

**AGREEMENT  
BETWEEN THE  
GREATER LOWELL  
PARAEDUCATOR ORGANIZATION  
AND THE  
GREATER LOWELL REGIONAL  
SCHOOL COMMITTEE**

**PREAMBLE**

This Agreement is made and entered into as of the 22nd day of June 2007, by and between the School Committee of Greater Lowell Technical School (hereinafter referred to as the Committee) and the Greater Lowell Paraeducator Organization/Massachusetts Teachers Association (hereinafter referred to as the Organization).

Recognizing that our prime purpose is to provide education of the highest possible quality for the children of Greater Lowell and that good morale within the professional staff of Greater Lowell is essential to the achievement of that purpose, the parties to this Agreement pledge themselves to adhere to the following principles and procedures:

**ARTICLE I  
RECOGNITION CLAUSE**

For the purpose of collective bargaining, with respect to wages, hours, standards of productivity and performance, and any other terms and conditions of employment, the Committee recognizes the Greater Lowell Paraeducator Association as the exclusive representative of all employs of the Committee as such employees are defined in Chapter 150E, section one, of the General Laws of the Commonwealth and listed below:

- A. Paraeducator Teacher Assistant.
- B. Members of the Bargaining Union shall throughout this Agreement be referred to as Paraeducators.

**ARTICLE II  
GRIEVANCE PROCEDURE**

- A. Definition:

A grievance is defined as a claim by any paraeducator, group of Paraeducators, or the Organization that there has been a misinterpretation, inequitable application or violation of any provision of this Agreement or a claim by any paraeducator, group of Paraeducators or the Organization that there has been a violation, misinterpretation or inequitable application of Committee policies or practices or an expression of dissatisfaction by any paraeducator, group of Paraeducators, or the Organization with any aspect of a paraeducator's employment or working conditions.

B. Time Limits:

The time limits specified in this Article shall mean calendar days. Time limits indicated hereunder are maximums unless extended by mutual agreement. All such agreements to extensions must be in writing.

C. General Provisions:

- 1) The Organization shall be present and have the right to participate in the processing of any grievance at any level and to use representation of its own choosing.
- 2) The Committee shall cooperate with the Organization in making available all such records, which have a bearing on a grievance, or on its processing. All documents, communications and records dealing with the processing of a grievance shall be filed separately from regular personnel files.
- 3) No grievance in process during the term of this Agreement shall lapse because of the expiration or termination of this Agreement and the grievance shall be handled as if this Agreement were still in effect.
- 4) Failure at any Grievance Level to meet or to communicate the decision within the specified time limits to the grievant(s) and the Organization President shall permit the grievant(s) or the Organization President to proceed directly to Level Five – Arbitration.
- 5) Either party to this Agreement shall be permitted to call employee witness at each level of the grievance and arbitration procedure.
- 6) If a grievance involves more than one individual, the Organization may initiate said grievance if agreed to by the Administration at whatever level the Organization deems appropriate but not beyond Level Three.

Level One-

"A paraeducator with a grievance shall present it to his/her immediate supervisor who shall respond to said grievance in writing within seven (7) days."

"If the paraeducator fails to present his/her grievance to his/her immediate supervisor within forty-five (45) days after the paraeducator knew or should have known of the act or conditions on which the grievance is based, then the grievance will be considered as waived."

Level Two-

"If the grievance has not been resolved to the satisfaction of the grievant(s) and the Organization, the grievant(s) or the Organization may within seven (7) days present it in writing to the Assistant Superintendent-Director. Within seven (7) days after receiving a grievance, the Assistant Superintendent-Director shall conduct an investigation and shall, if necessary, meet with the Organization and the grievant(s). The Assistant Superintendent-Director shall respond to said grievance within ten (10) days after presentation."

Level Three-

"If the grievance has not been resolved to the satisfaction of the grievant(s) and the Organization, the grievant or the Organization may within seven (7) days present it in writing to the Superintendent-Director or his/her designee (which designee shall not be the same person who heard the grievance at Level Two). Within seven (7) days after receiving a grievance, the Superintendent-Director or his/her designee shall conduct an investigation and shall, if necessary, meet with the Organization and the grievant. The Superintendent-Director or his/her designee shall respond to said grievance within ten (10) days after presentation."

Level Four-

"If the grievance is not resolved to the satisfaction of the grievant(s) and the Organization, the grievant or the Organization may within five (5) days, submit the grievance in writing to the Committee. Within ten (10) days after the receipt of a grievance, the Committee or, at its discretion, a personnel sub-committee, shall meet with the grievant(s) and representatives of the Organization for the purpose of hearing the arguments of the parties involved. Within fifteen (15) days after said presentation of the grievance, the Committee, or its personnel subcommittee, shall respond in writing to said grievance."

Level Five-

"If the grievance is not resolved to the satisfaction of the Organization, the Organization may within sixty (60) days submit the grievance to arbitration in accordance with the then applicable 'Voluntary Labor Rules' of the AMERICAN ARBITRATION ASSOCIATION. The arbitrator shall render his/her decision to the parties within thirty (30) days of the close of hearings. Briefs, if any, shall be submitted within said thirty (30) day period at such time as shall be designated by the arbitrator.

The arbitrator's decision shall be final and binding on both the Committee and Organization provided that said decision is not in conflict with the terms of the Agreement or State Statute.

The cost of the arbitration shall be borne equally by the Committee and the Organization."

**ARTICLE III  
WORK YEAR AND WORKLOAD**

A. Length of Work Year

Effective 2003-2004 school year, the paraeducator work year shall consist of no more and no less than the number of teacher work days.

B. Length of Work Day

The paraeducator workday shall begin no more than 10 minutes before the scheduled day for students and shall extend for no more than 7 minutes after the scheduled day for students except for emergencies, which affect the health and safety of the students.

C. Duty-Free Lunch

Each paraeducator shall have a duty-free lunch period of not less than 25 consecutive minutes each day. Every effort will be made to schedule this lunch period so as to begin no earlier than 11:00 a.m. and end no later than 1:15 p.m.

D. Covering Classes/Substituting

State Department of Education recommends on class size shall be adhered to and the Committee shall direct its agents to make every effort to generally reduce class sizes where applicable.

E. Paraeducators may be required to remain after school for not more than two (2) staff meetings per month, of not more than one (1) hour each. These meetings shall begin immediately after student dismissal. Paraeducators shall be notified no less than three (3) days in advance of any professional staff meeting. Paraeducators will attend the Fall Open House each year.

Services required of any Paraeducators on a day in addition to the contractual work days provided in this Article should be compensated at the appropriate rate of his/her salary for each day or fraction thereof on which services are rendered. In-service training and the summer workshop are not to be construed as required under this Article.

Release days may take place during the school year. They will be at such a time when students will be dismissed early. The Paraeducators will stay the normal work day as opposed to the contractual agreement of leaving ten minutes after the students and these release days can be in the form of committee meetings, departmental meetings, presentations by administration or guest speakers.

F. Effective September 1, 1998, no academic paraeducator shall be assigned to a schedule which contains more than four (4) hours continuous time on duty on any day. Shop and related Paraeducators who are assigned more than four (4) hours continuous time on duty on any day shall be entitled to a fifteen (15) minute duty free break each day.

G. Paraeducators shall be guaranteed their break time and lunch time daily except for emergencies that affects the health and safety of students.

H. Paraeducators will not be required to drive pupils to activities which take place away from the school building.

**ARTICLE IV  
LEAVES OF ABSENCE WITH PAY**

**A. Sick Leave**

A paraeducator shall be entitled to (15) days sick leave per year as of the first school day of said school year. Unused sick leave will accumulate from year to year without limitations. Each paraeducator shall receive no later than October 1 of each school year, a written notice which sets forth the amount of sick leave he/she has accumulated to that date. If the Superintendent-Director has sufficient reason to believe that a paraeducator has misused sick leave then he/she may investigate the possible misuse and require verification of the illness.

**B. Sick Leave Bank**

Paraeducators are eligible to join the non-teacher Sick Leave Bank.

**C. Childbearing Leave**

Disabilities caused or contributed to by pregnancy or termination thereof and recovery there from shall be treated as a "disability". "Disability" shall be interpreted as being within the meaning of the term sick. Fathers are entitled to a paid parental leave of up to eight (8) consecutive weeks, to be utilized during the first year after the birth/adoption of a child. Parental leave days shall be deducted from accumulated sick leave.

**D. Funeral Leave**

Paraeducators will be granted up to three (3) days at any one (1) time in the event of death requiring attention by the paraeducator of a paraeducator's spouse, child, son-in-law, parent, father-in-law, mother-in-law, sibling, brother-in-law, sister-in-law, grandfather, grandmother or other member of the immediate household. Paraeducators will be granted one (1) day at any one (1) time in the event of death requiring attention by the paraeducator of a paraeducator's grandchild. In extenuating circumstances the Superintendent-Director may grant other or longer funeral leaves.

**E. Personal Leave**

Paraeducators will be entitled to three (3) days of personal leave for the purpose of religious, personal, legal, business, household or family matters which require absence during school hours. Application for personal leave will be made at least twenty-four hours before taking such leave (except in case of emergency). Reasons shall not be given other than that the day taken is taken under this provision.

**F. Any paraeducator who is absent because of participation in an ordered tour of military or reserve training duty, which shall not exceed ten (10) workdays, will**

receive a leave of absence with pay for the duration of such a tour. Such payment when combined with the service pay shall not exceed said paraeducator's regular pay.

- G. A paraeducator may be granted at least one (1) day per year for the purpose of visiting other school systems, attending conventions and/or meetings or for other educational purposes. Other days may be granted with the Superintendent-Director's approval but shall not be unreasonably withheld.

#### II. Jury Duty

Any paraeducator who is absent because of jury duty will receive a leave of absence with pay for the duration of such duty. Such payment when combined with jury duty pay shall not exceed said Paraeducators regular pay.

### ARTICLE V LEAVES OF ABSENCE WITHOUT PAY

#### A. Childrearing Leave

Any paraeducator will be granted a leave of absence without pay for up to one school year for purposes of childrearing. Paraeducators on "childrearing leave" will return on the first day of school unless the Superintendent-Director has agreed to other arrangements. This provision shall apply to both natural and adoptive parents.

- B. Paraeducators employed by the Greater Lowell Regional School District who are on leave to serve in the military Services or the Mass. Teachers Corps, as an exchange paraeducator or in the Peace Corps, Job Corps, or Vista will upon separation from such service under honorable conditions be allowed upon their return to the Greater Lowell School System full credit on the salary schedule for such service up to a maximum of three years; and upon such return will be offered a position as reasonably comparable to the one occupied at the beginning of aforesaid leave as is available.

- C. Other leaves of absence without pay may be granted by the Superintendent-Director.

- D. All request for leaves, extensions, or renewals of leave will be made in writing no later than June 1 if the leave, extension or renewal is to commence at the beginning of a school year, or no later than 90 days prior to the effective date of the leave, extension or renewal if it is not to commence at the beginning of a school year. Exceptions to such requirements for notice may be made in the case of extenuating and/or emergency circumstances. All such questions will be responded to in writing before the effective date of the request.

**ARTICLE VI  
ASSIGNMENTS AND TRANSFERS**

- A. Paraeducators who desire a change in the nature of their assignments may request a transfer to a different assignment and/or subject area. All such requests will be acknowledged in writing.

**ARTICLE VII  
VACANCIES**

- A. The Superintendent-Director shall have notices of all vacancies posted in the Teachers' Resource Center and shall send to the Organization President notices of all vacancies as they occur.
- B. Such notices shall include a job description, statement of minimum qualifications and the date by which candidates must apply.
- C. Temporary appointments shall not extend beyond one hundred and twenty (120) calendar days.
- D. All positions shall be filled on the basis of experience, competency, and qualifications of the applicant, length of service in the school system, and other relevant criteria.

**ARTICLE VIII  
PROTECTION AND INDEMNIFICATION**

- A. The Committee shall provide indemnification whenever any paraeducator shall become eligible therefore under the provisions of Chapter 41, Section 100C of the General Laws of the Commonwealth as most recent amended. All employees injured on the job shall not lose any sick time.
- B. Paraeducators shall be covered by workman's Compensation pursuant to Massachusetts General Laws, Chapter 152.

**ARTICLE IX  
EVALUATION**

- A. All monitoring or observation of the work performance of an employee will be conducted openly and with the full knowledge of the employee.
- B. The employee shall have the right to identify any constraints, which the employee believes may inhibit his/her ability to meet the evaluation criteria.

- C. The employee will be observed and a written report prepared at least once per year. No employee will be observed prior to October 1. The written evaluation shall be completed by April 15.
- D. The written evaluation report shall be provided to the employee within five (5) school days of the observation. The evaluation report shall be signed by the Director and the employee with the express understanding that the employee's signature in no way indicates agreement with the contents thereof.
- E. The evaluator shall meet with the employee and discuss the evaluation within five (5) school days of the date of the evaluation report provided to the employee.
- F. The employee may respond to the evaluation report and such response will be attached to the evaluation report and placed in the employee's personnel file.
- G. No paraeducator will be disciplined, reprimanded, reduced in rank or compensation, not reappointed or deprived of any professional advantage without just cause.

#### Paraeducator Performance Evaluation

A committee involving Paraeducators and administrators shall institute an Evaluation instrument.

### ARTICLE X PERSONNEL RECORDS

- A. Paraeducators will have the right, upon request, to review and make copies of all records concerning them or their work maintained by the committee or any agent thereof. A paraeducator may have a representative of the Organization accompany him/her during such a review. There shall be only one official record, that maintained by the Committee or its designee.
- B. Paraeducators may review their records in the Administrative Office and shall not take their records from that office.
- C. No material dealing with a Paraeducators conduct, service, character, or personality will be placed in his/her personal file unless the paraeducator has had an opportunity to review such material. Only after affixing his/her signature to the copy to be filed will the paraeducator have the right to submit a written answer to such material and his/her answer will be reviewed by the Superintendent-Director and attached to the file copy.
- D. Any complaints regarding a paraeducator made to any member of the administration by any member of the administration, by any parent, student or other person will be called to the attention of the paraeducator before any action is taken, if at all possible. Emergencies, health and safety of the public, Paraeducators, or students could constitute cause of such exception.

- E. At the time of severance from the school system, a paraeducator will have the right to indicate those documents and/or other records, which he/she believes to be obsolete or otherwise inappropriate for retention. Said records will be reviewed by the Superintendent-Director and if he/she concurs they will be destroyed.
- F. The Superintendent-Director shall insure that all records relating to Paraeducators are accurate beyond reasonable doubt.

#### **ARTICLE XI PROFESSIONAL DEVELOPMENT**

- A. The committee agrees to pay reasonable expenses (including meals, lodging, and/or transportation and fees), incurred by the Paraeducators who attend workshops, seminars, conferences, or other professional improvement sessions with the approval of the Superintendent.
- B.
  - 1. Paraeducators shall be reimbursed in an amount not to exceed \$500.00 per year for Courses completed during the term of this agreement.
  - 2. Prior to taking any course for which reimbursement will be made, the paraeducator must receive approval from the appropriate supervisors.
- C. Evidence of successful course completion and expense receipts must be submitted prior to reimbursement.

#### **ARTICLE XII ORGANIZATION RIGHTS**

- A. There will be no reprisals of any kind taken against any unit member because of his/her membership in the Organization or participation in its activities.
- B. The Organization will be provided with the names, addresses and telephone numbers (unless a paraeducator has specifically request that his/her telephone number not be released) of all unit members within twenty-five (25) days of the opening of school each year.
- C. There will be at least one (1) bulletin board reserved exclusively for organization use.
- D. The Organization President will be sent a copy of the official agenda prior to each Committee meeting and a copy of the minutes of said meetings within five (5) days of their approval by the Committee.

- E. The Organization may use school facilities and equipment for Organization business and may hold Organization meetings in school with the approval of the Superintendent-Director.
- F. The Superintendent-Director authorizes the use of inter-school mail to distribute Organization material. The Organization's headquarters will be considered as a regular inter-school mail stop.
- G. The mailroom attendant will furnish the Organization with a mailbox for its use.

**ARTICLE XIII  
PAYROLL DEDUCTION**

- A. The committee agrees to deduct from the salaries of the Paraeducators who have on file with the Committee a deduction authorization card, to be supplied by the Organization, the dues required as a condition of acquiring or retaining membership in the Organization and payments to the MTA Credit Union. Said deductions shall be made in equal installments between the months of October and June.
- B. The Committee agrees to deduct from the salaries of Paraeducators monies for tax sheltered annuities as provided for under the General Laws of the Commonwealth.

**ARTICLE XIV  
INSURANCE**

- A. Group Insurance Benefits

The Committee agrees to pay eighty-five percent of a Health Maintenance Organization (HMO) Plan in accordance with the provisions of the relevant sections of Chapter 32B of the Massachusetts General Laws. Said insurance programs will be the best available under aforementioned statute(s).

- B. The Committee agrees to provide term life insurance in the amount of twenty (20) thousand dollars for each member for the bargaining unit.

- C. Long-Term Disability

The Committee agrees to make provision for payroll deductions for payment of the premiums for a Long-term Disability plan should such a plan come into effect.

- D. The Committee agrees to offer each member of the bargaining unit the opportunity to make pre-tax payments of employee premiums for group insurance coverage. The so-called "Flex-Plan" offered will be in accordance with IRS regulations.

- F. The Committee agrees to pay eighty (80) percent of a dental plan which will provide 100% coverage on diagnostic and other basic services, Type 2 and Type 3. Deductions will apply to Type 2 and Type 3 services.

#### **ARTICLE XV SCOPE**

- A. It is agreed and understood between the Committee and the Organization that this agreement has been entered into between the parties as a result of the provisions of Chapter 150E of the General laws of Massachusetts. In executing the Agreement, neither party to this Agreement has waived any rights accorded it under the General Laws of Massachusetts.
- B. All conditions of employment shall be maintained at not less than the highest minimum standards in effect at the time this Agreement is signed provided that:
- 1) Such conditions shall be altered as required by the express provisions of this Agreement.
  - 2) No precedent or past practice shall be established before April 29, 1999 by either party.
- C. If any provision of this Agreement or any application of the Agreement to any employee or group of employees shall be found to be contrary to law, then such provision or application shall not be deemed valid and subsisting, except to the extent permitted by law, but all other provisions or applications will continue in full force and effect. The parties will meet not later than ten (10) days after any such holding for the purposes of renegotiating the provision or provisions affected.

#### **ARTICLE XVI PARAEDUCATOR LAYOFF**

If because of fiscal constraints and/or declining enrollment, it becomes necessary to reduce the number of Paraeducators in any department, the following shall apply:

- A. Notification of layoffs
1. Prior to notification of layoff to bargaining unit members, there shall occur consultation between the Organization and the Superintendent-Director or his/her designee with the goal of resolving potential disputes concerning the order of layoffs. Such consultation shall be without prejudice to either the Committee or the Organization.
  2. Paraeducators shall be notified prior to June 30.

### B. Definitions

Effective as of the ratification date of this agreement, the following definition will apply for purposes of this article:

Seniority shall be defined as the length of unbroken continuous service at the Greater Lowell Technical School in a position covered by this contract. The seniority list will be prepared by the Administrators and will be given to the Association by November 1 of each school year. If the list changes during the year, the Association will be notified in writing of the changes.

Maternity leave and leave granted for a life threatening illness shall count as unbroken continuous service.

### C. Order of Layoff

1. All opportunities for voluntary transfers shall be exhausted and all request for voluntary layoff shall be honored with the goal of avoiding the involuntary layoff of any paraeducator.
2. Layoffs shall be in inverse seniority by departments in the bargaining unit beginning at the date of hire.
3. A tie shall be resolved at the discretion of the committee giving consideration to the Paraeducators quality of performance, qualifications, and need of the school district.
4. If a tie still persists, then the tie shall be resolved by lottery.
5. In case of ties between two or more Paraeducators, then a lottery shall be held.

### D. Rights of Paraeducators on Layoff

1. Paraeducators who are laid off shall be completely severed from the district, except that to the extent allowed by law, subject to full reimbursement by the paraeducator to the school district will continue to provide the same Blue Cross/Blue Shield or HMO Insurance and Life Insurance up to an 18 month period.
2. Shall be on recall for a period of twenty-four (24) months from the last day of work.
3. Paraeducators will be recalled in the reverse order of layoff. Any paraeducator who declines recall twice shall have waived any other recall rights. A paraeducator not notifying the school district within thirty (30) days after recall notice shall be determined to have declined recall. Any paraeducator recalled to active service shall have restored to him/her all previously accumulated sick leave and longevity benefits. Recalled Paraeducators shall be placed on the salary schedule at the step numerically above that which he/she was in at the time of layoff.
4. During the recall period, laid off Paraeducators shall have preference for substitute assignments in reverse order of layoff.

**ARTICLE XVII  
LONGEVITY**

- A. Paraeducators shall receive as compensation the following remuneration for service in the Greater Lowell Technical High School:

\$ 700.00 total longevity 16<sup>th</sup> through 19<sup>th</sup> years of service  
\$1400.00 total longevity -- 20<sup>th</sup> through 24<sup>th</sup> years of service  
\$2000.00 total longevity – 25<sup>th</sup> or more years of service

- B. In recognition of regularity of professional service rendered and as an incentive to the continued regularity of such service, Paraeducators who have served in the Greater Lowell Technical High School for a minimum of fifteen (15) years and who have attained age fifty-five (55) will upon resignation or retirement from the district be paid an amount as indicated below of their unused sick leave accumulation as of the effective date of their resignation or retirement:

Resignation 10%  
Retirement 20%

**ARTICLE XVIII  
PDP: PROFESSIONAL DEVELOPMENT POINTS**

In recognition of the fact that some Paraeducators are certified teachers, such Paraeducators shall be eligible to participate in Greater Lowell training programs and earn professional development points to meet recertification requirements.

**APPENDIX A-1  
PARAEDUCATOR SALARY SCHEDULE**

**FY 2007-2008**

Step	BASE	BASE+30	ASSOC/HQ	ASSOC+15	ASSOC+30	ASSOC+45	BS/BA
1	\$16,606	\$16,935	\$18,049	\$18,801	\$19,554	\$20,305	\$21,057
2	\$17,266	\$17,609	\$19,367	\$20,118	\$20,869	\$21,620	\$22,371
3	\$17,954	\$18,310	\$20,683	\$21,434	\$22,185	\$22,937	\$23,689
4	\$18,669	\$19,039	\$21,998	\$22,750	\$23,503	\$24,254	\$25,006
5	\$19,410	\$19,798	\$23,315	\$24,067	\$24,820	\$25,571	\$26,323
6	\$20,184	\$20,586	\$24,629	\$25,381	\$26,134	\$26,885	\$27,637
7	\$20,986	\$21,405	\$25,948	\$26,698	\$27,449	\$28,202	\$28,955
8	\$21,823	\$22,257	\$27,261	\$28,014	\$28,767	\$29,519	\$30,272
9	\$22,692	\$23,143	\$28,905	\$29,687	\$30,470	\$31,278	\$32,087
10	\$23,596	\$24,066	\$29,550	\$30,333	\$31,117	\$31,912	\$32,707

**NOTE:**

ASSOCIATES/HIGHLY QUALIFIED ½ OF THE TEACHERS 2005-2006 STEP ONE SALARY COLUMN

**FY 2008-2009 – 3% INCREASE**

Step	BASE	BASE+30	ASSOC/HQ	ASSOC+15	ASSOC+30	ASSOC+45	BS/BA
1	\$17,104	\$17,443	\$18,590	\$19,365	\$20,141	\$20,914	\$21,689
2	\$17,784	\$18,137	\$19,948	\$20,722	\$21,495	\$22,269	\$23,042
3	\$18,493	\$18,859	\$21,303	\$22,077	\$22,851	\$23,625	\$24,400
4	\$19,229	\$19,610	\$22,658	\$23,433	\$24,208	\$24,982	\$25,756
5	\$19,992	\$20,392	\$24,014	\$24,789	\$25,565	\$26,338	\$27,113
6	\$20,790	\$21,204	\$25,368	\$26,142	\$26,918	\$27,692	\$28,466
7	\$21,616	\$22,047	\$26,726	\$27,499	\$28,272	\$29,048	\$29,824
8	\$22,478	\$22,925	\$28,079	\$28,854	\$29,630	\$30,405	\$31,180
9	\$23,373	\$23,837	\$29,772	\$30,578	\$31,384	\$32,216	\$33,050
10	\$24,304	\$24,788	\$30,437	\$31,243	\$32,051	\$32,869	\$33,688

**FY 2009-2010 – 3% INCREASE**

Step	BASE	BASE+30	ASSOC/HQ	ASSOC+15	ASSOC+30	ASSOC+45	BS/BA
1	\$17,617	\$17,966	\$19,148	\$19,946	\$20,745	\$21,542	\$22,339
2	\$18,317	\$18,681	\$20,546	\$21,343	\$22,140	\$22,937	\$23,733
3	\$19,047	\$19,425	\$21,943	\$22,739	\$23,536	\$24,334	\$25,132
4	\$19,806	\$20,198	\$23,338	\$24,135	\$24,934	\$25,731	\$26,529
5	\$20,592	\$21,004	\$24,735	\$25,533	\$26,332	\$27,128	\$27,926
6	\$21,413	\$21,840	\$26,129	\$26,927	\$27,726	\$28,522	\$29,320
7	\$22,264	\$22,709	\$27,528	\$28,324	\$29,121	\$29,920	\$30,718
8	\$23,152	\$23,612	\$28,921	\$29,720	\$30,519	\$31,317	\$32,116
9	\$24,074	\$24,552	\$30,665	\$31,495	\$32,326	\$33,183	\$34,041
10	\$25,033	\$25,532	\$31,350	\$32,180	\$33,012	\$33,855	\$34,699

**NON-GRID SCALE:**

2007-2008 (3% INCREASE)	\$25,472
2008-2009 (3% INCREASE)	\$26,236
2009-2010 (3% INCREASE)	\$27,023

**GREATER LOWELL REGIONAL  
COURSE OPTIONS AND GUIDELINES**

The following options will be offered to paraeducators. All options must be approved by the Assistant Superintendent-Director.

**COURSE APPROVAL RECOMMENDATIONS**

- 1) All courses must be approved on the basis of Professional Improvement by the Director of Curriculum and Instruction.
- 2) Approved courses may be graduate or undergraduate depending upon the individual paraeducator involved.
- 3) An approval record sheet must be completed for the Administration before courses are to be taken. No course(s) will be approved during a semester or after a semester has ended.
- 4) Once the course has been completed, the grade report or transcript must be presented to the administration.
- 5) If a course has been rejected for approval, a written explanation should be placed in the paraeducator's file.

**REIMBURSEMENT**

Reimbursement for all approved courses will be adjusted on the following dates:

- |    |           |                                      |
|----|-----------|--------------------------------------|
| A) | October 1 | FOR SUMMER COURSES                   |
| B) | March 1   | FOR FALL COURSES                     |
| C) | July 1    | FOR SPRING AND INTERSEMESTER COURSES |

\*Any paraeducator who is taking a course that will end in June or late May should contact the Curriculum Secretary (Curriculum Center) in order to insure that reimbursement money may be calculated in the present fiscal year.

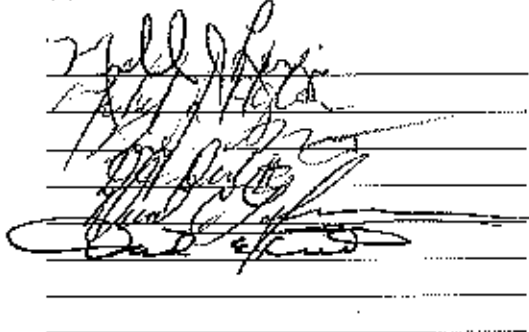
**SPECIAL NOTE:** The \$500 reimbursement total is designated to cover courses which are taken between July 1<sup>st</sup> and June 30<sup>th</sup> of each year. However, as noted above, you must notify the Curriculum Secretary about courses which are close to late May and June in their termination date.

**DURATION**

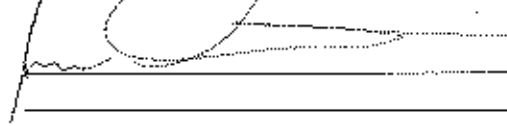
This Agreement shall continue in force and effect from July 1, 2007 to June 30, 2010, unless sooner terminated or extended by agreement of all the parties hereto, or unless sooner terminated by operation of law or decree of judgment of any governmental authority having jurisdiction thereof.

IN WITNESS WHEREOF, the parties hereunto set their hands and seal this

GREATER LOWELL REGIONAL  
SCHOOL COMMITTEE

  
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GREATER LOWELL REGIONAL  
PARAEDUCATORS ORGANIZATION

  
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