

Proposals from the Salem Teachers Union



To the Salem School Committee

The members of the Salem Teachers Union are committed to fighting for solutions which are in the long-term best interests of Salem's students, their families, and the members of our Union. We will utilize our collective experience, creativity, and solidarity in order to honor this commitment and secure collective bargaining agreements which will ensure that our Salem Public Schools community thrives.

Fair & Adequate Compensation

Union Proposal 1 - Necessary Increases in Teacher Compensation

Teacher Unit, Conceptual Proposal

The Salem Teachers Union proposes that the parties collaborate on the construction of a compensation structure (wages, longevity, stipends, etc.) which is commensurate with the value that Salem's teachers provide to the community. The result must compensate Salem's teachers on par with the top of the regional labor market for their profession. The Union reserves the right to make further proposals on these topics.

Union Proposal 2 - An Actual Living Wage for all Support Staff

PSRP Unit, Conceptual Proposal

The Salem Teachers Union proposes that the parties collaborate on the construction of a compensation structure (wages, longevity, paid time off, etc.) which is commensurate with the invaluable role that support staff play within our schools. The result must provide all staff with an actual living wage, sufficient to live in the city in which they work. The Union reserves the right to make further proposals on these topics.

Union Proposal 3 - Recognizing the Credentials of Academic Teachers

Teacher Unit, Amended Provision

Appendix A: Salary Schedules

For academic teachers, the following credentials shall be required for advancement along the salary schedule.

- Column 1 = Bachelors
- Column 2 = B+15
- Column 3 = M*
- Column 4 = M+15
- Column 5 = M+30
- Column 6 = M+45

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Column 7 = M+60/CAGS/EdS/2nd masters

Column 8 = Dr.

***The definition of a “Masters Degree” shall be the first thirty (30) credits of a graduate program. Credits beyond the initial thirty (30) credits may be used for further advancement along the pay scale.**

***The National Board of Certification for School Nurses certification shall be counted as the first thirty (30) credits of a graduate program for School Nurses.**

Union Proposal 4 - Recognizing the Credentials of CTE Teachers

Teacher Unit, Conceptual Provision

The Salem Teachers Union proposes that the parties collaborate on the creation of a wage scale for CTE teachers which takes into account the value of work experience and field-specific education required in the various shops. The Union reserves the right to make further proposals on these topics.

Union Proposal 5 - Equal Compensation for Extended Day Teaching

Teacher Unit, Amended Provision

Employees shall be compensated at their regular rate of pay for all time beyond the contractually designated length of work day.

Union Proposal 6 - Annualized Compensation for Support Staff

PSRP Unit, New Provision

Compensation for all employees shall be annualized, and dispersed in equal payments for each pay period throughout the year.

Union Proposal 7 - Effective Scheduling for Counselors, Coordinators, & Nurses

Teacher Unit, Amended Provision

Article III(J)

1. Compensation

The differential for the following counselors, coordinators and nurses shall be **five thousand dollars (\$5,000.00)** ~~three thousand dollars (\$3,000.00)~~ per year.

- School Adjustment Counselor
- Guidance Counselors

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- Music Coordinator
 - School Nurses
 - Instructional Coaches
 - Digital Learning Coaches
 - Coaches of Multilingual Learning
 - City Connects Coordinator
 - Coordinator of Multilingual Learning
 - Library Coordinator
 - STEAM/Standards-based coordinator
 - Early Learning Coordinator
2. **Schedule:** The hours of these positions include working seven (7) additional work days **which shall include the four (4) days prior to the start of the regular teacher year and the three (3) days following the end of the regular teaching year, unless they are otherwise** ~~that will be~~ mutually scheduled between the Coordinators and their District Supervisor. **Such mutual scheduling** ~~and~~ may occur during school vacation weeks, in two hour increments after school, and/or during the summer. The work day for these days is 6 hours.

By May 1, each District supervisor, in collaboration with the Coordinators, will determine when the 7 additional days will be completed and which projects the Coordinators will work on over the course of the upcoming fiscal year (July 1-June 30)

3. **Coordinators will be assigned no more than 1 hour of administrative duties a week.**

Union Proposal 8 - Increased Differential for Support Staff Serving as Substitutes

PSRP Unit, Amended Provision

Article 3 (3.4)

Paraprofessionals who work as a substitute teacher for an absent classroom teacher shall be compensated at their regular hourly rate pursuant to Article III of this Agreement. Notwithstanding the foregoing, ~~employees paraprofessionals~~ who work as a substitute for an absent classroom teacher, **or a clerk,** for more than three hours per day shall be compensated an additional **\$70.00** ~~\$35.00~~ per day over and above the regular hourly rate of pay. Paraprofessionals who work ~~more than one hour and~~ up to three hours as a substitute for an absent classroom teacher, **or a clerk,** shall be paid an additional **\$40.00** ~~\$20.00~~ per day over and above the individual's regular hourly rate.

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Sustainable Workloads & Sufficient Staffing

Union Proposal 9 - Smaller Class Sizes

Teacher Unit, Amended Provision

Article VI(A)(1)

- a. ~~The system-wide class size average in grades kindergarten through five shall not exceed 25 pupils per teacher. In no event shall any kindergarten through fifth-grade class- room exceed 28~~ 22 pupils. Such class size is defined as the total number of students in regular classrooms divided by total number of regular classroom teachers.
- b. Middle Schools: ~~25~~ 20-30 pupils
- c. Senior High School: ~~25~~ 20-30 pupils
- d. Resource Rooms: ~~12~~ pupils
- e. Trainable Classes: 10 pupils

Union Proposal 10 - Smaller Caseloads for Special Education Teachers

Teacher Unit, New Provision

The Salem Teachers Union proposes that the parties collaborate on the creation of fair, safe, and effective limits to the class sizes, caseloads, and staffing levels related to sub-separate programs. The Union reserves the right to make further proposals on this topic.

Union Proposal 11 - Equitable Class Sizes Throughout the District

Teacher Unit, New Provision

Classes sizes within a grade level, sections or courses, etc. shall be distributed equitably throughout the district.

Union Proposal 12 - Smaller & Safer Class Sizes in CTE Programs

Teacher Unit, Conceptual Provision

The Salem Teachers Union proposes that the parties collaborate on the creation of fair, safe, and effective limits to the size of various CTE classes. The Union reserves the right to make further proposals on this topic.

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Union Proposal 13 - Manageable Caseload Limits for Service Providers

Both Units, Amended Provision

The Salem Teachers Union proposes that the parties collaborate on the creation of fair, safe, and effective limits to the size of caseloads for all service providers. The Union reserves the right to make further proposals on this topic.

Union Proposal 14 - More Time to Prepare for Teaching

Teacher Unit, Amended Provision

Article VI(4)(f)

Preparation Periods and Administrative Periods for Middle School Teachers shall be provided with ~~two hundred fifty (250)~~ **two hundred eighty (280)** minutes preparation time per week and shall be assigned one hundred fifty (150) minutes of administrative time per week.

Article VI(5)

Elementary: Pre K-5: Every elementary teacher (Pre K-5) shall be provided with at least **two hundred thirty (230)** ~~160~~ minutes preparation time per week, **with at least forty (40) minutes per day.** **Schools with extended learning time shall have a proportionally increased amount of preparation time based on the length of their extended day.** Teachers shall be present during demonstration lessons given by Supervisors. To the end of enriching curriculum, improving teaching service and providing preparation periods, the School Committee shall add needed teaching specialists as it deems necessary.

Proposal 15 - Time for Service Providers to Prepare for Work With Students

Teacher Unit - New Provision

Service Providers (OT, PT, SLP, etc.) shall be provided with at least two hundred thirty (230) minutes of preparation time per week, with at least forty (40) minutes per day.

Proposal 16 - Time for Therapy Assistants to Prepare for Work With Students

PSRP Unit - New Provision

Behavior Specialists and therapy assistants (OTA, SLPA, PTA, etc.) shall be provided with at least two hundred thirty (230) minutes of preparation time per week, with at least forty (40) minutes per day.

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Union Proposal 17 - Additional Time to Prepare for Our Youngest Students

Teacher Unit, New Provision

Employees at the Early Childhood Center who perform both general education and special education roles shall receive an additional sixty (60) minutes of discretionary time each week in order to complete required administrative tasks.

Union Proposal 18 - Sufficient Time to Set Up Classrooms At the Start of the School Year

Teacher Unit, Amended Provision

All employees shall be provided with twelve (12) hours in blocks of three (3) consecutive hours, during the work day, to set up their classrooms, shops and workspaces prior to the start of the student year.

Union Proposal 19 - Increased Pay to Attract Substitute Teachers

Both Units, New Provision

Substitute teachers shall be compensated at a rate of one hundred seventy five (\$175) per day. Retired Salem Public School Employees who serve as substitute teachers shall be compensated at a rate of two hundred dollars (\$200) per day.

Proposal 20 - Fair Compensation for Planning & Chaperoning Field Trips

Both Units, New Provision

All field trip chaperoning and planning outside of the workday shall be compensated at the hourly rate.

Union Proposal 21 - Hiring Additional Building Substitutes

PSRP Unit, New Provision

Each school shall employ a sufficient number of building substitutes to cover the expected number of teacher absences (based on the number of teacher absences the previous year).

Union Proposal 22 - Hiring of Bilingual Service Providers for Dual Language Programs

Both Units, New Provision

The Employer shall make all efforts to hire and assign bilingual service providers, therapy assistants, behavior specialists, and other support staff to dual language programs.

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Union Proposal 23 - Increased Stipend to Recruit & Retain Bilingual Staff

Both Units, Amended Provision

Article III(N)(3)

Article 3(3.6)

All Active employees and new employees who are certified or deemed to be bilingual/biliterate via employer approved certification process and/or test shall receive an annual stipend of one thousand **five hundred** dollars **(\$1,500.00)** ~~(\$1,000.00)~~. The expectation is that employees that receive this stipend will support building-based and district wide multilingual communication needs.

Union Proposal 24 - Increased Compensation to Retain Veteran Bilingual Staff

Both Units, Amended Provision

Article III(B)(3)

Article 3(3.7)(B)

New employees, **and all employees hired prior to September 1, 2021**, shall be credited with one step if they are certified or deemed to be bilingual and/or biliterate via an employer approved certification process and/or test.

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To the Salem School Committee

Equitable & Compassionate Leave Policies

Union Proposal 25 - Paid Parental Leave for all Employees

Both Units, Amended Provision

Article V(16)

~~Effective April 7, 2015,~~ Parental leave allows full-time employees who have been employed for at least three (3) consecutive months up to ~~eight (8)~~ **twenty-four** weeks of leave after the birth or adoption of a child, and the placement of a child up to the age of 18 pursuant to a court order. ~~If both parents are employed by the Salem Public Schools, the employees are entitled to a total of eight (8) weeks in the aggregate.~~ Appropriate supporting documentation may be required. Parental leave **shall be paid for the first twelve (12) weeks** ~~is unpaid,~~ but employees may use their accrued paid ~~sick, vacation, or personal~~ time in order receive pay during this leave, if they wish to do so, excepting that if the birth occurs during a period of time that school is not in session, then it shall commence with the first work day that school is in session. After an employee has used all eligible leave time, any remaining time of parental leave shall be unpaid. Parental leave will run concurrently with FMLA leave if the employee is eligible for such leave. During this period of leave, no vacation leave is accrued

Union Proposal 26 - Equitable Leave Policies for Support Staff

PSRP Unit, Amended Provisions

Employees in the PSRP unit shall have all applicable leave provisions increased to match those of the teacher bargaining unit:

- **Sick Leave**
- **Religious Holidays**
- **Parental Leave**
- **Bereavement Leave**
- **Personal days**
- **All other leaves**

Union Proposal 27 - Allowing Employees to Donate Sick Days to a Colleague in Need

Both Units, New Provision

On the occasion where an employee has a catastrophic illness to their family (children, spouse, parent), and upon the mutual agreement of the superintendent, other employees may donate up to three (3) sick days to that member. Such donation will not impact an employee's eligibility to participate in sick time buy back.

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Union Proposal 28 - Bereavement Leave for Employees who Suffer a Miscarriage
Both Units, New Provision

Bereavement Leave shall be amended to include five (5) days following a miscarriage.

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To the Salem School Committee

Support for All Educators

Union Proposal 29 - Increased Tuition Reimbursement Support for Teachers

Teacher Unit, Amended Provisions

Article VII(U)

All teachers are eligible for course reimbursement for courses taken at an accredited college or university. Total reimbursement allowed for tuition and fees per course shall be the equivalent of a three credit course at Salem State University ~~six hundred dollars (\$600)~~.

~~Effective September 1, 2016, the maximum amount to be expended shall be two hundred thousand dollars (\$200,000) sixty thousand dollars (\$60,000). This amount shall cover regular tuition reimbursement as well as incentive payments~~

Article VII(U)(d)

The tuition reimbursement year shall be July 1 to June 30. The available tuition reimbursement shall be evenly divided between Fall, Spring and Summer semesters, with unused funds carrying over to the subsequent year.

The differential for Superintendent incentive courses shall not be taken from the tuition reimbursement pool.

Union Proposal 30 - Increased Tuition Reimbursement Support for Support Staff

PSRP Unit, Amended Provision

Article V(5.2)

For undergraduate or graduate work which are applicable to an employee's role, or another role in the district which they are seeking to pursue in the field of education, ~~paraprofessionals~~ employees attending university/college classes will receive tuition reimbursement up to the cost of a three (3) credit course at Salem State University ~~\$100 in tuition reimbursement~~. Requests for reimbursement shall be submitted to the Office of Human Capital for approval, prior to taking the course. Such requests shall be submitted upon a form provided by the District. Paraprofessionals are responsible for submitting all of the information on the tuition reimbursement form before the course is approved.

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Effective ~~September 1, 2016~~, the maximum amount to be expended shall be **sixty thousand dollars (\$60,000)** ~~five thousand dollars (\$5,000)~~ per fiscal year. This amount shall cover regular tuition reimbursement. The district shall develop procedures aligned to this agreement to govern the tuition reimbursement process. The procedures will align to those followed by the Salem Teachers Union, to the extent possible.

Union Proposal 31 - Creating a Plan for High-Quality Professional Development

Both Units, New Provision

The Employer shall create a Professional development plan and distribute to employees prior to the start of the school year.

Union Proposal 32 - The Creation of a Paraprofessional Mentorship Program

PSRP Unit, New Provision

All newly hired paraprofessionals will be assigned a paraprofessional mentor for their first year of employment, with whom they will regularly meet during work hours in order to discuss workplace challenges and receive advice related to their day-to-day work. Paraprofessional mentorship will not be part of the evaluation process and mentors will not be required to report details of conversations to the Employer. Paraprofessional mentors will be compensated at a rate per mentee negotiated by the Union and the Committee.

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Clear & Consistent Communications

Union Proposal 33 - Providing Teachers with More Notice of What they Will Be Teaching *Teacher Unit, Amended Provision*

Article VII(F)(3)

Accurate teachers' schedules shall be sent to the Union President and the individual teacher by June 25th preceding August 15 of each school year. If this fails to happen, impacted employees shall be provided with \$90 in order to compensate for additional preparation time.

Union Proposal 34 - More Time for Service Providers to Coordinate With Teachers *Teacher Unit, New Provision*

Sufficient time shall be provided prior to the start of the student year for service providers to schedule services with teachers.

Union Proposal 35 - More Consultation With Teachers Regarding Curriculum *Teacher Unit, Amended Provision*

Article VII(C)(3-4)

Teachers and department heads shall receive notice when a curriculum committee is to be established. Teachers will be solicited to submit recommendations in their area of education. Proposed major revisions in curriculum shall be sent to all impacted teachers for comment before they are adopted.

The parties agree to continue consultation with a view to choose materials to reflect the demographics of the district, the district's priorities, and the district's strategic plan ~~initiating a more intensive and effective program for the academically talented in the elementary schools.~~

Union Proposal 36 - The Creation of Clear and Consistent Job Descriptions *Both Units, New Provision*

The Employer shall maintain updated job and role descriptions for all bargaining unit positions. Such descriptions will be provided to the Union annually, when new positions are created, and whenever amended. The Employer shall meet to negotiate with the union before any amendments to job or role descriptions are made.

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Union Proposal 37 - Allowing All Non-Union Employees to Join the STU

Both Units, Amended Provision

The School Committee shall voluntarily recognize the Union as the exclusive representative of all non-union, non-managerial employees within the Salem Public Schools.

Union Proposal 38 - A More Sustainable Method of Onboarding New Employees

Both Units, New Provision

- 1. A union-wide meeting of no less than thirty (30) minutes shall be scheduled during the professional development days prior to the start of the student school year. No management personnel shall attend the meeting.**
- 2. The union shall be given no less than thirty (30) minutes of time to meet with new hires during new hire orientation prior to the start of the school year. No management personnel shall attend the meeting.**
- 3. The employer shall convene new hire orientation meetings every other month during the school year, which will be mandatory for all bargaining unit employees hired since the previous new hire orientation meeting. The Union will be given thirty (30) minutes of time to meet with new hires during this meeting without management personnel in attendance.**

Proposal 39 - Timely Information to the Union

Both Units, Amended Provision

Article X(D)

The Committee shall make available to the Federation, upon its reasonable and specific request in writing, available information, statistics, and records relevant to negotiations, or necessary for the proper enforcement of the terms of this Agreement. The Committee agrees to provide the Union President or his/her designee with the following information, in writing, on all members of the bargaining unit no later than October 1st of each school year, and for newly hired employees within ten (10) work days of their date of hire: name, job title, department, current work location/building assignment, home telephone number, cell phone number, home address, and personal (non-work) e-mail, if on file. **The Committee shall also inform the Union of any resignations within the bargaining unit within ten (10) days of receiving the resignation.**

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Additions for the Common Good

Union Proposal 40 - Ensuring all Rooms are at a Temperature Conducive to Learning

Both Units, New Provision

The Employer shall see that their school rooms are properly heated and cooled. If, after reasonable trial, a temperature of at least 60 degrees Fahrenheit and at most 80 degrees Fahrenheit cannot be secured, the employer shall move employees and students to a space in an acceptable temperature range.

Union Proposal 41 - Providing Sufficient Parking for Employees

Both Units, New Provision

Each worksite shall provide sufficient access to parking for all employees throughout the school year.

Union Proposal 42 - Maintaining a Stock of Basic School Supplies

Both Units, Amended Provision

Article VII(B)(6)

Article 21(21.1)

The Employer shall provide bargaining unit employees with supplies to educate the students of Salem. **Basic supplies (paper, pencils, pens, etc.) shall be kept on hand, at each worksite, at all times.**

Union Proposal 43 - Establishing an Appropriate Testing & Meeting Space at Each School

Teacher Unit, New Provision

Each worksite shall provide a suitable and confidential space for student testing, evaluation by service providers, and for virtual meetings.

Union Proposal 44 - Clarity in Safety Protocols

Both Units, New Provision

The Employer will develop a protocol for all safety situations, in consultation with the Union, and publish it yearly.

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Union Proposal 45 - An Open Purchase Order for CTE Teachers to Purchase Supplies
Teacher Unit, New Provision

CTE teachers shall have an open Purchase Order to appropriate supply stores.

Union Proposal 46 - More Recess for Elementary School Students
Both Units, New Provision

All elementary school students shall be provided with at least thirty (30) minutes of recess each day.

Union Proposal 47 - Safe Staffing Levels during Recess
Both Units, New Provision

There shall be a 1:30 ratio of employees:students during recess at all times, and at least one (1) additional paraprofessional for each sub separate class participating in the recess.

Union Proposal 48 - Longer Lunch Periods for All Students
Both Units, New Provision

All students shall be provided with lunch periods of at least thirty (30) minutes (this may include the current schedule at Collins Middle School of 15 minutes of lunch + 15 minutes of recess).

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Miscellaneous

Union Proposal 49 - Appropriate Schedules for Part-Time Teachers

Teacher Unit, Amended Provision

All part-time teaching positions require that the teacher attend, without additional compensation, a pro-rated amount of all faculty meetings, District sponsored Professional Development, parent- teacher nights, ~~and be scheduled for a “day back” per week for students.~~

Union Proposal 50 - Administrative Changes to the CBAs

Both Units, Conceptual Proposal

The parties shall form a joint subcommittee from amongst their respective bargaining teams to review the collective bargaining agreements for errors, formatting issues, anachronistic language, or other potential administrative changes. The subcommittee will make recommended amendments to the collective bargaining agreements to the full bargaining teams for discussion.