

## **Expectations Between Maynard Education Support Association and the Maynard Public Schools for the 2020 - 2021 school year**

In an effort to continue providing high quality learning experiences for Maynard Public School students during the COVID-19 pandemic as we begin our 2020-2021 school year, our goal is to provide a robust and appropriate academic engagement opportunity for students through a shared collaborative process between paraeducators, staff and families

1. Paraprofessionals who work with multiple liaisons will be assigned a single liaison to support for the duration of the closure.
2. Teacher or Team Chairs will assign roles to paraprofessionals daily to support student success.
3. All paraprofessionals will record activities on a form provided by the district.
4. All paraprofessionals will follow the guidance and direction of special educators and classroom teachers in support of student learning.
5. There will be Bi- Weekly Faculty Meetings for staff check-in/connection and updates/announcements. Meetings may be prerecorded and/or slides shared via email.
6. Paraprofessionals will be expected to participate in direct communication with students individually or in small groups as assigned by the classroom teacher, Special Education Liaison, or Team Chair.
7. All contact with parents and guardians will be from the special education liaison. Any concerns on the part of the paraprofessional regarding parent contact should be brought to the special education liaison, team chair and/or building principal.
8. Employees must both log sick time in Ivisions as well as notify the building principal and the special education liaison to whom they are assigned.
9. Paraprofessionals will be provided 5 days of professional development that is grouped together, beginning on September 9, 2020.
10. Paraprofessionals will be provided a calendar/ list of optional PD that will be offered by the district that address the needs of remote learning advancement and equity. Educators that submit documentation of 10 hours or more of professional development will be awarded PDPs.

11. The Evaluation Cycle will follow the established procedures in the existing contract.
12. We are all mandated reporters and will continue to follow mandated reporting laws and guidelines. If a paraprofessional feels that there is a student in distress, the paraprofessional will follow the protocol for mandated reporting and contact their principal of Leadership & Operations.
13. Paraprofessionals serving as a substitute for a classroom teacher will be compensated by the following rates for the 2020-2021 school year
  - a. 0 - 90 minutes = no additional amount
  - b. 1.5 hours - 4 hours = \$25
  - c. 4 or more hours = \$50
14. Paraprofessionals are assigned to be directly involved in the toileting of students will receive appropriate PPE and a one-time \$500 stipend for the 2020 - 2021 school year only.
15. Staff members that provide medical documentation of a health condition or disability that places them at increased risk for illness due to complications from COVID-19 may request to be one of the remote only FTEs required to assist within the district educational program as a reasonable accommodation. The district will work with support staff requesting such accommodation to assign them to a position within their category that can be done remotely. Should a position not be available, the district will work to identify a position outside of their category that can be done remotely. Should no positions be available, staff member will be provided with the various leave options, including those under the the Families First Coronavirus Response Act (FFCRA).
16. If a staff member is assigned a remote position outside of their category during the pandemic period, that staff member will be returned to their prior position after the pandemic period.
17. Members of staff that do not have medical documentation of a health condition or disability but who would prefer to work remotely will be considered for any of the remaining unfilled remote positions necessary to run the district's education program. The district will prioritize requests in the following order:
  - a. Staff members over the age of 65
  - b. Staff members with medically compromised family members living in their home, as referenced in the Employee COVID 19 Leave options letter sent on August 6, 2020
  - c. Staff members with Childcare concerns

d. Staff members who are fearful of returning to work

18. The district will work with paraprofessionals requesting such remote assignment to assign them to a position within their category that can be done remotely. Should a position not be available, the district will work to identify a position outside of their category area that can be done remotely. Should no positions be available, the staff member will be provided with the various leave options, including those under the Families First Coronavirus Response Act (FFCRA). If a staff member is assigned a remote position outside of their category area during the pandemic period, staff will be returned to their prior position after the pandemic period.
19. Should an individual's health status change during the 2020-2021 school year, and should the individual then require a remote assignment, the district will work with paraprofessional requesting any accommodation to assign them to a position within their category that can be done remotely. Should a position not be available, the district will work to identify a position outside of their category that can be done remotely. Should no positions be available, the staff member will be provided with the various leave options, including those under the Families First Coronavirus Response Act (FFCRA). If a staff member is assigned a remote position outside of their category during the pandemic period, staff will be returned to their prior position after the pandemic period.
20. If a paraprofessional is identified as a close contact from the board of health to a student/staff who has tested positive for COVID-19, and should that paraprofessional then test positive for COVID-19, they will be eligible for up to 10 additional sick days if they are unable to work remotely while being required to quarantine. This additional time shall only be provided after the paraprofessional exhausts all available FFCRA time.
21. The District will provide all needed PPE for paraprofessionals according to state and CDC guidance
  - a. Masks will be provided to paraprofessionals (including see-through masks to service providers as needed for specific services)
  - b. Gloves, gowns, and face shields will be provided to specific education paraprofessionals as needed for specific services
22. Paraprofessionals may choose to use their own masks as long as they meet the approved state guidelines (no gaiters, bandannas or valve masks - must be at least 2 ply).
23. Masks are mandatory for all students and staff prek-12 throughout the district, without qualified exemptions.
24. District will provide all needed cleaning and disinfecting cleaners for classrooms

such as hand sanitizer and disinfecting wipes for use at teacher/paraprofessional discretion.

25. High touch surfaces in hallways and common areas will be wiped down with sanitizing spray four times per day by the custodial staff when the building is occupied. Maps of occupied spaces will be provided to custodial staff to ensure occupied spaces will be cleaned.
26. The district will provide staff with cleaning spray and wipes in order to clean high touch areas within the classroom spaces as instruction dictates. Staff will receive training on how and when to use the cleaning spray and wipes and provide Safety Disclosure Sheet for any chemicals used.
27. The buildings will be sanitized between cohorts, at least twice per week.
28. The parties recognize that not all issues can be covered in this MOA, so the parties commit to forming an implementation bargaining committee and will meet on as needed basis with a regular standing meeting scheduled every two weeks.

Unless specifically augmented herein, all previous guidance issued by the District will continue to be in effect and all terms and conditions in the collective bargaining agreement continue to be in full force and effect. As you all know, Federal and State guidance on the situation at hand continues to be forthcoming. Please note that these Agreements were reached in good faith and in full anticipation that they will not need to be disturbed during the closure period. However, be aware that should Federal or State authorities issue directives that conflict with specific items in this Agreement, such directive will supersede the specific conflicting provision of this Agreement while the remainder will continue in full force. Additionally, the parties recognize that not all issues could be foreseen in this environment, terms of this agreement may be modified only by mutual agreement and shall be reduced to writing and executed by the parties. This Agreement will expire on June 30, 2021. In the event that the closure is extended, this Agreement will not terminate, but instead continue in full force and effect. Upon announcement of an extension to the currently announced closure period, the parties will confer after such announcement to review current academic engagement practices, their continued suitability for the circumstances, and bargain adjustments if necessary.

The parties recognize that these are unusual circumstances and an evolving situation. Therefore, this agreement shall not be used as evidence of precedent or past practice.



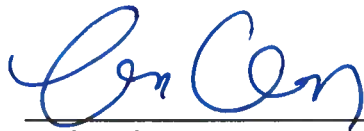
Brian Haas  
Superintendent of Maynard Public Schools

October 6, 2020  
Dated



Nanda Landers  
MESA President

October 6, 2020  
Date



Lydia Clancy  
School Committee Maynard Public Schools

OCTOBER 6, 2020  
Date