

## **Memorandum of Agreement**


This Memorandum of Agreement (the “Agreement”) is entered into by and between the Thomaston Board of Education (hereinafter the “Board”), the Thomaston Education Association (hereinafter the “TEA”), and the Thomaston School Administrators Association (hereinafter the “TSAA”), which are sometimes hereinafter collectively referred to as “the parties.” The parties hereby agree to the following:

1. The Board and the TEA are parties to a collective bargaining agreement dated July 1, 2022, through June 30, 2026, and a successor agreement dated July 1, 2026, through June 30, 2029.
2. The Board and the TSAA are parties to a collective bargaining agreement dated July 1, 2023, through June 30, 2027.
3. On November 6, 2025, the parties entered into a Memorandum of Agreement (hereinafter the “Prior MOA”) whereby Pamela Nascimento (hereinafter “Ms. Nascimento”), a full-time teacher employed by the Board and a member of the TEA, began performing additional duties of the Director of Curriculum, Instruction, Student Assessment, and Accountability (hereinafter the “CISA Director”).
4. The Prior MOA is set to expire no later than June 30, 2026.
5. The parties wish for Ms. Nascimento to continue performing the additional agreed upon duties of the CISA Director, with the exception of supervisory and evaluative duties, for the 2026–2027 school year under the terms and conditions set forth herein.
6. Performing the additional duties of the CISA Director as a part of Ms. Nascimento’s regular workday will result in additional workload that warrants additional remuneration.
7. Ms. Nascimento will receive an annual stipend of thirty-seven thousand ninety-nine dollars (\$37,099.00), calculated as follows:
  - a. The CISA Director salary for the 2026–2027 school year is one hundred sixty-four thousand six hundred seventy-one dollars (\$164,671.00), which equates to seven hundred forty-eight dollars and fifty cents (\$748.50) per diem, based on a work year of 220 days.
  - b. Ms. Nascimento’s teacher salary for the 2026–2027 school year is one hundred one thousand three hundred seventy-five dollars (\$101,375.00), which equates to five hundred forty-seven dollars and ninety-seven cents (\$547.97) per diem, based on a work year of 185 days.
  - c. The difference between Ms. Nascimento’s teacher per diem rate for the 2026-2027 school year and the per diem rate for the CISA Director for the 2026-2027 school year is two hundred dollars and fifty-three cents (\$200.53).

- d. Accordingly, in order to renumerate Ms. Nascimento for performing the additional duties of the CISA Director during her regular workday, Ms. Nascimento will be paid an additional two hundred dollars and fifty-three cents (\$200.53) per workday for the 2026-2027 school year.
      - e. This renumeration will be included as part of Ms. Nascimento's regular wages.
8. In order to perform the additional duties of the CISA Director, Ms. Nascimento shall work an additional two hundred eighty hours (280) hours beyond the teacher workday and work year. Ms. Nascimento may begin completing these hours following the last day of the 2025-2026 school year. These hours must be completed by June 30, 2027.
  - a. These hours may occur on both teacher workdays and non-workdays.
  - b. All hours must be recorded and reported to the Superintendent of Schools or her designee.
9. Ms. Nascimento must enroll in an 092 administrator certification program and complete the program, including receipt of certification, no later than July 7, 2027.
  - a. Ms. Nascimento must provide progress updates to the TSAA Co-Presidents.
  - b. Ms. Nascimento will be granted access to the TSAA tuition reimbursement plan for this program. Access to TSAA tuition reimbursement will not preclude her from accessing TEA tuition reimbursement, if the program qualifies for such reimbursement.
10. Ms. Nascimento must demonstrate adequate performance in the CISA Director role during the 2026–2027 school year, as evaluated by the Superintendent of Schools.
11. If Ms. Nascimento completes her 092 certification by July 7, 2027, and demonstrates adequate performance in the role, as determined by the Superintendent of Schools, TSAA will waive the job posting requirements contained in the TSAA collective bargaining agreement and permit the Superintendent to appoint Ms. Nascimento as CISA Director effective July 7, 2027, if she chooses.
  - a. However, if under the 2027–2028 operating budget, the Board eliminates a professional staff member position in the TSAA, and the TSAA member whose role is eliminated is determined by the Superintendent to be qualified to serve as CISA Director, such TSAA member shall be appointed as CISA Director and Ms. Nascimento shall return to her TEA position as an Instructional Coach.
12. As stated previously, Ms. Nascimento shall not be responsible for the supervision and evaluation responsibilities of the CISA Director. Such supervision and evaluation responsibilities typically assigned to the CISA Director shall be assigned as follows:

- a. The CISA staff assigned to Black Rock School shall be supervised and evaluated by the Black Rock School Principal.
  - b. The CISA staff assigned to Thomaston Center School shall be supervised and evaluated by the Thomaston Center School Principal.
  - c. The CISA staff assigned to both Black Rock School and Thomaston Center School shall be supervised and evaluated by the Director of Pupil-Personnel Services.
13. The TSAA administrators assigned the supervision and evaluation responsibilities described in Paragraph 12 will receive a stipend of one thousand eight hundred seventy-one dollars and twenty cents (\$1,871.20) per CISA staff member, calculated as follows:
- a. The CISA Director salary (2026–2027) is one hundred sixty-four thousand six hundred seventy-one dollars (\$164,671.00), which equates to seven hundred forty-eight dollars and fifty cents (\$748.50) per diem, based on a work year of 220 days, which equals ninety-three dollars and fifty-six cents (\$93.56) per hour.
  - b. It is estimated that the supervision and evaluation time of each staff member shall be twenty (20) hours.
14. The parties agree that this Agreement and the terms set forth herein shall neither establish a past practice nor a precedent.
15. The terms of this Agreement are recognized as a joint agreement by the parties, and the terms shall not be subject to any grievance or any administrative, judicial, or other challenge, except where necessary to enforce the specific terms of the Agreement.
16. This Agreement shall expire no later than July 7, 2027.

**For the Board:**

  
 Francine Coss, Superintendent

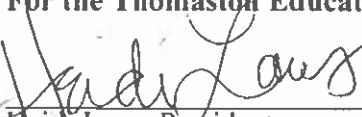
Date: April 1, 2026

**For the Thomaston School Administrators Association:**

  
 Jonathan M. Kozlak

Date: 3/31/26

**For the Thomaston Education Association:**

  
 Heidi Laus, President

Date: 3/20/26