

**Memorandum of Agreement
Between
Westborough School Committee
And The
Westborough Education Association**

1. Stand Alone Model

- a. Conversations between staff members and HR about medical conditions are confidential. HR communications with Healthcare Providers about staff members will pertain ONLY to the medical condition(s) that has prompted the request for an accommodation.
- b. Priority on placement
 - i. Staff members with documented health concerns who meet CDC guidelines confirmed through HR.
 - ii. Staff members with documented health concerns in their immediate household who meet CDC guidelines confirmed through HR.
 - iii. Staff members who are remote caregivers of persons with health concerns who meet CDC guidelines confirmed through HR.
 - iv. People who wish to work in that model with no documented health concerns and are the right fit for the position.
- c. Working Conditions for those in the Stand Alone Model
 - i. Staff members with documented health concerns may at their discretion work from home
 - ii. Staff members with documented health concerns in their immediate household may work from home
 - iii. Staff members who are remote caregivers of persons with health concerns may work from their classrooms unless granted work from home permission at the discretion of the Superintendent
 - iv. People with no documented health concerns shall work in their school building.

2. Westborough Public Schools will open in a phased manner

- a. The schedule for phases are as follows
 - i. All teachers return to full time work on 8/31. During the week of 8/31-9/4 staff may notify their supervisor if they intend to work from home, and everyone will participate in all scheduled meetings.
 - i. Starting 9/8 all teachers not granted a variance to work from home due to health concerns will report to their buildings
 - ii. 9/15-9/18 First full week of school for students; many students will work remotely, while specific students with high needs will begin in-person learning.

- iii. 9/21- Small groups of students will return to the buildings for training on safety protocols, community building, social emotional learning, goal setting, etc.
 - iv. 10/5- students will return to school with their defined cohorts for hybrid learning
 - b. Each week during the phased reopening and whenever school buildings are being used, implementation of the safety protocols will be assessed by the building principal (or their designee) and the staff representatives of the Health and Safety Committee appointed by the WEA President
 - i. The assessment data will be mutually agreed upon by the WEA and School Committee
 - ii. If any failings should be found in either the implementation of the protocols or compliance to them, the building administrator will take immediate action to remedy the situation
 - iii. Data collected in the assessment will be collated in a dashboard that can be accessed by staff and will be monitored by the Westborough Board of Health
 - c. Benchmarking
 - i. The Westborough Board of Health will determine if conditions warrant moving from one phase of reopening to another based on the success and compliance to protocols and local and regional severity of disease
 - d. Switching Between Models
 - i. The Westborough Board of Health shall determine whether conditions exist that warrant the closure of a classroom, wing, school, or the entire district, based upon the presence of disease in a building or the community as a whole.
 - ii. Should closure be necessary, staff will be able to work from home until the Board of Health certifies that it is safe to return to buildings for remote work and/or in-person learning.
 - iii. Following the Thanksgiving and Winter Holiday Break, we will work in the remote model for 2 weeks to allow staff and students to quarantine after travel. After that period, hybrid learning will resume unless the Board of Health determines otherwise.

3. General Conditions

- a. All provisions of the CBAs between units of the WEA and the School Committee will remain in effect
- b. All large meetings will be held remotely in accordance with the Governor's guidelines.
- c. Small meetings may be held in person as long as all participants agree and all safety protocols are followed
- d. At the end of the 2020/21 school year all staff that worked in the Stand Alone Remote model will return to their previous position, unless student population

trends necessitate an alternative assignment. Should it be necessary to extend the Stand Alone Model past the 2020/21 school year, staff and HR will review qualifications to remain in that model, based on the criteria outlined in section 1

- e. In addition to their monthly meetings, either the WEA President or the Superintendent can call additional meetings of the Labor Management Committee as necessary.
- f. In September, the Assistant Superintendent will call a meeting of the Evaluations Committee to discuss and make recommendations regarding teacher evaluations for the 2020/21 school year
- g. Teachers working in the buildings, regardless of model, will be given an appropriate space that meets WPS Health & Safety Guidelines
- h. The Labor Management Committee agrees to review the remote Friday plan in January to determine its efficacy and if conditions warrant that they be converted to hybrid.

Signed August 17, 2020



Kristen Vincent

Chair

Westborough School Committee



William G. Parsons

President

Westborough Education Association

