

## Contractual Benefit Package for All Teachers (Unit A)

All Braintree Public School teachers are eligible to take advantage of a range of contractual benefits and provisions that have resulted from years of collective bargaining between the School Department and the Braintree Education Association. A summary of many of the more important benefits and provisions follows. The Executive Board members can provide more information. Also, please note that each school has BEA Building Representatives, elected at each school, who can provide more detailed information.

Copies of the BEA contract are available through the BEA website:

[braintree.massteacher.org](http://braintree.massteacher.org).

### Salary and Health Benefits

	Summary	Location in the Contract
<b>Salary Step Placement</b>	A basic indication of your years of service, capped at Step 11. You will advance one step for each year of your employment, until you reach Step 11.	<i>Appendix A Pages 52-68</i>
<b>Salary Column Placement</b>	Based on your level of education ( <i>Bachelors, Masters, Masters +30, Masters +45, Masters +60</i> ). In order to advance to the next salary column, you must notify the Superintendent in writing by October 1 <sup>st</sup> of the preceding year. For example, if you wish to transfer from Bachelors to Masters at the start of the next school year (9/19), you must submit a letter of intent to the Superintendent by October 1, 2018.	<i>Appendix A Pages 52-68</i>
<b>Percentage Raises</b>	These are negotiated between the School District and the BEA every three years. The percentage raise is applied to your salary, so your base salary will increase by the amount shown in the salary schedule (2.5% in 2018).	<i>Appendix A Pages 52-68</i>

<p><b>Health Insurance</b></p>	<p>The town offers employees insurance through Harvard Pilgrim Healthcare and Blue Cross Blue Shield. You can choose individual coverage or family coverage. As a new hire, you must enroll within 30 days of your hire date. You can only change your insurance coverage during open enrollment periods, except in the case of a “qualifying” event (marriage, childbirth, etc.). If you elect health insurance through the town, you will also receive an FSA (flexible spending account) card, which can be used on copays and prescriptions. For individuals, the card will have \$250, and for families, the card will have \$500.</p>	<p><i>Article 24 Page 24</i></p>
<p><b>Tuition Reimbursement</b></p>	<p>You are entitled to a minimum of \$500 of tuition reimbursement each year. You can apply for this through the SmartPD website.</p>	<p><i>Article 25 Page 25</i></p>

**Major (but Non-Inclusive) List of Contractual Working Conditions**

	<p><b>Summary</b></p>	<p><b>Location in the Contract</b></p>
<p><b>Teaching Hours</b></p>	<p>Teachers at the secondary level must be in their buildings at least 10 minutes prior to the start of the school day, and must remain 15 minutes past the end of the school day (except Fridays), and one additional day for 45 minutes to provide extra help for students. Elementary teachers must report to their buildings at least 10 minutes prior to the beginning of the school day, and remain 10 minutes past the end of the school day, except on Fridays.</p>	<p><i>Article 11 Pages 9-11</i></p>
<p><b>Sick Days</b></p>	<p>All employees will receive 15 sick days per school year, except Title I employees, who will receive 14 sick days per year.</p>	<p><i>Article 16 Pages 13-14</i></p>

<p><b>Personal Days</b></p>	<p>All employees are entitled to three personal days. To use your personal days, create an absence on the Aesop website, giving 24 hour notice when possible. You may not use two consecutive work days as personal days to extend a holiday or school vacation.</p> <p>In the months of May and June, you must give 5 school days notice in order to take a personal day, except in the case of an emergency.</p>	<p><i>Article 18 Page 15</i></p>
<p><b>Professional Development Days</b></p>	<p>You are granted up to three days to attend professional development workshops. You can fill out a professional development workshop form through the SmartEDU website.</p>	<p><i>Article 18 Page 15</i></p>
<p><b>Bereavement Leave</b></p>	<p>You can take up to five days to grieve your loved ones. If you are mourning the loss of someone other than an immediate family member, the time will be deducted from your sick days. Please ask if you are unsure.</p>	<p><i>Article 18 Page 15</i></p>
<p><b>Religious Holy Days</b></p>	<p>The Superintendent may grant additional days for the observance of religious holy days. These are not deducted from your sick or personal days.</p>	<p><i>Article 18 Page 15</i></p>
<p><b>Maternity Leave</b></p>	<p>Sick days may be used to cover a maternity leave. Under the Family Medical Leave Act (FMLA), a typical maternity leave is 8-12 weeks. You can use your sick days to cover this absence. If you want/need more time, these days will be unpaid. The circumstances surrounding maternity leaves may differ for each individual, so the best thing to do is to reach out to your building rep or an executive board member with your specific questions.</p>	<p><i>Article 19 Page 17-18</i></p>
<p><b>Family Sick Days</b></p>	<p>Employees may use up to 10 days of sick leave each year to care for an immediate family member.</p>	<p><i>Article 16 Page 14</i></p>

<b>Duty-Free Lunch</b>	Every teacher is allowed a lunch period the same as, and APART FROM, that of his/her pupils. Elementary teachers are allowed the time of recess of his/her pupils, except if recess is indoors.	<i>Article 11 Page 10</i>
<b>Grievances</b>	If you feel your contractual rights are being violated, or if you have a complaint about your working conditions, the first step is to contact your building representative and/or our Grievance Chair, Mary Hanson ( <a href="mailto:mary.hanson@braintreeschools.org">mary.hanson@braintreeschools.org</a> ).	<i>Article 4 Pages 3-5</i>

If any issues arise, or you have any questions about the contract, please contact your building representative, or a member of the executive board.

### **Executive Board, 2018-2019**

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**Vice President**—Kyle Fredericks , *BHS* ([kyle@kfredericks.net](mailto:kyle@kfredericks.net))

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**VP Communications**—Katie Frazier, *Hollis* ([braintreeeducators@gmail.com](mailto:braintreeeducators@gmail.com))

**Secretary**—Ann Antonelli, *Hollis* ([annaok12360@gmail.com](mailto:annaok12360@gmail.com))

### **Board of Directors, 2018-2019**

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