

# Unit A

## Contract Summary

### COMPENSATION

**Salary** - choose 21 checks (during school year) or 26 checks (biweekly year round). Can get step and lane change in same year if eligible. \$40/hour rate for work outside school day with prior assignment or approval. \$75/hour for leading workshops and courses. Must declare intent to change lane by prior November 15th. (p. 27-29 and appendices p. 43-46)

**Longevity** - starts at 12 years experience. See details in contract (p. 6-7)

### WORK DAY

**CHS and GMS:** 15 minutes before and 15 minutes after student day (p. 9)

**Elementary:** 20 minutes before and 15 minutes after student day (p. 9)

PreK: 6 hours and 50 minutes (p. 9)

**Duty free lunch of at least:** Elementary - 25 minutes, GMS - 23 minutes, CHS - 22 minutes (p. 11)

### MEETINGS

**After school meetings** - 2 meetings per month of 1 hour each (p. 9), department coordinators 11 additional hours of after school meetings per year (p. 8)

**Evening meetings** - 3 per year required for Unit A (p. 7), plus 2 additional for department coordinators and PreK-12 coordinators (p. 8)

### WHO IS IN UNIT A?

Unit A is teachers, counselors, SLPs, OTs, PTs, school psychologists, nurses, elementary assistant principals, PreK-12 department coordinators, CHS and GMS department coordinators, librarians (p. 1-2)

**Nurses** - no prep period for nurses, no non-nursing duties for nurses, 2 additional days of work per year, paid at per diem rate, paid \$20 or given comp time if they miss lunch due to emergency (p. 37)

**PT / OT** - 30 hours per week is full time, no duties, summer work at hourly per diem rate (p. 37-38 and 48-49)

### GRIEVANCES

Contact officers ASAP if contract violation is not informally resolved with the relevant building administrator. We only have 20 days to file, so time is of the essence (p. 3-6)

### PREP AND COLLABORATION TIME

CHS and GMS - one regular prep period per day. (p. 7),

Elementary - 45 minutes prep time per day (p. 8)

Elementary weekly collaborative time (p. 11)

45 minutes per week for grade level, special educator, and specials (art, music, PE, health) teachers, team determines topics aligned with school and district improvement plans. "As part of the process, teams will consult with their principal."

Outside of this time, 75 minutes per week of educator directed unassigned time to complete professional responsibilities in increments of 15 minutes or more

### EVALUATION

Evaluations should be based on one or more observations or structured conferences, reports of observation given to member (p. 15-16 and eval appendix)

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### LEAVE

Sick days - 15 per year, up to 10 of those can be used for family illness, can accrue an unlimited number. Seek approval of the school committee for use of 10 additional days in cases of catastrophic illness or injury to immediate family members, suspected cases of sick leave abuse can be investigated (p. 17)

Bereavement leave - separate from all other types of leave, up to the following:

Spouse, parent, child, household member - 5 days

Grandparent, grandchild, brother, sister, parent-in-law, sibling-in-law - 3 days

Nephew, niece, other relative - 1 day (p. 17)

Personal leave - 3 days per year, separate from sick leave, must submit them at least 3 days in advance except in emergency situations, they roll over to sick leave if not used (p. 18)

Parental leave - All parents employed at least 3 months are eligible for 20 days paid (independent of their sick time) leave following birth or adoption of a child. An employee who gives birth can use sick time for an additional 8 weeks (total of 12 weeks). Those with PTS can also elect to take additional unpaid time. (p. 21-24)

### ASSAULT

Report all cases of assault at work on district form. (p. 29-30)

### COURSE REIMBURSEMENT

Up to \$2,500 per Unit A member per year (up to cap of \$250,000 for bargaining unit) for reimbursement of pre-approved courses. (p. 34-35)

### QUESTIONS?

Read the contract (printed copy or on website)  
If you can't find an answer, ask a building rep or officer

### CONTACT INFO

Website: [canton.massteacher.org](http://canton.massteacher.org)

Facebook Group: Canton Educators Association Members

Facebook Page: Canton Educators Association

Instagram: @canteducators

Twitter: @CEACanton

Lauren Mahan, President

[presidentcantonea@gmail.com](mailto:presidentcantonea@gmail.com) 617-538-8322

Sarah Joncas, Vice President

[vpcantonea@gmail.com](mailto:vpcantonea@gmail.com) 508-406-1895

Justin Martin, Treasurer [treasurercantonea@gmail.com](mailto:treasurercantonea@gmail.com)

Leanne Kaplan, Secretary [secretarycantonea@gmail.com](mailto:secretarycantonea@gmail.com)

Heather Lazaro, Membership Chair

[membershipcantonea@gmail.com](mailto:membershipcantonea@gmail.com)