

**MEMORANDUM OF UNDERSTANDING**  
**New/Eliminated Bargaining Unit Positions – November 2023**

This Memorandum of Understanding is entered into by the Stafford Board of Education (“Stafford” or “the Board”), acting through Superintendent of Schools Steven Moccio, and CSEA, Local 2001 SEIU (“the Union”), collectively “the Parties”, concerning the creation of new positions.

1. The Board and the Union are parties to a collective bargaining agreement with a term of July 1, 2021 through June 30, 2024.

2. Based on recent resignations and a review of central office structure and operations, Stafford has determined that it is necessary to restructure some positions in the central office that are covered by the collective bargaining agreement.

3. The Board is creating a new position entitled Payroll and Benefits Coordinator, which shall have a forty (40) hour workweek and shall be a bargaining unit position. The duties to be performed will be those described in the attached job description. As a result, the Clerk – Human Resources Support (Insurance) Position and the Paymaster position, will remain unfilled as bargaining unit positions until otherwise determined by the Board.

4. The Payroll and Benefits Coordinator position shall have a new wage classification of “A2” as described in the attached.

5. Upon the signing of this Memorandum of Understanding, the employee currently occupying the Paymaster position shall become the Payroll and Benefits Coordinator and shall be paid at Step 9 at the hourly rate of \$34.72.

6. The Board intends to create an Executive Secretary position, which shall initially be a part-time position, and shall be covered by the collective bargaining agreement. This position shall be paid at the B2 wage classification as described in the attached.

7. The Board is also creating an Administrative Assistant to the Superintendent of Schools position, which the parties agree is a confidential employee, in accordance with the Municipal Employee Relations Act. This position shall be a non-affiliated position and shall not be covered by the collective bargaining agreement.


8. Upon the signing of this Memorandum of Understanding, the employee currently occupying the Clerk – Human Resources Support (Insurance) position shall be hired as the Administrative Assistant to the Superintendent of Schools.

9. The successor collective bargaining agreement shall be modified to reflect what is described in this Memorandum of Understanding.

10. The Parties agree that this Memorandum of Understanding addresses and resolves to the satisfaction of the parties all issues related to the creation and elimination of the positions specified in this Memorandum of Understanding.

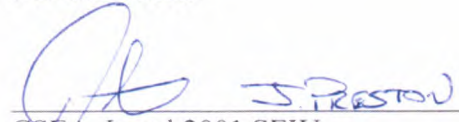
11. This Memorandum of Understanding is specific and limited to what is referenced herein. The Agreement shall not constitute a practice or precedent in any future situation involving the Board and the Union, nor shall it be binding upon the Board in any future proceedings involving any similar situation, nor shall it be offered as evidence in any matter involving any other situation, except in any proceeding to enforce its terms.

**For the Stafford Board of Education:**

  
\_\_\_\_\_  
Steven Moccio  
Superintendent of Schools

12-1-2023  
\_\_\_\_\_  
Date

**For the Union:**

  
\_\_\_\_\_  
CSEA, Local 2001 SEIU

12-1-2023  
\_\_\_\_\_  
Date

**BOARD PROPOSAL #2**

**Appendix A- Salary Schedule**

<b>6-1-2023 to 6-30-2024 Salary Schedule</b>														
<b>Step</b>	<b><u>A2</u></b>	<b><u>A1</u></b>	<b><u>A</u></b>	<b><u>B2</u></b>	<b><u>B1</u></b>	<b><u>B</u></b>	<b><u>C</u></b>	<b><u>DM</u></b>	<b><u>DH</u></b>	<b><u>DD</u></b>	<b><u>DN</u></b>	<b><u>EH</u></b>	<b><u>EHA</u></b>	<b><u>EK</u></b>
1	<u>29.93</u>	22.46	21.52	19.95	18.42	16.42	15.30	18.67	17.46	16.16	16.34	15.81	15.04	15.01
2	<u>30.53</u>	22.91	21.94	20.31	18.77	16.75	15.60	19.03	17.81	16.46	16.67	16.09	15.31	15.28
3	<u>31.13</u>	23.36	22.37	20.68	19.15	17.07	15.92	19.37	18.17	16.80	17.00	16.36	15.58	15.53
4	<u>31.73</u>	23.84	22.81	21.07	19.53	17.42	16.23	19.74	18.53	17.14	17.34	16.65	15.85	15.80
5	<u>32.33</u>	24.32	23.27	21.46	19.93	17.78	16.55	20.11	18.89	17.48	17.68	16.95	16.14	16.07
6	<u>32.92</u>	24.82	23.75	21.85	20.32	18.13	16.87	20.50	19.28	17.83	18.03	17.25	16.43	16.35
7	<u>33.52</u>	25.31	24.23	22.25	20.73	18.50	17.21	20.88	19.66	18.19	18.41	17.55	16.72	16.64
8	<u>34.12</u>	25.80	24.70	22.68	21.14	18.87	17.55	21.26	20.04	18.55	18.77	17.85	17.00	16.90
9	<u>34.72</u>	26.31	25.18	23.09	21.57	19.25	17.89	21.66	20.45	18.93	19.15	18.17	17.31	17.20
10	<u>35.32</u>	26.83	25.70	23.53	22.00	19.64	18.25	22.06	20.85	19.29	19.52	18.49	17.63	17.51
11	<u>35.92</u>	27.38	26.21	23.98	22.44	20.02	18.60	22.49	21.29	19.68	19.91	18.81	17.94	17.81
<b>Off-Step</b>	<u>N/A</u>	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%

