

A G R E E M E N T

between the

CANTON SCHOOL COMMITTEE

and the

CANTON TEACHERS' ASSOCIATION

September 1, 2015 - August 31, 2018

TABLE OF CONTENTS

ARTICLE	NAME	PAGE
	Preamble.....	1
I	Recognition.....	1
II	Management Rights.....	2
III	Members' Rights.....	2
IV	No Strike Clause.....	3
V	Grievance and Arbitration Procedure	3
VI	Longevity.....	6
VII	Teaching Hours and Teaching Load.....	7
VIII	Class Size.....	11
IX	Non-Teaching Duties.....	11
X	Teacher Assignment.....	12
XI	Vacancies and Promotions.....	12
XII	Teacher Evaluation.....	13
XIII	Use of School Facilities.....	14
XIV	Sick Leave Policy.....	15
XV	Military Leaves of Absence.....	21
XVI	Sabbatical Leaves.....	21
XVII	Professional Improvements.....	22
XVIII	Textbooks.....	22
XIX	Group Insurance.....	22

TABLE OF CONTENTS (con't)

ARTICLE	NAME	PAGE
XX	General.....	23
XXI	No Discrimination.....	24
XXII	Salaries and Other Compensation.....	24
XXIII	Transfers.....	25
XXIV	Agency Service Fee.....	26
XXV	Reduction in Force.....	26
XXVI - A	Individual Support Teams.....	31
XXVI – B	Data Driven Instructional Support Teams.....	32
XXVII	Educational Enhancement Fund.....	33
XXVIII	Negotiation Procedure.....	33
XXIX	Association Business Days.....	34
XXX	Nurses.....	34
XXXI	Occupational and Physical Therapists.....	35
XXXII	Health and Safety.....	36
XXXIII	Mentoring.....	36
XXXIV	Job Sharing.....	36
XXXV	Duration.....	38
XXXVI	Online Courses.....	39
Appendix A1	Teacher Salary Schedule (9/1/15-8/31/16).....	41
Appendix A2	Teacher Salary Schedule (9/1/16-8/31/17).....	42
Appendix A3	Teacher Salary Schedule (9/1/17-8/31/18).....	43

Appendix A4	OT and PT Salary Schedules (9/1/15 – 8/31/18).....	44
Appendix B1	Stipends (9/1/15- 8/31/16).....	45
Appendix B2	Stipends (9/1/16 - 8/31/17).....	47
Appendix B3	Stipends (9/1/17 - 8/31/18).....	49
Appendix C1	Teachers’ Extra Curricula Pay Schedule (9/1/15 – 8/31/16).....	51
Appendix C2	Teachers’ Extra Curricula Pay Schedule (9/1/16 – 8/31/17).....	54
Appendix C3	Teachers’ Extra Curricula Pay Schedule (9/1/17 – 8/31/18).....	57
Appendix D	Coaches’ Employment Policy.....	60
Appendix D1	Coaches’ Salary Schedule (9/1/15-8/31/16).....	61
Appendix D2	Coaches’ Salary Schedule (9/1/16-8/31/17).....	63
Appendix D3	Coaches’ Salary Schedule (9/1/17-8/31/18).....	65

Pursuant to the provisions of Chapter 150E of the General Laws of Massachusetts, this Agreement is made by and between the CANTON SCHOOL COMMITTEE (hereinafter referred to as the Committee) and the CANTON TEACHERS' ASSOCIATION (hereinafter referred to as the Association).

PREAMBLE

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

- a. Under the laws of Massachusetts, the Committee, elected by the citizens of Canton, has the final responsibility for establishing the educational policies of the public schools of Canton;
- b. The Superintendent of Schools of Canton (hereinafter referred to as the Superintendent) has the responsibility for carrying out the policies so established;
- c. The professional employees of the public schools of Canton have the responsibility for providing high quality instruction and support to students, consistent with their licenses and the standards established by their respective professions;
- d. Fulfillment of these respective responsibilities can be facilitated and supported by consultations and free exchanges of views and information between and among the Committee, the Superintendent, and the professional employees in the formulation and application of policies relating to hours, wages, and other conditions of employment for the professional staff; and so
- e. To give effect to these declarations, the following principles and procedures are hereby adopted.

ARTICLE I **RECOGNITION**

- A. The Committee recognizes the Association for the purpose of collective bargaining as the exclusive bargaining agent for professional employees during the regular school year in the following categories:

classroom teachers, guidance counselors, school adjustment counselors, speech pathologists, occupational therapists, physical therapists, school psychologists, elementary school assistant principals, high school and middle school coordinators, librarians, coaches, teachers of extra-curricular activities, and school nurses.

Excluded from the bargaining unit are the Superintendent of Schools, the Assistant Superintendent of Schools, the School Business Administrator, TEAM Chairpersons, the Early Childhood Coordinator, Principals, the Nurse Leader, and all other employees of the Canton School Committee and the Town of Canton, including persons employed in Federal, Summer or Evening School Programs.

- B. The Committee agrees not to bargain with any teachers' organization other than that designated as the exclusive bargaining agent pursuant to Chapter 150E (the Canton Teachers' Association). The Committee further agrees not to negotiate with any other teachers' organization in regard to changes in wages, hours, and other conditions of employment to become effective during the term of this Agreement.
- C. Should a new position be created during the term of this Agreement, the parties agree to meet to negotiate as to whether said position is to be included in the bargaining unit. If no agreement is reached, the parties agree to jointly submit the matter to arbitration as provided in this Agreement.
- D. Unless otherwise indicated, the employees in this bargaining unit will be hereinafter referred to as teachers.

ARTICLE II **MANAGEMENT RIGHTS**

- A. Nothing in this Agreement shall be construed in any way to alter, modify, change or limit the authority and jurisdiction of the School Committee, as provided by the Massachusetts Constitution, the General Laws of Massachusetts, or the decisions of the Supreme Judicial Court of the Commonwealth of Massachusetts, or the laws of the United States.
- B. During the term of this Agreement, except as provided otherwise herein, the determination and administration of education policy, the operations of the schools and the direction of the staff are vested exclusively in the School Committee. However, should the School Committee contemplate a substantial change of policy not covered by this Agreement, which affects the wages, hours, and other conditions of employment of the employees covered by this Agreement, then the School Committee shall notify the Association regarding said change and shall meet to negotiate concerning said change. Nothing herein shall be construed to require the School Committee to submit to arbitration, as provided by this Agreement, any matter so discussed.

ARTICLE III **MEMBERS' RIGHTS**

- A. There will be no reprisals of any kind taken against any teacher by reason of his/her membership in the Association or participation in its activities.

- B. Teachers will be entitled to full rights of citizenship, and no religious or political activities of any teacher or lack thereof will be grounds for any discipline or discrimination with respect to the professional employment of such teacher.
- C. No teacher with professional status shall be discharged, suspended, or reduced in rank or compensation without just cause. In the event of the same, the teacher may elect either the statutory remedy available to him/her or the grievance procedure within fourteen (14) calendar days of the action. Such election shall be made in writing. The election of one remedy shall be a waiver of the teacher's rights under the alternative remedy.
- D. References to teachers with Professional Teacher Status shall be deemed to refer to any professional employee in the bargaining unit who has completed at least three consecutive school years of service in the Canton Public Schools. References to teachers who have not acquired Professional Teacher Status shall be deemed to refer to any professional employee in the bargaining unit who has not completed at least three consecutive school years of service in the Canton Public Schools. This section does not apply to coaches or to teachers in their role as extra-curricular advisors or other stipended positions.

ARTICLE IV
NO STRIKE CLAUSE

The Association, on its own behalf, and on behalf of each of the employees that it represents, hereby agrees and covenants that it will not authorize, approve, participate in or in any way encourage any strike, work stoppage, slowdown, or withholding of services, including paid extra-hour services, from the employer, Town of Canton School Committee and the Town of Canton.

ARTICLE V
GRIEVANCE AND ARBITRATION PROCEDURE

- A. The term "grievance" shall include those claims or disputes which allege a violation of a specific provision of this Agreement.
- B. Since it is important that grievances be processed as rapidly as possible, the number of days indicated at each level should be considered as maximum, and every effort should be made to expedite the process. The time limits specified may, however, be extended by mutual agreement.

In the event a grievance is filed on or after June 1 which, if left unresolved until the beginning of the following school year, could result in irreparable harm to a party in interest, the time limits set forth herein will be reduced so that the grievance procedure may be exhausted prior to the end of the school term or as soon thereafter as is practicable. During the summer recess, school days will mean calendar days.

Failure to institute a grievance or to advance a grievance to an appropriate level following an initial filing within the time limits set forth in the provisions of this Article shall conclusively be deemed to constitute a waiver of all rights under this Article unless mutually waived by the parties.

- C. Grievances shall at all levels, including Level One, be submitted in writing on a formal grievance instrument (to be mutually developed by the parties). The grievance shall be signed by the employee and/or a representative of the Association, stipulating the sections of the Agreement which have been violated. There shall be a twenty (20) school day limit for filing a grievance, to be computed from the date of the event or condition which gave rise to the filing of the grievance or from when the individual first became aware of the condition giving rise to the grievance. Responses to the grievance shall be in writing, as specified in Section E. 2 of this Article, and shall set forth the reasons for the decision.
- D. 1. Level One. A teacher with a grievance will first discuss it with his/her principal or immediate superior, either directly or through the Association's School Representative, with the objective of resolving the matter informally.
2. Level Two. If the teacher and/or the Association are not satisfied with the disposition of the grievance at Level One or if no decision has been rendered within five (5) school days after the presentation of the grievance, the teacher and/or the Association may file the grievance with the Superintendent of Schools within ten (10) school days following the Level One response (or the due date for such response if none is rendered). The Superintendent will hear the grievance within five (5) school days after receiving the grievance and shall respond to the grievance within five (5) school days following the Level Two hearing.
3. Level Three. If the teacher and/or the Association are not satisfied with the disposition of the grievance at Level Two or if no decision has been rendered within five (5) school days after the hearing with the Superintendent, the teacher and/or the Association may file the grievance with the School Committee within fifteen (15) school days following the Level Two response (or the due date for such response if none is rendered). The School Committee will hear the grievance no later than the second regularly scheduled School Committee meeting after receiving the grievance and shall respond to the grievance within five (5) school days after the Level Three hearing.
4. Level Four.
- a. If the Association is not satisfied with the disposition of the grievance at Level Three or if no decision has been rendered

within five (5) school days after the hearing with the School Committee, the Association may submit the grievance to arbitration within twenty (20) school days following the Level Three response (or due date for such response if none is rendered.)

- b. Within ten (10) school days after such written notice of submission to arbitration, the Committee and the Professional Rights and Responsibilities Committee will agree upon a mutually acceptable arbitrator and will obtain a commitment from said arbitrator to serve. If the parties are unable to agree on an arbitrator or to obtain a commitment within the specified period, a request for a list of arbitrators may be made to the American Arbitration Association by either party. The parties will be bound by the rules and procedures of the American Arbitration Association in the selection of an arbitrator.
 - c. The Arbitrator so selected will confer with representatives of the School Committee and the Professional Rights and Responsibilities Committee and hold hearings promptly and will issue his/her decision not later than thirty (30) days from the date of the close of the hearings. The arbitrator's decision will be in writing and will set forth his/her findings of fact, reasoning, and conclusions on issues submitted. The decision of the arbitrator will be binding on all parties concerned.
 - d. The costs for the services of the arbitrator, including per diem expense, if any, and actual and necessary travel and subsistence expenses, will be borne equally by the School Committee and the Association, but each party shall bear its own expense for the presentation of its case.
- E.
- 1. If, in the judgment of the Professional Rights and Responsibilities Committee, a grievance affects a group or class of teachers, the Professional Rights and Responsibilities Committee may submit such grievance in writing to the Superintendent directly and the processing of such grievance will be commenced at Level Two. The Professional Rights and Responsibilities Committee may process such a grievance through all levels of the grievance procedure.
 - 2. Decisions rendered at Level One, Two and Three of the grievance procedure will be in writing setting forth the decisions and the reasons therefore and will be transmitted promptly to all parties of interest and to the chairman of the Professional Rights and Responsibilities Committee. Decisions rendered at Level Four will be in accordance with paragraph I of Level Four. The settlement will be written by the employee and signed

by the employee and by the one to whom the grievance has been presented.

3. All documents, communications, and records dealing with the processing of a grievance will be filed separately from the personnel files of the participant.
 4. Forms for filing grievances, serving notices, taking appeals, making reports and other documents will be prepared by the Association and given appropriate distribution so as to facilitate operation of the grievance procedure.
 5. Nothing in this Agreement shall affect the right of the School Committee to renew or not renew a contract of employment for non-tenured teachers.
- F. The Committee, will upon request, provide the Association with any documents which will assist the Association in developing intelligent, accurate, informed and constructive programs on behalf of the teachers and their students, together with any other available information which may be necessary for the Association to process grievances under this Agreement provided these documents are not in themselves confidential.

ARTICLE VI
LONGEVITY

- A. The purpose of this provision is to reward those members who have dedicated many years of service to insure a quality education program in the Town of Canton. To be eligible, members must have a minimum of twelve (12) years of experience, five (5) of which must be in the Canton Public Schools. Effective with the 2016-2017 school year, at the time of a member's initial appointment to a regular position in the Canton Public Schools, the Superintendent shall notify the teacher in writing what credit, if any, will be granted for prior experience in calculating longevity. For the 2015-2016 school year, to the extent the Superintendent did not provide such notice to newly hired teachers at the time of hire, such notice shall be provided no later than November 1 or upon hiring, whichever is later. New employees hired after November 15th of a given year will not be eligible for a longevity increase on the following September 1st.

In consideration of the above, members shall receive compensation in addition to that specified in Article XXI of this Agreement in accordance with the following:

The school year following completion of:

12 th – 14 th year	\$ 850
15 th – 19 th year	\$ 1,250
20 th – 24 th year	\$ 1,500

25 th – 29 th year	\$ 1,800
30 th – 34 th year	\$ 2,450
35 th + year	\$ 2,900

Effective September 1, 2016, increase each longevity amount in Section A by \$450:

12 th year	\$1,300
15 th year	\$1,700
20 th year	\$1,950
25 th year	\$2,250
30 th year	\$2,900
35 th year	\$3,350

- B. The Superintendent or designee is responsible for tracking longevity eligibility for members of the bargaining unit. Effective with the 2016-2017 school year, on or before the first work day for teachers of each school year the Superintendent or designee will inform such eligible members of the amount they will receive and the date on which they can expect to receive the longevity payment. For the 2015-2016 school year, the Superintendent shall provide such notice no later than November 1.

- C. Teachers with fifteen (15) years of service in the Canton Public Schools may elect an additional longevity payment of one-half of their available sick leave buy-back (to a maximum of \$2000) per year for two (2) consecutive years. The longevity payments specified above in this Article will cease for that teacher after he/she has exercised the two-year option set forth herein. Teachers who wish to exercise this option must notify the Superintendent in writing by December 31 of the school year preceding the school year in which the longevity under this option is to be paid. This language applies only to any teacher who began receiving this benefit prior to September 1, 2007.

ARTICLE VII
TEACHING HOURS AND TEACHING LOAD

- A. The starting and dismissal times for students will be as stated by the Superintendent's office.

- B. Teachers may be required to attend three (3) evening meetings each year. Attendance at all other evening meetings will be at the option of individual teachers.

- C. Classroom teachers at the William H. Galvin Middle School and at Canton High School, including special education teachers and speech and language pathologists, will have a daily preparation period consisting of one regular period. During that time they will not be assigned to any other duties. Teachers who

volunteer to cover a class for an absent teacher during a preparation period will be paid \$20 per period for such voluntary coverage. When scheduling team meetings and parent conferences during the school day, all efforts will be made to avoid scheduling such meetings/conferences during the preparation periods or lunch periods of teachers whose attendance is required.

D. High School and Middle School Coordinators:

1. In departments of 8 or fewer teachers, the high school and middle school coordinator shall teach 80% of full time. In departments of between 9 and 12 teachers, the high school and middle school coordinator shall teach 60% of full time. In departments of 13 or more teachers, the high school and middle school coordinator shall teach 40% of full time. In addition to attending faculty meetings required of all teachers and conducting departmental meetings, Coordinators may be required annually to attend eleven (11) hours of after school meetings. Further, in addition to the attendance at the three (3) evening meetings required for all teachers pursuant to Article VII B, Coordinators may be required annually to attend two (2) evening meetings. The Association and School Committee recognize that in addition to attending these required meetings, Coordinators devote many additional hours to satisfy their professional responsibilities relating to the position.
2. All high school and middle school coordinators shall be evaluated in writing annually by the Principal(s) with input from the Director of Curriculum and in accordance with the negotiated Evaluation Procedure, using Standards and Indicators of Effective Administrative Leadership.

E. Elementary school classroom teachers will have a preparation period under the following circumstances: when the class is receiving instruction from a special subject teacher in Art, Music, Library, Health Education and Physical Education.

F. Elementary teachers will be guaranteed five (5) preparation periods per week. The Committee will strive toward a goal of one (1) preparation period per day. Teachers who volunteer to cover a class for an absent teacher during a preparation period will be paid \$20 per period for such voluntary coverage. Elementary teachers will be provided with four (4) common planning periods of no less than one hour, scheduled one (1) per quarter. When scheduling team meetings and parent conferences during the school day, all efforts will be made to avoid scheduling such meetings/conferences during the preparation periods or lunch periods of teachers whose attendance is required

G. Personnel other than regular classroom teachers will work at their assigned tasks for at least the length of a regular teacher's work day.

H. School Day and Year

1. All teachers shall report to their schools at least 15 minutes prior to the commencement of homeroom. During this 15 minute period, teachers at the Galvin Middle School may not be required to perform supervisory duties in excess of 10 minutes. During this 15-minute period, teachers at the High School would not be required to perform supervisory duties in excess of what they presently perform before school. After school, all teachers shall remain in their schools for at least 20 minutes after the end of the scheduled school day. During this time they will be available for student assistance and to perform supervisory duties to the extent that such duties have been performed in the past.

It is recognized by the Association and the School Committee that teachers will have to devote many more hours in addition to the above to successfully satisfy their professional responsibilities. Therefore, in addition to the above, teachers shall be required to attend core evaluations, team meetings, parent conferences, faculty and department meetings, to confer with and help students, to supervise detention, and to carry out such other professional responsibilities as they have performed in the past.

Teachers at the Galvin Middle School will not be assigned to more than one (1) period of lunch supervision per week. Teachers at Canton High School will not be assigned to more than three (3) periods of lunch supervision per week. The high school administration will seek volunteers before assigning lunch supervision. The performance of lunchroom supervisory duties over and above the limitations herein stated shall be on a voluntary basis.

Notwithstanding the above, preschool teachers shall be at their schools for 6 hours and 50 minutes per day, which may vary from the times set forth above due to variations in the pre-school student day.

2. Teachers at Canton High School will teach 30 periods and have at least 7 preparation periods in a 7-day cycle. Teachers will also have up to 5 supervisory periods in a 7-day cycle. Directed studies will count as two (2) supervisory periods. Teachers will not be assigned more than two (2) directed studies in a 7-day cycle.
3. Of the 42 periods in the 6-day cycle at Galvin Middle School, there will be a total of 30 classes, at least 7 preparation periods, 1 directed study, 1 supervisory lunch period, 1 non-lunch supervisory period, and 1 team planning period.

4. The school year for teachers, other than new personnel who may be required to attend additional orientation sessions, will begin no earlier than September 1 (unless there is mutual agreement to begin earlier) and terminate no later than June 30, but will in no event be longer than three (3) days more than the number of days that pupils are required to be in attendance by the approved Committee calendar for each school year. The three (3) additional days will be used as professional development days.

5. Study Halls: Recognizing that study halls are to be directed study and not limited to supervision of students, administration shall make a sincere effort not to use study halls as a substitute for finding coverage for absent teachers. However, should administration be unable to find substitutes, and should classes be moved into a study hall, the teacher in charge of the study hall shall receive the additional compensation of twenty dollars (\$20) for each such class so moved into the study hall.

- I. Teachers will have a duty-free lunch period as determined by the respective principals of at least the following lengths:

1.	Elementary School	25 minutes
2.	William H. Galvin Middle School	20 minutes
3.	Senior High School	23 minutes

- J. Indoor or outdoor recess shall be held during the school day in the elementary schools.

- K. Academic subject area William H. Galvin Middle School and Senior High School teachers will not be assigned more than seven (7) periods per day, consisting of at least one (1) preparation period and not more than six (6) student supervision periods of which not more than five (5) may be teaching periods. Department heads will be provided with adequate time to perform their supervisory duties within said seven (7) period limitation and without being deprived of their guaranteed daily preparation time.

- L. Teacher participation in Extracurricular Activities will be strictly voluntary and teachers will be compensated for all such participation in accordance with the Extracurricular Salary Schedule in the contract.

- M. SPED teachers shall be provided with the same common planning time as classroom teachers, one (1) period of no less than one (1) hour every three (3) weeks.

- N. Last Day: The last day of school shall be a half-day provided that the requisite Department of Education minimum number of instructional hours has been met.

- O. On early release days, there will be no fewer than thirty (30) minutes after the end of the instructional day before the commencement of meetings or professional development work.
- P. The last school day before the December holiday break will be a half-day for students and teachers.

ARTICLE VIII
CLASS SIZE

- A. The Committee and the Association recognize class size as an important factor in good education. To ensure that class size is conducive to an effective learning atmosphere, the Committee and the Association will strive to improve upon the following goals:

Elementary Schools: 40 classroom teachers per 1000 students
Secondary Schools: 60 classroom teachers per 1000 students

- B. The Committee and the Association realize that space availability precludes implementation of Section A above at this time. The provisions of Section A will therefore take effect as soon as physically possible.
- C. The provisions of Section A above may be waived by a teacher, a group of teachers, or an entire department after consultation with administration, if he/she, they, or the department feel in certain situations (e.g., specifically “Team Teaching”) it is in the best interests of the educational process to do so.

ARTICLE IX
NON-TEACHING DUTIES

The Committee and the Association acknowledge that a teacher’s primary responsibility is the total education and welfare of the children entrusted to his/her care during the school day.

- A. Assignment of teachers for non-teaching duties shall be on a reasonable and equitable basis.
- B. Teachers may be required to collect and transmit money to be used for educational purposes and limited number of non-educational programs, but they will not be required to tabulate or account for such money.
- C. Teachers will not be required to drive pupils anywhere.
- D. Teachers issuing classroom detentions are required to supervise that detention period. Teachers are also required to serve regular assigned office detention periods.

- E. Teachers will not be required to perform any custodial duties.
- F. Teachers will not be required to deliver books to classrooms, or keep registers.
- G. Elementary teachers may be assigned up to 60 minutes per week. Such duties shall not be assigned unless the Principal deems it necessary. When a daily substitute is assigned to cover for an elementary teacher at a particular grade level, the substitute will be responsible for covering both that teacher's duty and, in addition, one lunch duty or one recess duty at that grade level on a given day, regardless of which teacher in that grade level is scheduled for that lunch/recess duty.

ARTICLE X
TEACHER ASSIGNMENT

- A. Teachers will be notified in writing of tentative programs for the coming school year, including the schools to which they will be assigned, the grades and/or subjects that they will teach, and any special or unusual classes that they will have, as soon as practicable and under normal circumstances not later than August 1. When teacher assignments are changed as to grade or subject, first consideration for available teacher position will be given to teachers with seniority.
- B. In order to assure that pupils are taught by teachers working within their areas of competence, teachers will not be assigned more than 20% of their teaching schedule to an area outside the scope of their teaching certificates and/or major or minor fields of study.
- C. In arranging schedules for teachers who are assigned to more than one school, an effort will be made to limit the amount of inter-school travel. Such teachers will be notified of any changes in their schedules as soon as practicable.
- D. Teacher assignments will be made without regard to race, creed, color, religion, nationality, sex, age or marital status.

ARTICLE XI
VACANCIES AND PROMOTIONS

- A. Whenever any vacancy occurs in a professional position, a notice will be sent to the president of the Association at least ten (10) days in advance of the appointment unless mutually agreed otherwise between the Superintendent and the Association president. Written qualifications for the position, its duties, and its rate of compensation will be clearly set forth. Temporary appointments will be made only within the period of processing of applications.

- B. In filling such vacancies, equal consideration will be given to qualified teachers already employed by the Committee. Each teacher applicant not selected, upon request, will be given an explanation by the Superintendent.
- C. All qualified teachers will be given the opportunity to make application for such positions through the Office of the Superintendent of Schools and to represent themselves to the Superintendent. Each teacher not selected will, upon request, receive an explanation from the Superintendent of Schools.
- D. All notices concerning positions in summer School and Federal Programs will be posted on the Association bulletin boards.
- E. The final decision in the filling of vacancies, new positions, and promotions rests exclusively with the Superintendent or his/her designee, and said decision is not subject to the grievance and arbitration procedure of this Agreement.
- F. All vacancies in positions covered by this Agreement to be filled will be posted in each school building for a period of ten (10) calendar days prior to the selection of the successful candidate unless otherwise mutually agreed by the parties.
- G. Teachers and others covered by this Agreement must give at least 30 calendar days' notice to the Superintendent or his/her designee before resigning. This provision may be waived by mutual agreement between the Superintendent and the Association.

ARTICLE XII
TEACHER EVALUATION

- A. All monitoring or observation of the work performance of a teacher will be conducted openly and with the teacher's knowledge.
- B. Teacher performance shall be evaluated by the criteria in the evaluation procedure and instrument.
- C. Teachers will be given a copy of any evaluation report and will have the right to discuss the report with the evaluator(s). Teachers may make written comments to be attached to such reports.
- D. Each written evaluation will be preceded by one or more classroom observations or structured conferences by the evaluator(s). Each evaluator shall make and sign a separate written observation report of each observation. A copy of each observation report shall be given to the teacher evaluated who shall have the right to discuss the report with the evaluator and to make written comments to be attached to such reports. Observation reports are for the use of administrators and teachers will ordinarily not become part of the teacher's personnel file.

- E. Teachers shall acknowledge that they have had the opportunity to review evaluation and observation reports by affixing their signatures to the reports, with the express understanding that such signature in no way indicates agreement with the reports.
- F. In accordance with Chapter 71, Section 42C of the Massachusetts General Laws, teachers have the right to inspect the contents of their personnel folders.
- G. No material derogatory to a teacher's conduct, service, character or personality will be placed in his personnel file unless the teacher has had an opportunity to review the material. The teacher will also have the right to submit a written answer to such material and his answer shall be reviewed by the Superintendent and attached to the file copy.
- H. Any written and/or serious complaints regarding a teacher made to any member of the administration by any parent, student, or other person, including by electronic communication in any form, will be promptly called to the attention of the teacher, providing the complaint is not subject to criminal investigation.
- I. The negotiated Educator Evaluation Procedures, as may be modified from time to time by the parties, is incorporated into this Agreement by reference. During the life of the Agreement, an Ad Hoc evaluation committee will be available to review, assess and fine-tune the evaluation system where needed. This committee will consist of four (4) members appointed by the Association and four members appointed by the Committee. The Association representatives on the committee shall consist of one member from the elementary level; one from the Middle School; one from the High School and one at-large. No more than one can be a bargaining team member. Further, no more than one school committee bargaining team member can be on this committee.

Either the Committee or the Association can call this committee into existence. This committee will have the authority, by majority vote, to recommend to the respective parties any changes to this Agreement for finalizing through the collective bargaining process.
- J. A teacher without professional teacher status will be notified in writing on or before June 15 whenever such teacher is not to be employed for the following school year.

ARTICLE XIII
USE OF SCHOOL FACILITIES

- A. Upon making arrangements with the Superintendent of Schools, the Association may use the school buildings without cost at reasonable times for meetings. The principal of the building in question will be notified in advance of the time and

place of all such meetings. Any additional expenses incurred by the use of School facilities by the Association shall be paid for by the Association.

- B. There will be one (1) bulletin board in each school building, preferably in the faculty lounge, for the purpose of displaying official Association notices, circulars and other material pertinent to the Association and to the School Committee. Copies of all such material will be shown to the Principal. All posted notices shall be signed by an authorized representative of the Association.

ARTICLE XIV
SICK LEAVE POLICY

- A. It is recognized that from time to time illnesses and injuries that necessitate absence from school will occur, but it is further recognized that absence of the regular teacher from the classroom interrupts the educational process and must, therefore, be held to a minimum.
- B. All regularly appointed teachers shall be entitled to sick leave with full pay for fifteen (15) days per year. The Committee will grant up to ten (10) days of the entitled fifteen (15) days for immediate family-related (spouse, child, parent, or a relative living with the family) illnesses. When notifying his/her supervisor, the staff member must specify the use as either a personal sick day or an immediate family-related illness day. In addition, the Committee will grant use of up to ten (10) days of accumulated sick leave when the teacher's presence is necessary to attend to the needs of an immediate family member (as defined above) who is suffering from a catastrophic illness or injury. The Committee may require submission of a medical certification as a condition of granting days for catastrophic illness or injury.
- C. The number of sick leave days a teacher may accrue will be unlimited.
- D. An employee using accumulated sick leave must submit a periodic written statement, from a physician affirming that personal ill health makes extended absence necessary.
- E. Suspected cases of sick leave abuse will be handled and investigated on an individual basis, with appropriate discipline, if needed, being taken by the Superintendent or his designee.
- F. In case of death during the school year of any member of a teacher's family (grandparent, grandchild, brother, sister, mother-in-law, father-in-law, brother-in-law, and sister-in-law), no reduction of salary or reduction in accumulated sick leave shall be made for absence not exceeding three (3) school days. In case of death during the school year of a teacher's spouse, parent, child, or person living in the teacher's household, no reduction of salary or reduction in accumulated sick leave shall be made for absence not exceeding five (5) school days. In case of

death during the school year of a teacher's nephew, niece, or other relative not mentioned elsewhere in this Section, one (1) day's leave without loss of pay or accumulated sick leave shall be granted on the day of the funeral.

- G. Three (3) days may be used for personal matters which require absence from school hours. These days are not deductible from sick leave. Application for these days of personal business must be made in writing to the Superintendent of Schools through the Principal at least three days before the taking of such leave, except in case of emergency. The nature of the personal business does not have to be stipulated. At the close of each school year, if a person has not taken any personal days during that year, then three (3) days shall be added to that person's sick leave accumulation. If a person has used one personal day during that year, then two (2) days shall be added to his/her sick leave accumulation. If a person has used two (2) personal days during that year, then one (1) day shall be added to his/her sick leave accumulation..

As an alternative to the above, a person who has not used all of his/her personal days during the year may carry over up to two (2) unused personal days with a maximum accrual of five (5) personal days in anyone year. No such days that have been carried over may be used to extend a holiday or a vacation. Any unused personal days that have not been carried over as personal days will be added to the person's sick leave accumulation.

- H. Each member shall be allowed up to two (2) days of leave with pay during each school year for observance of religious days when the tenets of that member's religion require abstinence from work on those days. Such leave is contingent upon that member having unused sick leave or personal leave which can be so charged. At least one (1) week's notice must be given to the building principal by the member prior to the taking of this leave.
- I. Request to attend educational meetings or conferences, including MTA/NEA conferences, or meetings which are held in Massachusetts may be approved by the Principal. Those held outside the state must be approved by the Committee. Nothing herein shall be construed to grant any teacher, as a matter of right, leave to attend any such meeting or conference.
- J. If a member with ten (10) years of teaching experience retires from the Canton School System and is accepted into the Massachusetts Retirement Plan, s/he shall receive \$60.00 per day for each day of unused accumulated sick leave in excess of eighty (80) days up to a maximum of \$6,000. In the event the retirement is at the end of the school year, such payment is contingent upon receipt of notice of the teacher's intent to retire no later than February 1 of that school year. In the event the retirement is on a date other than at the end of the school year, such payment is contingent upon receipt of notice of the teacher's intent to retire at least five (5) months prior to the date of retirement. Such notice may not be rescinded, provided that the Superintendent may permit rescission of the notice in rare,

unanticipated circumstances involving hardship to the teacher, with the understanding that upon acceptance of the rescission, the Superintendent shall have the discretion to place the teacher in any position for which the teacher is qualified.

K. Teachers with twenty (20) years teaching experience who die while in the employ of the Committee shall have their accumulated sick leave valued at the same rate as if s/he had retired. This amount to be paid to his/her heirs in the same way as his/her salary.

L. Sick Leave Bank

1. Introductory Statement

A Sick Leave Bank shall be established whereby all members covered by the Agreement shall receive additional sick leave upon exhaustion of their own earned and accrued sick leave.

2. Eligibility for Membership

- a. All members of the bargaining unit are eligible to participate in the Sick Leave Bank.
- b. At the commencement of the bank, each member who wishes to participate must contribute one day of sick leave to the bank, said contribution to be demonstrated by submitting a signed form to the bank committee on or before September 30, 1986. Only those teachers who so contribute shall be eligible for a grant from the Sick Leave Bank.
- c. Newly hired members of the bargaining unit can join the sick leave bank by submitting the signed form within ten (10) school days of their first work day.

3. Funding the Bank

Following the initial commencement and funding of the bank (see Section B.2. above), the sick leave days on deposit in the bank shall be carried over in the bank from year to year, until the number of days in the bank goes below thirty (30) days. On such occasion, the bank committee shall notify bargaining unit members that they must contribute one day of sick leave to the bank to maintain membership. In addition, bargaining unit members who previously were not members of the sick leave bank may join by contributing one day of sick leave to the bank. Such contributions shall be demonstrated by submitting a signed form to the bank committee within ten (10) school days of being so notified by the bank committee.

4. Administration of the Bank

- a. The Sick Leave Bank shall be administered by the Sick Leave Bank Committee.
- b. The Sick Leave Bank Committee shall be comprised of four (4) members; two (2) designated by the Association and two (2) designated by the Committee.
- c. Decisions of the Sick Leave Bank Committee shall be final and binding and shall not be subject to appeal or to the grievance and arbitration procedure.

5. Provisions for Benefit Payment

- a. The Sick Leave Bank will be used only when the teacher is prevented from working because of a serious sickness or injury of the teacher and when this disability is of a prolonged nature of ten (10) consecutive working days or more and only when the individual has exhausted all of his/her accumulated sick leave. To be eligible for Sick Bank days, the applicant must have accumulated at the beginning of the prolonged illness at least twenty (20) percent of the maximum accumulated sick leave available to the teacher since the commencement of his/her employment. The Bank Committee may consider exceptions to this requirement under unusual circumstances.
- b. The number of sick days requested from the bank must be specified at the time of initial request to a maximum of fifteen (15) days.
- c. In the event the illness or injury extends beyond the number of sick days initially requested, the participating member may request additional days in increments no greater than fifteen (15) days.
- d. Applications for benefits must be accompanied by certification of illness or injury from a physician.
- e. The criteria for any grant of benefits from the Sick Leave Bank are as follows:
 - (1) adequate medical evidence of serious illness or injury.
 - (2) prior utilization of sick leave.

f. The maximum number of days a member may use from the Sick Leave Bank annually are:

90 days to 1 year's service ... 20 days
2-3 years' service 30 days
4-10 years' service 60 days
over 10 years' service 90 days

g. Approval by a majority of the Sick Leave Bank Committee is necessary for any grant.

N. Parental Leave:

1. Parental leaves will be granted to employees in accordance with the Massachusetts Maternity/Paternity Leave Act at MGL Chapter 149, Section 105D (MPLA) and the Family Medical Leave Act (FMLA).
2. An employee who wishes to take leave under this section shall inform the Superintendent in writing on designated form of the anticipated date of departure at least eight (8) weeks in advance. (In the event of notification by an appropriate agency of an adoption date less than eight (8) weeks in advance, the notice date will be adjusted accordingly.) At the time of the notification, the employee will select one of the following two (2) options, to the extent eligible:

Option A – Statutory Leave Only: Unpaid Massachusetts Maternity Leave (MGL Chapter 149, Section 105D) or unpaid leave under the Family Medical Leave Act Leave. Employees who are adopting or otherwise taking maternity/paternity leave without giving birth may substitute five (5) work days of paid leave, to be deducted from accumulated sick leave. An employee who is pregnant or giving birth may substitute her accumulated personal sick leave to cover days during the school year when she is medically incapacitated from working in her professional role. An employee who gives birth is presumed to be medically incapacitated from working for eight weeks immediately following the birth. The Superintendent may require an employee to submit adequate evidence of medical incapacity for any other period of disability relating to pregnancy/childbirth. The duration of Statutory Leave shall not exceed eight (8) weeks (or in the case of FMLA leave, twelve (12) work weeks) from the date of the leave's commencement.

Option B – Statutory Leave, followed by Extended Leave for Employees with Professional Teacher Status. Unpaid Massachusetts Maternity Leave (MGL Chapter 149, Section 105D) or unpaid leave under the Family Medical Leave Act Leave. Employees who are adopting or otherwise taking maternity/paternity leave without giving birth may substitute five

(5) work days of paid leave, to be deducted from accumulated sick leave. An employee who is pregnant or giving birth may substitute her accumulated personal sick leave to cover days during the school year when she is medically incapacitated from working in her professional role. An employee who gives birth is presumed to be medically incapacitated from working for eight weeks immediately following the birth. The Superintendent may require an employee to submit adequate evidence of medical incapacity for any other period of disability relating to pregnancy/childbirth. The duration of Statutory Leave shall not exceed eight (8) weeks (or in the case of FMLA leave, twelve (12) work weeks) from the date of the leave's commencement. This Statutory Leave will be followed by unpaid extended leave through the end of the school year in which approved Statutory Leave concludes, except that elementary level teachers may choose to return the day after the winter break and middle and high school level teachers may choose to return the day after the semester break within such school year.

3. At the time the employee requests and is granted his/her leave, the anticipated date of return shall be specified in accordance with Option A or B above. An employee on Extended Leave under Option B who is scheduled to return at the beginning of the following school year, must notify the Superintendent by March 1 of his/her intent to return to work as scheduled. An employee on Extended Leave under Option B who is scheduled to return after the winter break or after the semester break must notify the Superintendent of his/her intent to return to work as scheduled thirty (30) calendar days in advance. A failure to provide the required notice shall be deemed a voluntary resignation not subject to the grievance procedure. Further, a failure of an Employee on leave under Option A or B to return on the date specified at the beginning of the leave shall be deemed a voluntary resignation not subject to the grievance procedure, unless the failure to return is due to the employee's own medical incapacity as documented by adequate medical certification.
4. A teacher returning from a maternity/parental/adoptive leave of absence will be returned to his/her previous position or a substantially similar position and will retain the seniority held at the time the leave became effective. A teacher does not accrue sick time, longevity credit, credit for placement on the salary schedule, or seniority for any period during which the teacher is on unpaid leave of absence. In order to access extended leave for subsequent births or adoption, the employee must return to active service for at least one full school year prior to becoming eligible for additional Extended Leave under Option B.
5. Nothing in this section prevents the employer's non-reappointment of a professional employee without professional teacher status or dismissal or

lay off of a professional employee with or without professional teacher status, to the extent such nonrenewal, dismissal, or lay off is otherwise applicable.

ARTICLE XV
MILITARY LEAVES OF ABSENCE

- A. The number of school days specified by Massachusetts State Law will be allowed for persons called into temporary active duty of any unit of the United States Reserves or the State National Guard, provided such obligations cannot be fulfilled on days when school is not in session.

- B. General Laws Chapter 33, Section 59, as adopted by the Canton Town Meeting of March 13, 1967, shall determine pay for military leaves of absence. Any person in the service of the Commonwealth, or a county, city or town which by vote of its county commissioners or city councilor its inhabitants at a town meeting accepts this section, or has accepted similar provisions of earlier laws, shall be entitled during the time of his/her service in the armed forces of the Commonwealth, under section 38, 40, 41, 42, 60, or during his/her annual tour of duty of not exceeding seventeen (17) days as a member of a reserve component of the armed forces of the United States, to receive pay therefore, without loss of his/her ordinary remuneration as an employee or official of the Commonwealth or of such county, city or town and shall be entitled to the same leaves of absence or vacation with pay given to other like employees or officials. Any person taking military leave during a period when school is in session, must furnish a written statement from his or her commanding officer which states that said leave could not possibly be taken at a time when school was not in session.

ARTICLE XVI
SABBATICAL LEAVES

Sabbatical leaves may be granted to members of the professional staff for approved study or research subject to the following conditions:

- A. Not more than three (3) members of the professional staff will be absent on sabbatical leave at one time with preference given to seniority.

- B. Preliminary requests for sabbatical leave must be received by the Superintendent of Schools in such form as may be required on or before November 30, if leave is to be granted for the ensuing year. The specific details of said request shall be made on or before May 1.

- C. The teacher has completed at least seven (7) full school years of service in the Canton School System.

- D. Staff members on sabbatical leave will be paid half of their regular salary rate for a full year or full salary for a half year.
- E. Teachers granted a sabbatical leave will agree to return to the Canton Schools for two (2) full years or repay the entire amount of salary received during said leave.
- F. Teachers shall return to the post they left or to an equivalent position.
- G. Upon return from the sabbatical leave, a teacher shall be placed on the step of the salary schedule s/he would have attained had s/he remained in the Canton School System.
- H. Accumulated sick leave and all other benefits, including any granted while on leave, would also accrue to the teacher upon his/her return.

ARTICLE XVII
PROFESSIONAL IMPROVEMENTS

- A. The Committee will pay the reasonable expenses incurred by teachers who attend workshops, seminars, and conferences, at the request and/or with the advance approval of the Superintendent of Schools.
- B. Teachers shall be given the opportunity to visit other school systems without loss of pay for the purpose of studying the curriculum and operation of the program at such systems at the discretion of the Superintendent. The denial shall not be subject to the grievance procedure. If requested, the Superintendent will verbally state the reason(s) for any requests which are denied.

ARTICLE XVIII
TEXTBOOKS

- A. The Committee guarantees that when textbooks and/or workbooks are used in a classroom it will provide sufficient of same to insure that each pupil in a classroom has textbooks or workbooks for his/her own use. If the number of textbooks or workbooks is not sufficient, the principal will submit a requisition to the Superintendent who will order an adequate number within three (3) days.
- B. Teachers and Supervisors will have the opportunity to aid in choosing the textbooks for their area.

ARTICLE XIX
GROUP INSURANCE

The Committee will provide a plan of group life, accidental death and dismemberment and general or blanket hospital, surgical and medical insurance as authorized under the provisions of G.L. Chapter 32B. The Committee will pay 75% of the premium and the employees will pay 25% of the premium for the indemnity plan and for all HMO's. Dental

insurance shall also be paid seventy-five percent (75%) by the Committee and twenty-five percent (25%) by the employees.

Effective July 1, 2015, co-pays for the PPO and the HMO shall be as follows:

Office visits:	\$20/\$35 (PCP/Specialists)
Emergency Room Co-Pay:	\$100
Hospital Admissions:	\$300
Outpatient Surgery:	\$150
High Tech Imaging:	\$100
Prescriptions:	\$10/\$25/\$50 retail; \$20/\$50/\$100 for 90-day mail order
Calendar Yr Deductible	\$250 Individual; \$750 Family Cap
Medex Prescriptions:	\$10/\$20/\$35 retail; \$20/\$40/\$70 for 90-day mail order

ARTICLE XX
GENERAL

- A. Effective with the 2016-2017 school year, on or before the first work day for teachers of each school year, the Superintendent will provide to each teacher a letter specifying the following for that that teacher, as determined effective June 30: (1) salary for that school year, including lane and step; (2) any longevity amount s/he will receive that year, as well as the date on which he/she can expect to receive such longevity payment; and (3) any applicable stipends. Teachers will receive written notice of any lane changes and additional stipends by November 1 or upon determination of such lane changes or stipends, whichever is later.
- B. The Association will be provided with copies of approved minutes of official School Committee meetings that are distributed to School Committee members. A copy of the official agenda of the meeting will be given to the Association prior to said meeting.
- C. If any provision of this Agreement or any application of the Agreement to any employee or group of employees shall be found contrary to law, then such provision or application shall not be deemed valid and subsisting, except to the extent permitted by law, but all other provisions or applications will continue in full force and effect.
- D. The Committee will amend its Administrative Regulations and take such other action as may be necessary in order to give full force and effect to the provisions of this Agreement.
- E. The Committee agrees to abide by the certification requirements, set out under the Massachusetts General Laws, in the hiring of teachers in the Canton School System.

- F. The Town of Canton will assign a payroll deduction slot for employees to participate in the Massachusetts Teachers Association disability insurance plan. The Association will provide the premium amounts of the plan, along with the deduction authorizations for those employees who are eligible for and wish to participate in the plan.

ARTICLE XXI
NO DISCRIMINATION

There shall be no discrimination, interference, restraint or coercion by the Committee, the Association, or their respective agents against any teacher because of membership or non-membership in the Association. No one shall be required to become a member or remain a member of the Association as a condition of employment in the Canton Public Schools.

ARTICLE XXII
SALARIES AND OTHER COMPENSATION

Section 1.

- A. Salaries and other compensation of employees covered by this Agreement are set forth as an Appendix to this Agreement and made a part thereof.
- B. Employees covered by this Agreement will be compensated on the basis of twenty-one (21) paychecks during the school year or twenty-six (26) paychecks every two weeks over the calendar year, at the option of the employee. The gross amount of each check shall be substantially equal.
- C. Approved mileage will be paid at the IRS rate as determined by the Town.
- D. The Committee agrees to deduct from teachers' salaries money for NEA and/or MTA services and programs or Agency Service Fee as said teachers individually and voluntarily authorize the Committee to deduct and to transmit the monies in biweekly installments prior to March 15 through the Treasurer of the Association. It is expressly understood that any deduction which a teacher may authorize the Committee to make from his/her earnings will be deducted in ten (10) equal installments or as close to equal as is practicable from paychecks received by said teacher during the year.
- E. The Canton Public Schools agrees to deduct from a teacher's salary an amount in equal installments from each pay period as designated by the teacher. The Canton Public Schools shall cause to be issued one (1) check to the Canton Teachers Association for the total of all deductions each pay period and shall provide the Association with an itemized list containing each teacher's name, amount deducted and credit union. The Association shall disburse these to the appropriate credit unions. An appropriate deduction form shall be supplied by the Association.

- F. Teachers who work only a portion of a school year shall be compensated on the basis of one-one hundred eighty-third (1/183) of their annual salary for each day
- G. Employees eligible for both a step and a lane change on September 1 of a particular year will receive only a lane change.
- H. Teachers who are on leave of absence without pay for more than 90 school days in a school year shall not receive credit for that year for the purpose of movement on the steps of the salary schedule.

Section 2: Lane Changes

- A. Annually during September, the Business Office will distribute to all professional staff a form entitled "Added Degree Notification Form," hereinafter referred to as the "Notification Form".
- B. Any professional staff member who feels he/she may be eligible for a salary lane change effective on the following September 1st must complete and return the Notification Form to the School Business Administrator's office by November 15th of the year preceding possible eligibility.
- C. Failure to submit the form by the November 15th deadline will render the employee ineligible for any lane change as of the following September 1st.
- D. New employees hired after November 15th of a given year will not be eligible for a lane change on the following September 1st.
- E. The Superintendent is authorized to waive the notification requirements in unusual circumstances that in her/his sole judgment are beyond the control of the employee. Any such action by the Superintendent shall not be subject to challenge by the Association, either by grievance or other forms of redress.

ARTICLE XXIII
TRANSFERS

- A. Classroom teachers recognize from time to time transfers from one school to another are necessary. If a classroom teacher feels that his/her transfer is not for a good reason, the teacher will have a right to have a hearing with his/her immediate superior to discuss the reason(s) for the transfer.
- B. If the teacher is not satisfied with the reason(s) for the transfer, the immediate superior will give his/her such reason(s) in writing. At this point, the classroom teacher shall submit his/her reason(s) in writing why the transfer is not for good reason to the immediate superior.

- C. The classroom teacher shall then have a right to a further hearing with the principal and, if not satisfied with the results of such hearing, the classroom teacher shall have a right to a further hearing with the Superintendent.

ARTICLE XXIV
AGENCY SERVICE FEE

- A. In accordance with the Massachusetts General Laws, any member of the bargaining unit who is not a member of the Association shall, as a condition of employment, during the life of this Agreement, pay on/or after the 30th day following the beginning of his/her employment or September 1, 1976 whichever is later, an agency fee which shall be determined by the Association in accordance with the applicable law.
- B. The agency service fee may be deducted in ten payments from the salary of any employee who signs a written authorization to that effect in accordance with the provisions of Chapter 180, Section 17G of the General Laws and transmitted directly to the Treasurer of the Association.
- C. The Association agrees to indemnify the Town for any damages which the Town is requested to pay by an administrative agency or court of competent jurisdiction as the result of the Town's compliance of this article.

ARTICLE XXV
REDUCTION IN FORCE

Subject to the provisions of this Agreement, the Committee retains the right to determine the number of teaching positions and other professional positions which are needed in the school system and also retains the right to determine the employees to be laid off and recalled.

- A. A teacher with professional status shall not be laid off if there is a teacher without professional status whose position the teacher with professional status is qualified to fill.
- B. Upon determination of the School Committee that there shall be layoffs in any discipline, as set forth below, the following procedures shall apply only to teachers with professional status.
- C. Within the following disciplines, layoffs shall be determined by seniority. In determining the order of teachers to be laid off, teachers shall be laid off by discipline. For the purposes of this article, disciplines shall be:
 - 1. K-8
 - 2. 7-12 Math
 - 3. 7-12 English
 - 4. 7-12 Social Studies

5. 7-12 Chemistry
6. 7-12 Physics
7. 7-12 Biology
8. 7-12 General Science
9. 7-12 Earth Science
10. 7-12 French
11. 7-12 German
12. 7-12 Spanish
13. 7-12 Latin
14. Special Subject Teacher - Physical Education
15. Special Subject Teacher – Health
16. Special Subject Teacher – Technology Education
17. Special Subject Teacher – Family and Consumer Sciences
18. Special Subject Teacher - Industrial Technology
19. Special Subject Teacher – Reading
20. Special Subject Teacher – Art
21. Special Subject Teacher - Music
22. Special Subject Teacher – Speech
23. Teacher - Special Class (Note, however, that each separate certification will constitute a separate discipline)
24. School Psychologist
25. Guidance Counselor
26. School Librarian
27. Adjustment Counselor
28. School Nurse
29. Speech Pathologist
30. Occupational Therapist
31. Physical Therapist

In cases involving members who have identical seniority, preference for retention shall be given to the member who, in the judgment of the Superintendent, is most qualified. The Superintendent may base his/her determination on such factors as professional training, experience within a discipline, performance, and needs of the system.

Effective September 1, 2016, the following language will replace the first two sentences of Section C, above, and the language of the last paragraph above shall be deleted:

Layoffs shall be conducted within disciplines based on a teacher’s job performance and the best interest of the students, which is defined as follows: the teacher’s past summative overall evaluation ratings as compared to other teachers’ past summative overall evaluation ratings in the discipline targeted to be reduced, with ratings of Meets the Standards of the Canton Public Schools (for evaluations prior to 2013-2014), Proficient and Exemplary being considered equal. The number of summative evaluations compared will include all those evaluations written for teachers during the time equal to the most recently hired professional status teacher in the targeted discipline. If there is a tie using

the above criteria, the tie shall be broken by seniority, with the least senior teacher in the discipline targeted laid off first.

D. Definitions

1. Seniority - Seniority is defined as the length of continuous full-time service in the Canton Public Schools from the first day of the teacher's continuous service as a teacher pursuant to official School Committee appointment. Authorized paid leaves of absence, or sabbatical leaves shall be considered time worked for purposes of seniority and layoff. Authorized leaves of absence without pay shall be considered as continuous service, but will not be considered as time worked for seniority and layoff as follows: Teachers on such leaves without pay for more than 45 school days but fewer than or equal to 90 school days in a school year will lose one half (1/2) a year's seniority. Teachers who are on such leave of absence without pay for more than 90 school days in a school year lose the entire year's seniority.

Members of the bargaining unit who have served on a part-time basis shall be credited with the years or parts of years of seniority determined by multiplying the fractional amount of their teaching load times the period of such part time service, e.g., a teacher who taught half-time for one half of a year would be credited with one quarter of a year's service for that half year. Seniority shall commence to accrue from the first day of the teacher's continuous service as a teacher pursuant to official Superintendent appointment. Authorized, paid leaves of absence or sabbatical leaves shall be considered time worked for purposes of seniority and layoff. Authorized leaves of absence without pay shall be considered as continuous service, but will not be considered as time worked for seniority and layoff as follows: Part-time teachers on such leaves without pay for more than 1/4 of their work year but less than 1/2 of their work year will lose one half of the seniority credit they would have accrued for such year had they worked. Teachers who are on such leaves of absence without pay for more than 1/2 of their work year will lose the entire year's seniority.

2. Qualified - Qualified shall require both being certified in the discipline and having taught satisfactorily in the discipline for at least one full school year (fifteen (15) periods or more per week from the first day of school to the last day of school) within the Canton Public Schools within the past five years.

Effective September 1, 2016, "satisfactorily" is subject to the provisions of Section C above.

However, a sixth (6th) grade teacher certified in a secondary discipline who has also taught in that secondary discipline in Canton in the past will be considered qualified in that secondary discipline notwithstanding the fact that the teacher has not taught in that discipline within the past five (5) years.

E. Bumping

1. In the event a teacher is qualified in a discipline other than the one from which s/he has been laid off, the laid off teacher shall have the option of bumping the more junior teacher in that discipline.
2. Notwithstanding the above requirement of a minimum of one year's teaching experience, a teacher certified K-8 may bump a more junior teacher certified only K-8 at either the elementary or middle school level.

Notwithstanding the above requirement of a minimum of one year's teaching experience in the discipline:

- a. If a secondary science teacher is laid off, and s/he has taught any science at the secondary level for at least one full school year (fifteen (15) periods or more per week from the first day of school to the last day of school) within the Canton Public Schools within the past five years and if s/he holds a certification in another secondary science discipline, then s/he may bump a less senior teacher in such other secondary science discipline.
- b. If a secondary language teacher is laid off and s/he has taught any language at the secondary level for at least one full school year (fifteen (15) periods or more per week from the first day of school to the last day of school within the Canton Public Schools within the past five years) and if s/he holds a certification in another secondary language discipline, then s/he may bump a less senior teacher in such other secondary language discipline.
- c. If a special needs teacher is laid off and s/he has taught in any special needs discipline for at least one full school year (fifteen (15) periods or more per week from the first day of school to the last day of school within the Canton Public Schools within the past five years) and if s/he holds a certification in another special needs discipline, then s/he may bump a less senior teacher in such other special needs discipline.

It is also understood that this article is not to be construed as meaning that a middle school teacher (6-8) is automatically qualified to teach K-5 nor to imply that an elementary teacher (K-5) is automatically qualified to teach grades 6-8.

This section means that if the School Committee does determine that they are so qualified, then they will be permitted to bump less senior teachers even though they may not have taught in the discipline for at least one full year.

3. A teacher certified only K-8 may not bump a teacher with a secondary certification.
4. If a qualified middle school teacher holds both a K-8 and a secondary certification, s/he may bump a more junior K-8 elementary or secondary certified teacher.

Effective September 1, 2016, the following language shall be added:
“Bumping is subject to the provisions of Section C above.”

- F. Laid-off members may continue group Health and Life Insurance coverage during the recall period of thirteen (13) months as provided by the Committee to members of the bargaining unit by reimbursing the Town for full premium cost. Failure to forward advance premium payments to the Town by the date(s) set by the Town or refusal to return to employment upon recall will terminate this option. It is understood that there shall be no cost to the Town.
- G. Teachers who are on layoff because of reduction in force shall be on a recall list for the first thirteen (13) months of layoff and shall, if qualified, have preference over new applicants for any new position or full-time vacancy in the bargaining unit that the Committee is going to fill and for which they are qualified. In making a decision as to which of two or more qualified teachers on the recall list will be first recalled, the Superintendent will recall teachers in the inverse order of layoff. The failure of a teacher to accept the assignment within fifteen school days of the postmark of notification thereof shall automatically remove that teacher from the recall list and terminate all recall rights.
- H. The Superintendent's judgment hereunder shall be set aside only where it was not made in good faith and/or was arbitrary or capricious.
- I. No reduction in force shall take effect on other than the first day of a school year.
- J. Teachers who have been laid off shall, during their recall period, be notified in writing by the Superintendent's Office, provide' they have left their home address with the Superintendent's Office, of any open positions in the system which they may be qualified to fill. Failure to accept an offer of employment for any such suitable position shall terminate the teacher's recall rights.
- K. Teachers recalled after layoff under this Article shall be placed on that step of the salary schedule which is one step higher than the one on which they were at the time of their last day of teaching prior to being laid off. Also such teachers shall

carry over only that sick leave which was credited to them at the time of their last day of teaching prior to being laid off.

- L. The Superintendent shall notify any teacher with professional status who is to be affected by a reduction in force by June 1 of the school year preceding the school year in which the reduction is to be effected.

The Committee agrees that resignations, retirements, dismissal for cause, or normal termination of employment, will be utilized prior to instituting reduction in force.

- M. Notifications under sections G above will be by certified or registered mail.

ARTICLE XXVI - A
INDIVIDUAL SUPPORT TEAMS

The terms set forth below will apply to an Individual Support Team (IST) at the High School. The IST will focus on issues relating to individual students.

- A. Teachers on the IST shall serve a two-year term. These terms will be staggered so that they do not expire at the same time. Each school will determine the number of members of the IST for that particular school.
- B. Participation on IST's by teachers shall be strictly voluntary.
- C. Teachers may resign from the support team at any time, with thirty (30) days notice to the Superintendent.
- D. The Committee will provide substitute coverage to allow the members to be able participate in the IST meetings during school hours.
- E. Teachers will not be negatively evaluated for their participation or non-participation in the IST program.
- F. Training for IST members will be provided.
- G. Records will be maintained by the IST and will be accessible to the principal and other appropriate administrators. These records shall include the dates of team meetings, the issues discussed, the solutions proposed, and any follow-up on earlier meetings.
- H. IST Compensation: Members of the IST shall be compensated, at their option, with either three (3) credits or a stipend of five hundred dollars (\$500).

ARTICLE XXVI - B
DATA DRIVEN INSTRUCTIONAL SUPPORT TEAMS

The following terms will apply to the Data Driven Instructional Support Teams (DDIST) at the elementary and middle school:

- A. Teachers on the elementary DDIST shall serve a two-year term. These terms will be staggered so that they do not expire at the same time. Teachers on the middle school DDIST shall serve a two-year term. The principal will determine the number of members of the DDIST at that particular school, provided that the following shall generally apply:
 - At each elementary school there will be four members: Chair, Recorder and two members handling data input.
 - At the middle school there will be seven members: Chair and one member representing each grade level team.
- B. Participation on DDISTs by teachers shall be strictly voluntary.
- C. Teachers may resign from the DDIST at any time, with thirty (30) days' notice to the Superintendent.
- D. In order to allow for participation in meetings held during school hours, the Principal will provide substitute coverage (1) for the Chair and Recorder and, when needed, for the Data Input members at the Elementary Level and (2) the Chair and the DDIST members at the middle school.
- E. Teachers will not be negatively evaluated for their participation or non-participation in the DDIST program.
- F. Training for DDIST members will be provided.
- G. Records will be maintained by the DDIST and will be accessible to the principal and other appropriate administrators. These records shall include the dates of team meetings, the issues discussed, the solutions proposed, and any follow-up on earlier meetings.
- H. DDIST Compensation: The Chair will be paid a stipend in accordance with Appendix B1. Members of the DDIST shall be compensated, at their option, with either three (3) credits or a stipend of five hundred dollars (\$500).

ARTICLE XXVII
EDUCATIONAL ENHANCEMENT FUND

The Committee will provide \$1,250 per year for each teacher (prorated for part time teachers) to an aggregate cap for the entire bargaining unit of \$125,000 per year from the Professional Enhancement Fund to be used for courses, conferences, workshops, or seminars that have been approved by the Director of Curriculum and Instruction. During the 2007-2008 school year, the Superintendent and the CTA president or their designees will develop a process in order to allow teachers to apply for a second grant if there is money available in this Fund. Any request denied by the Director of Curriculum and Instruction will be reviewed by the Professional Enhancement Committee (PEC). A final decision will be made by a vote of the PEC. The PEC shall consist of four (4) members appointed by the Committee and four (4) members elected by the Association. The Director of C&I and the PEC shall meet before September 30th to discuss the parameters for granting or denying this money. The money in the Professional Enhancement Fund shall only be made available to members of the teacher's bargaining unit'

An annual budget sufficient to fund this Article will be allocated for educationally enriching programs and services. Subject to the restrictions in this Article, the Committee retains the exclusive right to determine the programs and services to be implemented, the amounts to be paid and the process by which the employees are selected to effectuate them. These programs and services will have as their objective the overall enhancement and improvement of the educational programs of the Canton School System and the professional development of the staff. They will include areas such as sabbatical leaves, demonstration teaching, teacher mentoring, curriculum development, Horace Mann type projects and any other projects and services deemed by the Committee to be in the interests of the school system and which would be performed by teachers in addition to their regular professional duties. The decisions of the Committee will be non-grievable. Participation in these services and programs will be voluntary.

ARTICLE XXVIII
NEGOTIATION PROCEDURE

- A. Not later than November 30 of the calendar year preceding the calendar year in which this Agreement expires, the Committee agrees to enter into negotiations with the Association over a successor Agreement in accordance with the procedure set forth herein in a good-faith effort to reach agreement concerning teachers' wages, hours and other conditions of their employment. Such negotiations will include, but not be limited to, the items listed in the table of contents of this Agreement. Any agreement so negotiated will apply to all teachers and will be reduced to writing and signed by the Committee and the Association.

- B. During negotiations, the Committee and the Association will present relevant data, exchange points of view, and make proposals and counter-proposals. The Committee will make available to the Association, if requested, all pertinent

records of the school system except those that are confidential. Either party, if it so desires, may utilize the services of outside consultants and may call upon professional and lay representatives to assist in the negotiations.

- C. If the negotiations described herein have reached an impasse, the procedure described in Chapter 150E of the General Laws of Massachusetts will be applicable.
- D. All negotiation meetings will be scheduled after school hours.

ARTICLE XXIX
ASSOCIATION BUSINESS DAYS

The president of the Association shall be granted, with the approval of the Superintendent, five (5) Association business days per school year. In addition, the president of the Association will not be assigned any non-teaching duties.

ARTICLE XXX
NURSES

Nurses shall be entitled to all of the benefits of this Agreement except as listed below:

- 1. **General**
 - a) Nurses will not be assigned any non-nursing duties.
 - b) Evaluation: Nurses shall be evaluated in accordance with Article XII.
 - c) Nurses will be evaluated by the Nurse Leader and the Building Principal. The Head Nurse will be evaluated by the Building Principal and the Superintendent or designee.
 - d) Nurses will be notified in writing of any new programs that may affect the health or safety of students under their care. They shall be notified as soon as is practicable so that they may make whatever preparations they deem necessary.
 - e) The nurses' salary scale shall be the same as the teachers' scale.
 - f) Mentoring: Nurses shall be included in the mentoring program.
 - g) Nurses will work two (2) days in addition to the teachers' scheduled year to prepare medical records and meet with parents. The days will be assigned by the Superintendent or his/her designee after consultation with the nurses. Nurses will be

compensated for each of these additional days at their per diem rate of 1/183 of their regular salary.

- h) Nurses shall not be eligible for preparation periods.
- i) In the event a nurse must miss her lunch period due to a student emergency, he/she will be compensated \$20 or, alternatively, may elect compensatory time, provided that the nurse has given notice by email to the principal within three (3) business days following the missed lunch, to include the following: (1) date of missed lunch period, (2) the reason therefore, and (3) whether he/she has elected to receive \$20 or compensatory time.

Head Nurse and Nurse Leader

- 2. The responsibilities of the Head Nurse shall continue to include the oversight of the Health Services' operating budget, which includes purchasing medical supplies and professional development for nurses. The responsibility of supervision and evaluation of the nursing staff shall be addressed by the Nurse Leader under the Essential School Health Services Grant.
- 3. When and if the Essential School Health Services Grant is no longer available, the above paragraph shall not apply, and the job specifications of the Head Nurse will be as specified in the collective bargaining agreement document dated 9/1/2005 – 8/31/2007.

ARTICLE XXXI **OCCUPATIONAL AND PHYSICAL THERAPISTS**

Occupational and Physical Therapists shall be entitled to all of the benefits and provisions of this Agreement except as follows:

- A. A Therapist who works thirty (30) hours per week shall be deemed to be full time.
- B. Each Therapist's schedule shall be determined by the Assistant Superintendent for Student Services. The number of hours assigned shall include specifically designated hours for each of the following: direct service, evaluations, meetings and preparation. The schedule shall also include time for a duty-free lunch as for all other employees in the bargaining unit in accordance with Article VII.
- C. Therapists shall be paid according to Appendix A4.
- D. Any Therapist who agrees to work during the summer shall be paid at her/his hourly rate, calculated by dividing the annual rate for the just completed school year by 183, then by 6. Any Occupational Therapist who as part of any summer

assignment supervises a Certified Occupational Therapist Assistant (“COTA”) shall be paid one hour for every six (6) hours the COTA works.

- E. No Therapist shall be assigned duties since the position is a system-wide assignment.

ARTICLE XXXII **HEALTH AND SAFETY**

The Committee shall provide a safe and healthful working environment. A member of the Association shall be appointed to the Health Advisory Committee (HAC). The HAC shall meet periodically to discuss health and safety matters. The HAC shall also design and implement protocols for responding to complaints regarding problems with health and safety matters at the schools. When requested to do so by the Association, the Committee agrees to meet with the Association to discuss matters involving health and safety.

ARTICLE XXXIII **MENTORING**

The Mentor Steering Committee of four individuals (the Director of Curriculum & Instruction and a teacher selected by the CTA from the H.S.M.S., and elementary school) shall select, each year, a chairperson of the committee to be in charge of the Teacher-Mentor Program. This Committee will work collaboratively and with Principals to assign the best Mentor possible to each new teacher, provide professional development to Mentors and new teachers, and communicate and problem-solve together issues that arise with the mentoring of new teachers in Canton.

Compensation for each Mentor will be the choice of three (3) in-district credits or a stipend (as listed in Appendix B) per protégé. No mentor shall be assigned more than two (2) protégés per year.

ARTICLE XXXIV **JOB SHARING**

- A. Job sharing shall mean the sharing of the performance of the duties and responsibilities of a full-time teaching position by two part-time teachers. Each teacher shall participate equally in the performance of the duties and responsibilities of the position.
- B. The participation of teachers in job sharing shall be on a voluntary basis. No job sharing position shall be established without the annual approval of the Principal and the Superintendent. Failure by the Principal and the Superintendent to approve a job sharing proposal shall not be grievable under this Agreement.
- C. In order for a shared position to be approved, the two individuals must complete an application for such on a form developed by the Superintendent. Applications

for job sharing shall be filed by the teachers with the Superintendent and the Association prior to March 1 of the school year preceding the proposed effective date of job sharing. Teachers shall be informed of the disposition of their job sharing application by May 1.

- D. The following working conditions shall apply to teachers participating in job sharing:
1. The regular workday for each teacher shall be one-half of the regular workday for full-time teachers unless otherwise agreed upon by the Principal, Superintendent, and School Committee.
 2. Both teachers will be present on duty for the entire workday for the first week of school in September of each year.
 3. To the extent possible and reasonable, half-days and in-service times and department and faculty meetings shall be shared by the two teachers reporting to each other concerning the content of the meetings. Both teachers are responsible for obtaining information regarding the content of any such meetings.
 4. Both teachers will be present simultaneously for parent conferences.
 5. The two teachers who are job sharing will arrange regular times to confer to evaluate students and mark report cards and to discuss student progress and concerns in the classroom.
 6. If one of the participants is absent due to illness or other reason, the other teacher will cover for the absent teacher whenever possible, thereby eliminating the need for a substitute.
 7. The preparation time provided for teachers in the Agreement shall be shared by each teacher.
 8. Each teacher will be paid the prorated amount of his or her appropriate full-time annual salary established pursuant to the terms of this Agreement, except when the teacher works a full day pursuant to the provisions of this Article. On such days, the teacher will be paid his/her full daily rate of compensation.
- E. Job sharing assignments shall be for a period of one year and shall terminate at the end of each school year. Requests to maintain a job-share arrangement must be renewed in writing by March 1 of each year. There is no guarantee that a renewal of a job sharing arrangement will be granted for the following year. Teachers shall be informed of the disposition of their request for renewal by May 1.

- F. No teacher shall be involuntarily transferred in order to create job sharing positions.
- G. When a job sharing position is terminated, the teacher(s) will be assigned to the same position she/he left prior to job sharing, if available, or, if not available, to a substantially equivalent position.

H. **Benefits**

All benefits provided in the collective bargaining agreement between the Association and the Committee will be evenly shared unless otherwise specified in this provision.

1. Temporary leaves of absence shall be one-half days.
2. Sick leave entitlement shall be the full number of days, except at one-half pay.
3. Seniority shall be pro-rated.
4. Years of service for purposes of longevity and salary step advancement shall not be pro-rated.
5. The cost of the benefit package shall not exceed full family benefits for one full-time employee, except in extenuating circumstances.

ARTICLE XXXV
DURATION

- A. This Agreement shall become effective on September 1, 2015 and continue in effect to and including August 31, 2018.
- B. The within Agreement represents the entire agreement of the parties. Any agreement reached during the term of this Agreement by and between the parties will be reduced to writing, signed by the Committee and the Association, and become an addendum to this Agreement.
- C. Negotiations for a successor to this 2015-2018 Agreement between the Committee and the Association shall commence no later than November 30, 2017, pursuant to the terms of Article XXVIII of this Agreement.
- D. It is recognized that this Agreement is subject to funding by the Canton Town Meeting. In the event such funding is not provided, this Agreement shall be considered null and void, and the parties shall return to the bargaining table.

ARTICLE XXXVI
ONLINE COURSES

The parties acknowledge that the School Committee's decision to allow students at Canton High School to enroll in online courses for academic credit and in fulfillment of graduation requirements for the Canton Public Schools, if subscribed to in large numbers, may have an impact on the terms and conditions of employment for employees in the bargaining unit. Thus, in the event ten (10) or more students enroll in online courses for academic credit at Canton High School for a particular school year, the School Committee will notify the Association and upon request will meet to bargain over any potential impact on terms and conditions employment for unit employees, provided that student enrollment in online courses associated with the District's obligation to provide off-site educational services for individual students does not count for the purpose of this Article. The parties agree that insertion of this Article fully settles MUP 13-2797, as filed by the Association with the Massachusetts Division of Labor Relations on April 8, 2013, and the Association specifically agrees that it will not pursue an appeal of the Hearing Officer's Decision that was issued on May 6, 2015.

IN WITNESS HERETO, THE PARTIES SET THEIR HANDS THIS 4th DAY
OF February, 2016

CANTON TEACHERS ASSOCIATION

Tatiana M. Baker 2/1/16

CANTON SCHOOL COMMITTEE

OK W. J. J.
Rentzi B. Schmitt

**APPENDIX A-1
TEACHER SALARY SCHEDULE
9/1/15 – 8/31/16**

Step	BA	MA	MA+15	MA+30	MA+60	MA+90
1	\$47,453	\$50,371	\$52,578	\$54,873	\$57,259	\$59,738
2	\$49,430	\$52,470	\$54,765	\$57,151	\$59,630	\$62,210
3	\$51,491	\$54,657	\$57,042	\$59,522	\$62,102	\$64,154
4	\$53,636	\$56,933	\$59,414	\$61,994	\$64,012	\$66,827
5	\$55,871	\$59,306	\$61,884	\$63,904	\$66,179	\$69,611
6	\$58,198	\$61,776	\$63,795	\$65,874	\$68,936	\$72,512
7	\$59,998	\$63,687	\$65,766	\$67,904	\$71,069	\$74,755
8	\$61,854	\$65,657	\$67,796	\$69,998	\$73,267	\$77,067
9	\$63,767	\$67,688	\$69,889	\$72,156	\$75,532	\$79,451
10	\$65,739	\$69,781	\$72,048	\$74,135	\$77,868	\$81,908
11	\$67,772	\$71,940	\$74,027	\$76,114	\$80,276	\$84,441
12	\$69,511	\$73,784	\$75,925	\$78,066	\$82,335	\$86,605
13	\$71,292	\$75,676	\$77,871	\$80,068	\$84,446	\$88,827
14	\$73,121	\$77,616	\$79,868	\$82,121	\$86,611	\$91,104
15	\$74,996	\$79,606	\$81,916	\$84,227	\$88,832	\$93,440

NOTE:

A teacher entering or leaving the employ of the Committee after the start of the school year shall be compensated on the basis of that proportion of the one hundred eighty-three (183) day school year which that teacher actually worked.

Salary increases of any kind are not automatic. They are granted only when there has been a continuation of high standard of teaching or a demonstrated improvement of efficiency in service. The Superintendent reserves the right to withhold increments from a teacher doing unsatisfactory work.

**APPENDIX A2
TEACHER SALARY SCHEDULE
9/1/16 – 8/31/17**

Step	BA	MA	MA+15	MA+30	MA+60	MA+90
1	\$48,640	\$51,630	\$53,892	\$56,245	\$58,690	\$61,232
2	\$50,666	\$53,782	\$56,134	\$58,579	\$61,121	\$63,765
3	\$52,778	\$56,023	\$58,469	\$61,010	\$63,654	\$65,758
4	\$54,977	\$58,357	\$60,899	\$63,543	\$65,612	\$68,498
5	\$57,267	\$60,789	\$63,432	\$65,502	\$67,833	\$71,351
6	\$59,653	\$63,321	\$65,390	\$67,520	\$70,659	\$74,325
7	\$61,498	\$65,279	\$67,410	\$69,602	\$72,845	\$76,624
8	\$63,400	\$67,299	\$69,491	\$71,747	\$75,098	\$78,994
9	\$65,362	\$69,380	\$71,637	\$73,960	\$77,420	\$81,437
10	\$67,382	\$71,526	\$73,849	\$75,988	\$79,815	\$83,956
11	\$69,466	\$73,738	\$75,877	\$78,017	\$82,283	\$86,552
12	\$71,249	\$75,628	\$77,823	\$80,017	\$84,394	\$88,770
13	\$73,074	\$77,568	\$79,818	\$82,070	\$86,557	\$91,047
14	\$74,949	\$79,556	\$81,865	\$84,174	\$88,777	\$93,382
15	\$76,870	\$81,596	\$83,964	\$86,332	\$91,053	\$95,776

NOTE:

A teacher entering or leaving the employ of the Committee after the start of the school year shall be compensated on the basis of that proportion of the one hundred eighty-three (183) day school year which that teacher actually worked.

Salary increases of any kind are not automatic. They are granted only when there has been a continuation of high standard of teaching or a demonstrated improvement of efficiency in service. The Superintendent reserves the right to withhold increments from a teacher doing unsatisfactory work.

**APPENDIX A3
TEACHER SALARY SCHEDULE
9/1/17 – 8/31/18**

Step	BA	MA	MA+15	MA+30	MA+60	MA+90
1	\$49,613	\$52,663	\$54,970	\$57,370	\$59,864	\$62,456
2	\$51,679	\$54,857	\$57,257	\$59,751	\$62,343	\$65,040
3	\$53,833	\$57,144	\$59,638	\$62,230	\$64,927	\$67,073
4	\$56,076	\$59,524	\$62,117	\$64,814	\$66,925	\$69,868
5	\$58,413	\$62,004	\$64,700	\$66,812	\$69,190	\$72,778
6	\$60,846	\$64,587	\$66,698	\$68,871	\$72,072	\$75,811
7	\$62,728	\$66,585	\$68,758	\$70,994	\$74,302	\$78,156
8	\$64,668	\$68,645	\$70,881	\$73,182	\$76,600	\$80,574
9	\$66,669	\$70,768	\$73,069	\$75,439	\$78,969	\$83,066
10	\$68,730	\$72,956	\$75,326	\$77,508	\$81,411	\$85,635
11	\$70,855	\$75,213	\$77,395	\$79,578	\$83,929	\$88,283
12	\$72,674	\$77,141	\$79,379	\$81,618	\$86,082	\$90,546
13	\$74,536	\$79,119	\$81,414	\$83,711	\$88,288	\$92,868
14	\$76,448	\$81,147	\$83,502	\$85,858	\$90,552	\$95,250
15	\$78,408	\$83,228	\$85,643	\$88,059	\$92,874	\$97,692

NOTE:

A teacher entering or leaving the employ of the Committee after the start of the school year shall be compensated on the basis of that proportion of the one hundred eighty-three (183) day school year which that teacher actually worked.

Salary increases of any kind are not automatic. They are granted only when there has been a continuation of high standard of teaching or a demonstrated improvement of efficiency in service. The Superintendent reserves the right to withhold increments from a teacher doing unsatisfactory work.

APPENDIX A4

OT and PT Salary Schedule

9/1/2015	STEP	BACHELOR'S	MASTERS
	1	\$55,453	\$60,061
	2	\$58,011	\$62,629
	3	\$60,999	\$67,775
	4	\$66,256	\$70,863
	5	\$69,594	\$74,205
	6	\$74,996	\$79,606
9/1/2016	STEP	BACHELOR'S	MASTERS
	1	\$56,840	\$61,562
	2	\$59,462	\$64,195
	3	\$62,524	\$69,469
	4	\$67,913	\$72,635
	5	\$71,333	\$76,060
	6	\$76,870	\$81,596
9/1/2017	STEP	BACHELOR'S	MASTERS
	1	\$57,976	\$62,793
	2	\$60,651	\$65,479
	3	\$63,775	\$70,859
	4	\$69,271	\$74,088
	5	\$72,760	\$77,581
	6	\$78,408	\$83,228

Scale assumes 30 hours a week is a 1.0 FTE. Additional hours in the summer would be paid at the hourly rate. Employees who work fewer than 30 hours a week would be placed on the scale prorated on an x/30 basis.

**APPENDIX B1
STIPENDS
9/1/15 – 8/31/16**

HIGH SCHOOL AND MIDDLE SCHOOL COORDINATORS

VISUAL ARTS (K-12)	\$1,132.59/tchr
ENGLISH	\$1,132.59/tchr
FOREIGN LANGUAGE	\$1,132.59/tchr
MATHEMATICS	\$1,132.59/tchr
SCIENCE	\$1,132.59/tchr
SOCIAL STUDIES	\$1,132.59/tchr
WELLNESS (K-12)	\$1,132.59/tchr
PERFORMING ARTS (K-12)	\$1,132.59/tchr
COMPUTER (HS & GMS)	\$8,182
CAREER EDUCATION	\$10,996

ELEMENTARY ASSISTANT PRINCIPALS

HANSEN	6,251
KENNEDY	6,251
LUCE	6,251

IST/ISSP/DDIST COORDINATORS

504 COORDINATORS

High School	2,760	1,968
Galvin MS	2,640	1,838
Hansen	1,440	1,132
Kennedy	1,321	1,132
Luce	1,680	1,592
Rodman		1,079

SPECIAL EDUCATION*

ADJUSTMENT COUNSELOR	2,196
DEVELOPMENTALLY DELAYED (CHS only)	1,842
PSYCHOLOGIST	7,271

GUIDANCE COUNSELORS

HIGH SCHOOL	749
GALVIN	749

DRIVER EDUCATION

CLASSROOM	1,304
DRIVING (per student)	353.61
DIRECTOR	5,659

MENTORING

TEACHER MENTOR	1,108
----------------	-------

per year or
3 credits for horizontal
movement on salary
schedule

STEERING COMMITTEE CHAIRPERSON	1,784
STEERING COMMITTEE MEMBERS (2)	1,427
HEAD NURSE	2,227
CIVIL RIGHTS COMPLIANCE OFFICER	2,483

MIDDLE SCHOOL TEAM LEADER	3,000
---------------------------	-------

*These stipends do not apply to any employee hired into these positions after August 31, 2009.

APPENDIX B2

**STIPENDS
9/1/16 – 8/31/17**

HIGH SCHOOL AND MIDDLE SCHOOL COORDINATORS

VISUAL ARTS (K-12)	\$1,160.90/tchr
ENGLISH	\$1,160.90/tchr
FOREIGN LANGUAGE	\$1,160.90/tchr
MATHEMATICS	\$1,160.90/tchr
SCIENCE	\$1,160.90/tchr
SOCIAL STUDIES	\$1,160.90/tchr
WELLNESS (K-12)	\$1,160.90/tchr
PERFORMING ARTS (K-12)	\$1,160.90 /tchr
COMPUTER (HS & GMS)	\$8,387
CAREER EDUCATION	\$11,270

ELEMENTARY ASSISTANT PRINCIPALS

HANSEN	6,407
KENNEDY	6,407
LUCE	6,407

IST/ISSP/DDIST COORDINATORS

504 COORDINATORS

High School	2,829	2,017
Galvin MS	2,706	1,884
Hansen	1,476	1,161
Kennedy	1,354	1,161
Luce	1,722	1,632
Rodman		1,106

SPECIAL EDUCATION*

ADJUSTMENT COUNSELOR	2,251
DEVELOPMENTALLY DELAYED (CHS only)	1,888
PSYCHOLOGIST	7,452

GUIDANCE COUNSELORS

HIGH SCHOOL	767
GALVIN	767

DRIVER EDUCATION

CLASSROOM	1,336
DRIVING (per student)	362.45
DIRECTOR	5,800

MENTORING

TEACHER MENTOR	1,135
----------------	-------

per year or
3 credits for horizontal
movement on salary
schedule

STEERING COMMITTEE CHAIRPERSON	1,829
STEERING COMMITTEE MEMBERS (2)	1,463
HEAD NURSE	2,282
CIVIL RIGHTS COMPLIANCE OFFICER	2,545

MIDDLE SCHOOL TEAM LEADER	3,060
---------------------------	-------

*These stipends do not apply to any employee hired into these positions after August 31, 2009.

APPENDIX B3

**STIPENDS
9/1/17 – 8/31/18**

HIGH SCHOOL AND MIDDLE SCHOOL COORDINATORS

VISUAL ARTS (K-12)	\$1,184.12/tchr
ENGLISH	\$1,184.12/tchr
FOREIGN LANGUAGE	\$1,184.12/tchr
MATHEMATICS	\$1,184.12/tchr
SCIENCE	\$1,184.12/tchr
SOCIAL STUDIES	\$1,184.12/tchr
WELLNESS (K-12)	\$1,184.12/tchr
PERFORMING ARTS (K-12)	\$1,184.12/tchr
COMPUTER (HS & GMS)	\$8,555
CAREER EDUCATION	\$11,496

ELEMENTARY ASSISTANT PRINCIPALS

HANSEN	6,535
KENNEDY	6,535
LUCE	6,535

IST/ISSP DDIST COORDINATORS

504 COORDINATORS

High School	2,886	2,057
Galvin MS	2,760	1,922
Hansen	1,506	1,184
Kennedy	1,381	1,184
Luce	1,756	1,665
Rodman		1,128

SPECIAL EDUCATION*

ADJUSTMENT COUNSELOR	2,296
DEVELOPMENTALLY DELAYED (CHS only)	1,926
PSYCHOLOGIST	7,601

GUIDANCE COUNSELORS

HIGH SCHOOL	783
GALVIN	783

DRIVER EDUCATION

CLASSROOM	1,363
DRIVING (per student)	369.70
DIRECTOR	5,916

MENTORING

TEACHER MENTOR	1,158
----------------	-------

per year or
3 credits for horizontal
movement on salary
schedule

STEERING COMMITTEE CHAIRPERSON	1,865
STEERING COMMITTEE MEMBERS (2)	1,492
HEAD NURSE	2,328
CIVIL RIGHTS COMPLIANCE OFFICER	2,596

MIDDLE SCHOOL TEAM LEADER	3,137
---------------------------	-------

*These stipends do not apply to any employee hired into these positions after August 31, 2009.

APPENDIX C1

**TEACHERS' EXTRA CURRICULA PAY SCHEDULE
9/1/15 – 8/31/16**

STEP	1	2	3
CANTON HIGH SCHOOL			
ACADEMIC DECATHLON			
Coordinator			534
English			534
Mathematics			534
Social Studies			534
Science			534
Foreign Language			534
FOREIGN EXCHANGES			
French	1,701	1,978	2,268
German	1,701	1,978	2,268
Spanish	1,701	1,978	2,268
DRAMA			
Drama Club	917	1,195	1,571
Musical-Choreographer	917	1,195	1,571
Musical-Costume Advisor	917	1,195	1,571
Musical-Director/Producer	2,863	3,359	3,906
Musical-Set Light Designer	2,604	2,980	3,520
Musical-Director	2,344	2,726	3,259
Musical-Prop Advisor/Stage Manager	1,054	1,179	1,317
Play- Director/Producer			2,348
Play-Set Light Designer	1,567	1,704	1,834
One Act Play Festival-Director/Producer	920	1,055	1,186
One Act Play Festival-Set Light Designer	792	921	1,057
Gr.9 One Act Play-Director/Producer	792	921	1,057
Gr. 10 One Act Play-Director/Producer	792	921	1,057
Gr.11 One Act Play-Director/Producer	792	921	1,057
Gr. 12 One Act Play-Director/Producer	792	921	1,057
CLASS ADVISOR			
Grade 9			449
Grade 10			449
Grade 11			1,301
Grade 12	1,613	1,804	2,148

MISCELLANEOUS			
Audio Visual Director	1,699	2,024	2,348
Band Director	3,531	4,184	5,091
Band Drill Instructor	1,272	1,592	1,913
Chess Club Advisor			904
Computer Room Monitor			4,154
Debating Team			1,957
Drill Team	558	779	1,071
Green House Manager	1,905	2,227	2,535
Literary Magazine Advisor	1,699	2,027	2,482
Math Team Advisor	3,640	4,417	5,201
Math Team Assistant	1,180	1,509	1,834
Spectrum Advisor	1,956	2,604	3,381
National Honor Society	916	1,311	1,834
Student Council Advisor	1,699	2,024	2,482
Yearbook Advisor	3,774	4,291	4,939
Cable TV Coordinator			7,476
Civil Rights Coordinator			2,482
GALVIN MIDDLE SCHOOL*			
MISCELLANEOUS			
Audio Visual Director	3,048	3,573	4,086
Chess Club Advisor			1,754
Cheerleader Coach	264	423	534
Computer Club			2,649
Student Council Advisor	1,699	2,024	2,482
Yearbook Advisor	1,326	1,710	2,086
Literary Magazine Advisor	1,699	2,024	2,482
Newspaper Advisor	918	1,183	1,445
Math counts			1,773
Musical:			
Director/Producer	1,635	1,945	2,390
Director	1,635	1,945	2,390
Prop Advisor/Stage Manager	1,635	1,945	2,390
PACE Teacher			727
Future Problem Solving Director			649
Interscholastic Athletics Coordinator			836

ELEMENTARY SCHOOLS			
MISCELLANEOUS			
Play Directors-each elementary			3,066
Play Directors-Support staff, each elementary			965
Early Childhood Coordinator			1,750
Luce School Elementary Publication			412

* At the Galvin Middle School, all extra-curricular or intramural activities not listed in this agreement will be paid as follows:

Enrollment: Minimum 15 Students
Duration: 2 days per week, 10 weeks
Stipend: \$1,224

Enrollment: Minimum 8 students
Duration: 1 day per week, 10 weeks
Stipend: \$612

APPENDIX C2
TEACHERS' EXTRA CURRICULA PAY SCHEDULE
9/1/16 – 8/31/17

STEP	1	2	3
CANTON HIGH SCHOOL			
ACADEMIC DECATHLON			
Coordinator			548
English			548
Mathematics			548
Social Studies			548
Science			548
Foreign Language			548
FOREIGN EXCHANGES			
French	1744	2027	2,325
German	1744	2027	2,325
Spanish	1744	2027	2,325
DRAMA			
Drama Club	940	1225	1,610
Musical-Choreographer	940	1225	1,610
Musical-Costume Advisor	940	1225	1,610
Musical-Director/Producer	2935	3443	4,003
Musical-Set Light Designer	2669	3055	3,608
Musical-Director	2403	2795	3,340
Musical-Prop Advisor/Stage Manager	1080	1209	1,350
Play- Director/Producer			2,407
Play-Set Light Designer	1606	1747	1,880
One Act Play Festival-Director/Producer	943	1081	1,216
One Act Play Festival-Set Light Designer	811	944	1,083
Gr.9 One Act Play-Director/Producer	811	944	1,083
Gr. 10 One Act Play-Director/Producer	811	944	1,083
Gr.11 One Act Play-Director/Producer	811	944	1,083
Gr. 12 One Act Play-Director/Producer	811	944	1,083
CLASS ADVISOR			
Grade 9			460
Grade 10			460
Grade 11			1,333
Grade 12	1653	1849	2,202

MISCELLANEOUS			
Audio Visual Director	1742	2074	2,407
Band Director	3620	4289	5,218
Band Drill Instructor	1304	1632	1,960
Chess Club Advisor			926
Computer Room Monitor			4,258
Debating Team			2,006
Drill Team	572	799	1,098
Green House Manager	1953	2282	2,598
Literary Magazine Advisor	1742	2077	2,544
Math Team Advisor	3731	4527	5,331
Math Team Assistant	1210	1546	1,880
Spectrum Advisor	2005	2669	3,466
National Honor Society	939	1343	1,880
Student Council Advisor	1742	2074	2,544
Yearbook Advisor	3868	4398	5,062
Cable TV Coordinator			7,662
Civil Rights Coordinator			2,544
GALVIN MIDDLE SCHOOL*			
MISCELLANEOUS			
Audio Visual Director	3124	3662	4,188
Chess Club Advisor			1,798
Cheerleader Coach	271	434	548
Computer Club			2,715
Student Council Advisor	1742	2074	2,544
Yearbook Advisor	1359	1752	2,138
Literary Magazine Advisor	1742	2074	2,544
Newspaper Advisor	941	1213	1,481
Math counts			1,817
Musical:			
Director/Producer	1676	1994	2,450
Director	1676	1994	2,450
Prop Advisor/Stage Manager	1676	1994	2,450
PACE Teacher			745
Future Problem Solving Director			665
Interscholastic Athletics Coordinator			857

ELEMENTARY SCHOOLS			
MISCELLANEOUS			
Play Directors-each elementary			3,143
Play Directors-Support staff, each elementary			989
Early Childhood Coordinator			1,794
Luce School Elementary Publication			422

* At the Galvin Middle School, all extra-curricular or intramural activities not listed in this agreement will be paid as follows:

Enrollment: Minimum 15 Students
Duration 2 days per week, 10 weeks
Stipend: \$1,248

Enrollment: Minimum 8 students
Duration: 1 day per week, 10 weeks
Stipend: \$624

APPENDIX C3
TEACHERS' EXTRA CURRICULA PAY SCHEDULE
9/1/17 – 8/31/18

STEP	1	2	3
CANTON HIGH SCHOOL			
ACADEMIC DECATHLON			
Coordinator			559
English			559
Mathematics			559
Social Studies			559
Science			559
Foreign Language			559
FOREIGN EXCHANGES			
French	1,779	2,068	2,372
German	1,779	2,068	2,372
Spanish	1,779	2,068	2,372
DRAMA			
Drama Club	959	1,250	1,642
Musical-Choreographer	959	1,250	1,642
Musical-Costume Advisor	959	1,250	1,642
Musical-Director/Producer	2,993	3,512	4,083
Musical-Set Light Designer	2,723	3,116	3,680
Musical-Director	2,451	2,851	3,407
Musical-Prop Advisor/Stage Manager	1,102	1,233	1,377
Play- Director/Producer			2,455
Play-Set Light Designer	1,638	1,782	1,917
One Act Play Festival-Director/Producer	962	1,103	1,240
One Act Play Festival-Set Light Designer	828	963	1,105
Gr.9 One Act Play-Director/Producer	828	963	1,105
Gr. 10 One Act Play-Director/Producer	828	963	1,105
Gr.11 One Act Play-Director/Producer	828	963	1,105
Gr. 12 One Act Play-Director/Producer	828	963	1,105
CLASS ADVISOR			
Grade 9			469
Grade 10			469
Grade 11			1,360
Grade 12	1,686	1,886	2,246

MISCELLANEOUS			
Audio Visual Director	1,777	2,116	2,455
Band Director	3,692	4,374	5,322
Band Drill Instructor	1,330	1,665	2,000
Chess Club Advisor			945
Computer Room Monitor			4,343
Debating Team			2,046
Drill Team	583	815	1,120
Green House Manager	1,992	2,328	2,650
Literary Magazine Advisor	1,777	2,119	2,595
Math Team Advisor	3,806	4,618	5,438
Math Team Assistant	1,234	1,577	1,917
Spectrum Advisor	2,045	2,723	3,535
National Honor Society	958	1,370	1,917
Student Council Advisor	1,777	2,116	2,595
Yearbook Advisor	3,946	4,486	5,164
Cable TV Coordinator			7,816
Civil Rights Coordinator			2,595
GALVIN MIDDLE SCHOOL*			
MISCELLANEOUS			
Audio Visual Director	3,186	3,736	4,272
Chess Club Advisor			1,834
Cheerleader Coach	276	443	559
Computer Club			2,769
Student Council Advisor	1,777	2,116	2,595
Yearbook Advisor	1,386	1,787	2,181
Literary Magazine Advisor	1,777	2,116	2,595
Newspaper Advisor	960	1,237	1,511
Math counts			1,853
Musical:			
Director/Producer	1,709	2,034	2,499
Director	1,709	2,034	2,499
Prop Advisor/Stage Manager	1,709	2,034	2,499
PACE Teacher			760
Future Problem Solving Director			678
Interscholastic Athletics Coordinator			874

ELEMENTARY SCHOOLS			
MISCELLANEOUS			
Play Directors-each elementary			3,206
Play Directors-Support staff, each elementary			1,009
Early Childhood Coordinator			1,830
Luce School Elementary Publication			431

* At the Galvin Middle School, all extra-curricular or intramural activities not listed in this agreement will be paid as follows:

Enrollment: Minimum 15 Students
Duration: 2 days per week, 10 weeks
Stipend: \$1,273

Enrollment: Minimum 8 students
Duration: 1 day per week, 10 weeks
Stipend: \$637

APPENDIX D

COACHES' EMPLOYMENT POLICY

- A. Incumbent coaches will be notified in writing of their reappointment in accordance with the following schedule:

SEASON	NOTIFICATION DATE
Fall	on or before February 15
Winter	on or before May 15
Spring	on or before August 15

- B.1 In the event the Director of Athletics decides to recommend to the Superintendent the non-reappointment of an incumbent coach, the incumbent coach shall be notified in writing prior to the dates indicated in A (above). Such notification shall include the reason(s) for the recommendation not to reappoint.
2. An incumbent coach who receives notification as indicated in B. 1 (above) shall have the right to:
- a) a meeting with the Director of Athletics to discuss such a non-reappointment and
 - b) a meeting with the Superintendent of Schools to discuss such non-reappointment.

Such meetings shall take place prior to the filling of the coaching position for which the incumbent coach is reapplying.

- C. Decisions regarding reappointment shall not be based upon prior season records.
- D. The Superintendent shall avoid considering personality conflicts when making his decisions to reappoint or not reappoint.

**APPENDIX D1
COACHES' SALARY SCHEDULE
9/1/15 – 8/31/16**

	Step	1	2	3	4
<u>CATEGORY I</u>					
FOOTBALL					
	Head Coach	6,456	7,142	7,950	9,213
	Assts//Freshman	3,555	3,933	4,387	5,075
	Galvin	2,398	2,653	2,966	3,423
<u>CATEGORY II</u>					
BASKETBALL, ICE HOCKEY					
WRESTLING					
	Head Coach	4,948	5,479	6,113	7,056
	Assts//Freshman	2,729	3,023	3,373	3,898
	Galvin	1,745	1,930	2,153	2,487
<u>CATEGORY III</u>					
BASEBALL, SPRING TRACK, GYMNASTICS, FIELD HOCKEY SOCCER, SOFTBALL, LACROSSE, VOLLEYBALL					
	Head Coach	4,396	4,875	5,436	6,277
	Assts/Freshman	2,408	2,667	2,986	3,444
	Galvin	1,586	1,755	1,962	2,268
<u>CATEGORY IV</u>					
INDOOR TRACK, SWIMMING					
	Head Coach	3,348	3,702	4,138	4,782
	Assts/Freshman	1,859	2,052	2,294	2,649
	Galvin	1,586	1,672	1,962	2,268
<u>CATEGORY V</u>					
CROSS COUNTRY, TENNIS, GOLF					
	Head Coach	2,564	2,841	3,170	3,659
	Assistant	1,421	1,573	1,755	2,030
<u>CATEGORY VI</u>					
CHEERLEADING					
	Head Coach	2,091	2,275	2,541	2,930
	Assistant	1,262	1,372	1,529	1,767

MISCELLANEOUS					
Athletic Trainer/EMT		25,469	26,530	27,591	28,653
INTRAMURAL SPORTS		SCHOOL		SEASON	SALARY
Tennis (Boys' & Girls')		HIGH		FALL	1,030
Basketball (Boys' & Girls')		HIGH		FALL	1,223
Basketball (Boys' & Girls')		HIGH		WINTER	819
Weight Training		HIGH		WINTER	2,039
Girls' Softball		HIGH		SPRING	1,223
Boys' Tennis		HIGH		SPRING	418
Weight Training		HIGH		SPRING	2,039
Tennis (Boys' & Girls')		MIDDLE		FALL	1,223
Girls' Field Hockey		MIDDLE		FALL	1,223
Girls' Gymnastics		MIDDLE		FALL	1,223
Cross Country		MIDDLE		FALL	1,367
Badminton		MIDDLE		FALL	619
Basketball Coordinator					
(Boys' & Girls')		MIDDLE		WINTER	2,650
Basketball Asst. (per Asst.)		MIDDLE		WINTER	1,801
Flag Football		MIDDLE		per season	1,223
Kickball		MIDDLE		per season	1,223
Wrestling		MIDDLE		per season	612
Soccer		MIDDLE		per season	1,223
Girls' Gymnastics		MIDDLE		WINTER	1,634
Badminton		MIDDLE		WINTER	619
Softball (2)		MIDDLE		SPRING	1,367
Tennis (Boys' & Girls')		MIDDLE		SPRING	1,223
Track		MIDDLE		SPRING	1,367
Basketball (Boys' & Girls')		HANSEN		WINTER	1,922
Basketball (Boys' & Girls')		KENNEDY		WINTER	1,922
Basketball (Boys' & Girls')		LUCE		WINTER	1,922

**APPENDIX D2
COACHES' SALARY SCHEDULE
9/1/16 – 8/31/17**

	Step	1	2	3	4
<u>CATEGORY I</u>					
FOOTBALL					
	Head Coach	6,617	7,321	8,149	9,443
	Assts/Freshman	3,644	4,031	4,497	5,201
	Galvin	2,458	2,719	3,040	3,509
<u>CATEGORY II</u>					
BASKETBALL, ICE HOCKEY					
WRESTLING					
	Head Coach	5,072	5,616	6,266	7,233
	Assts/Freshman	2,797	3,099	3,457	3,996
	Galvin	1,789	1,978	2,207	2,549
<u>CATEGORY III</u>					
BASEBALL, SPRING TRACK, GYMNASTICS, FIELD HOCKEY SOCCER, SOFTBALL, LACROSSE, VOLLEYBALL					
	Head Coach	4,506	4,996	5,571	6,434
	Assts/Freshman	2,468	2,734	3,060	3,530
	Galvin	1,626	1,799	2,012	2,325
<u>CATEGORY IV</u>					
INDOOR TRACK, SWIMMING					
	Head Coach	3,431	3,794	4,242	4,901
	Assts/Freshman	1,906	2,104	2,351	2,715
	Galvin	1,626	1,714	2,012	2,325
<u>CATEGORY V</u>					
CROSS COUNTRY, TENNIS, GOLF					
	Head Coach	2,628	2,912	3,249	3,750
	Assistant	1,456	1,612	1,799	2,081
<u>CATEGORY VI</u>					
CHEERLEADING					
	Head Coach	2,143	2,331	2,604	3,004
	Assistant	1,293	1,406	1,567	1,811

MISCELLANEOUS					
Athletic Trainer/EMT		26,106	27,193	28,281	29,369
INTRAMURAL SPORTS					
		SCHOOL		SEASON	SALARY
Tennis (Boys' & Girls')		HIGH		FALL	1,056
Basketball (Boys' & Girls')		HIGH		FALL	1,254
Basketball (Boys' & Girls')		HIGH		WINTER	840
Weight Training		HIGH		WINTER	2,090
Girls' Softball		HIGH		SPRING	1,254
Boys' Tennis		HIGH		SPRING	429
Weight Training		HIGH		SPRING	2,090
Tennis (Boys' & Girls')		MIDDLE		FALL	1,254
Girls' Field Hockey		MIDDLE		FALL	1,254
Girls' Gymnastics		MIDDLE		FALL	1,254
Cross Country		MIDDLE		FALL	1,401
Badminton		MIDDLE		FALL	635
Basketball Coordinator					
(Boys' & Girls')		MIDDLE		WINTER	2,716
Basketball Asst. (per Asst.)		MIDDLE		WINTER	1,846
Flag Football		MIDDLE		per season	1,254
Kickball		MIDDLE		per season	1,254
Wrestling		MIDDLE		per season	627
Soccer		MIDDLE		per season	1,254
Girls' Gymnastics		MIDDLE		WINTER	1,675
Badminton		MIDDLE		WINTER	635
Softball (2)		MIDDLE		SPRING	1,401
Tennis (Boys' & Girls')		MIDDLE		SPRING	1,254
Track		MIDDLE		SPRING	1,401
Basketball (Boys' & Girls')		HANSEN		WINTER	1,970
Basketball (Boys' & Girls')		KENNEDY		WINTER	1,970
Basketball (Boys' & Girls')		LUCE		WINTER	1,970

**APPENDIX D3
COACHES' SALARY SCHEDULE
9/1/17 – 8/31/18**

	Step	1	2	3	4
<u>CATEGORY I</u>					
FOOTBALL					
	Head Coach	6,749	7,467	8,312	9,632
	Assts//Freshman	3,716	4,112	4,587	5,305
	Galvin	2,507	2,774	3,101	3,579
<u>CATEGORY II</u>					
BASKETBALL, ICE HOCKEY					
WRESTLING					
	Head Coach	5,173	5,729	6,391	7,377
	Assts//Freshman	2,853	3,161	3,527	4,076
	Galvin	1,825	2,018	2,251	2,600
<u>CATEGORY III</u>					
BASEBALL, SPRING TRACK, GYMNASTICS, FIELD HOCKEY SOCCER, SOFTBALL, LACROSSE, VOLLEYBALL					
	Head Coach	4,596	5,096	5,683	6,563
	Assts/Freshman	2,518	2,789	3,121	3,600
	Galvin	1,658	1,835	2,052	2,372
<u>CATEGORY IV</u>					
INDOOR TRACK, SWIMMING					
	Head Coach	3,500	3,870	4,326	4,999
	Assts/Freshman	1,944	2,146	2,398	2,769
	Galvin	1,658	1,748	2,052	2,372
<u>CATEGORY V</u>					
CROSS COUNTRY, TENNIS, GOLF					
	Head Coach	2,681	2,970	3,314	3,825
	Assistant	1,486	1,644	1,835	2,122
<u>CATEGORY VI</u>					
CHEERLEADING					
	Head Coach	2,186	2,378	2,656	3,064
	Assistant	1,319	1,434	1,599	1,847

MISCELLANEOUS					
Athletic Trainer/EMT		26,628	27,737	28,846	29,957
INTRAMURAL SPORTS		SCHOOL		SEASON	SALARY
Tennis (Boys' & Girls')		HIGH		FALL	1,077
Basketball (Boys' & Girls')		HIGH		FALL	1,279
Basketball (Boys' & Girls')		HIGH		WINTER	856
Weight Training		HIGH		WINTER	2,132
Girls' Softball		HIGH		SPRING	1,279
Boys' Tennis		HIGH		SPRING	437
Weight Training		HIGH		SPRING	2,132
Tennis (Boys' & Girls')		MIDDLE		FALL	1,279
Girls' Field Hockey		MIDDLE		FALL	1,279
Girls' Gymnastics		MIDDLE		FALL	1,279
Cross Country		MIDDLE		FALL	1,429
Badminton		MIDDLE		FALL	647
Basketball Coordinator					
(Boys' & Girls')		MIDDLE		WINTER	2,771
Basketball Asst. (per Asst.)		MIDDLE		WINTER	1,883
Flag Football		MIDDLE		per season	1,279
Kickball		MIDDLE		per season	1,279
Wrestling		MIDDLE		per season	640
Soccer		MIDDLE		per season	1,279
Girls' Gymnastics		MIDDLE		WINTER	1,708
Badminton		MIDDLE		WINTER	647
Softball (2)		MIDDLE		SPRING	1,429
Tennis (Boys' & Girls')		MIDDLE		SPRING	1,279
Track		MIDDLE		SPRING	1,429
Basketball (Boys' & Girls')		HANSEN		WINTER	2,009
Basketball (Boys' & Girls')		KENNEDY		WINTER	2,009
Basketball (Boys' & Girls')		LUCE		WINTER	2,009

