

Memorandum of Agreement

The Thomaston Board of Education (hereinafter the "Board") and Local 1303-97 of Connecticut Council 4, AFSCME, AFL-CIO (hereinafter the "Union") hereby agree to the following:

1. The Board and the Union are parties to a collective bargaining agreement dated July 1, 2016 through June 30, 2020.
2. Article IV, Section 4.0 of the aforementioned collective bargaining agreement states, in relevant part:

The regular work days shall be as follows:

- **Full-time Paraprofessionals** - six (6) hours paid time plus a one-half (½) hour unpaid lunch break (no additional breaks)
- **Part-time Paraprofessionals** - determined by the Board based on the employee's assignment

3. For the period of time from August 24, 2020 through August 31, 2020 (professional development days), the following terms shall apply:

Paraprofessionals must work their regular work hours. If a paraprofessional does not work his/her regular work hours, he/she must use either a form of paid leave (sick, personal, vacation) or if he/she does not work his/her regular work hours and does not use a form of paid leave, he/she will not receive remuneration for any hours not worked on the specific work day.

Timesheets must reflect hours worked and, if taking paid or unpaid leave, hours associated with that leave.

If taking sick, personal, vacation or unpaid leave, that leave must be recorded in accordance with district protocol (AESOP).

Paid leave requests can be in full or partial day increments.

4. For the period of time from September 1, 2020 through September 11, 2020 (student early dismissal days), the following terms shall apply:


Paraprofessionals must work their regular work hours even though these are student early dismissal days. If a paraprofessional does not work his/her regular work hours, he/she must use either a form of paid leave (sick, personal, vacation) or if he/she does not work his/her regular work hours and does not use a form of paid leave, he/she will not receive remuneration for any hours not worked on the specific work day.

Timesheets must reflect hours worked and, if taking paid or unpaid leave, hours associated with that leave.


If taking sick, personal, vacation or unpaid leave, that leave must be recorded in accordance with district protocol (AESOP).

Paid leave requests can be in full or partial day increments, however, a partial day increment leave request will not be approved if taken during school hours.

5. In order to provide additional professional development and services to students/families during professional development days, paraprofessionals will be paid for one (1) additional day during the 2020-2021 school year.
6. Paraprofessionals that are eligible for stretch pay, the additional one (1) day of pay shall be calculated into their stretch pay.
7. The Board and the Union agree that this Memorandum of Agreement and the terms set forth herein shall neither establish a past practice nor a precedent.



Francine Coss, Superintendent
Thomaston Board of Education



Marie Eldridge, President
Local 1303-97 of Connecticut
Council 4, AFSCME, AFL-CIO

Dated: August 24, 2020

Dated: 8/24/2020