

**SPECIAL BROOKLINE SCHOOL BOARD  
JANUARY 9, 2018  
MEETING MINUTES**

A special meeting of the Brookline School Board was conducted on Tuesday, January 9, 2018 at 6:27 p.m. at the Captain Samuel Douglass Academy.

Chairman Matthew Maguire presided:

Members of the Board Present:            Lauren DiGennaro, Vice Chairman  
   Kenneth Haag  
   Erin Sarris

Members of the Board Absent:            Alison Marsano, Secretary

Also in Attendance:                         Andrew Corey, Superintendent

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AGENDA ADJUSTMENTS - None

CORRESPONDENCE/RESIGNATIONS/NOMINATIONS - None

PUBLIC COMMENT - None

DELIBERATION

- To see what action the Board will take regarding the tentative agreement reached with the Brookline Education Support Staff Association (BESSA).

Superintendent Corey stated his belief a fair agreement has been arrived at with BESSA; one that results in an increase in employee compensation while also providing the District additional language in terms of management rights.

The tentative four-year agreement calls for the following increase in support staff salaries and benefits at the current staffing levels:

<u>Fiscal Year</u>	<u>Estimated Increase</u>
2018-2019	\$40,467
2019-2020	\$32,542
2020-2021	\$35,544
2021-2022	\$31,754

The agreement would provide the District with a 90-day probationary period for all support staff employees, would require staff members requesting information from a department within the SAU to do so with 24-hour notice. Anyone having just cause (e.g., SAU Office, Superintendent, individual(s) conducting investigation on behalf of the District, etc.) now has the right to gain access to employee files.

The contract would allow the SAU to designate a skeleton crew day, which would trigger custodial staff to come in with the sole goal of clearing the buildings. The building administration would work with the custodians and establish an appropriate time for them to come in. It is believed that would reduce the amount of overtime needed.

Presently all custodial staff is at Step 6. Existing staff would be grandfathered, and all hires, after July 1, 2018 (Secretaries and Custodians), would be placed on category 5. It is believed that would bring parity to the contract, and allow the District to stay competitive.

Clarification was provided that paid time does not count towards overtime accumulation.

Employees hired/arriving prior to February 1<sup>st</sup> would be eligible for a step increase at the start of the next school year.

Many of the Paraprofessionals work with students who require several items and attention. The Director of Student Services created a rubric specific to those categories, which is being used to determine compensation. The step has a baseline after which employees having a Paraeducator 1 certification would be compensated at an additional \$1.15/hour, Paraeducator II at an additional \$1.25/hour, etc.

All support staff will now use the District's professional development management system, which is an electronic system for tracking all hours for re-certifications, time out of district for any professional development, and puts them into a protocol process found to be very effective with the professional staff whereby the request goes from the staff member to the building Principal; if approved, it goes to the Assistant Superintendent. If approved at that level, the request would be forwarded to the Business Office, and the necessary funds encumbered.

An adjustment was made so that sick leave can be taken on an hourly basis.

The definition of "immediate family" has been amended to include individuals residing in the same household, and addresses the changing dynamics of family, e.g., step-children, etc.

The amount of notice required for personal requests has been increased; 48 hours, written, notice is required, and the request must go through the electronic absence system. That system is also the system used for substitutes. Jury Duty, and the required documentation has been clarified. No changes were made to health insurance as the current system is working well.

Language was added regarding term life insurance offered to employees. It has been found that carriers now have limitations. In the past, the District would be forced to go out and find a carrier that could cover an individual, and the union has now agreed that age restrictions may apply, but would be based on carriers.

Clarification was provided on how vacation time is earned, e.g., full-time (260 day/year) employees with the District 0-5 years would get the equivalent of 10 days of vacation time, 6-10 years equivalent of 15 days, etc. Those impacted by this would be 2 senior secretaries and 6 custodians.

Superintendent Corey stated his belief the agreement was fairly negotiated, allows the District to lock in costs for the next 4 years, and brought the dollar amount in around historical numbers.

Superintendent Corey explained, the union ratified the agreement earlier in the day. If the Board were to ratify the agreement, it would be placed in the packet for the Public Hearing on the proposed FY19 budget, and the contract would become a Warrant Article at Deliberative Session.

**MOTION BY MEMBER HAAG TO APPROVE THE TENTATIVE AGREEMENT BETWEEN THE BROOKLINE SCHOOL DISTRICT AND THE BROOKLINE EDUCATION SUPPORT STAFF ASSOCIATION (BESSA)**  
**MOTION SECONDED BY MEMBER DIGENNARO**  
**MOTION CARRIED**  
**4-0-0**

ADJOURNMENT

**MOTION BY MEMBER DIGENNARO TO ADJOURN**  
**MOTION SECONDED BY MEMBER SARRIS**  
**MOTION CARRIED**  
**4-0-0**

The January 9, 2018 special meeting of the Brookline School Board was adjourned at 6:38 p.m.

Date \_\_\_\_\_ Signed \_\_\_\_\_