

MEMORANDUM OF AGREEMENT

The Negotiating Subcommittees of the Somerset School Committee and the Somerset-Berkley Regional School Committee (hereinafter “the Committees”), acting subject to the ratification of this Memorandum of Agreement (hereinafter “the Agreement”) by the School Committees to whom each Subcommittee agrees to recommend acceptance, and the Negotiating Team of Somerset Teachers Association, (hereinafter “the Association”) and the Somerset Administrators’ Association (hereinafter “the Content Coordinators or Unit B”), acting subject to the ratification of these Agreements by the membership of the Association to whom the Negotiating Team agrees to recommend acceptance, hereby mutually agree to the following terms and conditions of settlement of the contract negotiations for the successor Collective Bargaining Agreements that will be in effect for the three-year period from September 1, 2017 through August 31, 2020.

1. All terms and provisions of the predecessor Collective Bargaining Agreements that were effective from September 1, 2014 to August 31, 2017 shall, except as modified by the terms of this Memorandum, be extended for a three-year period from September 1, 2017 through August 31, 2020.
2. All references to dates in the successor Collective Bargaining Agreements shall be changed to reflect the terms of the successor Agreements unless otherwise provided for in this document.
3. Any written interim agreements that have been entered into by the parties since the ratification of the predecessor Collective Bargaining Agreements and that require the modification of existing contract language shall be incorporated into the new Collective Bargaining Agreements.

4. Article VIII, C(1). Delete the existing language and replace with the following language:
“A year shall be calculated using the rolling backward method.”
5. Appendix A, Section C. Insert the following new language at the beginning of this section:
“Effective September 1, 2017, all employees will be paid via direct deposit into a bank account established by the employee. Each employee will cooperate in providing the necessary account information to the School Departments. The Districts will use best efforts to implement electronic paystubs by September 1, 2019, or as soon as possible.”
6. Appendix C. The lead guidance counselor will receive the lead guidance counselor stipend but will not be eligible to receive the guidance counselor stipend.
7. Article VIII, D(4). Revise the title of this section to read as follows:
“Professional/Temporary Leave”. Add the following new language at the end of this section: “As a condition of submitting requests for professional leave, the teacher shall answer questions about the relationship of the professional development to the individual, school, and/or district goals, the impact on teaching and learning, and how the professional development will be shared with peers and/or the administration upon the teacher’s completion of the leave.”
8. Article XVII, I(1). Delete the existing language in this sub-section and replace with the following language: “There will be a total of up to six (6) hours scheduled for Parent-Teacher Conferences in each school annually. Conferences shall be determined by the Review and Evaluation Committee appointed by the Superintendent and the President of the Association as listed in Article XVII, I(4) below.”
9. Article IV, A, second sentence. Delete the word “he” and replace with “the employee”.

10. Article VI, B. Delete the reference to “Somerset Federal Credit Union” and replace with “bank of their choice.”
11. Article VII. In the second sentence, insert the word “however,” after the word “Provided”.
12. Article VIII, A(4). Insert the following new language at the beginning of this sub-section:
“All teachers on a leave of absence shall be required to submit a letter indicating their expected return date by no later than April 1st of the school year in which they commenced the leave.”
13. Article XIII, A, fourth and fifth lines. Replace “their” and “theirs” with “the Superintendent’s”.
14. Article XVII, C(4). In the first sentence, delete “noon supervisory duty” and replace with “lunch recess duty”.
15. Article XVII, F. Delete this paragraph in its entirety and replace with the language in Appendix E.
16. Article XVII, K. Amend the first sentence in this section to read as follows: “The parties agree that during the month of September of each year, there shall be a Back-to-School Night at the middle school and the elementary schools, said day at each level to be an early release day for students and teachers.”
17. Article XVII, P(1). Delete the first clause in the fourth sentence in this section referencing a “computer system”. Keep the language stating that teachers are required to gather daily attendance information and to report such information. Delete the remainder of the language.
18. Article XVII, P(2). Change “department heads and department chairmen” to “content coordinators”.

19. Article XVII, Q, third paragraph. Delete this paragraph in its entirety.
20. Appendix A, Section B. Change “building principal” to “Director of Finance”.
21. Appendix C: Under the HS Co Instructional Differentials, change “School Achievement Counselor” to “School Adjustment Counselor”.
22. Article VIII, E(2). Delete “receive a written statement of” and replace with “be able to view online and print.”
23. Article VIII, C(10). Delete the existing language and replace with the following language: “Bargaining unit employees married to other bargaining unit employees shall be eligible for FMLA leave, consistent with the requirements and limitations under the law.”
24. Article VIII, E(1)(d). Replace “seven days” with “five days”.
25. Article XVII, D. Until the new schedule is implemented for the 2019-2020 school year, increase the length of the student day by ten (10) minutes. In sub-section IV, delete the second sentence and replace with the following language: “It is acknowledged that not all teachers’ normal schedule of classes will result in 30 periods per cycle due to the number of classes and periods/class/cycle.
26. Article XVII, H. A new schedule will be implemented in the 2019-20 school year

High School

1. 5 day cycle/29 periods per cycle
2. Teachers will teach 21 out of 29 periods
3. One (1) of the twenty nine (29) periods shall be an Advisory/Intervention/Extension Block. Report card grades will not be assigned for these blocks.
4. A minimum of one daily duty-free preparation period per day, except when volunteering for or assigned to an office coverage.
 - a. On half days or early release days, teachers shall only receive preparation time if it occurs during the schedule that day. Schedules on early release days will be rotated equitably.
 - b. PD on early release days shall not start until 15 minutes after the student dismissal.
 - c. No member will be assigned more than one office coverage per cycle.

5. Total teaching time shall be no more than 74% of the schedule cycle
6. Total prep/plan (including office coverage as stated in paragraph 9) time shall be no less than 26%
7. There shall be three (3) Common Planning Time (CPT) periods per two cycles. One of the common planning times shall be teacher directed. CPT may be used for a variety of planning activities, including but not limited to, achieving District goals and school level strategic goals, team planning, co-teacher planning, curriculum coordinator planning, data review planning, administrator planning, and curriculum alignment/review planning.
 - a. Professional Development Points (PDP) will be awarded for common planning time, 1 PDP per hour, as shown by documentation on the CPT form developed by the district and the STA.
8. Special education teachers will have one (1) report/conference/monitoring period per cycle. The time for this work shall alternate between common planning time and prep time.
9. Office Coverage shall be paid, \$20 for a single period (normally 50 minutes) and \$30 for an extended period (normally 88 minutes). A list of volunteers willing to cover classes shall be kept by administration. Volunteers will be used on a rotating basis. If for some reason there are not enough volunteers, either
 - a. two or more volunteers on the list may cover multiple classes or
 - b. employees may be assigned an office coverage. In the event no one volunteers or an insufficient number of members volunteer, coverage will be equitably divided among all teachers, but excluding content coordinators, nurses, and guidance counselors, psychologists and adjustment counselors. Members with two preps a day will be asked first.
10. It is acknowledged that because of scheduling difficulties, individual teachers may not have a full schedule. For those teachers, an office coverage shall be assigned. These coverages will not be eligible for the additional compensation of office coverage. Senior class teachers will also be utilized for office coverage once senior classes have ended. These teachers will also not be eligible for additional compensation.
 - a. It is understood that before volunteers are called, teachers with assigned office coverage, and building substitutes will be utilized.

The scheduling committee will remain intact through the first year of the new schedule to review implementation and provide feedback.

Article XVII, H. A new schedule will be implemented in the 2019-20 school year

Middle School

1. 6 day cycle/42 periods per cycle
2. Teachers will teach 31 out of 42 periods.

3. One (1) of the thirty one (31) periods shall be an Advisory period. Report card grades will not be assigned for advisory.
4. A minimum of one daily duty-free preparation period per day, except when volunteering for or assigned to an office coverage.
 - a. On half days or early release days, teachers shall only receive preparation time if it occurs during the schedule that day. Schedules on early release days will be rotated equitably.
 - b. PD on early release days shall not start until 15 minutes after the student dismissal.
 - c. No member will be assigned more than one office coverage per cycle.
5. Total teaching time shall be no more than 74% of the schedule cycle
6. Total prep/plan time shall be no less than 26% (including office coverage as stated in paragraph 10).
7. There shall be five (5) planning periods per cycle
 - a. Planning periods may be used for a variety of planning activities, including but not limited to, achieving District goals and school level strategic goals, team planning, co-teacher planning, curriculum coordinator planning, data review planning, administrator planning, and curriculum alignment/review planning.
 - b. Professional Development Points (PDP) points will be awarded for planning time, 1 pdp per hour, as shown by documentation on the planning time form developed by the district and the STA.
8. Special education teachers will have one (1) report/conference/monitoring period per cycle. The time for this work shall alternate between planning time and prep time.
9. It is acknowledged that because of scheduling difficulties, individual teachers may not have a full schedule. For those teachers, an office coverage shall be assigned. These coverages will not be eligible for the additional compensation of office coverage.
10. Office Coverage shall be paid, \$20 for a single period (normally 55 minutes). A list of volunteers willing to cover classes shall be kept by administration. Volunteers will be used on a rotating basis. If for some reason there are not enough volunteers, either
 - a. two or more volunteers on the list may cover multiple classes or
 - b. employees may be assigned an office coverage. In the event no one volunteers or an insufficient number of members volunteer, coverage will be equitably divided among all teachers, but excluding content coordinators, nurses, and guidance counselors, psychologists and adjustment counselors. Members with two preps a day will be asked first.
11. In extreme emergencies a teacher may be directed to forego a plan period for an office coverage, this time will not be paid or made up.

The scheduling committee will remain intact through the first year of the new schedule to review implementation and provide feedback.

27. Article XVII, J. Delete the existing language and replace with the following language:
“General education and special education teachers who provide direct instruction to students within a building will be provided with release time during the school day for teacher planning. The principal will coordinate the scheduling in order to ensure minimum disruption. Each regular education and special education teacher will be granted a maximum of four (4) such half-days per school year. The teachers will be out of the classroom only for the time necessary for such planning.”
28. Article XVIII, E. Delete this paragraph in its entirety.
29. Article VIII, E(3)(e). Revise the first sentence to read as follows: “If the sick leave bank is depleted to one hundred (100) days, it shall be renewed by the contribution of one (1) additional day of sick leave by each member of the professional staff covered by this Agreement.”
30. Article XVII, P(2). Change the title to, “Middle and High School”.
31. Appendix C: Extra Services. Amend to provide that each paragraph shall be identified by a letter (A through E).
32. Article II, C(2)(3). Amend the language in the sub-sections to provide the Superintendent and Committees with fifteen (15) school days to respond to Association grievances in writing at their levels.
33. Article X, A. Amend the existing language to read as follows: “In-service courses or workshops will be provided by the Somerset Public Schools and the Somerset-Berkley School District for the professional development of applicable bargaining unit members.”
34. (Content Coordinators) Article II. Add the position of Nurse Leader to the Recognition Article and delete the nurse leader stipends in Unit A.

35. (Content Coordinators) Appendix C. Add language in an appropriate location incorporating the terms of an MOA addressing the athletic director's work year (6 additional days) and additional compensation (additional \$2,500.00).
36. (Unit A) Article I. Add the position of athletic trainer to the Recognition article.
37. (Unit A) Appendix C. Delete the nurse leader co-instructional differential at the high school, middle school and elementary level.
38. Content Coordinators. Article IV. Where the words "his grievance" appear, delete the language and replace with "the employee's grievance".
39. Content Coordinators. Article V, Section 3. (New section). Add the following new language: "On the first day of the school year, Middle School Content Coordinators shall assist homeroom teachers with homeroom activities."
40. Content Coordinators. Article IX. Change the title from "Maternity Leave" to "Parental and Child-rearing Leave." Update the language from maternity leave to parental leave where appropriate.
41. Content Coordinators. Article XIV. Throughout this article delete references "his" request and "his" personnel file and replace with "the employee's request" and "the employee's personnel file".
42. Content Coordinators. Article XVI. Throughout this article delete the reference to "his" and change to "the employee's".
43. Content Coordinators. Article XX. Throughout this article delete the reference to "his" and change to "the employee's".
44. (Content Coordinators) Article XXVII, 7. Delete the existing language and replace with the following language: "Bargaining unit employees married to other bargaining unit

employees shall be eligible for FMLA leave, consistent with the requirements and limitations under the law.”

45. Article XVII, L. Amend the language to read as follows: The start of the school year for teachers shall begin not earlier than August 25th. Any Friday before Labor Day shall not be a work day for teachers. The closing day of the school year (end of school), and school vacations shall be in accordance with past practice.

46. Article XVII, M. Delete the existing language and replace with the following language: “Early release days at the elementary schools shall run from 12:30 p.m. through closing. On the last three (3) days of the school year, two (2) of which shall be for professional development, the elementary schools shall have early release for students only.

Early release days at the middle school shall run from 12:00 noon through closing. On the last three (3) days of the school year, two (2) of which shall be for professional development, the middle school shall have early release for students only.

Early release days at the high school shall run from 11:30 a.m. through closing. On the last five (5) days of the school year, two (2) of which shall be for professional development, the high school shall have early release for students only.

The only exception to times on an early release day is the day before Thanksgiving on which the elementary schools shall run from 11:30 a.m., the middle school shall run from 11:00 a.m., and the high school shall run from 10:30 a.m.”

47. Article XVII, N. All bargaining unit members must remain in the building for the full work day, including but not limited to bargaining unit members who may have the first and/or last period scheduled without students (i.e. Prep/Planning periods), unless given permission to arrive late or leave early. Bargaining unit members shall sign out in a book

maintained in the principal's office before leaving the building during the school day. Any bargaining unit member who signs out during the regular work day, must return to school prior to the end of the school day and sign in upon returning to the building, unless given permission to not return.

48. Amend Article VIII, B 4 to read as follows: "4. 5. The parties intend that the provisions of Article VIII, Sections A and B shall be applied consistently with the provisions of the Family Medical Leave Act."

49. Amend Article VIII, C 11 to read as follows:

C. Family Medical Leave Act:

FMLA coverage is extended to the immediate family, defined solely for FMLA purposes as:

- a. The term immediate family shall include father, mother, brother, sister, spouse, child, grandparents, immediate in-laws, and aunts and uncles and other members of the household.
- b. The definition of "immediate family" for purposes of funeral leave, pursuant to Article VIII (D)(2), and family illness, pursuant to Article VIII (E), shall be the definition set forth in the existing language of Article VIII (D)(2).

50. Appendix A. Salary Schedule. Modify the salary schedule for the teachers' contract and the content coordinators' contract as follows:

Year One - Effective September 1, 2017, increase each step by one and one-half percent (1.5%). Effective September 1, 2017, simultaneously (i.e., no compounding) increase each top step by one percent (1%).

Year Two - Effective September 1, 2018, increase each step by one and one-half percent (1.5%). Effective September 1, 2018, simultaneously (i.e., no compounding) increase each top step by one percent (1%).

Year Three – Effective September 1, 2019, increase each step by two percent (2%). Effective September 1, 2019, simultaneously (i.e., no compounding) increase each top step by one and one-half percent (1.5%).

51. Appendix C. Co-Instructional Differentials. For each of the three years of the new agreement, increase the co-instructional differentials by two percent (2%) each year.
52. Content Coordinators. Article V, Section 1. Delete the existing language and replace with the following new language: “The work year shall include the one hundred eighty four (184) days that teachers are required to be in attendance at school, and additionally, fifteen (15) workdays, the scheduling of which shall be mutually approved in advance by the Association member and the Building Principal, except that a minimum of four (4) and a maximum of six (6) such days shall be scheduled during the summer break.”
53. Article XVII, Section P. Non-Teaching Duties

2. Middle and High Schools:

- a) Bus duty in the Middle School and High School will be equitably divided among all teachers but excluding content coordinators, nurses and guidance counselors.
- b) It is agreed that the district will strive to keep the number of study halls to a minimum.
- c) In the case of teachers of senior students, during the last weeks of school, their coverage of senior level classes will revert to coverage of duties, as needed.

Teachers without a full schedule may be assigned office coverages/duties during their unscheduled time.

3. All Schools:

In the event there is a need for coverage/duties, a teacher has the option to volunteer for coverage/duties during their daily preparation period. Volunteers will be paid twenty dollars (\$20.00) per single class period and thirty dollars (\$30.00) per double class period. In the event that no one volunteers or an insufficient number of members volunteer, duties/coverage will be equitably assigned among all teachers, but excluding content coordinators, nurses and guidance counselors.

54. Content Coordinators. Appendix A. Change the dates in the Content Coordinator Stipends to FY '18- '21. Amend the stipend amounts to read as follows:

| | |
|------------------------|------------|
| 1 st year: | \$5,000.00 |
| 2 nd year: | \$5,500.00 |
| 3 rd year: | \$6,000.00 |
| 4 th year: | \$6,500.00 |
| 5 th year: | \$7,000.00 |
| 6 th year: | \$7,500.00 |
| 10 th year: | \$8,500.00 |

55. Article XXIX. Delete the existing language and replace with the following language:
- A. There shall be an induction and mentoring program for all beginning teachers (new to teaching) and incoming teachers (new to the Somerset or Somerset-Berkley Public School Districts) per Massachusetts DESE regulations. All teachers new to the district will be provided with an outline, expectations and requirements of the induction and mentoring program at the new teacher orientation.

- B. Teachers who wish to serve as mentors may apply to become a mentor by completing an application form on the district website indicating their interest in the mentor program and the background and experience they bring to the position.
- C. All untrained potential mentors will be trained in the district training program, which will be offered throughout the year. Twelve (12) Professional Development Points will be awarded for completing district mentor training.
- D. An induction and mentoring coordinator shall be appointed to oversee the mentoring programs at all schools. If a bargaining unit member applies for the position, the induction and mentoring coordinator shall not be the Superintendent. This person shall not act as a mentor him/herself (unless the person so chooses to mentor a new teacher in addition to being the coordinator). The induction and mentoring coordinator, in conjunction with the Superintendent or designee shall coordinate the mentor/mentee training and meetings, professional development activities, and problem solving, etc. for the program.
- E. All mentors and the induction and mentoring coordinator shall receive one (1) additional professional day beyond those available via the provisions of Article VIII, § D.4 of the collective bargaining agreement for use during the school year.
- F. All mentors and the induction and mentoring coordinator shall receive fifteen (15) Professional Development Points (PDP's) for their mentoring work during the school year and (b) for attendance at 3 meetings per year. Reasonable opportunities will be made if, for some reason, a mentor or mentee cannot attend one of the three meetings. These meetings shall be held before or after school hours and shall be scheduled for no longer than one and one half (1.5) hours.

- G. For beginning teachers and their mentors, there shall be release time once per month, with substitute coverage provided, to facilitate a required monthly observation. This time shall be documented and returned to the induction and mentoring coordinator at the end of the year. Mentors of incoming teachers will not be required to schedule formal observations but may do so if the parties feel it would be helpful to the incoming teacher.
- H. Mentors shall be matched as closely as possible with their mentees according to grade level and discipline by a team consisting of the Building Principal or their designee and the induction and mentoring coordinator.
 - a. Nurses will be mentored by nurses whenever possible.
 - b. Specialists will be mentored by specialists in their area whenever possible.
 - c. Teachers will be mentored by teachers in the same certification whenever possible.
- I. Retirees may be asked to mentor in their discipline area. Current employees will be given first consideration.
- J. Mentors shall keep a log of their meeting times with their mentees. Mentors and mentees shall meet at least one hour monthly and for at least 25 hours per year for each year of the mentoring program. Logs shall be updated by the last day of every month. The journal of notes on observations or other professional conversations between mentor and mentee shall be absolutely confidential to the mentor and mentee and at the conclusion of said school year, shall become the exclusive property of the mentee.
- K. The mentors and the mentees shall provide feedback to the Mentoring Coordinator and the Superintendent or his/her designee concerning their mentoring experience.
- L. Mentors and mentees shall be required to attend an orientation session to be held during the summer months.

M. If the mentor and/or mentee deem the relationship incompatible and/or ineffective, the following steps will be implemented:

1. The induction and mentoring coordinator will be notified;
2. the mentor and the mentee will discuss the relationship with the induction and mentoring coordinator;
3. if, after meeting with the induction and mentoring coordinator, it is still deemed to be an ineffective relationship, either or both parties should indicate(s) in writing to the Superintendent that they wish to terminate the relationship;
4. if possible, the mentor shall be reassigned and the mentee will be assigned another mentor;
5. if the mentor cannot be reassigned another mentee, the mentor's stipend will be prorated based on month the relationship was terminated.

In Appendix C, increase the stipend for the Induction and Mentoring Coordinator to \$1,500.00. Add a new stipend which shall read as follows:

One-time stipend of \$750 for Mentor after attending and completing the Research for Better Teaching Course, providing they were a mentor for the school year.

56. Article XVII, C(5). Amend the language in this section to read as follows:

Nurses shall have a 30 minute uninterrupted lunch period. However, they must remain in their assigned school to be on call in case of emergencies. Nurses shall receive a fifteen (15) minute uninterrupted break during the morning. It is understood that, in the case of an emergency requiring the nurse, lunch or break may be interrupted and uninterrupted time of equivalent length will be made up later. Nurses shall remain in their assigned school during the break to be on call in case of emergencies.

57. Article VIII, B(1-3). Delete Article VIII, Section B (1-3) and replace with:

Change the name of the section to B. Extended Leave – Parental Leave and Child Rearing Leave.

1. Every bargaining unit employee who has completed an initial probationary period of ninety (90) days will be entitled to an eight (8) week leave of absence for the purpose of parental leave (for birth, adoption or the placement of a foster child or surrogate), provided he/she gives at least two (2) weeks' notice of his/her anticipated date of departure and of his/her intention to return. Bargaining unit employees are urged to give earlier notification in order to provide the Employer with additional time to secure a replacement. Upon return from an eight (8) week leave of absence the bargaining unit employee will be restored to his/her previous position. A bargaining unit employee eligible for parental leave under M.G.L. C. 149, § 105D may use accumulated sick leave for up to two (2) weeks of the parental leave. An employee may use up to an additional six (6) weeks of accumulated sick leave for a parental leave during said eight (8) week period under the conditions set forth in Article VIII, Section E. The Superintendent may grant unpaid leave beyond the eight (8) weeks at his/her discretion. An employee may use additional accumulated sick leave beyond the eight (8) week period if the employee has an extended period of illness or disability related to pregnancy or childbirth.
2. A bargaining unit employee who has been employed for at least two (2) consecutive years may extend her/his eight-week parental leave for a period not to exceed two years for the purpose of child rearing leave. The bargaining unit employee will provide the Superintendent with at least six (6) weeks' written notice of his/her

anticipated date of departure and date of return and shall be restored to his/her previous, or a similar position with the same status, pay, length of service, and seniority, wherever applicable as of the date of the leave. However, the employee must return at the start of a marking period or on a date mutually agreed to by the Superintendent or his/her designee and the employee. Failure to return on the date indicated shall be considered a resignation effective on the expected date of return.

3. If a significant change of circumstances makes the reason for leave under this Article no longer necessary, then such employee may return to work.
 4. Such parental or child-rearing leave shall not affect the employee's right to receive entitled benefits for which he/she was eligible at the date of the leave; provided, however, that such parental leave shall not be included, when applicable, in the computation of such benefits.
58. Incorporate the electronic grading MOA dated January 12, 2012 into the contract in an appropriate location.
59. A sub-committee to study the schedule for the elementary schools will be created and complete its work during the 2018-19 school year. The sub-committee will be comprised of an equal number of representatives from each side and will be charged with examining the elementary schedule and, if warranted, creating a new schedule for implementation at the start of the 2019-2020 school year. The sub-committee will convene no later than October 1, 2018 and any changes brought about by the sub-committee's work will be brought back to the respective sides for ratification.
60. The Evaluation Committee will be reconvened no later than October 1, 2018 to review and update Appendix F as needed. The Evaluation Committee will complete its work no later

than January 31, 2019. The committee will review and update all documents, including but not limited to rubrics, forms and contract language, to reflect changes to the regulations pertaining to educator evaluations by the Massachusetts Board of Education as of February 28, 2017, including removing references to district-determined measures (DDM's) and individual impact ratings, replacing them with a new student learning indicator in Evaluation Standard II, incorporating a measurement of whether an educator has demonstrated the expected impact on student learning gains, and requiring a conversation between the evaluator and the educator when there is a discrepancy between the evaluator's ranking of Teaching All Students standards and the evidence of the educator's impact on student learning, growth and achievement.

61. The parties agree to establish a committee to study the caseloads of specialists (OTs, SLPs, special education teachers). Any recommendations that require changes to the contract shall be ratified by both the Association and the Committees.
62. Appendix C. Delete the stipendiary position of software applications manager, effective June 30, 2018.
63. Appendix C. Delete the position of school treasurer, effective August 1, 2019.

Christine Sheehan
Somerset Teachers Association

6/22/2018
Date

M. Gallo
Somerset Administrators' Association

6/22/18
Date

[Signature]
Somerset School Committee

06/22/2018
Date

Richard M. Peirce
Somerset-Berkley Regional School Committee

6/22/2018
Date

