

CONTRACT BETWEEN THE
SANFORD SCHOOL COMMITTEE
AND THE
SANFORD FEDERATION OF ED. TECHS.
September 1, 2021 – August 31, 2024

The Sanford School Committee and the Sanford Federation of Ed Techs hereby agree to amend the existing Collective Bargaining Agreement (CBA) in effect for the term September 1, 2021 through August 31, 2024. This Addendum will serve to modify select provisions of the CBA, effective September 1, 2022, as further enumerated here:

TABLE OF CONTENTS	No Change
PREAMBLE	No Change
RECOGNITION	No Change
ARTICLE I – ZIPPER CLAUSE	No Change
ARTICLE II – FEDERATION RIGHTS	No Change
ARTICLE III – MANAGEMENT RIGHTS	No Change
ARTICLE IV – GRIEVANCE PROCEDURE	No Change
ARTICLE V – ED. TECH. RIGHTS	No change
ARTICLE VI – WORK DAY/WEEK/YEAR	No Change
ARTICLE VII – PROBATIONARY PERIOD	No Change
ARTICLE VIII – PERSONNEL FILES	No Change
ARTICLE IX – ED. TECH. LEVEL QUALIFICATIONS AND RESPONSIBILITIES	No Change
ARTICLE X – LAYOFF AND RECALL	No Change
ARTICLE XI – OTHER CONDITIONS OF EMPLOYMENT	No Change

ARTICLE XII – WAGES

- A. The salaries of all Ed. Techs covered by this Contract are set forth in Schedules A1-3 which is attached hereto and made a part hereof.
- B. Employees with a hire date prior to January 1 of any given year shall receive step advancement as of the next contract year beginning July 1. If the anniversary date falls after January 1, the employee shall wait until the end of the next contract year.
- C. \$1,400 longevity payment shall be paid to employees who have completed ten (10) years of continuous full-time service to the Committee in an Ed Tech or Teacher role, which is and said longevity is reflected on Schedules A1-3 in the longevity columns as an additional \$1.17 per hour on steps 10-14s included in the hourly rate as reflected on Schedule A as 10 Longevity 1.
- D. A \$3,400 longevity payment shall be paid to employees who have completed fifteen (15) years of continuous full-time service to the Committee in an Ed Tech or Teacher role, which is and said longevity is reflected on included in the hourly rate as reflected on Schedules A1-3 in the longevity columns as 15 Longevity as an additional \$2.84 per hour on step 152. This \$3,400 includes the \$1,400 longevity payment (10 Longevity 1) earned between 10 and 14 years of service.
- E. Employees may be required to work a longer day based upon the pre-approval of his/her program director. If so, such employees shall be entitled to receive his/her normal hourly rate (see Schedule A) pro-rated for the length of extra time worked.
- F. CHITS - If an Ed. Tech. must cover a class for a teacher, the Ed. Tech shall be reimbursed as follows at the end of each semester:
 - i. High School - \$10 for each class/block covered.
 - ii. Grades 6-8 - \$5 for each class/block covered.
 - iii. Grades K- 5 – for coverage over half an hour, counted in thirty (30) minute intervals will be paid \$5 per hour.

In the event an Ed. Tech is acting as the lead teacher when a substitute teacher is in the room, and the substitute is acting as the Ed. Tech, the building administrator would determine whether CHITS apply or not. If so, the building administrator must inform the Superintendent or designee in writing for payroll purposes.

- G. ~~Payment of Wages: The employee may elect to be paid in twenty six (26) equal installments, due every other Friday, except in the years when 27 pay periods occur.~~
 - i. Option 1: The employee may elect to be paid in twenty-six (26) equal installments, due every other Friday, except in the years when 27 pay periods may occur.
 - ii. Option 2: The employee may elect to have their pay averaged and paid over twenty-two (22) equal installments, due every other Friday, from September to June, only if doing so does not violate Maine Department of Labor

minimum wage laws. Employee portion of benefits (Health, Dental, etc.) will be paid over twenty-two (22) pay periods in this option.

- iii. Once the employee has chosen one of the above options, it will remain in effect until the employee chooses to change the option. The employee must submit written notice to the Human Resources department on or before May 31 for change in pay option to take effect the following school year.

H. All employees shall receive their paycheck through Direct Deposit and the corresponding deposit stub, including deduction information, shall be emailed to employees bi-weekly.

ARTICLE XIII – VOLUNTARY TRANSFERS AND REASSIGNMENTS	No Change
ARTICLE XIV – PAID LEAVES OF ABSENCE	No Change
ARTICLE XV – UNPAID LEAVES OF ABSENCE	No Change
ARTICLE XVI – PROFESSIONAL DEVELOPMENT	No Change
ARTICLE XVII – INSURANCE PROTECTION	No Change
ARTICLE XVIII – DUES CHECK-OFF	No Change
ARTICLE XIX – MISCELLANEOUS PROVISIONS	No Change
ARTICLE XX – DURATION OF CONTRACT	No Change

SCHEDULE A2 (2nd Half of 2022-2023 School Year) – WAGE SCALE

SCHEDULE A2 - WAGE SCALE

2022-2023 School Year (Effective 2nd Half of School Year or 1/23/2023)

Ed Tech I	3.00%
Ed Tech II	3.00%
Ed Tech III	3.00%

Years Experience	Step	Ed Tech I	ET I Longevity	Ed Tech II	ET II Longevity	Ed Tech III	ET III Longevity
0	E01	\$15.50	\$15.50	\$16.00	\$16.00	\$18.75	\$18.75
1	E02	\$15.76	\$15.76	\$16.55	\$16.55	\$18.96	\$18.96
2	E03	\$15.91	\$15.91	\$16.97	\$16.97	\$19.12	\$19.12
3	E04	\$16.13	\$16.13	\$17.29	\$17.29	\$19.73	\$19.73
4	E05	\$16.34	\$16.34	\$18.04	\$18.04	\$20.35	\$20.35
5	E06	\$16.50	\$16.50	\$18.60	\$18.60	\$20.97	\$20.97
6	E07	\$16.71	\$16.71	\$19.37	\$19.37	\$21.60	\$21.60
7	E08	\$16.95	\$16.95	\$20.17	\$20.17	\$22.20	\$22.20
8	E09	\$16.95	\$16.95	\$20.17	\$20.17	\$22.20	\$22.20
9	E10	\$16.95	\$16.95	\$20.17	\$20.17	\$22.20	\$22.20
10	E11	\$17.11	\$18.44	\$20.30	\$21.63	\$22.35	\$23.71
11	E12	\$17.11	\$18.44	\$20.30	\$21.63	\$22.35	\$23.71
12	E13	\$17.11	\$18.44	\$20.30	\$21.63	\$22.35	\$23.71
13	E14	\$17.11	\$18.44	\$20.30	\$21.63	\$22.35	\$23.71
14	E15	\$17.11	\$18.44	\$20.30	\$21.63	\$22.35	\$23.71
15	E16	\$17.29	\$20.52	\$20.52	\$23.74	\$22.56	\$25.86

SCHEDULE A3 - WAGE SCALE

2023-2024 School Year

Years Experience	Step *	Ed Tech I	ET I Longevity	Ed Tech II	ET II Longevity	Ed Tech III	ET III Longevity
0	E01	\$15.50	\$15.50	\$16.00	\$16.00	\$18.75	\$18.75
1	E02	\$15.76	\$15.76	\$16.55	\$16.55	\$18.96	\$18.96
2	E03	\$15.91	\$15.91	\$16.97	\$16.97	\$19.12	\$19.12
3	E04	\$16.13	\$16.13	\$17.29	\$17.29	\$19.73	\$19.73
4	E05	\$16.34	\$16.34	\$18.04	\$18.04	\$20.35	\$20.35
5	E06	\$16.50	\$16.50	\$18.60	\$18.60	\$20.97	\$20.97
6	E07	\$16.71	\$16.71	\$19.37	\$19.37	\$21.60	\$21.60
7	E08	\$16.95	\$16.95	\$20.17	\$20.17	\$22.20	\$22.20
8	E09	\$16.95	\$16.95	\$20.17	\$20.17	\$22.20	\$22.20
9	E10	\$16.95	\$16.95	\$20.17	\$20.17	\$22.20	\$22.20
10	E11	\$17.11	\$18.44	\$20.30	\$21.63	\$22.35	\$23.71
11	E12	\$17.11	\$18.44	\$20.30	\$21.63	\$22.35	\$23.71
12	E13	\$17.11	\$18.44	\$20.30	\$21.63	\$22.35	\$23.71
13	E14	\$17.11	\$18.44	\$20.30	\$21.63	\$22.35	\$23.71
14	E15	\$17.11	\$18.44	\$20.30	\$21.63	\$22.35	\$23.71
15	E16	\$17.29	\$20.52	\$20.52	\$23.74	\$22.56	\$25.86

Signed on this _____ day of _____, 2023 by:

Paula Cote, Chair

Sanford School Committee

Nicholas Ericson, President

Sanford Federation of Teachers

Matt F. Nelson, Superintendent

Sanford School Department

Sanford School Department

Ed Tech Payment of Wages

Currently, your wages are paid out over 26 payrolls. If you choose, the new option of 22 payrolls, the first payroll will be February 3, 2023, of the said change. This means if you have employee deductions they will need to be adjustment over the last 11 payrolls to allow to collect for the summer benefits. For example, health insurance will need to be increased to include the summer benefit.

Please fill out this form if you wish to change to the new 22 payroll option (no pay during the summer):

I, _____, wish to move to the 22 payroll option starting February 3, 2023, and understand that my employee benefit payments will also be adjusted to have the summer employee deductions paid during the remaining 11 payrolls. Once you choose this option, the next time you can make the change will be for the next school year.

Signature

Dated

This form is due by *January 18, 2023*, to be included in the 22 payroll option. A new form will be created and sent out prior to the *May 31st* deadline for next school year.