332	\$221	\$332	\$442	\$332	\$332	\$166	
Full/Standard Rehearsals	\$1,327	\$995	\$442	\$553	\$442	\$553	\$829	\$553	\$553	\$221	
Major/Extended Rehearsals	\$2,101	\$1,327	\$663	\$829	\$663	\$829	\$1,106	\$829	\$829	\$276	
Musical Productions	Director	Co-Director	Asst. Director	Producer	Asst. Producer	Scenery	Costumes	Choreographer	Stage Manager	Faculty Advisor	
Excerpt or Small/Limited Rehearsals	\$1,106	\$885	\$221	\$442	\$221	\$332	\$442	\$442	\$442	\$166	
Full/Standard Rehearsals	\$2,101	\$1,327	\$442	\$829	\$442	\$663	\$829	\$829	\$829	\$221	
Major/Extended Rehearsals	\$2,764	\$1,659	\$663	\$1,106	\$663	\$885	\$1,106	\$1,106	\$1,106	\$276	

**ELEMENTARY SCHOOL MUSICAL AND THEATER PRODUCTIONS**

		Co-	Asst.		Asst.								
Theater Productions	Director	Director	Director	Producer	Producer	Scenery	Costumes	Choreo-grapher	Stage Manager	Faculty Advisor			
Excerpt or Small/Limited Rehearsals	\$111	\$83	\$55	\$55	\$55	\$111	\$138	\$138	\$55	N/A			
Full/Standard Rehearsals	\$221	\$111	\$111	\$111	\$83	\$221	\$276	\$276	\$83	N/A			
Major/Extended Rehearsals	\$442	\$276	\$166	\$166	\$111	\$332	\$387	\$387	\$111	N/A			

Musical Productions	Director	Co-Director	Asst. Director	Producer	Asst. Producer	Scenery	Costumes	Choreo-grapher	Stage Manager	Faculty Advisor			
Excerpt or Small/Limited Rehearsals	\$663	\$442	\$166	\$166	\$83	\$138	\$138	\$221	\$83	N/A			
Full/Standard Rehearsals	\$1,106	\$774	\$332	\$332	\$111	\$276	\$276	\$387	\$111	N/A			
Major/Extended Rehearsals	\$1,548	\$1,106	\$498	\$498	\$166	\$387	\$387	\$553	\$166	N/A			

**CITY-WIDE MUSIC PROGRAMS**

Meetings With Student Group Per School Year												
	<10		11 < 30		30>							
All-City Group – Director	\$1,659		\$2,212		\$2,764							
All-City Group – Co-Director	\$1,327		\$1,935		\$2,212							
All-City Group – Assistant Director	\$829		\$1,106		\$1,659							
All-City Group – Aide	\$829		\$1,106		\$1,659							

**Newton Public Schools**  
 100 Walnut Street  
 Newtonville, MA 02460  
**STIPENDED POSITIONS SALARY SCHEDULE – UNITS A, B, AND C**

**Theater and Music Performance Stipends – Effective September 1, 2016-August 31, 2017**  
**+1.65%**

HIGH SCHOOL MUSICAL AND THEATER PRODUCTIONS										
Theater Productions	Director	Co-Director	Asst. Director	Producer	Asst. Producer	Scenery	Costumes	Choreographer	Stage Manager	Faculty Advisor
Excerpt or Small/Limited Rehearsals	\$1,124	\$843	\$449	\$562	\$449	\$562	\$843	\$562	\$562	\$337
Full/Standard Rehearsals	\$1,686	\$1,349	\$674	\$843	\$674	\$843	\$1,124	\$843	\$1,124	\$562
Major/Extended Rehearsals	\$2,810	\$2,248	\$900	\$1,124	\$900	\$1,124	\$1,686	\$1,124	\$1,461	\$843

Musical Productions	Director	Co-Director	Asst. Director	Producer	Asst. Producer	Scenery	Costumes	Choreographer	Stage Manager	Faculty Advisor
Excerpt or Small/Limited Rehearsals	\$1,798	\$1,124	\$900	\$562	\$449	\$562	\$843	\$1,124	\$562	\$337
Full/Standard Rehearsals	\$2,810	\$1,686	\$1,180	\$843	\$674	\$843	\$1,124	\$1,686	\$1,124	\$562
Major/Extended Rehearsals	\$3,372	\$2,529	\$1,349	\$1,124	\$900	\$1,124	\$1,686	\$2,529	\$1,686	\$843

MIDDLE SCHOOL MUSICAL AND THEATER PRODUCTIONS										
Theater Productions	Director	Co-Director	Asst. Director	Producer	Asst. Producer	Scenery	Costumes	Choreographer	Stage Manager	Faculty Advisor
Excerpt or Small/Limited Rehearsals	\$900	\$674	\$225	\$337	\$225	\$337	\$449	\$337	\$337	\$169
Full/Standard Rehearsals	\$1,349	\$1,011	\$449	\$562	\$449	\$562	\$843	\$562	\$562	\$225
Major/Extended Rehearsals	\$2,136	\$1,349	\$674	\$843	\$674	\$843	\$1,124	\$843	\$843	\$281

Musical Productions	Director	Co-Director	Asst. Director	Producer	Asst. Producer	Scenery	Costumes	Choreographer	Stage Manager	Faculty Advisor
Excerpt or Small/Limited Rehearsals	\$1,124	\$900	\$225	\$449	\$225	\$337	\$449	\$449	\$449	\$169
Full/Standard Rehearsals	\$2,136	\$1,349	\$449	\$843	\$449	\$674	\$843	\$843	\$843	\$225
Major/Extended Rehearsals	\$2,810	\$1,686	\$674	\$1,124	\$674	\$900	\$1,124	\$1,124	\$1,124	\$281

ELEMENTARY SCHOOL MUSICAL AND THEATER PRODUCTIONS

		Co-	Asst.		Asst.							
Theater Productions	Director	Director	Director	Producer	Producer	Scenery	Costumes	Choreo-grapher	Stage Manager	Faculty Advisor		
Excerpt or Small/Limited Rehearsals	\$113	\$84	\$56	\$56	\$56	\$113	\$140	\$140	\$56	N/A		
Full/Standard Rehearsals	\$225	\$113	\$113	\$113	\$84	\$225	\$281	\$281	\$84	N/A		
Major/Extended Rehearsals	\$449	\$281	\$169	\$169	\$113	\$337	\$393	\$393	\$113	N/A		

Musical Productions	Director	Co-Director	Asst. Director	Producer	Asst. Producer	Scenery	Costumes	Choreo-grapher	Stage Manager	Faculty Advisor		
Excerpt or Small/Limited Rehearsals	\$674	\$449	\$169	\$169	\$84	\$140	\$140	\$225	\$84	N/A		
Full/Standard Rehearsals	\$1,124	\$787	\$337	\$337	\$113	\$281	\$281	\$393	\$113	N/A		
Major/Extended Rehearsals	\$1,574	\$1,124	\$506	\$506	\$169	\$393	\$393	\$562	\$169	N/A		

CITY-WIDE MUSIC PROGRAMS

Meetings With Student Group Per School Year												
	<10		11 < 30		30>							
All-City Group – Director	\$1,686		\$2,248		\$2,810							
All-City Group – Co-Director	\$1,349		\$1,967		\$2,248							
All-City Group – Assistant Director	\$843		\$1,124		\$1,686							
All-City Group – Aide	\$843		\$1,124		\$1,686							

**Newton Public Schools**  
 100 Walnut Street  
 Newtonville, MA 02460  
**STIPENDED POSITIONS SALARY SCHEDULE – UNITS A, B, AND C**

**Theater and Music Performance Stipends – Effective September 1, 2017-August 30, 2018**  
 +2.0% (plus adjustments from 5/15/17 MOA)

HIGH SCHOOL MUSICAL AND THEATER PRODUCTIONS										
Theater Productions	Director	Co-Director	Asst. Director	Producer	Asst. Producer	Scenery	Costumes	Choreographer	Stage Manager	Faculty Advisor
Excerpt or Small/Limited Rehearsals	\$1,147	\$860	\$458	\$573	\$458	\$573	\$860	\$573	\$573	\$344
Full/Standard Rehearsals	\$1,720	\$1,376	\$687	\$860	\$687	\$860	\$1,147	\$860	\$1,147	\$573
Major/Extended Rehearsals	\$2,866	\$2,293	\$918	\$1,147	\$918	\$1,147	\$1,720	\$1,147	\$1,490	\$860

Musical Productions	Director	Co-Director	Asst. Director	Producer	Asst. Producer	Scenery	Costumes	Choreographer	Stage Manager	Faculty Advisor
Excerpt or Small/Limited Rehearsals	\$1,834	\$1,147	\$918	\$573	\$458	\$573	\$860	\$1,147	\$573	\$344
Full/Standard Rehearsals	\$2,866	\$1,720	\$1,204	\$860	\$687	\$860	\$1,147	\$1,720	\$1,147	\$573
Major/Extended Rehearsals	\$3,439	\$2,580	\$1,376	\$1,147	\$918	\$1,147	\$1,720	\$2,580	\$1,720	\$860

CITY-WIDE MUSIC PROGRAMS										
Meetings With Student Group Per School Year										
	<10	11 < 30	30>							
All-City Group – Director	\$1,720	\$2,293	\$2,866							
All-City Group – Co-Director	\$1,376	\$2,006	\$2,293							
All-City Group – Assistant Director	\$860	\$1,147	\$1,720							
All-City Group – Aide	\$860	\$1,147	\$1,720							

Newton Public Schools  
100 Walnut Street  
Newtonville, MA 02460

**STIPENDED POSITIONS SALARY SCHEDULE – UNITS A, B, AND C**

Theater and Music Performance Stipends – Effective August 31, 2018  
+.35% (plus adjustments from 5/15/17 MOA)

HIGH SCHOOL MUSICAL AND THEATER PRODUCTIONS											
Theater Productions	Director	Co-Director	Asst. Director	Producer	Asst. Producer	Scenery	Costumes	Choreographer	Stage Manager	Faculty Advisor	
Excerpt or Small/Limited Rehearsals	\$1,151	\$863	\$460	\$575	\$460	\$575	\$863	\$575	\$575	\$345	
Full/Standard Rehearsals	\$1,726	\$1,381	\$690	\$863	\$690	\$863	\$1,151	\$863	\$1,151	\$575	
Major/Extended Rehearsals	\$2,876	\$2,301	\$921	\$1,151	\$921	\$1,151	\$1,726	\$1,151	\$1,495	\$863	
Musical Productions	Director	Co-Director	Asst. Director	Producer	Asst. Producer	Scenery	Costumes	Choreographer	Stage Manager	Faculty Advisor	
Excerpt or Small/Limited Rehearsals	\$1,841	\$1,151	\$921	\$575	\$460	\$575	\$863	\$1,151	\$575	\$345	
Full/Standard Rehearsals	\$2,876	\$1,726	\$1,208	\$863	\$690	\$863	\$1,151	\$1,726	\$1,151	\$575	
Major/Extended Rehearsals	\$3,451	\$2,589	\$1,381	\$1,151	\$921	\$1,151	\$1,726	\$2,589	\$1,726	\$863	
CITY-WIDE MUSIC PROGRAMS											
Meetings With Student Group Per School Year											
	<10			11 < 30				30>			
All-City Group – Director		\$1,726			\$2,301			\$2,876			
All-City Group – Co-Director		\$1,381			\$2,013			\$2,301			
All-City Group – Assistant Director		\$863			\$1,151			\$1,726			
All-City Group – Aide		\$863			\$1,151			\$1,726			



## **APPENDIX D-10**

### **NEWTON PUBLIC SCHOOLS 100 Walnut Street, Newtonville, MA 02460**

#### **STIPENDED POSITIONS SALARY SCHEDULES – UNITS A, B, AND C**

#### **Middle School and Elementary Theatre and Music Performance Stipend Positions Effective September 1, 2017 — August 30, 2018 +2% (plus adjustments from 5/15/17 MOA)**

<b>MIDDLE SCHOOL</b>		
<b>Full Length Musical /Cabaret</b>		
<i>Typically a large cast, full length musical production, includes Broadway Jr. titles, which may include extended single act productions</i>		
<b>Production Role</b>	<b>Major Stipend</b>	<b>Minor Stipend</b>
Director	\$2,866	
Musical Director *	\$1,720	
Asst. Director	\$687	
Producer	\$1,147	
Set Designer	\$918	\$459
Costumer	\$1,147	\$573
Choreographer, movement specialist, stage combat	\$1,147	\$573
Technical Director *	\$918	\$459
Stage Manager	\$1,146	\$573
Faculty Advisor	\$286	
<b>Full Length Non-Musical</b>		
<i>Two-act play, two one-act plays, Shakespeare plays</i>		
<b>Production Role</b>	<b>Major Stipend</b>	<b>Minor Stipend</b>
Director	\$2,178	
Co-Director	\$1,376	
Asst. Director	\$687	
Producer	\$860	
Set Designer	\$918	\$459
Costumer	\$1,147	\$573
Choreographer, movement specialist, stage combat	\$918	\$459
Technical Director *	\$918	\$459
Stage Manager	\$918	\$459
Faculty Advisor	\$286	

**APPENDIX D-10 (Cont.)**

<b>One-Act Play or Small Musical **</b>		
<i>Single act production or cutting of full length play (approximately 40-60 minutes)</i>		
<b>Production Role</b>		
Director	\$918	
Musical Director *	\$687	
Asst. Director	\$229	
Producer	\$344	
Set Designer	\$344	\$172
Costumer	\$458	\$230
Choreographer, movement specialist, stage combat	\$344	\$172
Technical Director *	\$344	\$172
Stage Manager	\$344	\$172
Faculty Advisor	\$172	
<b>ELEMENTARY SCHOOL</b>		
<b>Production Role</b>		
Director	\$1,147	
Co-Director	\$803	
Production Assistant (multiple)	\$172	

**NEWTON PUBLIC SCHOOLS  
100 Walnut Street, Newtonville, MA 02460**

**STIPENDED POSITIONS SALARY SCHEDULES – UNITS A, B, AND C**

**Middle School and Elementary Theatre and Music Performance Stipends**

**Effective August 31, 2018**

+0.35% (plus adjustments from 5/15/17 MOA)

The production roles delineated on these **Middle School stipend charts** represent the optimal range of staff positions needed for a theatrical production. Directors shall have discretion to staff each production according to the specific needs of that production. The Director is not obligated to staff all roles.

<b>Full Length Musical /Cabaret</b>		
<i>Typically a large cast, full length musical production, includes Broadway Jr. titles, which may include extended single act productions</i>		
<b>Production Role</b>	<b>Major Stipend</b>	<b>Minor Stipend</b>
Director	\$2,876	
Musical Director *	\$1,726	
Asst. Director	\$689	
Producer	\$1,150	
Set Designer	\$921	\$461
Costumer	\$1,150	\$575
Choreographer, movement specialist, stage combat	\$1,150	\$575
Technical Director *	\$921	\$461
Stage Manager	\$1,150	\$575
Faculty Advisor	\$288	
<b>Full Length Non-Musical</b>		
<i>Two-act play, two one-act plays, Shakespeare plays</i>		
<b>Production Role</b>	<b>Major Stipend</b>	<b>Minor Stipend</b>
Director	\$2,187	
Co-Director	\$1,381	
Asst. Director	\$689	
Producer	\$863	
Set Designer	\$921	\$461
Costumer	\$1,150	\$575
Choreographer, movement specialist, stage combat	\$921	\$461
Technical Director *	\$921	\$461
Stage Manager	\$921	\$461
Faculty Advisor	\$288	

**APPENDIX D-11 (Cont.)**

<b>One-Act Play or Small Musical **</b>		
<i>Single act production or cutting of full length play (approximately 40-60 minutes)</i>		
<b>Production Role</b>		
Director	\$921	
Musical Director *	\$689	
Asst. Director	\$231	
Producer	\$345	
Set Designer	\$345	\$173
Costumer	\$460	\$231
Choreographer, movement specialist, stage combat	\$345	\$173
Technical Director *	\$345	\$173
Stage Manager	\$345	\$173
Faculty Advisor	\$173	
	\$921	\$173
<b>ELEMENTARY SCHOOL</b>		
<b>Production Role</b>		
Director	\$1,150	
Co-Director	\$806	
Production Assistant (multiple)	\$173	

**TIME AND LEARNING AGREEMENT**

**PREAMBLE**

The Newton School Committee (the Committee) and the Newton Teachers Association (the Association) acknowledge that the Time and Learning regulations issued by the Department of Education pursuant to its mandate under the Education Reform Act of 1993 warrant a change in the existing practices with respect to total teacher hours of employment, length of school day, and work load. In an effort to develop mutually satisfactory changes in the afore-mentioned existing practices, the parties hereby agree on the following Time and Learning changes\*:

**ELEMENTARY SCHOOLS**

1. Thursdays will be a regularly scheduled day, eliminating the “Thursday Afternoon Program.”
2. The Newton Public Schools will offer citywide professional development during the regular school day in either a half or full day timeframe. Teachers will be released from their regular teaching duties during this time, and the district will provide appropriate coverage.
3. Tuesday afternoon release time will be used as follows:
  - Building principals may schedule one staff meeting per month from 1:15 to 3:20.
  - The parties agree to set aside three (3) or four (4) Tuesday afternoons per month (three when there are four Tuesdays in a month and four when there are five) for one hour of Professional Learning Community (PLC) time and one hour of personal planning time.
    - The district reserves the right to use 4 hours per year from this personal planning time for urgent, unexpected, or mandated district-wide staff training or professional development.
  - Beginning in the 2017-2018 school year, Special Education Teachers, ELL Teachers, and special area teachers have an average of 4 hours per month unassigned on Tuesday afternoons. Special Education Teachers and ELL Teachers act as consultants for grade level PLC teams and attend those meetings as needed up to 1 hour per month, with the remaining 3 hours being reserved for personal planning.
  - Specialists, ELL teachers and Special Education Teachers (e.g., SW/Psych, OT, Learning Center, Speech/Language, PE, Art, Music, Library etc.) may have up to one Tuesday meeting per month with members of their respective departments in addition to the building staff meetings.
  - Special Education Teachers and ELL Teachers will have an average of three (3) hours of personal planning time each month, with flexibility from month to month. They may participate in PLC’s on the remaining Tuesdays. While on occasion building or

other administrators may request and/or require that these educators attend a particular PLC, the professional judgment of the educator concerning when and how to most effectively participate in PLC's should be respected.

- Social Workers and Psychologist and Specialist teachers will continue to reserve one Tuesday per month to use as a job alike PLC.
  - Instructional coaches will modify their schedules to allow for the equivalent of the Tuesday planning time during the school day so that they can attend the maximum number of PLCs.
  - Teachers will continue to use the Tuesday afternoons adjacent to the two early release teacher discretion Thursdays at their discretion. (See the replacement language below for section 11 of the Elementary Section of the Time and Learning Agreement.)
4. The Elementary Oversight Committee with an equal number of members appointed by the Committee and the Association will continue to meet for the purpose of overseeing implementation of the Agreement and resolving related problems.

A joint subcommittee of the Elementary Oversight Committee will be established for the express purpose of overseeing the Thursday Afternoon Program.

5. There will be one (1) faculty meeting per month.
6. The hours for students will be four (4) days (M, W, Th, F) from 8:35 AM to 3:00 PM, and one (1) day (Tuesday) from 8:35 AM to 12:30 PM.
7. The district will schedule six (6) early release Thursdays per year at approximately six (6) week intervals. Of these six, four may be used for district or building based professional development or training, and two shall continue to be used at the teachers' discretion during the elementary conference periods.
8. The Committee will have the option, beginning with the 2016-2017 school year, to permanently change the Tuesday elementary dismissal time to 12:45 pm from 12:30 pm. If the Committee exercises this option and if the terms of the Memorandum of Agreement (MOA) dated April 27, 2015, which changed the start time to 8:25 am are no longer being observed, then the restriction on the use of additional time for social and emotional learning purposes will remain in effect through the 2017-2018 school year as described in the MOA.

If the Committee exercises this option, preparation time for all elementary school teachers will, at the same time, increase to a minimum of 180 minutes per week. This increase will be effective concurrent with the change in the elementary dismissal time. The Tuesday elementary school day for teachers will remain the same length, even with contact time increasing by fifteen (15) minutes. The thirty (30) minute duty free lunch time, as well as allocation of adequate travel time for teachers, remains in effect.

The School Committee and the Association acknowledge that there may be recommendations from a Joint Committee to be established during the 2015-2016 school year (pursuant to the clause "Elementary/Middle School Time Issues: Thursday

Afternoon Program”) that may lead to changes in this Committee option. Any such changes are subject to approval by the Committee and the Association.

### **MIDDLE SCHOOLS**

1. The week shall consist of four (4) days of 6.5 hours and one (1) day of 5.75 hours, for a total of 31.75 hours (1905 minutes) per week. The goal is to minimize the spread in the start/stop time among the 4 schools.
2. There will be up to four (4) special early release days during the year when students are dismissed at 11:30 AM.
3. Teachers will have up to 1,215 minutes/week of contact time with students.
4. Teachers will have one (1) duty-free lunch period/day based on the building schedule.
5. Team teachers will have up to two (2) periods/week for scheduled cluster/team meetings.
9. Teachers (e.g., SPED teachers) who are regularly scheduled for more than two (2) meetings per week will be compensated with additional preparation time for scheduled meetings above the two (2) per week.
10. Homeroom will continue to be a school-based decision.
11. All teachers will have an average of eight (8) preparation periods/week or forty (40) preparation periods over a five-week period. Preparation time is defined as time during which the teacher has no direct service time with students. It is the goal of the Committee and the Association to balance the teaching load of all teachers equitably.
12. Homeroom, lunch and passing time are not counted as part of 1,215 minutes/week.
13. Team teachers will have up to 4 sections in their core subject. Non-team teachers will teach up to 25 periods/week.
14. The Committee and Administration do not intend to make any significant changes in the split between core contact time and other student learning time (OSLT/Academic Responsibilities) beyond what is in the proposed schedules for 2001-2002.
15. The Committee and the Administration will consult the Association prior to any significant changes being made to the split between core contact time and OSLT/Academic Responsibilities. The Committee recognizes its obligation to bargain with the Association over mandatory subjects of collective bargaining.
16. The Middle School Oversight Committee, with an equal number of members appointed by the Committee and the Association, will continue to meet for the purpose of overseeing implementation of the Agreement and resolving related problems.

17. The Middle School Joint Oversight Committee will meet and determine changes to the Middle School conference schedules. Topics to consider:
  - Inclusiveness of parent conferences for parents of children who have historically underachieved.
  - Flexibility of schedule for parents and teachers, by scheduling two (2) of the four (4) conferences between 4:30 pm and 7:30 pm; and
  - Equity of secondary school parent conference.

## **HIGH SCHOOLS**

1. Teachers will teach no more than two (2) consecutive elongated blocks.
2. The High School Oversight Committee, with an equal number of members appointed by the Committee and the Association, will continue to meet for the purpose of overseeing implementation of the Agreement and resolving related problems.
3. The Committee and the Administration will consult with the Association prior to any significant changes being made to schedules for the high schools. The Committee recognizes its obligation to bargain with the Association over mandatory subjects of collective bargaining.
4. Homeroom will continue to be a school-based decision.
5. Course meeting time will be 240 minutes/week. Elongated blocks of up to 90 minutes/week may be scheduled on a once/week/course basis for appropriate courses.
6. Teachers released from traditional duties will pick up OSLT/Academic Responsibilities duties with a maximum requirement of three (3) duties/week depending on teacher work load. Teachers may volunteer in writing on a yearly basis, preferably prior to the close of the school year each June to exchange up to three (3) OSLT/Academic Responsibilities duties for up to three (3) voluntary traditional duties.

Traditional duties shall be defined as hall duty, cafeteria duty, and detention duty.

Teachers who volunteer for traditional duties will send the signed form to the Principal/Assistant Principal for assignment.

7. Beginning with the 2016-2017 school year, the parties agree that all full-time High School English teachers will be capped at 255 students. The cap will be applied pro-rata for part-time teachers. Any FTE reductions resulting from the increase in the cap will be achieved through attrition and not through a Reduction in Force (RIF).
8. No teacher of a major subject will be required to carry more than 4.0 sections.



9. It is the intent of the Committee and Administration that high school students will have a minimum of 864 hours in direct course offerings and an additional 140 hours of OSLT.
10. It is the goal of the Committee and the Administration that minor subject teachers will have no traditional duties. If it becomes necessary to assign OSLT/Academic Responsibilities duties to minor subject teachers, they will be treated on an equitable basis with major subject teachers re: work load.
7. It is the goal of the Committee and the Administration that Unit B members who teach will have no traditional duties or non-departmental co-curricular OSLT/Academic Responsibilities duties.
8. Beginning with the 2015-2016 school year, both Newton North High School (NNHS) and Newton South High School (NSHS) will, subject to the discretion of administration, have at least one of their two conference times between 4:30 pm and 7:30 pm.
- \* While agreeing to all the above changes, the parties also agree that neither has waived any of their legal or contractual rights.

**SIDE LETTERS  
UNIT A  
2015-2018**

**Equity Issues**

The Committee will review small/large department issues, middle school issues, and other equity issues for Units A and B through the budget process and the Joint Oversight Committees for the 2005-2006 school years.

**Subcontracting**

The status quo relative to outside services will be maintained. If the Committee considers engaging outside services for classroom instruction, the Committee will negotiate with the Association before implementation. This Agreement will expire at the conclusion of the collective bargaining agreement.

**Smaller Learning Communities**

PRINCIPLE 1: The Committee acknowledges its obligation to bargain over wages, hours, and conditions of employment. It is not the intent of the administration and/or the Committee to unilaterally implement contractual changes without negotiating with the Association.

PRINCIPLE 2: The Association and the Committee believe Smaller Learning Communities could enhance the High School experience for students and make the Newton educational experience better.

To these ends, the Newton Teachers Association and the Newton School Committee agree to form a joint committee of eight (8) members, four (4) appointed by each side, that will immediately meet to devise a plan for implementation of the Smaller Learning Communities grant consistent with the above principles. This Committee will complete its work and present its plan to the Superintendent by April 30, 2005. Any issues of implementation that have contractual implications will be reported to the parties and take effect only after approval and ratification by the Committee and the Association.

**Elementary Preparation Time**

The Committee and the Association agree on a one-year side letter that will be in effect for the 2006-2007 school year only and will expire on June 30, 2007, unless the parties agree otherwise. The side letter will read as follows:

Effective for the 2006-2007 school year only, each elementary teacher will be scheduled for a minimum of 165 minutes of preparation time per week, which is to be scheduled in meaningful units. In addition, the Committee will make reasonable efforts to provide, subject to economic factors, 180 minutes of preparation time per week.

### **Elementary Teacher Discretion Days**

An Elementary Side Letter will be in effect for the 2009-2010 and 2010-2011 school years that will expire on June 30, 2011. The letter will state that, at the elementary level, five (5) Tuesday afternoons will be reserved for use at each teacher's discretion, not the current 3. The Administration agrees to designate three (3) release times within a 2-week period during each of the parent conference time frames (Oct/Nov and Mar/Apr). The parties agree that this is not meant to limit parent conferences to only these times.

### **Elementary/Middle School Time Issues**

A one year pilot program will commence in the 2007-2008 school year, which may be extended or revised after one year in order to assure its success. At the elementary level, three (3) Tuesday release afternoons will be reserved for use at each teacher's discretion. In addition, there will be one (1) additional (a sixth) Thursday early release afternoon that could be used for various professional purposes (e.g. class planning and preparation, teacher-determined professional development, parent conferences, etc.).

A one year pilot program will commence in the 2007-2008 school year, which may be extended or revised after one year in order to assure its success. At the middle school level, parent conferences will be scheduled on four (4) Tuesday release afternoons. On two (2) of these afternoons, conferences will be scheduled for one (1) hour and thirty (30) minutes each day. On the other two (2) Tuesday afternoons, students will be released one (1) hour earlier than the regular Tuesday release time and conferences will be scheduled for two (2) hours on each of those days. On the two (2) Tuesdays when conferences are scheduled for two (2) hours, teachers may leave after the last scheduled conference. One goal of the pilot program will be to provide parents with the option of individual or team-based parent conferences.

The Committee agrees to a joint study committee/committees with an equal number of members designated by the Committee and the Association for the purpose of studying the effectiveness of the one year pilot program, as well as any additional efforts which could address the issue of time for elementary and middle school teachers. The joint committee will begin their work in the 2006-2007 school year and will make recommendations to the parties. If any of these recommendations require a change in the collective bargaining agreement, then the parties will present such changes to their constituencies for ratification.

The Joint Instructional Committee or a special committee formed for the purpose, and comprising of members of the NTA and NPS, will meet during the 2015-2016 school year to make recommendations to the Committee and the Association regarding Tuesday and Thursday elementary schedules beginning in the 2016-2017 school year. The School Department has proposed that the Thursday Afternoon Program (TAP) be eliminated to allow for more flexibility regarding scheduling, instructional practices, collaboration, coordination, planning and delivery of professional development.

### **Pre-K to 12 Professional Development Issues**

The Joint Instructional Committee will meet during the 2015-2016 school year to make recommendations to the Committee and the Association regarding possible scheduling changes to the elementary, middle and high schools, for the 2016-2017 school year. Specific areas of focus will include, but not be limited to, the possibility of: a) changing some of the early release days from Thursday to Friday; and b) switching the classroom time with the professional development time (i.e., having PD at the beginning of the day and starting class time later in the day).

### **Role of Inclusion Facilitators in Evaluation of Unit C members**

Beginning in the 2015-2016 school year, the Superintendent and/or his designees and the Association will form a Joint Committee to develop a pilot program for the 2016-2017 school year, with respect to the role of Inclusion Facilitators in evaluating Unit C members. The program will be reviewed during the 2016-2017 school year by the Joint Committee to determine its effectiveness and to recommend to the Superintendent whether to change, expand, or terminate the pilot program. The Superintendent will make the final decision whether to accept or change the Joint Committee's recommendation.

### **Coverage and workload issues – SPED**

The Committee agrees to review the need for appropriate support for each elementary school special education program including, but not limited to, Learning Center Teachers, Inclusion Facilitators, OT, PT, Speech/Language and Substantially Separate Program Specialists.

### **Unit B – Part-Time Administrators Who Teach – Side Letter, 2009-2010**

A joint committee consisting of 6 members, three (3) appointed by each side, will be established to explore eliminating the provision in the Unit B contract that requires part-time administrators who also teach part-time to be paid as full-time administrators. The joint committee will develop an alternative compensation system for employees who do a small amount of supervision and/or evaluation, including a review of the Inclusion Facilitator's job in this context. Any recommendations of the joint committee that require a change in the contract must be approved by both parties at the bargaining table before being implemented.