

**MEMORANDUM OF AGREEMENT  
BETWEEN THE  
BARNSTABLE TEACHERS ASSOCIATION  
ADMINISTRATIVE ASSISTANT UNIT and PARAPROFESSIONAL UNIT  
AND THE  
BARNSTABLE SCHOOL COMMITTEE**

**AA:** Three-year contract. In Article 25 and on cover, change effective dates of the contract to July 1, 2024 to June 30, 2027 and change the automatic renewal date to October 15, 2026.

**Para:** Three-year contract. In Article 28 and on cover, change effective dates of the contract to September 1, 2024 to August 31, 2027 and change the automatic renewal date to October 15, 2026.

**Compensation**

**AA: Appendix C** 3%, 3%, 3%

**Para: Appendix A** 3.5%, 3.5%, 3.5%

**Para** in year one:

Remove Step 1 and 2 on all scales, renaming Step 3 Step 1-3.

Create a new job role, PCTA, to replace the current PCA role, paid at the current PCA rate.

Determine a mutually-agreed upon process for current Teacher Assistants who do not want to be moved into the PCTA role to stay in the TA role, on the current TA scale.

TA positions will no longer be posted.

**AA** in year one:

Remove Step 1 and 2 on all scales, renaming Step 3 Step 1-3.

**AA: Article 23**

**Para: Article 26**

Increase all Longevity amounts by \$500 and replace AA longevity amounts with Para amounts.

**AA:** Adjust the payroll or accounts payable stipend to eliminate Preschool as a category, compensate Preschool as any other school by the agreed-upon categories.

~~Preschool - \$1178~~

Increase the stipends as follows:

Year 1: 3%, Year 2: 3%, Year 3: 3%

**Benefits**

**Para: Article 7, B**

In the event that a Paraprofessional is assigned by an administrator to substitute for an administrative assistant, an absent teacher, ~~or to cover substitute for~~ a classroom teacher when a the teacher is otherwise occupied in the building, or for another Paraprofessional on a higher pay scale, the Paraprofessional shall receive additional compensation as follows; \$50 for every 3 hours accrued. [the rest of the paragraph remains unchanged]

**AA Article 9 Classification** - Amend as follows:

The employees covered by the Agreement are to be classified as follows: ~~for the purposes other than the payment of wages:~~

~~Twelve-month members Classification I:~~ Employees employed on a twelve (12) month basis; ~~30 or more~~ 40 hours per week.

~~Ten-month members Classification H:~~ Employees employed ~~30 hour or more per week~~ 40 hours per week whose work year normally includes the school year and up to five (5) days within the seven (7) work days immediately preceding the school year for students and five (5) day within

the seven (7) work days immediately following the close of school at the discretion of the school principal.

**\*Perpetuate new names into the section regarding holidays and other sections throughout the contract.**

**AA: Article 13, I**

**Para: Article 14, H**

Remove and replace with:

Parental Leave

The Employer will pay one hundred percent (100%) of an employee's base wages for the first two (2) weeks of parental leave of absence for 1. the purpose of giving birth and/or bonding with a newborn child or 2. the placement of a child under the age of 18, or under the age of 23 if the child is mentally or physically disabled, for adoption with the employee who is adopting or intending to adopt a child. During the following ten (10) weeks of parental leave, bargaining unit employees may use accumulated sick leave to receive pay. If both parents are employees of the district, both parents are eligible for this benefit. The parental leave cannot be taken simultaneously.

**AA: Article 12, D**

**Para: Article 15, A, 2, 3, 4** The rest of the article remains unchanged

The initial grant of sick leave by the sick leave bank committee to an eligible employee shall not exceed ~~thirty (30)~~ sixty (60) days.

Once the ~~thirty (30)~~ sixty (60) days has been exhausted...

If there is a tie vote, the decision will be for the applicant and the School Committee in alternating years.

**AA: Article 12, A and E**

Increase all sick day accrual limits by 5 days (Classification I 220 to 225, Classification II 150 to 155, Classification III 85 to 90), adjust amounts in 12, E accordingly, increasing each by \$175.

**Para: Article 14, A**

Sick Leave. Paraprofessionals shall receive paid sick leave at the rate of 1¼ days per month accumulated up to ~~150~~ 155 days effective September 1, 2017.

Newly hired employees will be credited sick days, if needed and have none accrued, at the rate of no more than what they could have accrued in one work year. Any used days will be deducted from their accrued leave at the end of the school year or in the last paycheck if the employee leaves the district. [the rest of the language remains]

**Para: Article 14, C add**

The reason for the personal day must be stated if the day to be used is the day before or the day after a holiday or a school vacation. The approval of the Superintendent is required for days immediately before or immediately after a holiday or school vacation.

**Working Conditions**

**Para: Article 6, A**

Paraprofessionals may be required to work up to five (5) days within the seven (7) work days immediately preceding the school year for students and five (5) days within the seven (7) work days immediately following the close of school. Fall days to be worked will be written into the rehire/hire letter. Days to be worked at the end of the school year will be communicated in writing by April 1.

**AA: Article 16, E**

A Joint Labor Management Committee of at least five (5) Association and five (5) Administration members will meet at least (5) times by March 2025 to recommend to the

parties clarification in Classifications and changes in job descriptions for the roles in the Administrative Assistant Unit for implementation at the end of the 2024/2025 school year. If the recommendations impact the current RIF language in Article 22, or other instances in the CBA, the parties agree to impact bargain before implementation.

**AA: Article 16, H**

Ten-month members of the Administrative Assistant Unit will work during July and August for a maximum of 80 hours in a schedule mutually-agreed upon by April 1 by the member of the Administrative Assistant Unit and the building principal or their District supervisor.

**Para: Article 25**

Joint Labor Management Committee of at least five (5) Association and five (5) Administration members will meet at least (5) times by March 2025 to recommend to the parties changes in job descriptions for the roles in the Paraprofessional Unit for implementation at the end of the 2024/2025 school year. If the recommendations impact the current RIF language in Article 22, or other instances in the CBA, the parties agree to impact bargain before implementation.

**Both units: send to JLMC 4 S.C. and 4 BTA members by June 30, 2025**

Employees who commit to remain in the Barnstable District for no less than three years and are currently enrolled or commence enrollment in a degree or licensure program at the undergraduate, post-baccalaureate or graduate level shall be reimbursed for up to 3 courses per fiscal year at the Bridgewater State University tuition rate per course, provided the employee receives a B- or above, and any MTEL fees, provided the employee passes the exam, with prior written approval of the Superintendent or their designee. Members who are enrolled in an approved program for licensure shall not be subject to any reduction in pay, seniority or benefits while completing program requirements. Whenever possible, the district shall accommodate any pre-practicum or practicum placements within the district.

**Para: Article 13, C add**

Administration will provide agendas for specific professional development plans and offerings for each in-service day to members of the bargaining unit at least five (5) school days in advance.

**Para: add**

Members of the bargaining unit with children in the district will be given the opportunity to bypass the lottery for before and after care services at their child(ren)'s school. They will request a spot by May 1 of the school year prior, through a mutually-agreed upon procedure.

**Para: Article 27, C add**

The schedule for Instructional Assistants working after the close of the school year will be made available to all affected members by no later than May 1 of the current school year.

**AA: Article 16, A**

Starting and quitting time will be determined by the building principal or District supervisor.

Family liaisons shall attend all parent-teacher conferences scheduled in the school calendar (4 nights) and will be compensated according to Article 16.

**MOAs**

1. **Both units:** Health Insurance, incorporate in full
2. **AA:** Payroll/Accts Payable Programs in full
3. **Para:** LPN and include in RIF list appropriately, eliminate Tech Assistants in RIF language and on Salary Scale

**Housekeeping/JLMC**

**AA Article 16, K** - JLMC to discuss building-based space for dysregulated students  
**Para Article 6, E** - District JLMC for School Safety/Student Dysregulation

**AA:** Supervisory and classification references in AA contract  
**Both units:** Remove all instances of gender-specific pronouns in the document and replace with they/them.

**AA:** Update language for status of evaluation procedures referenced in Article 19, D  
**Para:** Update status of evaluation procedures referenced in Article 9, C  
 All employees will receive yearly evaluations in accordance with the procedures established by the School Committee. A Joint-Labor Management Committee will meet no less than 1 time beginning in September 2024 to review the pilot evaluation process from the 2023-2024 school year and make any necessary adjustments to the evaluation documents and process. The Committee will complete its work by November 30, 2024.

**AA:** Verify the calculation of days in the equation (Juneteenth) - No change for 12 Month Employees 260, 10 month from 204 to 205  
**Para: Article 17, D.** Mentorship update needed

**Administrative Assistants**

**Classification II**

24/25	3%	25/26	3%	26/27	3%
Step 1-3	\$30.59	Step 1-3	\$31.51	Step 1-3	\$32.45
Step 4	\$31.48	Step 4	\$32.42	Step 4	\$33.40
Step 5-9	\$32.72	Step 5-9	\$33.70	Step 5-9	\$34.71
Step 10-14	\$33.30	Step 10-14	\$34.30	Step 10-14	\$35.33
Step 15+	\$34.04	Step 15+	\$35.06	Step 15+	\$36.11

**Classification I**

24/25	3%	25/26	3%	26/27	3%
Step 1-3	\$33.28	Step 1-3	\$34.28	Step 1-3	\$35.31
Step 4	\$34.27	Step 4	\$35.30	Step 4	\$36.36
Step 5-9	\$36.23	Step 5-9	\$37.31	Step 5-9	\$38.43
Step 10-14	\$36.80	Step 10-14	\$37.91	Step 10-14	\$39.04
Step 15+	\$37.61	Step 15+	\$38.73	Step 15+	\$39.90

**Paraprofessionals**

**School Assistants**

24/25	3.50%	25/26	3.50%	26/27	3.50%
Step 1-3	\$22.30	Step 1-3	\$23.08	Step 1-3	\$23.89
Step 4	\$22.95	Step 4	\$23.75	Step 4	\$24.58
Step 5	\$24.21	Step 5	\$25.06	Step 5	\$25.93
Step 6-10	\$25.37	Step 6-10	\$26.26	Step 6-10	\$27.17
Step 11 +	\$26.04	Step 11 +	\$26.95	Step 11 +	\$27.90

**Current opt in Teacher Assistants**

24/25	3.50%	25/26	3.50%	26/27	3.50%
Step 1-3	\$25.49	Step 1-3	\$26.38	Step 1-3	\$27.31
Step 4	\$26.80	Step 4	\$27.73	Step 4	\$28.70
Step 5	\$28.05	Step 5	\$29.03	Step 5	\$30.05
Step 6-10	\$28.99	Step 6-10	\$30.01	Step 6-10	\$31.06
Step 11 +	\$29.82	Step 11 +	\$30.86	Step 11 +	\$31.94

**Personal Care TAs as of 24/25 SY, Library Assistants**

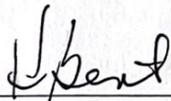
24/25	3.50%	25/26	3.50%	26/27	3.50%
Step 1-3	\$26.69	Step 1-3	\$27.63	Step 1-3	\$28.59
Step 4	\$27.95	Step 4	\$28.92	Step 4	\$29.94
Step 5	\$29.18	Step 5	\$30.20	Step 5	\$31.25
Step 6-10	\$30.09	Step 6-10	\$31.14	Step 6-10	\$32.23
Step 11 +	\$30.96	Step 11 +	\$32.04	Step 11 +	\$33.16

**Instructional Assistants**

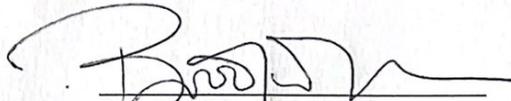
24/25	3.50%	25/26	3.50%	26/27	3.50%
Step 1-3	\$29.20	Step 1-3	\$30.22	Step 1-3	\$31.28
Step 4	\$30.47	Step 4	\$31.54	Step 4	\$32.64
Step 5	\$31.69	Step 5	\$32.80	Step 5	\$33.95
Step 6-10	\$32.62	Step 6-10	\$33.77	Step 6-10	\$34.95
Step 11 +	\$33.46	Step 11 +	\$34.63	Step 11 +	\$35.84

**COTA, CSLA, CPTA, LPN**

24/25	3.50%	25/26	3.50%	26/27	3.50%
Step 1-3	\$37.18	Step 1-3	\$38.48	Step 1-3	\$39.83
Step 4	\$38.01	Step 4	\$39.34	Step 4	\$40.71
Step 5	\$38.86	Step 5	\$40.22	Step 5	\$41.63
Step 6-10	\$40.56	Step 6-10	\$41.98	Step 6-10	\$43.45
Step 11 +	\$43.87	Step 11 +	\$45.41	Step 11 +	\$47.00

  
Barnstable School Committee

7-2-2024  
Date

  
Barnstable Teachers Association

7-10-24  
Date