MEMORANDUM OF AGREEMENT

BETWEEN

THE SWAMPSCOTT SCHOOL COMMITTEE

AND

THE SWAMPSCOTT EDUCATION ASSOCIATION
Educational Support Professionals - Unit B

June, 2016

The Swampscott School Committee ("Committee") and the Swampscott Education Association Unit B ("Association") agree to extend their September 1, 2012- August 31, 2015 collective bargaining agreement ("CBA") through August 31, 2018 with the modifications agreed upon in this Memorandum of Agreement ("MOA"). The School Committee and the Association, collectively referred to as the "Parties," agree to the following modifications:

1. Article XVIII – Duration of Agreement

Amend to reflect that the duration of the CBA shall be from September 1, 2015 through August 31, 2018.

2. **Article IV**

Section 4, step 3, paragraph 2: Change to read: The Committee or its designated representative and the ESP grievant and, if the ESP so elects, counsel, and/or President of the Association or his/her designee, shall meet to discuss the grievance within 15 school days at a scheduled School Committee meeting in executive session and at the time designated by the Chair of the School Committee.

3. **Article VI**

Section 1 Replace with: "The work year for ESPs shall be 181 days starting the day before students begin school."

Section 4, Subsection 9: Replace 1st paragraphs with: "Any ESP who is interested in changing building assignments will provide a letter of preference to the Special Education Director by May 1st of any year for the following school year. ESP shall receive notification by June 30th of renewal or non-renewal for the next academic year. By August 15th, ESPs shall be notified of their salary and assignment, with the assignment subject to change for the upcoming school year."

Section 9: Change to read: ESP, with the exception of the preschool, shall not be responsible for toileting students unless another adult is available to assists with the process. No ESP shall be responsible for servicing a student's feeding tube or colostomy bag."

4. **Article VII**

Section 1 Change: Unused sick leave days are cumulative from year to year with a 105 day maximum.

Section 3d Add: "grandchild"

Section 3e Add: "notice of personal leave days in May or June must be provided by April 15th."

Section 9, Subsection 1 Delete first sentence, which reads: "All ESPs will contribute one sick day in the year 2003 and on sick day in the year 2004 into a sick bank."

5. Article VIII

Section 1 Delete from the last sentence: "and to respond to the complainant in writing or in person to said complainant."

Article IX

Section 2e Replace "sixteen (16)" with "twelve (12)."

6. Article XI

Section 2 After "policies to" add "eligible". Also add to the last sentence: "and as agreed to in the Swampscott Public Employee Committee agreement."

7. Article XIII

Section 1: Increase current salary schedule in the following manner:

2015-2016 Increase current salary by 2% retroactive to the beginning of the school year.

2016-2017 Increase salary by 1.5%

2017-2018 Increase salary by 1.5%

Section 10 Delete "Compensation" section (this is repetition of section 1)

Section 10 Replace with the following:

Newly hired ESP shall be place on the following salary bands:

- Effective 2015-16 school year: $18,769 - $19,873
- Effective 2016-17 school year: $19,050 - $20,171
- Effective 2017-18 school year: $19,336 - $20,473

8. Article XV: Evaluation: Delete section 1-7.

Add. New section 1 to read: Evaluations shall be performed annually by a school administrator and will consist of at least 2 administrative walk-throughs and verbal input from the special education liaison and/or the high school special education department head, if requested.

The evaluations must be completed by May 1st annually. The evaluation form to be used is attachment A of this document.

9. Article XVI Section 1 Replace "60 days" with "one year"

10. Article XVII

Section A Add "Each ESP shall be considered highly qualified upon obtaining one of the following:"

Section A1 Replace "certificate" with "license."

Section B 2 Delete "certified"

11. New Article - Independent Medical Examinations: Attachment B

12. New Form: Substitute Compensation Form: Attachment C

This Memorandum of Agreement is subject to ratification by the Association membership and t the School Committee.

Agreed to by the negotiating teams for the Association and School Committee on this 9th day of May.

Swampscott School Committee Negotiating team

SEA Unit A Negotiating Team

Attachment A

SWAMPSCOTT PUBLIC SCHOOLS
EDUCATIONAL SUPPORT PROFESSIONAL
EVALUATION FORM

Name:_____ School:_____

Evaluator:_____ Evaluation Date:_____

Explanation: **E**=Exemplary; **P**=Proficient; **NI**=Needs Improvement; **U**=Unsatisfactory; **NA**=Not applicable

Exemplary-the ESP's performance consistently and significantly exceeds the requirements of a standard, or the overall evaluation.

Proficient-the ESP's performance fully and consistently meets the requirements of a standard, or the overall evaluation.

Needs Improvement-the ESP's performance on a standard or the overall evaluation is below the requirements of a standard or the overall evaluation but is not considered to be unsatisfactory at this time. Improvement is necessary and expected.

Unsatisfactory- the ESP's performance on a standard or the overall evaluation has not significantly improved following a rating of needs improvement, or the ESP's performance is consistently below the requirements of a standard or the overall evaluation and is considered inadequate, or both.

Place a check mark in the appropriate column below. A narrative statement is optional for each evaluation area unless a score of Exemplary or Unsatisfactory is awarded and then a comment must be made.

I. Supporting Teaching Instruction	**Exemplary**	**Proficient**	**Needs Improvement**	**Unsatisfactory**	**N/A**
A. Encourages student's effort in participation.					
B. Establishes positive and professional interactions with students.					
C. Treats students with respect.					
D. Shows initiative to identify difficulties and suggest remedies.					
E. Assists with daily routines and schedules, according to the students needs					

F. Adheres to each assigned student's IEP or behavior plan					
G. Encourages self-sufficiency by supporting students with the necessary skills and work habits to become independent learners.					
H. Adapts approaches to individual learning styles.					
I. Encourages and demonstrates appropriable social interactions.					
J. Exercises care for the health and safety of students.					

Additional comments: _____

_____

_____

II. Professional Practice	**Exemplary**	**Proficient**	**Needs Improvement**	**Unsatisfactory**	**N/A**
A. Supports and implements the teacher's classroom conduct expectations.					
B. Demonstrates confidentiality and professional communication.					
C. Demonstrates flexibility when working with staff and students.					
D. Maintains a professional manner and accepts assignments.					

Attachment A

	Exemplary	Proficient	Needs Improvement	Unsatisfactory	N/A
E. Follows the chain of command for registering concerns, asking questions, or seeking information (Liaison, Team Chair, Principal, SPED Director).					
F. Demonstrates punctuality.					

Additional comments: _____

_____

_____

III. Professional Development	**Exemplary**	**Proficient**	**Needs Improvement**	**Unsatisfactory**	**N/A**
A. Seeks ways to improve skills through on-going professional development and collaboration when offered.					
B. Applies new knowledge and skills.					

Commendations: _____

_____

_____

_____

_____

Recommendation: _____

_____

_____

_____

_____

Attachment A

IV. Overall rating:

Exemplary_____Proficient_____Needs Improvement_____Unsatisfactory_____

Additional comments: _____

_____

_____

*The signature below indicates that I have received a copy of this evaluation and I understand that a copy will be placed in my personnel file, but not necessarily that I agree with the contents.

Evaluator:_____Date:_____

ESP:_____Date:_____

ESP Response (ESP response is optional and the response must be submitted to the administration with five (5) days):

_____

_____

_____

_____

Attachment B

INDEPENDENT MEDICAL EXAMINATIONS

The Superintendent of Schools has a responsibility to students and staff to ensure that employees who are present at work are fit to perform the duties and responsibilities associated with their work assignment(s). The Superintendent of Schools, acting in his/her capacity as employer, has the discretion to request and/or require a medical opinion from a medical practitioner of his/her choosing or additional medical assessment by the employee's doctor if there is a reasonable basis for questioning the following: whether the employee is able to safely perform the essential functions of his/her position with or without reasonable accommodations; to determine whether the employee is fit to perform his/her duties; and/or to determine whether the employee is fit to return to work after more than ten (10) consecutive days of absence from work.

The Superintendent can order employees to participate in a medical evaluation or an assessment of their physical, emotional or mental health if there is a documented basis for the reason(s) for the order, and this order is delineated in writing to the teacher and a copy is sent to the President of the Association. The District reserves the right to exclude confidential health information in its notice to the President.

The basis for questioning an employee's ability to perform the essential functions of his/her position may include, but are not limited to, one or more of the following indicators:

- Complaints of inappropriate verbal conduct or any conduct indicating an inability to exercise self-control and self-discipline;
- An abrupt change in customary behavior resulting in an inability to perform essential functions of the position;
- Irrational verbal conduct or behaviors, including delusions and/or hallucinations;
- Suicidal statements or behaviors, or personal expressions of mental instability;
- Unexplained and excessive tiredness or hyperactivity;
- Diagnosis of a life-threatening eating disorder;
- Inappropriate use of alcohol, medications or other drugs, including symptoms of illegal drug use;
- Memory loss;
- Impatience or impulsiveness, especially with a loss of temper;
- Unexplained and/or excessive lateness or absenteeism, and;
- Physical injury or illness that creates a reasonable concern that an employee is unable to safely perform the essential functions of his or her position.

If the results of the examination show that the employee qualifies for a reasonable accommodation, the employee will be afforded all of his/her rights in accordance with the Americans with Disabilities Act and General Laws 151B.

In the event of a dispute regarding the interpretation and/or application of this Agreement, the grievant and the SEA may submit its claim(s) for grievance and arbitration.

SUBSTITUTE COVERAGE PAYMENT FORM

ARTICLE XIII
SALARIES AND OTHER COMPENSATIONS

SECTION 5: The ESP will complete the Substitute Coverage Payment Form in a timely fashion and send a copy to the Principal or Department Head.

School:_____

ESP:_____

Classroom covered:_____

Date:_____

Administrator:_____

Number of hour's covered:_____

*ESP's-Please make a copy for your records

MEMORANDUM OF AGREEMENT
BETWEEN
THE SWAMPSCOTT SCHOOL COMMITTEE
AND
THE SWAMPSCOTT EDUCATION ASSOCIATION
ESP
MAY 14, 2012

The Swampscott School Committee ("School Committee") and the Swampscott Education Association- ESP ("Association") agree to extend their collective bargaining agreement effective September 1, 2009 through August 31, 2012 through August 31, 2015 except as modified by this Memorandum of Agreement ("MOA").

The School Committee and the Association, collectively the "Parties" agree to the following:

1. **Article XVIII Duration of Agreement**
   This contract shall take effect as of **September 1, 2012,** and shall continue in full force and effect through **August 31, 2015.** no later than **January 15,2015,** the parties will enter into negotiation for a new contract to become effective **September 1, 2015.**
2. **Article VI Work Year- Workday- Work Load**
   Section 4:
   ESP shall receive notification of employment by June 15th for the next academic year. The letter of notification shall include the ESP salary for the next academic year'
   ESP shall be notified of their assignment, subject to change, by August 15th, for the next academic year.

   Section 5:
   ESP shall not, unless trained, be required or perform restraining techniques with students.

   Section 6:
   ESP shall not be taken from their daily assigned work unless requested by the administrator, or the designated special educator.

   Section 7:
   Assignment of duties within a building shall be done equitably.
   Section 8:
   ESP shall not be responsible for lesson plans or IEP progress Reports.

   Section 9:
   ESP, with the exception of the preschool, shall not be responsible for toileting students.
3. **Article VII sick leave and Temporary leave**
   Section1:
   A doctor's note shall be required after 5 (five) consecutive sick days a year.
4. **Article XII Salaries and Other Compensations**
   Section 2:
   Longevity shall be paid in two payments. The first payment shall be in the first paycheck in December. The second payment shall be in the last paycheck in June.

Section 4:
ESP working on grants, special projects, and tutoring outside their normal work day will be compensated at the rate of not less than $28.00 (twenty-eight dollars) per hour at their calculated rate whichever is higher. → was $22.50

Section 5:
ESP at the middle school and high school substituting, or covering for two or more classes, for teachers shall be paid for that time at their daily rate of pay, plus an additional $40.00 (forty dollars) per day. → was $35

ESP at the elementary school/ preschool covering for teachers for two (2) and a half (1/2) or more hours shall be paid for that time at their daily rate of pay, plus an additional $40.00 (forty dollars) per day. → was $35

ESP substituting on a long term basis shall be paid for the first 20 (twenty) days at their daily rate of pay plus an additional $40.00 (forty dollars) per day. After 20 (twenty) consecutive days they shall be paid at their daily rate of pay plus an additional $120.00 (one hundred twenty dollars) per day. ESP shall return to their previous position at the end of the substituting period. → This pays per diem with a long term sub

Section 8:
ESP required to work before or after their regular work day shall be paid at their calculated hourly rate for the additional time worked. → current practice

Section 9:
The district shall match the ESP yearly contribution to their individual investment/retirement fund up to $200.00 (two hundred dollars). → new

Section 10:
Newly hired ESP shall be placed in the range of $ 17,514-$18,544, increased with the percentage rates for each year of the agreement. → already exists

Compensation
Increase the salary schedule in accordance with the following schedule:

Effective September 1, 2012	2 ½ %
Effective September 1.2013	2 ½ %
Effective September 1, 2014	2 ½ %

Swampscott School Committee

_____

_____

Swampscott Education Association

_____

_____

COLLECTIVE BARGAINING AGREEMENT

Between

THE SWAMPSCOTT
SCHOOL COMMITTEE

And

THE SWAMPSCOTT EDUCATION ASSOCIATION
EDUCATIONAL SUPPORT PROFESSIONALS

* * * * * * * * * * * * * * * *

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AGREEMENT

This AGREEMENT entered into this August 2012, between the School Committee of the Town of Swampscott, Massachusetts, hereinafter referred to as the "Committee," and the Swampscott Education Association Educational Support Professionals, hereinafter referred to as the "Association," affiliated with the Massachusetts Teachers Association and the National Education Association.

ARTICLE I
Recognition

Section 1:

The Committee hereby recognizes the Association for the purposes of collective bargaining (as provided by Chapter 150E of the General Laws of the Commonwealth of Massachusetts) as the sole and exclusive bargaining representative for all ESPs regularly employed by the Committee as described in the Agreement for Consent Election filed with the Massachusetts Labor Relations Commission in Case Number MCR-4786 dated October 31, 2000.

Unit Description

Section 2:

All full-time and regularly scheduled part-time ESPs employed by the Swampscott School Committee but excluding all managerial, confidential and casual employees and all other employees.

ARTICLE II
No Discrimination

There shall be no discrimination, interference, retaliation, restraint, or coercion by the School Committee, Swampscott Education Association or their respective agents against any ESP because of her membership or non-membership in the Association, activities on behalf of the Association, or because an ESP pursued or advanced rights and privileges contained in the Agreement or refused to do so.

Section 1:

No one shall be required to become or remain a member of the Association as a condition of employment in the Swampscott School System.

Section 2:

As a condition of her continued employment while this Agreement shall be in effect, every employee covered by this Agreement, if not a member in good standing of the Association, shall pay or, by payroll deduction, shall have paid to the Association an agency service fee or a percent of the combined local, state, and national dues, rounded to the nearest dollar, per year. This percentage will be determined by the local association. In no case shall such condition arise before the thirtieth day next following the date of the beginning of the employee's employment or the effective date of this Agreement, whichever date is later.

ARTICLE III
Dues Deduction

The Committee agrees that from and after receipt of written authorization in the form provided by the Massachusetts Teachers Association, and prior to any revocation thereof, it will deduct from the salary of the ESP executing said authorization the sum designated therein as Association dues.

It is the express intent of the parties that the provision of this Article be and are subject to the following conditions:

(1) The sum which represents such monthly Association dues shall annually be certified to the Committee no later than the September 30th of the present school year in which the dues are to be deducted as constituting such by the President of the Association. If the sum once certified is changed, the amount deducted from the earnings of an ESP who has authorized such deduction shall not be increased or decreased until thirty (30) days written notice of such change has been received by the Committee from the President of the Association.

(2) Deductions provided for above shall be remitted to the authorized financial officer of the Association not later than the twentieth (20th) day of the month following the month in which the deduction is made. Deduction shall begin with the fifth (5th) pay period. The Committee shall simultaneously furnish the financial officer of the Association each month a record of the ESPs from whose earnings deductions have been made and the amount of the deduction.

(3) Provided, however, that the Committee shall be under no obligation to make any such deductions as aforesaid, after the termination of the term of this Agreement; and provided further that the Committee may immediately cease making such deductions at any time on behalf of an ESP upon receipt by the Superintendent of

a written notice of revocation of authorization from that ESP; or upon transfer of an ESP out of the unit defined in Article 1, Section 2, of this Agreement (except that such deduction shall be resumed if an ESP is returned to a position included in the unit) or upon knowledge by the Committee that an ESP is no longer a member of the Association.

(4) The Association agrees that it will indemnify and save the Committee harmless from any and all liability, claim, responsibility, damage, or suit which may arise out of any action taken by the Committee in accordance with the terms of this Article or in reliance upon the authorization described herein, in any amount not to exceed the sum received by the Association on account of the deductions made from the earnings of such ESP or ESPs.

(5) The Committee shall provide that whenever duly authorized by any ESP, payroll deductions on behalf of such ESP shall be made and paid over in accordance with such authorizations for any and all of the following:

1. Payments to the Massachusetts Teachers Association Credit Union.
2. Premiums under annuity contract.
3. Premiums under employee's group insurance.

(6) Personnel may initiate and/or change deductions for the Massachusetts Teachers Association Credit Union beginning with the first, fifth, or tenth pay check of the school year.

ARTICLE IV
Grievances

Both parties to this Agreement recognize the desirability of exerting an earnest effort to settle grievances at the earliest possible time. The Association agrees to make a careful investigation of a complaint before submitting it under the Grievance Procedure in order to ascertain whether, in its opinion, the grievance complaint is reasonably justified under the terms of this Agreement and whether there is reasonable cause to believe that the claim is true in fact.

Section 1:

For purposes of this Agreement, a grievance shall be defined as a complaint between the Committee and the Association and/or any ESP involving only an alleged specific and direct complaint encompassing the interpretation, application, claim of breach or violation of express language of a specific provision of the Agreement.

The Association and/or ESP having a complaint should discuss the complaint with his/her curriculum director, principal, or Superintendent before filing a formal grievance.

Section 2:

It is understood and agreed that no grievance, dispute, misunderstanding, or difference between the parties arising out of acts which occurred prior to the execution of this Agreement shall be submitted to the committee under the provisions of this Article.

Section 3:

It is agreed that any individual ESP or group of ESPs if he/she or they so desire shall have the right at any time to present grievances to the Principal, Special Education Director, or the Superintendent, the Committee, or a representative of the Committee without the intervention of the Association; provided that any adjustment of grievances so presented shall not be inconsistent with the terms and conditions of this Agreement, and provided further that a representative of the Association is to be given an opportunity to be present at such adjustment and be informed on the facts pertinent thereto.

Section 4:

A grievance must be presented within fifteen (15) school days of the time of the occurrence of the act, decision, or ruling forming the basis of the grievance or within fifteen (15) school days after the ESP knew or reasonably should have known of the basis of the grievance and must be processed in accordance with the steps, time limits, and conditions as set forth below, provided, however, that the first step shall be the lowest step at which the grievance can be resolved.

Step 1

The ESP shall present the written grievance during his/her non-working hours to the school principal, or Special Education Director where appropriate who shall give the ESP-grievant his/her written answer within ten (10) school days, and if denied, outline the reasons for his/her denial.

Step 2

If the grievance is not satisfactorily settled, the ESP within thirteen (13) school days after the original receipt of the principal's answer shall present the grievance to the Superintendent of Schools.

The Superintendent or his/her designee, and, if the Superintendent so elects, the principal or Special Education Director, where appropriate, the ESP-grievant and, if the ESP so elects, the President of the Association or his/her designee; shall meet to discuss the grievance within five

(5) school days after her receipt of the grievance. The Superintendent shall elect whether or not this discussion shall take place during school hours. The Superintendent or his/her designated representative shall give the ESP-grievant her written answer to the grievance within ten (10) school days following the conclusion of the meeting or in no event more than twenty (20) school days after the initial meeting with the Superintendent.

Any grievance of a general nature affecting a group of ESPs and which concerns the interpretation, application or compliance with the provisions of this Agreement, shall be considered a policy grievance and shall, at the option of either party, be filed at Step 3 of the Grievance Procedure. Such a grievance shall be initiated by either the President of the Association or the Superintendent of Schools.

Step 3

If the grievance is not satisfactorily settled, it shall be appealed to the School Committee (in writing) within five (5) school days after the ESP's receipt of the written answer of the Superintendent or his/her designee.

The Committee or its designated representative and the ESP-grievant and, if the ESP so elects, counsel, and/or President of the Association or his/her designee, shall meet to discuss the grievance at the next regularly scheduled School Committee meeting in executive session and at a time designated by the Chairman of the School Committee. The School Committee or its designated representative shall elect whether or not this discussion shall take place during school hours.

The School Committee will give its written answer to the grievance within ten (10) school days following the conclusion of the meeting; or in no event more than twenty (20) school days after the initial meeting with the School Committee.

Step 4

If no satisfactory settlement of the grievance is made, it may in certain circumstances be appealed to arbitration by written notice of such intent to appeal within ten (10) school days after the written answer of the Committee under Step 4. Any appeal to Arbitration shall be made only in accordance with the Procedures and Conditions set forth in Article IX of this Agreement.

Section 5:

The School Committee, if it has any grievance, shall initiate the grievance through the Superintendent at Step 3 of Section 4 by submitting the grievance (in writing) to the President of the Association. The School Committee, or its designated representative, and the President of the Association or his/her designated representative, shall meet to discuss the grievance. The

School Committee, or its designated representative, shall elect whether or not this discussion shall take place during school hours.

The Association will give its written answer to the grievance within ten (10) school days following the conclusion of the meeting. If no satisfactory settlement of the grievance is made, the School Committee may appeal the grievance to arbitration in accordance with the procedures described above in Step 5 of Section 4.

Section 6:

A grievance not initiated within the time specified shall be deemed waived. Failure of the Association to appeal a decision within the time limit specified will mean that the grievance shall be considered settled on the basis of the decision last made and shall not be eligible for further appeal.

Failure of the School Committee, or any of its representatives in any level of this procedure, to answer within the time limit specified shall be considered as though the appeal was denied, which shall mean that the appeal may be taken to the next step as though a negative answer had been received.

In the event a grievance is filed at such a time that the grievance procedure would not be exhausted before the end of the school year, either party may request that the grievance procedure be continued during the summer vacation and the time limits in the grievance procedure shall be construed as referring to work days.

Section 7:

No reprisals of any kind will be taken by the School Committee or any member of the Administration against any party in interest, any school representative, any ESP, any member of the Ethics Committee, or any participant in the Grievance Procedure by reason of such participation in the procedure or refusal to participate.

ARTICLE V
Arbitration

Any grievance which remains unsettled after the procedures outlined above in Article IV, Section 4, hereof have been exhausted, may be submitted to arbitration upon written request of the Association or the Committee subject, however, to the terms and conditions defined below. It is the express intent of the parties hereto that the Arbitration Procedures defined in this Article be limited to matters involving the interpretation and application, claim of breach, or violation of this Agreement. No other subject, direct or collateral, shall be arbitrable except by a mutual written agreement signed by the Association and the Committee.

Section 1:

The party initiating a grievance shall, if arbitrated, have the obligation of going forward with its case before the other party shall be required to present its case or adduce any testimony or introduce any evidence.

Section 2:

Any grievance which a party has appealed to arbitration for a final determination and resolution of the issues shall be heard and decided by a single Arbitrator pursuant to applicable rules and procedures established for such arbitration proceedings by the American Arbitration Association to be appointed as follows:

Both parties shall designate one member to choose the Arbitrator. The persons so designated by both parties shall meet within fifteen (15) calendar days of receipt of the list of Arbitrators from the American Arbitration Association to choose a mutually acceptable Arbitrator. If an Arbitrator is not chosen within the time line after receipt of the list, the Arbitrator shall be appointed by the American Arbitration Association from its staff.

Within fourteen days after the selection of an Arbitrator, the Arbitrator shall, upon due notice to the parties, hear the appealed grievance.

Section 3:

A stenographic record of the hearing shall be made if desired by either party or the Arbitrator. The cost of the stenographic record will be borne by the party making the request. In the event that the Arbitrator desires such a record, the cost of said record shall be shared equally by the parties. After said hearing, each party may be permitted by the Arbitrator to file a brief.

Section 4:

Except as mentioned above, each party shall bear the cost of its representatives, participants, witnesses, and for the preparation and presentation of its own case. The fees and expenses (if any) of the Arbitrator shall be shared equally by the parties provided the obligation of the Committee to pay shall be limited to the obligation which the Committee can legally undertake in that connection. In no event shall any present or future member of the Committee have any personal obligation (either primary or secondary) for any payment under any provision of this Agreement.

Section 5:

After said hearing before the Arbitrator, it shall be the duty and function of the Arbitrator to make and render a written decision within thirty (30) days from the date the hearing closes.

The decision shall be final and binding upon both the Committee and the Association and upon any employee or employees affected thereby, provided that it shall be restricted to an interpretation or application, claim of breach or violation of the terms of this Agreement and shall in no way alter or expand the provisions of the Agreement or contain any recommendations thereto, and is based only upon facts and arguments either presented by the parties or on which an opportunity to comment has been furnished to the parties by the Arbitrator. The arbitrator's written decision shall clearly state its findings of fact and conclusions upon which said decision is founded.

Section 6:

The parties are agreed that no restrictions are intended on the rights and powers of the Committee except those specifically and directly set forth in express language in specific provisions of this Agreement.

Section 7:

If either party disputes the arbitrability of any grievance in any appropriate Court of Law or Equity, it is agreed that said Court shall determine the question of arbitrability de novo, applying the principles set forth above in Section 6.

ARTICLE VI
Work Year – Workday – Work Load

Section 1.

The work year for ESPs shall be 180 days. ESPs who work on the opening day of school shall be given a day off during the year.

Section 2.

The workday for ESPs shall consist of the greater of six (6) hours per day or the school day and ESP's shall be compensated at the hourly rate agreed to for the number of hours worked.

Section 3.

ESPs shall have a duty free lunch period of at least the length of the lunch period scheduled for teachers in the building.

ESPs shall have one fifteen (15) minute break to be scheduled between the teacher and ESP when working a six-hour day.

Section 4.

ESP shall receive notification of employment by June 15th for the next academic year. The letter of notification shall include the ESP salary for the next academic year. ESP shall be notified of their assignment, subject to change, by August 15th, for the next academic year.

a. The school budget for the subsequent year has been approved as part of a balanced Town budget by the Town Manager prior to notification.

b. In the event the school department budget is reduced by Town Meeting after the notification date the Committee may initiate a reduction in force.

Section 5.

ESP shall not, unless trained, be required to or perform restraining techniques with students.

Section 6.

ESP shall not be taken from their daily assigned work unless requested by the administrator, or the designated special educator.

Section 7.

Assignment of duties within a building shall be done equitably.

Section 8.

ESP shall not be responsible for lesson plans or IEP Progress Reports.

Section 9.

ESP, with the exception of the preschool, shall not be responsible for toileting students.

ARTICLE VII
Sick Leave / Temporary Leave

Section 1.

ESPs shall be entitled to fifteen (15) sick leave days each school year as of the first official day of each school year. Unused sick leave days are cumulative from year to year with a 75 day maximum. A doctor's note shall be required after five (5) consecutive sick days used in one year.

ESPS shall receive an accounting of their accumulated sick days and personal days by November 1st.

Section 2.

In addition to personal illness or injury, initial or accumulated sick leave may be utilized for the following purposes, provided, however, such leaves result from individual ESP responsibility and said ESP will, upon request, supply proof of such responsibility.

a. Emergency illness or injury in the family requiring an ESP to make arrangements for necessary medical and/or nursing care.
b. A critical illness in the immediate family.
c. Any other reason approved by the Superintendent.

Section 3:

In addition to sick leave, ESPs shall be entitled to the following temporary leaves of absence each school year with no loss of pay or benefits except, however, that unused leave days under this section shall not be cumulative from year to year. When leave is required for the Association connected business as set forth in this section, the Association or the designee who is to actually use the leave shall notify the Superintendent in writing of his/her intention to take leave and the purpose of the leave at least seven (7) days prior to the date the leave is scheduled to begin. Leave, under the provisions of this section, shall be allowed for:

a. Time reasonably necessary for such officers and/or members of the Association not to exceed one (1) individual as may be designated by the Association to attend Massachusetts Teachers Association, National Education Association conferences and/or conventions or such other similar conferences and conventions as may be approved by the Superintendent.

b. Time reasonably necessary for designated Association building representatives, Association officers, members of the Association Grievances Committee, for the presentation of grievances under this contract when such activity is scheduled to

take place at a time during which such employees are normally required to be on duty. The Association agrees to the extent reasonably possible that the initial receipt and preliminary investigation of grievances will be conducted outside of regular school hours.

c. Such times as may be reasonably necessary for any ESP's appearance in a legal proceeding directly connected with her employment in the Swampscott School System; or such other legal proceeding wherein attendance is required by law or direct mandate of any other judicial or quasi-judicial body.

d. Up to five (5) days at any one time in the event of the death of ESP's spouse, child, father, mother, sister, brother, grandparents, mother-in-law, father-in-law, sister-in-law, brother-in-law, uncles, aunts, nieces, nephews, cousins and domestic partner. ("Domestic partner" is defined as the person of the same or opposite sex with whom the person lives.)

e. Up to two (2) days leave (annually) for personal, legal, business, household or family matters which require absence during school hours. ESPs after two (2) years employment shall receive a third personal day. Except in cases of emergency, the Personal Leave Form shall be submitted at least 48 hours in advance of the day(s) of leave requested. It is expressly understood that such leave is not to be taken to increase vacations.

f. Any other reason approved by the Superintendent.

g. Time necessary for two Association representatives to attend Massachusetts Teachers Association and/or National Education Association conferences and conventions; time not to exceed two working days.

Section 4:

Child rearing leave or adoption leave of up to one full year without pay or increment will be granted to an ESP. An ESP who becomes pregnant or intends to adopt shall notify the Superintendent in writing four months before the expected arrival of the child stating the anticipated date of commencement of the leave and the anticipated return date. An ESP on such leave is entitled to return to the same, or a similar position without loss of employment benefits for which she was eligible on the date that her leave commenced. The ESP granted such leave shall receive an increment for that year if more than ninety-one (91) days are worked in the school year.

Section 5:

Except as specifically provided herein all benefits to which an ESP was entitled at the time an authorized leave of absence commenced, including but not limited to seniority, and unused sick leave shall be restored upon authorized return.

Section 6:

All requests for extensions or renewals of leaves will be filed with the Superintendent's office (in writing) a reasonable time before the leave is scheduled to expire. The Superintendent shall act within a reasonable time of receipt of the request and shall notify the ESP (in writing) of the decision, together with the reasons for such action.

Section 7:

Any ESP who has been called for jury duty in a jurisdiction in which they are not exempt from duty will be granted a leave of absence and will be paid the difference in salary for the duration of the assignment.

Section 8:

ESPs shall be able to attend Professional Development Programs and curriculum development workshops offered by the system.

Section 9:

All ESPs will contribute one sick day in the year 2003 and one sick day in the year 2004 into a sick bank. Every newly employed professional on his/her first day of employment shall contribute one day to the bank.

The bank shall be maintained at a minimum of one day per ESP staff member after the first year of maintenance. A maximum shall be four per staff member.

The initial grant of sick leave by the sick leave bank committee to an eligible employee shall not exceed fifteen (15) days.

Upon completion of the fifteen (15) day period, the period of entitlement may be extended by the sick leave bank committee upon demonstration of need by the applicant.

A sick leave bank committee consisting of three (3) members shall administer the sick leave bank. The three members shall be the Swampscott Education Association appointed ESP Coordinator and two other ESPs. The sick leave bank committee shall determine the eligibility for the use of the bank and the amount of leave granted. The following criteria shall be used by

the sick bank committee in administering the bank and in determining eligibility and amount of leave.

1. Adequate medical evidence of serious illness.
2. Prior utilization of all eligible sick leave.
3. Length of service in the Swampscott Public Schools.
4. Propriety of use of previous sick leave.

If the sick leave bank is exhausted, it shall be renewed by the contribution of one additional day of sick leave by each member of the staff covered by this Agreement. Such additional day will be deducted from each person's annual days of sick leave. The sick leave bank committee shall determine the time when it becomes necessary to replenish the bank.

The decision of the sick leave bank committee with respect to eligibility and entitlement shall be final and binding and not subject to appeal.

Section 10: Group Disability Coverage

The District will provide and pay for a disability policy for all ESPs covered by this contract. The ESPs financial responsibility will be the taxes on the cost of the policy. ESPs shall not be entitled to use accrued sick leave or to request time from the sick bank while receiving compensation under the disability policy.

Article VIII
Protection

Section 1:

Any feasible or tenable complaints regarding an ESP made to any member of the administration by any parent, student, or other person will be promptly called to the attention of the ESP and his/her immediate superiors. The ESP shall have the right upon request to ascertain the name of such complainant and to respond to the complainant in writing or in person to said complainant.

The receipt of this information shall not result in any adverse action toward any student with regard to that student's participation in the Swampscott Public Schools.

Section 2:

ESPs will immediately report to the Superintendent in writing all cases of actual or suspected assault and/or battery suffered by them in the course of their employment in the school. Likewise, ESPs will report any incident which involved the touching of an individual and which might, in their opinion, give rise to a charge of assault and/or battery against them.

The ESP's report will be forwarded to the Committee or their designee. The Committee will comply with any reasonable request from the ESP or the Association for information in its possession relevant to the incident, persons directly involved, and will otherwise reasonably act and cooperate with the ESP, police, and the courts to the extent it is possessed of such knowledge, reports, and information of the incident as the employing authority; provided, however, that the Committee deems such action to be reasonably within the best interests of the school system.

ESPs shall also report cases of the recurrent problems with their pupils to the parents of that pupil through their respective principals in order to provide the parent with reasonable notice and warning of the existence of such problems before they reach a relatively serious stage.

Section 3:

If any proceeding is commenced against an ESP the Committee will provide indemnification only if such actions are within the scope of their job as required by Chapter 258 of the Massachusetts General Laws.

Section 4:

The Committee will reimburse ESPs in an amount from ten dollars ($10) up to two hundred dollars ($200), for a maximum of two thousand dollars ($2,000) in annual system-wide claims, for the replacement of clothing or other personal property of the ESP damaged or destroyed in the reasonable course of her employment within the school grounds.

Section 5:

The School Committee and the Association will share the printing cost of this Agreement. All ESPs will receive a copy of this Agreement at the beginning of the school year. Additional copies of this Agreement will be shared equally by the Committee and the Association.

Section 6:

ESPs have a right, upon request, to review the contents and make copies of their personnel file.

Section 7:

All ESPs shall have a safe and secure place to store their personal belongings.

Article IX
Seniority/Reduction In Force

Section 1:

ESPs in the bargaining unit shall have and accumulate seniority on the basis of the total length of continious service as an ESP in the Swampscott School System. Any break in service other than leave defined in Article VIII will void any seniority established prior to such break in service. Child rearing leave and/or adoption leave defined under Article VII will not be counted in the calculation of seniority.

Section 2:

a. In the event it becomes necessary to reduce the number of ESPs within the school system, seniority as defined above shall prevail.
b. Employees will be recalled in inverse order of their layoff.
c. An employee who is recalled shall be recalled with all benefits he/she had accumulated at the time of his/her layoff.
d. During the recall period, the laid off employee shall be eligible to continue in the group health plan provided the ESP pays the full premium.
e. The ESP laid off shall have recall rights for a period of sixteen (16) months from the effective date of the layoff.

Section 3:

The committee shall not discipline or discharge employees without good cause.

Section 4:

ESPS shall receive a copy of the seniority list by November 1st each year.

Article X
Job Postings

Whenever a permanent vacancy or newly created permanent ESP position occurs, and the Swampscott Public Schools desires to fill such a position, a notice of vacancy will be posted in each building and the Central Office Special Education Office. Every attempt will be made to post such positions for ten (10) working days. During school vacation periods such postings will only occur at the Special Education Office. During the summer months, notification of permanent vacancies or new permanent positions will be sent to all ESPs. ESPs will provide summer mailing addresses prior to the end of the school year.

Article XI
Insurance, Hospital Benefits

The School Committee agrees to provide the same health insurance and life insurance policies to ESPs as that provided other town employees. The Committee also agrees that the percentage paid by the ESPs for these policies will be the same as paid by other town employees as stated in Chapter 32B of the Massachusetts General Laws.

Article XII
No-Strike Clause and the Continuity of Employment

Section 1:

In recognition of its obligations under the provisions of Section 178(M) and 178(N) of Chapter 150E, of the General Laws, the Association hereby agrees and affirms that during the term of this Agreement, or any renewal or extension thereof, neither it nor any of its agents will engage in or participate, either directly or indirectly, in any strike, sit down, stay in, slow down, work stoppage, withholding of services, "professional day" absence, concerted intentional unauthorized absences, or any other unlawful interferences with assigned or expected work.

Section 2:

The Association further agrees that should any strike, sit down, stay in, slow down, work stoppage, withholding of services or any other like or similar interference occur, (regardless of the lack of Association connection with the activity) it shall put forward every reasonable effort to immediately have the activity terminated, including ordering the persons therein involved to return to work.

Section 3:

Any individual ESP who violates Sections 1 or 2 of this Article will be subject to discipline and possible discharge by the Superintendent.

Section 4:

It is agreed that the School Committee will not seek monetary damages against the Swampscott Education Association for a violation of this Article as long as the Association fully complies with the provisions of Section 2 hereof.

Section 5:

The Association further agrees that prior to seeking or recommending that any form of professional sanction or boycott be imposed upon the Swampscott School System to, or by, the Massachusetts Teachers Association and/or the National Education Association, it will first exhaust its rights to remedy and relief under the provisions of this Agreement.

ARTICLE XIII
Salaries and Other Compensations

Section 1:

In accordance with the attached schedule (Appendix B) all compensation is based on an annual salary for work performed during the school day.

Increase current salary schedule in the following manner:

2012-2013 - Increase current salary scale by 2.5%.

2013-2014 – Increase salary scale 2013-2014 by 2.5%

2014-2015 – Increase salary scale 2014-2015 by 2.5%

Section 2: Longevity

Longevity increases will be paid each year on a continuous basis to ESPs who have completed the following number of years of service:

5 years	$150.00
10 years	$350.00
15 years	$600.00
20 years	$850.00

Longevity shall be paid in two (2) payments. The first payment shall be in the first paycheck in December. The second payment shall be in the last paycheck in June.

Section 3:

ESPs shall be paid a full day's pay for early release days, provided they work the entire day.

Section 4:

ESPs working on grants, special projects, and tutoring outside their normal work day will be compensated at the rate of not less than $28.00 (twenty-eight dollars) per hour or their calculated hourly rate, whichever is higher.

Section 5:

ESP at the middle school and high school substituting, or covering for two or more classes, for teachers shall be paid for that time at their daily rate of pay, plus an additional $40.00 (forty dollars) per day.

ESP at the elementary school/preschool covering for teachers for two and a half (2 1/2) or more hours shall be paid for that time at their daily rate of pay, plus an additional $40.00 (forty dollars) per day.

ESP substituting on a long term basis shall be paid for the first 20 (twenty) days at their daily rate of pay plus an additional $40.00 (forty dollars) per day. After 20 (twenty) consecutive days, they shall be paid at their daily rate of pay plus an additional $120.00 (one hundred twenty dollars) per day. ESP shall return to their previous position at the end of the substituting period.

Section 6:

The School Administration may ask any ESP to volunteer for additional assignments such as van driving, crossing guard duties, or such other needs as solely determined by the administration. Such assignment will be given out by the school administration on an as needed basis as it solely decides. The school administration will attempt to take into account, when making such assignments, the individual's expertise, availability, and years of employment by the school district. Any ESP may opt out of the additional assignment at any time but said ESP shall provide reasonable notice of the ESP's intention to leave such assignment, and in that event there shall be no penalty or retribution to the BSP. Compensation for this additional service shall follow the rate listed in Section 4 of this article.

Section 7:

ESPS who are certified Massachusetts teachers shall receive $100.00 for the cost of re-certification each time the ESP/Teacher recertifies.

Section 8:

ESP required to work before or after their regular work day shall be paid at their calculated hourly rate for the additional time worked.

Section 9:

The district shall match the ESP yearly contribution to their individual investment/retirement fund up to $200.00 (two hundred dollars).

Section 10:

Newly hired ESP shall be placed in the range of $17,514 - $18,544, increased with the percentage rates for each year of the agreement.

Compensation

Increase the salary schedule in accordance with the following schedule:

Effective September 1, 2012	2.5%
Effective September 1, 2013	2.5%
Effective September 1, 2014	2.5%

ARTICLE XIV
Separability and Savings

Section 1:

If any Article or Section of this Agreement or any Rider thereto should be held invalid by operation of law or by any tribunal of competent jurisdiction, or if the compliance with or enforcement of any Article or Section should be restrained by such tribunal pending a final determination as to its validity, the remainder of this Agreement and of any Rider thereto, or the application of such Article or Section to persons or circumstances other than those as to which it has been held invalid or as to which compliance with or enforcement of has been restrained, shall not be affected thereby. In the event that any Article or Section is held invalid or enforcement of or compliance with, which has been restrained, as set forth above, the parties affected thereby shall enter into immediate collective bargaining negotiations upon request of either party for the purpose of arriving at a mutually satisfactory replacement for such Article or Section during the period of invalidity or restraint.

Section 2:

The parties agree to carry out the commitments contained herein and to give them full force and effect consistent with law. The parties also agree and hereby affirm that the Committee can in no way avoid the future implementation or effectuation into policy of mandatory directives passed by the Legislature or issued by said superior governmental authority and therefore recognize that such areas are not the proper subjects for either mandatory or permissive collective bargaining.

Insofar as the Agreement specifically defines the rights, reservations, prerogatives, obligations and responsibilities of the parties, the Committee agrees that the Association may consider as physically amended, the Administrative Regulations, Policy Statements, and Manuals of the School Administration and the Committee; and that it will take or recommend such other action as may be reasonably necessary in order to give full force and effect to the provisions of this Agreement.

It is specifically understood by the Association that any policy of the Committee, written or unwritten, if not modified, abridged, or amended by this Agreement remains and continues in full force and effect.

ARTICLE XV
Evaluation

PROCEDURE

1. ESP shall receive one annual written evaluation every three years according to the attached schedule.

2. ESPs in their assigned building will be divided alphabetically into two groups Schedule A and Schedule B. A town wide list will be prepared this year (2009) listing ESPs on Schedule A or Schedule B. The list will be the permanent list for future evaluations.

3. New hired ESPs shall receive one annual written performance evaluation for the first two years of employment. They then will be placed on Evaluation Schedule B.

4. Evaluations shall be done by the Building Principal or Assistant Principal. The Executive Director of Special Services and Instruction will be the evaluator for the Preschool ESPs. (Side letter 2007)

5. Each evaluation shall be preceded three observations of at least fifteen minutes in length. All observations shall be conducted openly and with full knowledge of the ESP. The first observation shall be announced and conducted by November 1st. The second observation shall be announced and conducted by February 15th. The third observation shall be unannounced and conducted by May 1st.

6. Each observation shall be followed by a conference between the evaluator and the ESP within ten (10) school days after the observation. The ESP shall sign the observation form acknowledging the conference took place and be given a copy thereof.
7. The written evaluation must be completed by May 15th of the evaluation year.

8. The final evaluation shall be followed by a conference between the evaluator and the

ESP.

9. The ESP shall affix his or her signature to the evaluation and may add any comments they desire. Said signature on the evaluation does not indicate approval of the evaluation, but merely indicates that the evaluation has been seen.

10. Each ESP shall receive a signed copy of their evaluation.

Article XVI
Probationary Period

1. All ESPS hired after the beginning of this contract shall be employed subject to the successful completion of a probationary period of 60 days.

2. Every probationary employee shall be evaluated by the building principal prior to the end of the probationary period.

3. A probationary employee may be terminated prior to the end of the probationary period upon receipt of written notice. Such action shall not be subject to the grievance procedure.

Article XVII
Certification

A. Certified by one of the following:
   1. Massachusetts Teachers Certificate
   2. 4 year degree
   3. 2 year degree
   4. Para educator certificate
   5. 360 PTP's
      180 PTP credits for working in the system
      180 PTP credits earned from the districts workshops/courses, or college course credits ESPS may use, toward 180PTPS, credits from the district workshops/courses or college credits taken over the past five(5) years.
   6. Parapro Test.

B. ESPS will notify the Superintendent in writing, once they have received the credits to become highly qualified/certified.

C. The Superintendent will respond in writing to the ESP stating the ESP is highly qualified/certified.

D. All ESPS hired must meet the highly qualified/certified requirements.

E. All ESPS hired before September 1, 2006 must become highly qualified/certified within 36 months.

ARTICLE XVIII
Duration of Agreement

This contract shall take effect as of September 1, 2012, and shall continue in full force and effect through August 31, 2015. No later than January 15, 2015, the parties will enter into negotiation for a new contract to become effective September 1, 2015.

IN WITNESS of the School Committee and the Association having duly ratified this Memorandum of Agreement, their authorized representatives hereby affix their hands and seals.

For the Swampscott School Committee:

Chairperson — Date: 9/19/12

For the Swampscott Education Association ESP Unit

President SEA — Date: 9/20/12

Appendix A
Evaluation Schedule

This list shall be permanent for all future evaluations. New hires will be placed on schedule B.

Schedule A:

Clarke	AGNEW, MARTHA
Clarke	CORRENTI-WOOD, CARI
Clarke	GADMAN, THERESA
Clarke	LECLERC, NICOLE
Clarke	SANTRY, SHARON
Hadley	COLLIER, CHERYL
Hadley	KOWAL, CHRISTINE
Hadley	MORGAN, KERRIE
Hadley	YASI, KAREN
High School	BARLETTA, MARY
High School	GIOISA, KELLY
High School	JORDAN, ANDREA
High School	SIMMONS, STEVE
High School	VITAGLIANO, FRANCESCA
Middle School	BALDINI, LINDA
Middle School	YORK, MELISSA
Middle School	GOUDREAU, CONNIE
Middle School	NIGRELLI, JOAN
Middle School	TENANT, CYNTHIA
Middle School	ZUCHERO, LITA
Preschool	CAMPBELL, KAREN
Preschool	GOODMAN, LAURA
Preschool	KLESCHINSKY, ANNE
Preschool	LEBLANC, AMY
Stanley	CALDER, CANDACE
Stanley	COOK, SHEILA
Stanley	DEWING, DEBRA
Stanley	REIS, LAURIE

Schedule B:

Clarke	COOPER, LEILA
Clarke	DOHERTY, JUDITH
Clarke	LASKARIS, HELEN
Clarke	QUINN, CATHERINE
Clarke	WHELAN, JEAN
Hadley	HOGAN, MARGARET
Hadley	LAVOIE, LORI
Hadley	RHODES, MICHELLE
High School	COCHRAN, APRIL
High School	GORDON,PAULA
High School	KEITH, SHEILA
High School	TENNEY, JOSEPH
High School	WITT, SHERRIE
Middle School	BEATRICE, DONNA
Middle School	DILISIO, CHERYL
Middle School	HUMPHRIES, KATHERINE
Middle School	PASCUITO, DONNA
Middle School	VERNAVA, CAROLE
Preschool	COLEMAN, PENNIE
Preschool	HAYES, LISA
Preschool	LAWLESS, ELAINE
Preschool	SORENSEN, KRISTEN
Stanley	RUBIN, NANCY
Stanley	HELLER, PAMELA
Stanley	ROWE, ALICIA

EDUCATIONAL SUPPORT PERSONNEL

OBSERVATION FORM

NAME: _____
SCHOOL: _____
DATE OF OBSERVATION: _____

_____

ESP SIGNATURE _____
EVALUATOR SIGNATURE _____
DATE SIGNED _____

APPENDIX B
SALARY CHART

	+2.5%				+2.5%				+2.5%			
ID#	FY2013	Years	Longevity	Total	FY2014	Years	Longevity	Total	FY2015	Years	Longevity	Total
33305	$21,524	3	$0	$21,524	$22,062	4	$0	$22,062	$22,614	5	$150	$22,764
32158	$28,002	15	$600	$28,602	$28,702	16	$600	$29,302	$29,419	17	$600	$30,019
31387	$20,525	6	$150	$20,675	$21,038	7	$150	$21,188	$21,564	8	$150	$21,714
30257	$28,002	15	$600	$28,602	$28,702	16	$600	$29,302	$29,419	17	$600	$30,019
30237	$26,572	14	$350	$26,922	$27,236	15	$600	$27,836	$27,917	16	$600	$28,517
31297	$19,470	4	$0	$19,470	$19,956	5	$150	$20,106	$20,455	6	$150	$20,605
33380	$18,605	4	$0	$18,605	$19,070	5	$150	$19,220	$19,547	6	$150	$19,697
35222	$21,674	7	$150	$21,824	$22,216	8	$150	$22,366	$22,772	9	$150	$22,922
35000	$21,674	6	$150	$21,824	$22,216	7	$150	$22,366	$22,772	8	$150	$22,922
30296	$22,511	8	$150	$22,661	$23,074	9	$150	$23,224	$23,651	10	$350	$24,001
32260	$23,322	9	$150	$23,472	$23,905	10	$350	$24,255	$24,503	11	$350	$24,853
31140	$25,617	5	$150	$25,767	$26,258	6	$150	$26,408	$26,914	7	$150	$27,064
30249	$28,002	17	$600	$28,602	$28,702	18	$600	$29,302	$29,419	19	$600	$30,019
34113	$26,572	14	$350	$26,922	$27,236	15	$600	$27,836	$27,917	16	$600	$28,517
38001	$24,307	11	$350	$24,657	$24,915	12	$350	$25,265	$25,538	13	$350	$25,888
33381	$20,525	6	$150	$20,675	$21,038	7	$150	$21,188	$21,564	8	$150	$21,714
37351	$24,307	11	$350	$24,657	$24,915	12	$350	$25,265	$25,538	13	$350	$25,888
40028	$25,062	12	$350	$25,412	$25,689	13	$350	$26,039	$26,331	14	$350	$26,681
32198	$21,674	8	$150	$21,824	$22,216	9	$150	$22,366	$22,772	10	$350	$23,122
34137	$25,817	13	$350	$26,167	$26,463	14	$350	$26,813	$27,124	15	$600	$27,724
34118	$26,572	14	$350	$26,922	$27,236	15	$600	$27,836	$27,917	16	$600	$28,517

	+2.5%				+2.5%				+2.5%			
ID#	FY2013	Years	Longevity	Total	FY2014	Years	Longevity	Total	FY2015	Years	Longevity	Total
33250	$25,062	11	$350	$25,412	$25,689	12	$350	$26,039	$26,331	13	$350	$26,681
31159	$25,062	12	$350	$25,412	$25,689	13	$350	$26,039	$26,331	14	$350	$26,681
75665	$22,511	8	$150	$22,661	$23,074	9	$150	$23,224	$23,651	10	$350	$24,001
34046	$28,002	17	$600	$28,602	$28,702	18	$600	$29,302	$29,419	19	$600	$30,019
34139	$25,817	13	$350	$26,167	$26,463	14	$350	$26,813	$27,124	15	$600	$27,724
31287	$21,093	7	$150	$21,243	$21,620	8	$150	$21,770	$22,161	9	$150	$22,311
33050	$23,522	10	$350	$23,872	$24,110	11	$350	$24,460	$24,713	12	$350	$25,063
31241	$10,762	4	$0	$10,762	$11,031	5	$150	$11,181	$11,307	6	$150	$11,457
	$17,952			$17,952	$18,401	1	$350	$18,751	$18,861	2	$350	$19,211
	$17,952			$17,952	$18,401	1	$350	$18,751	$18,861	2	$350	$19,211
	$17,952			$17,952	$18,401	1	$350	$18,751	$18,861	2	$350	$19,211
34119	$26,572	14	$350	$26,922	$27,236	15	$600	$27,836	$27,917	16	$600	$28,517
63186	$17,952	0	$0	$17,952	$18,401	1	$0	$18,401	$18,861	2	$0	$18,861
32261	$21,093	7	$150	$21,243	$21,620	8	$150	$21,770	$22,161	9	$150	$22,311
31160	$21,674	7	$150	$21,824	$22,216	8	$150	$22,366	$22,772	9	$150	$22,922
36654	$23,522	10	$350	$23,872	$24,110	11	$350	$24,460	$24,713	12	$350	$25,063
31885	$21,524	4	$0	$21,524	$22,062	5	$150	$22,212	$22,614	6	$150	$22,764
30422	$21,674	6	$150	$21,824	$22,216	7	$150	$22,366	$22,772	8	$150	$22,922
30226	$28,252	21	$850	$29,102	$28,958	22	$850	$29,808	$29,682	23	$850	$30,532
37011	$18,302	11	$350	$18,652	$18,759	12	$350	$19,109	$19,228	13	$350	$19,578
41010	$25,062	11	$350	$25,412	$25,689	12	$350	$26,039	$26,331	13	$350	$26,681
33203	$25,062	12	$350	$25,412	$25,689	13	$350	$26,039	$26,331	14	$350	$26,681
30293	$22,511	8	$150	$22,661	$23,074	9	$150	$23,224	$23,651	10	$350	$24,001
33288	$21,674	7	$150	$21,824	$22,216	8	$150	$22,366	$22,772	9	$150	$22,922
34052	$22,511	8	$150	$22,661	$23,074	9	$150	$23,224	$23,651	10	$350	$24,001

	+2.5%				+2.5%				+2.5%			
ID#	FY2013	Years	Longevity	Total	FY2014	Years	Longevity	Total	FY2015	Years	Longevity	Total
31484	$22,511	8	$150	$22,661	$23,074	9	$150	$23,224	$23,651	10	$350	$24,001
30270	$22,511	6	$150	$22,661	$23,074	7	$150	$23,224	$23,651	8	$150	$23,801
	$19,008	0	$0	$19,008	$19,483	0	$0	$19,483	$19,970	0	$0	$19,970
	$17,952	0	$0	$17,952	$18,401	0	$0	$18,401	$18,861	0	$0	$18,861