

**MEMORANDUM OF AGREEMENT
BETWEEN THE
WESTFIELD SCHOOL COMMITTEE
AND THE
WESTFIELD EDUCATION ASSOCIATION – UNIT A**

This memorandum of agreement entered into this ____ day of October, 2020 hereby amends the terms of the collective bargaining agreement between the Westfield School Committee and the Westfield Education Association – Unit A, specifically as provided below:

WHEREAS, the Department of Elementary and Secondary Education (DESE) advisory on reopening released June 25, 2020 requires Districts to develop three (3) plans to educate students, including plans for all remote learning and a hybrid.

WHEREAS, to that end, the Westfield School Committee (hereafter referred to as the “District”) and the Westfield Education Association Unit A (hereafter referred to the “Association”) agreed to certain conditions in a Memorandum of Agreement executed by all parties on September 2020,

WHEREAS, students are being returned in a phase approach, the District and the Association hereby agree to the following terms, conditions, and understandings during the state’s COVID-19 emergency effective only for the 2020-2021 school year:

1. While in the remote only phase, teachers who are unable to come in person into the building, but are able to fulfill their online job responsibilities from home, the teacher will be permitted to do so but need to contact their building principal and inform them of such. This should not be entered in Aesop.
2. Modification to item #17 from the Phase 1 MOA: IN PERSON teachers will be responsible for teaching either the students in the hybrid option or the students in the fully remote option by class period. This language does not supersede contract language of preps on the secondary level. Unit A acknowledges the list "UPDATED 9.28: SY21 WHS Hybrid-Remote Numbers" shared by the high school as good faith exceptions to this policy.
3. A toolbox of instructional options for hybrid learning will be provided. The toolbox will grow in options as they are created and shared. Teachers will have the ability to choose and switch between these options or mold them as befits their classroom needs.
4. Administration will create protocols to use when contacting staff regarding COVID issues
5. For Special Education sub separate classrooms, teachers are able to teach both in person and remote students provided that if more than 10% of the total students are remote then the

teacher will be supported with additional personnel (e.g. paraprofessionals assigned to the classroom, behaviorist, School based services).

6. In the hybrid phase, all teachers are required to meet with remote students throughout the week covering new material. Once the hybrid phase begins, subcommittees will work by level, to determine expectations for the future of hybrid.
7. Teachers at the High School may choose to use a Toolbox Model which would allow them to teach both In-Person and At-Home students simultaneously.
8. The safety checklist will be maintained from Phase IA through Phase II.
9. The COVID isolation room will not be staffed by a nurse if they are the only nurse in the building. Staff that are trained in CPR and AED and the donning and doffing of personal protective equipment (ppe) can volunteer for covering the COVID isolation room during their duty period. If teachers volunteer during their prep period then they can be paid.
10. All employees will have three days-worth of emergency plans available electronically. Templates will be provided as examples, but principals will set specific building expectations.
11. Pursuant to the opening of remote learning centers on Monday, November 2, 2020, it is the expectation of WPS that employees and who were working remotely due to childcare for their K through 8 children will utilize the remote learning center and return in person to their buildings. Any employee who elects not to take advantage of the k through 8 childcare offered at the remote learning center or make an alternate arrangement will move to unpaid status and become eligible for FFRCA through December 31, 2020.
12. The following arrangement is for the 2020/2021 school year only; Football coaches will be paid 25% of their stipend for Fall 1 (practices only) and the remainder of their stipend for Fall 2 (games in the spring 2021) will be paid at the successful completion of Fall 2 games.

This Side Letter of Agreement is not designed to, or otherwise alter the terms and conditions of the Collectively Bargained Agreement. This Side Letter of Agreement shall not set practice or precedent on either party.

FOR THE WESTFIELD PUBLIC SCHOOLS

FOR THE WESTFIELD EDUCATION ASSOCIATION

Dated:

Dated: