SEZP Proposal	SEA Proposed 6-11 Responses	SEZP 6.13.2
 SEZP proposes the following: 4/15 8. In order to ensure all members of TLT feel psychologically safe, any TLT member will be informed of their ability to raise concerns to either SEA or SEZP leadership, and to consider appropriate next steps, which could include a follow-up meeting with impacted TLT members or the TLT as a whole. each meeting of TLT shall conclude with an up-to-ten minute educator only caucus, and then a follow up meeting with the principal at TLT member discretion. a. Psychological Safety refers to the ability to speak up without fear, reprimand, or humiliation at work and is critical to helping teams build better relationships, make smart decisions, innovate and execute tasks. (Harvard Business Review) 6/5 	 SEA Proposed 6-11 Responses 1. Article 22.B- Teacher Leadership Team General Guidelines 6/9 SEA AGREES to the proposed language in black with the addition below in blue 8. In order to ensure all members of TLT feel psychologically safe, any TLT member will be informed of their ability to raise concerns to either SEA or SEZP leadership, and to consider appropriate next steps, which could include a follow-up meeting with impacted TLT members or the TLT as a whole. Psychological Safety refers to the ability to speak up without fear, reprimand, or humiliation at work and is critical to helping teams build better relationships, make smart decisions, innovate and execute tasks. (Harvard Business Review) 	 SEZP 6.13.2 SEZP and SEA (agree to the following): Teacher Leadership Teams will have 10 minutes at the start of each TLT meeting - without the principal present - to discuss matters relevant to the TLT. The TLT Advisory team shall develop best practices for TLT, including agenda setting. The goal shall be that the TLT advisory team shall have TLT members from each school.
Teacher Leadership Teams will have 10 minutes at the start of each TLT meeting - without the principal present - to discuss matters relevant to the TLT.	Teacher Leadership Teams will have 10 minutes at the start of each TLT meeting -	

SEZP Proposal	SEA Proposed 6-11 Responses	SEZP 6.13.2
	without the principal present - to discuss matters relevant to the TLT. The TLT advisory team shall develop best practices for TLT, including agenda setting. The goal shall be that the TLT advisory team shall have TLT members from each school.	
 6/5 SEZP proposes the following [with the only new change for June 5th being Class Size]: 3. Areas for Working Conditions Each school's annual Educator Working Conditions shall include but not be limited to: Setting of school priorities for the coming school year. Allocation of discretionary funds including in areas - when applicable because of budget timelines - including: Wraparound services for students and families After-school programs School supplies, provided that no educator shall be required to purchase or otherwise 	 3. Article 24- Teacher Leadership Teams and Educator Working Conditions 6/9 SEA proposes language for class size below in separate article 6/9 SEA approves of SEZP proposal to keep a number of items in TLT 	 SEZP and SEA agree to the following: 3. Areas for Working Conditions Each school's annual Educator Working Conditions shall include but not be limited to: Setting of school priorities for the coming school year. Allocation of discretionary funds including in areas - when applicable because of budget timelines - including: Wraparound services for students and families After-school programs School supplies, provided that no educator shall be required to purchase or otherwise

SEZP Proposal	SEA Proposed 6-11 Responses	SEZP 6.13.2
 provide at their expense, materials for student use. Other items as designated by the SEZP provided there is no material conflict with other provisions of this document [Moved from below] School curriculum decisions that maintain educators' ability to scaffold grade level curriculum to meet students' needs. Professional development activities applicable to the school as a body School calendar Hours of school operations including daily start and end times for students and educators. Schedule for staff and students, provided that all teachers will continue to receive duty-free lunch and regular student-free preparatory time. Class coverage and substitutes School health and safety issues Staff dress code Rotation of duties Class size Bulletin boards Other items as designated by the SEZP provided there is no material conflict with other provisions of this document 		 provide at their expense, materials for student use. Other items as designated by the SEZP provided there is no material conflict with other provisions of this document [Moved from below] School curriculum decisions that maintain educators' ability to scaffold grade level curriculum to meet students' needs. Professional development activities applicable to the school as a body School calendar Hours of school operations including daily start and end times for students and educators. Schedule for staff and students, provided that all teachers will continue to receive duty-free lunch and regular student-free preparatory time. Class coverage and substitutes Scheduling of school-wide parent/teacher meetings Work before and/or after the regular school year Notices and announcements School health and safety issues Staff dress code: Rotation of duties Class size

SEZP Proposal	SEA Proposed 6-11 Responses	SEZP 6.13.2
 Family-teacher communication, with each school is to create and maintain a main line of communication between teachers and families [PowerTeacher, Kickboard, Class Dojo, etc.] Assessment and grading Review of school's emergency response plan 		 Bulletin boards Other items as designated by the SEZP provided there is no material conflict with other provisions of this document Family teacher communication Review of school's emergency response plan SEZP proposes the following with Staff
	 6/9 SEA proposes that the "staff dress code" item be placed in the contract in a new article, and removed from TLT: Staff dress code: All employees covered under this collective bargaining agreement must present a professional work appearance. Employees shall wear neat, clean work attire. Employees are expected to dress in a manner that is normally acceptable in similar professional environments. 	 Staff dress code: All employees covered under this collective bargaining agreement must: Dress in a professional, neat, and clean manner appropriate to their role and responsibilities. Use good judgment in attire that is respectful of students, families, and colleagues. Wear clothing that does not disrupt the educational environment or compromise health and safety.

SEZP Proposal	SEA Proposed 6-11 Responses	SEZP 6.13.2
		School spirit days may be designated by the administration in collaboration with staff.
	School Emergency Response Plan Every school shall have an Emergency Response Plan reviewed by the TLT and submitted for approval to the Office of Safety and Security. The Team shall communicate the Plan to all staff at the school. The Plan shall be reviewed and updated annually. At least one (1) Emergency Response drill shall occur annually.	SEA and SEZP agree on a New Article regarding School Emergency Response Plan, which follows below: <u>School Emergency Response Plan</u> Every school shall have an Emergency Response Plan reviewed by the TLT and submitted for approval to the Office of Safety and Security. The Team shall communicate the Plan to all staff at the school. The Plan shall be reviewed and updated annually. At least one (1) Emergency Response drill shall occur annually.
4/15 SEZP proposes the following change:	6/9 (new article?) - Lesson Plans SEA Agrees to proposed language and adds language proposed in blue.	SEZP proposes the following [in orange]:1. The goal of lesson plans should be to
6/6 1. The goal of lesson plans should be to assist the educator in preparation for effective lessons and to support educator development towards a school's instructional vision, particularly for early career educators.	1. The goal of lesson plans should be to assist the educator in preparation for effective lessons and to support educator	assist the educator in preparation for effective lessons and to support educator development towards a school's instructional vision, particularly for early career educators. It is understood and

SEZP Proposal	SEA Proposed 6-11 Responses	SEZP 6.13.2
It is understood and agreed upon that lesson plans are artifacts of planning and do not always reflect its implementation. 2. No lesson plan shall require minute by minute schedules. 3. Lesson plan collection and feedback systems will be differentiated to meet the developmental needs of educators and to inform future lesson planning. Feedback must be meaningful, actionable and in writing.	 development towards a school's instructional vision, particularly for early career educators. It is understood and agreed upon that lesson plans are artifacts of planning and do not always reflect its implementation. 2. No lesson plan shall require minute by minute schedules. 3. Lesson plan collection and feedback systems will be differentiated to meet the developmental needs of educators and to inform future lesson planning. Feedback must be meaningful, actionable and in writing. 	 agreed upon that lesson plans are artifacts of planning and do not always reflect its implementation. 2. No lesson plan shall require minute by minute schedules. 3. Lesson plan collection and feedback systems will be differentiated to meet the developmental needs of educators and to inform future lesson planning. If feedback is given, feedback must be meaningful, actionable and in writing.
6/6 SEZP proposed the following: Every school shall establish a clear plan for substitutes and class coverage in the Faculty Handbook provided to all educators before the start of the year, a plan which could include - if available - substitutes to cover classes. When substitutes are unavailable, Assignments for class coverage in emergency situations will be shared as equitably as possible by the faculty.	 8. (New Article)- Substitute Teachers SEA accepts proposed language, but suggests a small revision (a strikethrough in blue) Every school shall establish a clear plan for substitutes and class coverage in the Faculty Handbook provided to all educators before the start of the year, a plan which could include - if available - substitutes to cover classes. When substitutes are unavailable, Assignments 	SEZP and SEA agree to the following: Every school shall establish a clear plan for substitutes and class coverage in the Faculty Handbook provided to all educators before the start of the year, a plan which could include - if available - substitutes to cover classes. Assignments for class coverage in emergency situations will be shared as equitably as possible by the faculty.

SEZP Proposal	SEA Proposed 6-11 Responses	SEZP 6.13.2
	for class coverage in emergency situations will be shared as equitably as possible by the faculty.	
SEZP does not agree to previously proposed change.	 12. (New Article)- Pupil-Educator Ratio 06/09/25 SEA proposes the following language: If pupil-educator ratio exceeds 25-1, <i>every</i> <i>effort shall be made</i> to provide a para. 	SEZP does not agree to the proposed change.
Communication between educators and families: 6/6 SEZP proposes following Language: If a school offers a line of communication between educators and families - PowerTeacher, Kickboard, Class Dojo, etc this line of communication must be primarily maintained by administration or a designated appointee.	 6/3. (New Article)- Parent Teacher Communication 6/6 SEA Proposed following language: Schools will offer a line of communication between educators and families - PowerTeacher, Kickboard, Class Dojo, etc. this line of communication must be primarily maintained by administration or a designated appointee. 	SEZP proposes the following as a new article:: If a school offers a line of communication between educators and families - PowerTeacher, Kickboard, Class Dojo, etc. - this line of communication must be primarily maintained by administration or a designated appointee.

SEZP Proposal	SEA Proposed 6-11 Responses	SEZP 6.13.2
	6/11 SEA concern: Class Dojo is free, so requiring a system of some kind being set up by the admin or designee is not a financial burden	
	Does SEZP agree to have this in a new article in the contract rather than in TLT working conditions?	
Prep Periods 6/3 SEZP proposed: Educators will have – at minimum - one self-directed 40-minute preparation period per day. This self-directed time can be used to plan, grade, collaborate with colleagues, etc. In extenuating circumstances, educators may be asked to perform some duties during this time. On that day the educator must have an equivalent non-instructional period. Whenever possible, educators should be given priority access to their own teaching space during preparation periods. If an educator cannot have access to their own teaching space during preparation periods, every effort will be made to provide a functional working space.	6/11 SEA proposes adjustment to language in blue: Educators will have one self-directed preparation period per day, equivalent to an instructional block, consisting of a minimum of 40 minutes. This self-directed time can be used to plan, grade, collaborate with colleagues, etc. In extenuating circumstances, educators may be asked to perform some duties during this time. On that day the educator must have an equivalent non-instructional period. Whenever possible, educators	SEZP proposes the following: Educators will have – at minimum - one self-directed 40-minute preparation period per day. This self-directed time can be used to plan, grade, collaborate with colleagues, etc. In extenuating circumstances, educators may be asked to perform some duties during this time. On that day the educator must have an equivalent non-instructional period. Whenever possible, educators should be given priority access to their own teaching space during preparation periods. If an

SEZP Proposal	SEA Proposed 6-11 Responses	SEZP 6.13.2
In service of a unique program (e.g. an adjunct professor teaching early college), a teacher may not have – at minimum - one self-directed 40-minute preparation period per day. This aspect of the teacher schedule will be clearly noted in the respective job posting. Additionally, educators in these positions will be notified of any changes to their schedule, prior to the transfer window.	should be given priority access to their own teaching space during preparation periods. If an educator cannot have access to their own teaching space during preparation periods, every effort will be made to provide a functional working space. 6/6 SEA agrees to "In service of a unique program" language	educator cannot have access to their own teaching space during preparation periods, every effort will be made to provide a functional working space. In service of a unique program (e.g. an adjunct professor teaching early college), a teacher may not have – at minimum - one self-directed 40-minute preparation period per day. This aspect of the teacher schedule will be clearly noted in the respective job posting. Additionally, educators in these positions will be notified of any changes to their schedule, prior to the transfer window. Every effort will be made to ensure that the 40 minutes of preparation time is not adjacent to any other scheduled activity (e.g., STAT meetings, grade-level team meetings) that is less than 15 minutes in duration, in order to preserve the integrity and utility of the preparation period.

SEZP Proposal	SEA Proposed 6-11 Responses	SEZP 6.13.2
 4/15 SEZP agrees to the proposed change (including language in blue). 6/6 The parties agree that a positive school climate can impact both educator morale and retention and student performance. Therefore, the parties agree to implement a joint labor/management process when either party believes that there is a need to intervene in a school due to a lapse in positive climate. In each situation, the parties will agree on a data collection process, when necessary, which may include a climate survey. SEZP proposes to remove external quote: School Climate reflects how members of the school community experience the school, including interpersonal relationships, educator and other staff practices and organization arrangement. School climate includes factors that serve as conditions for learning and that support physical and emotional safety, connection and support and engagement. A positive school climate reflects attention to fostering social and physical safety, providing support that enables students and staff to realize high behavioral and academic standards as well as encouraging and maintaining respectful, trusting, and caring relationships throughout the school community. <i>–National Center on Safe Supportive Learning Environment</i> 	6/9 SEA agrees to language in blue. 6/11 SEA & SEZP want to draft a joint definition of positive school climate	 SEZP proposes the following definition in orange: School climate refers to how students, staff, and families experience the school environment—shaped by relationships, staff practices, and organizational structures. A positive climate fosters physical and emotional safety, meaningful connection, and high expectations through supportive, respectful, and caring interactions across the school community. SEA and SEZP have agreed to the following: The parties agree that a positive school climate can impact both educator morale and retention and student performance. Therefore, the parties agree to implement a joint labor/management process when either party believes that there is a need to intervene in a school due to a lapse in positive climate. In each situation, the parties will agree on a data collection process, when necessary, which may include a climate survey.

SEZP Proposal	SEA Proposed 6-11 Responses	SEZP 6.13.2
Additionally, for each of the aforementioned Student Services positions, specific job responsibilities will be clearly outlined in the respective job posting.		Counselors for Special Education, and Evaluation and Team Leaders (ETLs) - is five days before and after the standard SPS calendar. Additionally, any expectations related to these specific Student Services roles will be outlined in the Student Supports and Services Educator Handbook, which will be created by SEZP and reviewed annually at the start of the school year. Additionally, for each of the aforementioned Student Services positions, specific job responsibilities will be clearly outlined in the respective job posting. Furthermore, SEZP and SEA will establish a joint labor-management committee to annually review and gather input on the position descriptions of these specific Student Services roles. SEZP shall make every effort to implement the committee's input to inform future updates to these position descriptions.

SEP proposes the following:	19. (New Article)- Special Services	SEZP proposes the following [in orange]:
Specific job responsibilities for Counselors will be clearly outlined in the respective job posting. Staff in these positions will be notified of any changes to their job expectations prior to the transfer window.	 6/11 SEA proposes: Counselors need access to professional development so they can earn PDPs required for DESE licensure Counselors must be provided with locking: doors, file cabinets and desks SEZP creates a joint labor committee consisting of SEZP leadership and SEZP counselors 	Recognizing that school counselors play a vital role in supporting students' academic progress, mental health, and postsecondary readiness, SEZP is committed to equipping and empowering counselors to lead this essential work. To that end, school counselors shall have access to professional development opportunities necessary to earn Professional Development Points (PDPs) required for DESE licensure. All counselors will be
	School Counselor/School Adjustment Counselor Responsibilities	provided with secure, locking doors, file cabinets, and desks to ensure confidentiality and student privacy.
	 Responsible to the Principal working in conjunction with Student Support & Services (Zone) Coordinate implementation of Tier I curriculum (academic, career, personal/social-emotional). Consult with fellow counselors, adjustment counselors, teachers, administrators 	Specific job responsibilities of counselors will be clearly outlined in each counselor job posting, and staff will be notified of any changes to job expectations prior to the opening of the internal transfer window, or when any changes must occur.

to incorporate curriculum into	Furthermore, SEZP will establish a joint
students' schedules based on	labor-management committee
developmental needs and needs	composed of SEZP leadership and
identified through data. Coordinate	SEZP counselors. SEZP shall make
with administration about	every effort to implement the
scheduling curriculum (Tier I lessons	committee's input to inform future
should not be a part of the master	updates to counselor job descriptions
schedule if facilitated by counselors	and support the continued
solely as a means to provide prep	development of a comprehensive and
for teachers)	effective counseling program.
 Guide students through the 	
development of educational and	
career plans.	
 Provide counseling of individuals 	
and small groups of students	
toward social and emotional	
growth, including absences, tardies,	
disciplinary challenges (Tier II	
services)	
 Conduct risk assessments of 	
students experiencing/displaying	
mental health safety concerns (Tier	
 Work with other school counselors 	
and school adjustment counselors	
(if applicable) to refer students and	
their caregivers to special	

programs, specialists, and outside	
agencies (Tier III).	
Collaborate with the principal (and	
other members of the crisis	
response team) to develop and	
implement school crisis response	
plans; coordinate with school staf	,
administrators, and external	
agencies to ensure a swift and	
effective crisis response, including	
providing information and suppor	
Consult with and train/advise	
teachers/staff and caregivers	
regarding needs of students.	
 Consult with teachers about 	
building classroom connections,	
effective classroom management	
-	
and the role of noncognitive factor	
in student success	
Participate in, coordinate, and	
conduct activities that contribute	to
the effective operation	
of the counseling program and	
school.	
 Advocating for students at IEP 	
meetings and 504 meetings,	
student study teams and school	

attendance review boards, as
necessary
Participate in the Student Teacher
Assistance Team (STAT), Response
to Intervention (RTI) or similar
process
Consult with the school principal to
identify and resolve student issues,
needs and problems
Participate in the planning and
evaluation of the counseling
program, including analyzing
disaggregated schoolwide and
school counseling program data
Pursue continuous professional
growth.
Ensure school staff are aware of the
school's student support services,
and each of their roles and
responsibilities, including the
referral process for all staff to use.
80% counselors' time should be
spent on direct/indirect student
services (instruction, appraisal and
advisement, counseling,
consultation, collaboration referrals)

 No more than 20% of counselors' time should be spent on program planning and school support activities (planning, managing, assessing, student action plans, lesson planning, annual student outcome goals, etc.). Each school counselor shall have an appropriate confidential space (not shared with other staff), phone, and technology to carry out their duties (including unlimited zoom meeting access).
Inappropriate Tasks for Counselors (per ASCA) • building the master schedule (counselors may build schedule in PowerScheduler/PowerSchool but administrators should be creating master schedule) • coordinating paperwork and data entry of all new/exiting students

 coordinating and administering cognitive, aptitude and achievement testing programs proctoring testing (unless extenuating circumstances) performing disciplinary actions or assigning discipline consequences covering classes when teachers are absent or to create teacher planning time. computing grade-point averages supervising classrooms or common areas (arrival/dismissal, hallway, lunch, etc) serving in any administrative capacity keeping or maintaining student cumulative records serving as a data entry clerk
 lunch, etc) serving in any administrative capacity
cumulative records
 coordinating 504 plans* coordinating student study teams, response to intervention plans, MTSS and school attendance review boards, STAT.

 Although school counselors serve
on the 504 team, ethically they
should not be tasked with 504
coordination/management to avoid
any ethical conflict between school
counseling program
implementation and the
administrative duties of the 504
coordinator/case manager.
(American School Counselors
Association)

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 6/6 SEZP proposes the following language: SEZP and SEA recognize the importance of fostering lifelong learning and equitable access to library resources for all students. Every effort will be made to ensure that schools have a library area which is staffed by a certified librarian or a teacher with library training and experience. Additionally, the parties support efforts to ensure that all students have access to local public libraries, including opportunities to obtain library cards and learn how to navigate library systems. To that end, SEZP will work collaboratively with schools and local library partners to facilitate student orientation, outreach, and engagement with public library resources. 	6/6 & 6/9 SEA enthusiastically agrees to language	 SEA and SEZP agree to the following: SEZP and SEA recognize the importance of fostering lifelong learning and equitable access to library resources for all students. Every effort will be made to ensure that schools have a library area which is staffed by a certified librarian or a teacher with library training and experience. Additionally, the parties support efforts to ensure that all students have access to local public libraries, including opportunities to obtain library cards and learn how to navigate library systems. To that end, SEZP will work collaboratively with schools and local library partners to facilitate student orientation, outreach, and engagement with public library resources.
4/15 6/6 SEZP proposes the following:	6/9 SEA Proposes 22. Article 19- Dispute Resolution	SEZP proposes the following, with the blue reflecting difference from 6.9 SEA:
It is the intent of the parties to the Agreement to use their best efforts to encourage the informal and	It is the intent of the parties to the Agreement to use their best efforts to encourage the	It is the intent of the parties to the Agreement to use their best efforts to

prompt settlement of grievances which may arise between the Association or a member or members of the bargaining unit and the Employer. In recognition of this intent, the parties agree that they shall use the procedure set forth in this Article for the resolution, strictly pursuant to the terms of this Agreement, of all disputes involving alleged violations of specific provisions of this Agreement. In order to settle grievances at the lowest possible administrative level, the organization and procedure for processing grievances shall be as follows:	informal and prompt settlement of grievances which may arise between the Association or a member or members of the bargaining unit and the Employer. In recognition of this intent, the parties agree that they shall use the organization and procedure set forth in this Article for the resolution, strictly pursuant to the terms of this Agreement, of all disputes involving alleged violations of specific provisions of this Agreement. In order to settle grievances at the lowest possible administrative level. the organization and procedure for processing grievances shall be as follows: Section 1.	encourage the informal and prompt settlement of grievances which may arise between the Association or a member or members of the bargaining unit and the Employer. In recognition of this intent, the parties agree that they shall use the organization and procedure set forth in this Article for the resolution, strictly pursuant to the terms of this Agreement, of all disputes involving alleged violations of specific provisions of this Agreement. In order to settle grievances at the lowest possible administrative level, the organization and procedure for processing grievances shall be as follows:
Section 1: The term "grievance" shall be construed to mean an express violation of a written provision of this Agreement. Any event which occurred or failed to occur prior to the effective date of this agreement shall not be subject to the grievance and arbitration provision.	 A. Definition: A grievance is a claim by an employee that there has been a violation or misinterpretation of the terms of this agreement pr violation of SEZP policy or violation of the Rules and Regulations of the School Committee, when appropriate to SEZP educators B. As used in this Article, the term employee means (1) an individual employee, (2) a group of employees having the same grievance , or (3) the Association. 	The term "grievance" shall be construed to mean an express violation of a written provision of this Agreement. Any event which occurred or failed to occur prior to the effective date of this agreement shall not be subject to the grievance and arbitration provision.
	Section 2. Steps of the Grievance Procedure.	Step 1: Informal Discussion with Immediate Administrative Supervisor

Section 2: An aggrieved educator and an Association Representative (if the employee so desires) shall first discuss the dispute with the employee's immediate administrative superior or his/her principal with the objective of resolving the matter informally. Such informal discussion shall be held within five (5) school days of the request of the employee. This shall be considered a Step One grievance.	Step 1. Section 2: Informal Discussion with Immediate Administrative Supervisor An aggrieved educator and an Association Representative (if the employee so desires) shall first discuss the dispute with the employee's immediate administrative superior or his/her principal with the objective of resolving the matter informally. Such informal discussion shall be held within five (5) school days of the request of the employee. This shall be considered a Step One grievance.	An aggrieved educator and an Association Representative (if the employee so desires) shall first discuss the dispute with the employee's immediate administrative superior or his/her principal with the objective of resolving the matter informally. Such informal discussion shall be held within five (5) school days of the request of the employee.
Section 3: If the informal discussion does not resolve the grievance, the grievance must be brought to a SEA-SEZP joint leadership meeting, which meets at least monthly, to discuss and attempt to resolve the matter. This shall be considered a Step Two grievance. Section 4: If the informal discussion with SEZP leadership does not resolve the grievance, it shall be submitted in writing to the building principal within 30 days of the alleged violation and shall identify with specificity the provision(s) of the Agreement alleged to have been violated. This shall be considered a Step Three grievance.	 Step 2: Informal Discussion with SEZP Leadership If the informal discussion does not resolve the grievance, the grievance must be brought to a SEA-SEZP joint leadership meeting, which meets at least monthly, to discuss and attempt to resolve the matter. This shall be considered a Step Two grievance. Step 3: Principal or Administrative Supervisor If the informal discussion with SEZP leadership does not resolve the grievance, it be submitted in writing to the building principal or administrative supervisor within 30 days of the alleged violation and shall identify with specificity the provision(s) of the Agreement alleged to have been violated. This shall be considered a Step Three grievance. 	 Step 2: Informal Discussion with SEZP Leadership If the informal discussion does not resolve the grievance, the grievance must be brought to a SEA-SEZP joint leadership meeting, which meets at least monthly, to discuss and attempt to resolve the matter. Step 3: Principal or Administrative Supervisor If the informal discussion with SEZP leadership does not resolve the grievance, it be submitted in writing to the building principal or administrative supervisor within 30 days of the alleged violation and shall identify with specificity the provision(s) of the Agreement alleged to have been violated

Section 4-5: The aggrieved educator shall discuss the dispute with his/her principal accompanied by an Association representative within five (5) school days of the principal receiving the grievance in writing. The principal shall communicate his/her decision to the educator within five (5) school days after hearing the complaint.

Section 5–6: If the decision of the principal is not satisfactory (or if a decision was not rendered within the time specified), the aggrieved may appeal it within five (5) school days to SEZP Leadership. SEZP Leadership shall arrange a meeting within five (5) school days from the date of receiving the grievance and shall give his/her decision within five (5) school days of such meeting. Said decisions shall be in writing. If the matter is not satisfactorily handled (or if a decision has not been rendered by the board or its designee), then where applicable the grievance may be processed as indicated below. This shall be considered a Step Four grievance.

The principal or administrative supervisor shall meet with the aggrieved educator shall discuss the dispute with his/her principal accompanied by an Association representative within five (5) school days of the principal or supervisor receiving the grievance in writing. The administrator shall communicate his/her decision to the educator within five (5) school days after hearing the complaint.

Step 4: SEZP Co-Directors

If the decision of the administrator is not satisfactory (or if a decision was not rendered within the time specified), the aggrieved may appeal it within five (5) school days to SEZP Leadership. SEZP Leadership shall arrange a meeting within five (5) school days from the date of receiving the grievance and shall give his/her decision within five (5) school days of such meeting. Said decisions shall be in writing. If the matter is not satisfactorily handled (or if a decision has not been rendered by the board or its designee), then where applicable the grievance may be processed as indicated below. This shall be considered a Step Four grievance. The aggrieved educator, accompanied by an Association representative, shall meet and discuss the dispute with their principal or administrative supervisor within five (5) school days of the administrator receiving the grievance in writing. The administrator shall communicate their decision to the educator within five (5) school days after hearing the complaint.

Step 4: SEZP Co-Directors

If the decision of the administrator is not satisfactory (or if a decision was not rendered within the time specified), the aggrieved may appeal it within five (5) school days to SEZP Leadership. SEZP Leadership shall arrange a meeting within five (5) school days from the date of receiving the grievance and shall give his/her decision within five (5) school days of such meeting. Said decisions shall be in writing. If the matter is not satisfactorily handled (or if a decision has not been rendered by the board or its designee), then where applicable the grievance may be processed as indicated below.

SEZP 6.13.25 Response to SEA 6.11.25 Counterproposal

Section 6-7: Dispute resolution processes: The		Step 5: Mediation
following table outlines processes to be used: If the	Step 5: Mediation	If the grievance is not satisfactorily
grievance is not satisfactorily resolved at Step 4, the	If the grievance is not satisfactorily resolved at	resolved at Step 4, the Association and
Association and SEZP must pursue mediation. This	Step 4, the Association and SEZP must pursue	SEZP must pursue mediation. This shall
shall be considered a Step Five grievance. In the	mediation. In the event that both parties wish	be considered a Step Five grievance. In
event that both parties wish to forgo mediation, the	to forgo mediation, the matter will be moved	the event that both parties wish to forgo
matter will be moved directly to a Step Six grievance.	directly to a Step Six grievance. If a matter is	mediation, the matter will be moved
If a matter is brought to mediation, the mediation of	brought to mediation, the mediation of the	directly to a Step Six grievance. If a matter
the grievance may be initiated in accordance with the	grievance may be initiated in accordance with	is brought to mediation, the mediation of
following provisions.	the following provisions.	the grievance may be initiated in
		accordance with the following provisions.
A. Within 10 school days of receipt of the decision at		A. Within 10 school days of receipt of the
step 4, the Association may demand mediation of the	A. Within 10 school days of receipt of the	decision at step 4, the Association may
dispute. Within forty (40) days of the demand for	decision at step 4, the Association may	demand mediation of the dispute. Within
mediation the Association and the SEZP shall meet for	demand mediation of the dispute. Within forty	forty (40) days of the demand for
the purpose of mediation. The Association and the	(40) days of the demand for mediation the	mediation the Association and the SEZP
SEZP agree to maintain a list of mutually agreed upon	Association and the SEZP shall meet for the	shall meet for the purpose of mediation.
mediators to be assigned grievances on a rotating	purpose of mediation. The Association and the	The Association and the SEZP agree to
basis. The Association and the SEZP agree to review	SEZP agree to maintain a list of mutually	maintain a list of mutually agreed upon
their list annually, or more often if requested by either	agreed upon mediators to be assigned	mediators to be assigned grievances on a
organization, and adjust the list as mutually agreed	grievances on a rotating basis. The Association	rotating basis. The Association and the
upon by the Association and the SEZP.	and the SEZP agree to review their list annually,	SEZP agree to review their list annually, or
	or more often if requested by either	more often if requested by either
	organization, and adjust the list as mutually	organization, and adjust the list as
	agreed upon by the Association and the SEZP.	mutually agreed upon by the Association
		and the SEZP.
B. The mediator selected shall be assigned to		
mediate on the same day a minimum of four	B. The mediator selected shall be assigned to	B. The mediator selected shall be
grievances unless otherwise agreed by the	mediate on the same day a minimum of four	assigned to mediate on the same day a
Association and the SEZP. If one of the above	grievances unless otherwise agreed by the	minimum of four grievances unless
mediators is unable to schedule a mediation	Association and the SEZP. If one of the above	otherwise agreed by the Association and

conference within forty (40) days from the receipt of	mediators is unable to schedule a mediation	the SEZP. If one of the above mediators is
the appeal, it will be referred to the next mediator in	conference within forty (40) days from the	unable to schedule a mediation
line. The fees and expenses of the mediators shall be	receipt of the appeal, it will be referred to the	conference within forty (40) days from the
shared equally by the Association and the SEZP.	next mediator in line. The fees and expenses of	receipt of the appeal, it will be referred to
	the mediators shall be shared equally by the	the next mediator in line. The fees and
C. Mediation is an informal, off-the-record process in	Association and the SEZP.	expenses of the mediators shall be shared
which the Association and the SEZP are free to		equally by the Association and the SEZP.
disclose to the mediator the essence of the dispute	C. Mediation is an informal, off-the-record	
without detriment to their legal position. Confidential	process in which the Association and the SEZP	C. Mediation is an informal, off-the-record
information disclosed to a mediator in the course of	are free to disclose to the mediator the essence	process in which the Association and the
the mediation shall not be divulged by the mediator.	of the dispute without detriment to their legal	SEZP are free to disclose to the mediator
All records, reports, or other documents received by	position. Confidential information disclosed to	the essence of the dispute without
the mediator while serving in that capacity shall be	a mediator in the course of the mediation shall	detriment to their legal position.
confidential. The mediator shall not be compelled to	not be divulged by the mediator. All records,	Confidential information disclosed to a
divulge such records or to testify in regard to the	reports, or other documents received by the	mediator in the course of the mediation
mediation in any adversarial proceeding or judicial	mediator while serving in that capacity shall be	shall not be divulged by the mediator. All
forum. The Association and the SEZP shall maintain	confidential. The mediator shall not be	records, reports, or other documents
the confidentiality of the mediation and shall not rely	compelled to divulge such records or to testify	received by the mediator while serving in
on or introduce as evidence in any arbitral, judicial or	in regard to the mediation in any adversarial	that capacity shall be confidential. The
other proceeding:	proceeding or judicial forum. The Association	mediator shall not be compelled to
	and the SEZP shall maintain the confidentiality	divulge such records or to testify in regard
a. Views expressed or suggestions made by either	of the mediation and shall not rely on or	to the mediation in any adversarial
organization with respect to a possible settlement of	introduce as evidence in any arbitral, judicial or	proceeding or judicial forum. The
the dispute;	other proceeding:	Association and the SEZP shall maintain
b. Admissions made by either organization in the		the confidentiality of the mediation and
course of the mediation proceeding;	a. Views expressed or suggestions made by	shall not rely on or introduce as evidence
c. Proposals made or views expressed by the	either organization with respect to a possible	in any arbitral, judicial or other
mediator; or	settlement of the dispute;	proceeding:
d. The fact that either organization had or had not	b. Admissions made by either organization in	
indicated willingness to accept a proposal for	the course of the mediation proceeding;	a. Views expressed or suggestions made
settlement made by the mediator.	c. Proposals made or views expressed by the	by either organization with respect to a
	mediator; or	possible settlement of the dispute;

D. The mediator does not have the authority to		b. Admissions made by either
impose a settlement on the Association and the SEZP but will attempt to help them reach a satisfactory	not indicated willingness to accept a proposal for settlement made by the mediator.	organization in the course of the mediation proceeding;
resolution of their dispute.	for settlement made by the mediator.	c. Proposals made or views expressed by
	D. The mediator does not have the authority to	the mediator; or
E. Mediation shall conclude in one of the following	impose a settlement on the Association and	d. The fact that either organization had or
ways:	the SEZP but will attempt to help them reach a	had not indicated willingness to accept a
a. By the execution of a settlement agreement by the Association and the SEZP; or	satisfactory resolution of their dispute.	proposal for settlement made by the mediator.
b. By a written declaration of the mediator, either the		
Association and the SEZP, or both the Association and	following ways:	D. The mediator does not have the
the SEZP to the effect that the mediation proceedings are concluded.	a. By the execution of a settlement agreement by the Association and the SEZP; or	authority to impose a settlement on the Association and the SEZP but will attempt
	b. By a written declaration of the mediator,	to help them reach a satisfactory
	either the Association and the SEZP, or both	resolution of their dispute.
	the Association and the SEZP to the effect that	
	the mediation proceedings are concluded.	E. Mediation shall conclude in one of the
		following ways: a. By the execution of a settlement
		agreement by the Association and the
		SEZP; or
		b. By a written declaration of the
		mediator, either the Association and the
		SEZP, or both the Association and the SEZP to the effect that the mediation
		proceedings are concluded.
		Step 6: SEZP Board
Section 7: Within ten (10) school days after receiving		
the written declaration of the mediator that a settlement agreement is not executed, the	Within ten (10) school days after receiving the written declaration of the mediator that a	Within ten (10) school days after receiving the written declaration of the mediator
settiement agreement is not executed, the		

Association may request to meet with the SEZP Board. The meeting shall occur within thirty (30) days. The SEZP Board shall issue its decision within ten (10) school days in writing. The SEZP Board's decision shall be non-binding. This shall be considered a Step Six grievance. In the event that both parties wish to forgo meeting with the SEZP board, the matter will be moved directly to arbitration.	settlement agreement is not executed, the Association may request to meet with the SEZP Board. The meeting shall occur within thirty (30) days. The SEZP Board shall issue its decision within ten (10) school days in writing. The SEZP Board's decision shall be non-binding. <i>Do we really want this step?</i>	that a settlement agreement is not executed, the Association may request to meet with the SEZP Board. The meeting shall occur within thirty (30) days. The SEZP Board shall issue its decision within ten (10) school days in writing. The SEZP Board's decision shall be non-binding. In the event that both parties wish to forgo meeting with the SEZP board, the matter
	. In the event that both parties wish to forgo meeting with the SEZP board, the matter will	will be moved directly to arbitration.
	be moved directly to arbitration.	Step 7: Arbitration
Section 7–8 If the grievance is not satisfactorily resolved at Step 6, the grievance be referred for arbitration. Notices of intention to request arbitration must be in writing addressed to SEZP Leadership.	Step 7: Arbitration If the grievance is not satisfactorily resolved at Step 6, the grievance be referred for arbitration. Notices of intention to request arbitration must be in writing addressed to SEZP Leadership.	If the grievance is not satisfactorily resolved at Step 6, the grievance be referred for arbitration. Notices of intention to request arbitration must be in writing addressed to SEZP Leadership.
Within seven (7) days after such written notice of submission to arbitration, SEZP Leadership and the	Within seven (7) days after such written notice	Within seven (7) days after such written notice of submission to arbitration, SEZP
Association will agree upon a mutually acceptable arbitrator and will obtain a commitment from said	of submission to arbitration, SEZP Leadership and the Association will agree upon a mutually	Leadership and the Association will agree upon a mutually acceptable arbitrator and
arbitrator to serve. If the parties are unable to agree upon an arbitrator or to obtain such a commitment	acceptable arbitrator and will obtain a commitment from said arbitrator to serve. If the	will obtain a commitment from said arbitrator to serve. If the parties are
within the specific period, then the Association may submit the grievance to the American Arbitration	parties are unable to agree upon an arbitrator or to obtain such a commitment within the	unable to agree upon an arbitrator or to obtain such a commitment within the
Association for arbitration in accordance with its administrative procedures, practices, and rules.	specific period, then the Association may submit the grievance to the American	specific period, then the Association may submit the grievance to the American
Submission to the American Arbitration Association must be made not later than thirty days following the	Arbitration Association for arbitration in accordance with its administrative procedures,	Arbitration Association for arbitration in accordance with its administrative
SEZP Leadership's written decision.	practices, and rules. Submission to the	procedures, practices, and rules.

The arbitrator shall issue their award not later than thirty (30) days from the date of the close of the hearings or, if oral hearing has been waived, then from the date of transmitting the final statements and	American Arbitration Association must be made not later than thirty days following the SEZP Leadership's written decision. The arbitrator shall issue their award not later	Submission to the American Arbitration Association must be made not later than thirty days following the SEZP Leadership's written decision.
proofs to the arbitrator. The arbitrator's award shall be in writing and shall set forth the arbitrator's opinion and conclusion on the issues submitted.	than thirty (30) days from the date of the close of the hearings or, if oral hearing has been waived, then from the date of transmitting the final statements and proofs to the arbitrator.	The arbitrator shall issue their award not later than thirty (30) days from the date of the close of the hearings or, if oral hearing has been waived, then from the date of
The arbitrator shall have no power or authority to make any award which requires the commission of any act prohibited by law or which is inconsistent with the provisions of this Agreement.	The arbitrator's award shall be in writing and shall set forth the arbitrator's opinion and conclusion on the issues submitted.	transmitting the final statements and proofs to the arbitrator. The arbitrator's award shall be in writing and shall set forth the arbitrator's opinion and
The decision of the arbitrator shall be binding upon SEZP, the Association, and the aggrieved educator.	The arbitrator shall have no power or authority to make any award which requires the commission of any act prohibited by law or	conclusion on the issues submitted. The arbitrator shall have no power or
Fees and expenses of the arbitrator shall be shared equally by SEZP and the Association. SEZP agrees that it will apply to all substantially	which is inconsistent with the provisions of this Agreement. The decision of the arbitrator shall be binding	authority to make any award which requires the commission of any act prohibited by law or which is inconsistent with the provisions of this Agreement.
similar situations the decision of any arbitrator sustaining a grievance, and the Association agrees that it will not bring or continue, and that it will not	upon SEZP, the Association, and the aggrieved educator. Fees and expenses of the arbitrator shall be shared equally by SEZP and the	The decision of the arbitrator shall be binding upon SEZP, the Association, and
represent any employee in, any grievance which is substantially similar to the grievance denied by the decision of an arbitrator.	Association. SEZP agrees that it will apply to all substantially	the aggrieved educator. Fees and expenses of the arbitrator shall be shared equally by SEZP and the Association.
	similar situations the decision of any arbitrator sustaining a grievance, and the Association agrees that it will not bring or continue, and	SEZP agrees that it will apply to all substantially similar situations the decision of any arbitrator sustaining a grievance,
	that it will not represent any employee in, any grievance which is substantially similar to the	and the Association agrees that it will not bring or continue, and that it will not

	grievance denied by the decision of an arbitrator.	represent any employee in, any grievance which is substantially similar to the grievance denied by the decision of an arbitrator.
4/15 SEZP proposes the following:	6/9 SEA agrees to all proposed language	SEZP proposes the following in orange:
The purpose of mentoring is to provide guidance, resources, and support for the participating teacher (mentee). For the beginning teacher, this relationship will help make their induction to teaching smooth and successful. Mentoring is most successful when both parties have a working relationship based on mutual respect, trust, a clear understanding of the goals and purpose of the program, and a commitment to developing confident and effective teachers. Mentors and mentees must meet at a minimum of two times a month. If mentors and mentees are struggling to find a common time, one or both should contact SEZP leadership to ensure that such time is available.	6/11 SEA proposes the following added language: All communications and knowledge gained (except illegal acts) must be considered confidential between the mentor and participating educator.	The purpose of mentoring is to provide guidance, resources, and support for the participating teacher (mentee). For the beginning teacher, this relationship will help make their induction to teaching smooth and successful. Mentoring is most successful when both parties have a working relationship based on mutual respect, trust, a clear understanding of the goals and purpose of the program, and a commitment to developing confident and effective teachers. Mentors and mentees must meet at a minimum of two times a month. If mentors
Every effort will be made to ensure that Mentors and Mentees have complimentary schedules which allow one common prep period a week, and one period where the mentee is teaching and the mentor is free to observe and support. This section does not		and mentees are struggling to find a common time, one or both should contact SEZP leadership to ensure that such time is available.

mandate this level of mutual time, but would allow	To promote trust, growth, and reflective
mentor and mentee the flexibility to fulfill the	practice, communication between a
commitments of the program.	mentor and their assigned mentee shall be
	considered confidential. Exceptions to
The result of our mentoring program will be the	confidentiality may only occur if required
increased effectiveness of participating teachers in	by law (e.g., in cases involving student
implementing strategies and techniques of teaching.	safety or mandatory reporting obligations).
As a result, they will become reflective teachers and,	Nothing in this clause shall preclude
therefore, lifelong learners in the art of teaching.	mentors or mentees from voluntarily
	seeking additional support or guidance
Based on our mission statement, confidentiality	outside the mentoring relationship, without
becomes a crucial issue with which to deal when	violating the confidentiality of the
building a relationship based on mutual respect and	relationship.
trust. All communications and knowledge gained	
(except illegal acts) must be considered confidential	
between the mentor and participating teacher.	
Mentors are coaches. This approach involves a	
confidential process through which teachers share	
expertise and provide collegiality, technical	
assistance, feedback, and support during	
experimentation with new practices. (Adapted from	
Joyce and Showers, 1982) Mentors will not discuss	
the participating teacher's teaching performance with	
anyone other than the participating teacher, including	
school and district administrators.	
6/6	
The purpose of mentoring is to provide guidance,	
resources, and support for the participating educator	
(mentee). For the beginning educator, this	

relationship will help make their induction to teaching smooth and successful.	
Mentoring is most successful when both parties have a working relationship based on mutual respect, trust, a clear understanding of the goals and purpose of the program, and a commitment to developing confident and effective educators.	
Mentors and mentees must meet at a minimum of two times a month. If mentors and mentees are struggling to find a common time to regularly meet, one or both should contact SEZP leadership to ensure that such time is available.	

 6/11 SEA proposes: we propose that PFML is a necessary benefit for all employees under the CBA, existing MA PFML/plan equivalent to state plan to amend sick bank language to include the use for parental leave and other guaranteed use, as identified through district HR 	Aligns with newly adopted district contract language.	SEZP will agree to language that SPS has agreed to on PFML.
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Stipends	SEZP proposes the following:	
All stipend positions shall be publicly posted within schools, with clearly defined qualification responsibilities. If the following positions carry a stipend and are offered to Unit A bargain then the Unit A bargaining unit members shall have the opportunity to apply for any posted Whenever feasible, the following stipends have been formalized within the SEZP contract:		e offered to Unit A bargaining unit members, inity to apply for any posted stipend position.
	Role	Minimum Amount of Stipend

SEZP 6.13.25 Response to SEA 6.11.25 Counterproposal

Coordinator Role (or equivalent role responsibility at the school level)	Up to 249 Enrollment	\$750
	250+ Enrollment	\$1,500
Educator Leader Role (or equivalent role responsibility at the school level)	Up to 249	\$500
	250+	\$1,000
Garden Champion	Any	\$500
Vacation Academy Stipend Role	Any	\$1200
Treasurer Role	High School	\$ 1800
	Middle School	\$650
Class Advisor Role	Any	\$ 750
Yearbook Advisor Role	Any	\$ 750
National Honor Society	Any	\$350

(New Article) Graduation Leave	 SEZP and SEA agree to the proposal. 1. An educator covered by this Agreement shall be granted leave of absence with pay for one (1) day to attend commencement exercises at which he will be awarded a degree or sixth-year professional diploma. This leave shall not be charged against the educator's disability and emergency leave (sick leave). 2. An educator covered by this Agreement shall be granted leave of absence with pay for one (1) day to attend commencement exercises at which a member of his immediate family will be awarded a degree, or a diploma which represents the completion of at least two (2) years of post- high school study. For the purpose of this section, immediate family is defined as father, mother, husband, wife, son, or daughter. Such leave shall be charged to disability and emergency leave (sick leave).
New Article - Article 22.J Teacher Leadership Team for Reintegrating Schools	SEZP proposes the following: A reintegrating school is one that will exit SEZP and rejoin SPS in the following school year. The role of the TLT in shaping the following school year (e.g., through the school planning process) will not be determined by SEZP. As the outgoing managing entity, SEZP may be asked to advise on the TLT's role, but both SEA and SEZP acknowledge that SEZP will not define it. Accordingly, any contractual language related to the TLT's role in shaping the following school year in a reintegrating school will be considered non-binding.