

**MEMORANDUM OF AGREEMENT  
BETWEEN  
THE MILFORD BOARD OF EDUCATION  
AND  
MILFORD FEDERATION OF PARAEDUCATORS**

The Milford Board of Education (the “Board”) and Milford Federation of Paraeducators (the “Federation”) hereby enter into the following Memorandum of Agreement regarding all matters related to the COVID-19 school Re-Start of the 2020-2021 school year:

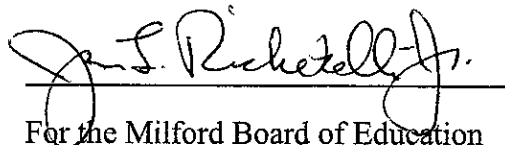
1. Milford Public Schools will honor its contractual commitments and continue to pay members of the Federation for hours worked in accordance with the conditions stated below.
2. Federation members will honor their contractual commitments by continuing to work their contracted hours as outlined below.
3. The location and specifics of this work will be determined by the district in consultation with Milford health officials, which may occur within the workplace, at varying locations throughout the district, through remote access, or other methods deemed appropriate and necessary in response to conditions and are subject to change.
4. Association members will be accessible at all times during their normal working hours and agree to perform reasonable work outside their regular Job Description if the district deems it necessary to respond to conditions.
5. If an employee is unable to work during the closure, the employee must report their absence through normal procedures and document the reason for the absence in the Frontline Absence Management system (formerly Aesop).
6. All provisions of the collective bargaining agreement between the Board and the Federation shall remain in full force and effect except to the extent such provisions have been modified by this Agreement which shall include, but are not limited to the following:

While Milford Public Schools is operating under the Tier 1 and Tier 2 Re-Start Plans or until further notice:

- a. All Paraeducators will work in-person at their assigned location on Monday, Tuesday, Thursday and Friday.
- b. On Wednesday, all Paraeducators will work remotely from home and will be assigned responsibilities according to district needs.
- c. Beginning on the first day of school, September 8, 2020 and until further notice, Paraeducators will not be required to record their time by punching the time clock

but must keep a personal log of their days and hours worked. The district may review the logs upon request at any time.

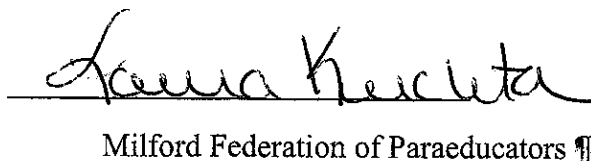
- d. Paraeducators will be paid for their contracted hours only. There shall be absolutely no extra time or overtime except in an emergency situation and only with the prior written authorization of the Superintendent or the Chief Operations Officer.
  - e. Due to the shortened school day of five (5) hours the Paraeducators agree to work one additional duty which may be bus monitor, a Special Education assignment at the school, help with drop-off and dismissal procedures or any other task that the district/school administrator deems necessary. This additional duty is understood to be in consideration of the Paraeducator's contracted work day of 6.25 hours versus the 5 hour actual school day.
  - f. Paraeducators who are not assigned an additional duty will be required to work their regularly scheduled workday hours.
  - g. A Paraeducator who does not work an additional duty nor work their regularly scheduled workday hours will be docked for the time not worked.
  - h. Paraeducators who perform a second duty will be compensated at one (1) hour at their regular hourly rate.
  - i. Due to any shortage in available adults in the school building, Paraeducators may be reassigned for a partial or whole day without additional compensation (i.e. class coverage).
  - j. A Paraeducator who is assigned as a bus monitor and who will be absent for any reason (sick, personal, emergency, etc.), in addition to reporting their absence to the district, must also notify Durham Bus Service at (203) 783-9763 as early as possible.
7. This Memorandum of Agreement shall only be applicable while Milford Public Schools is operating under the Tier 1 and Tier 2 Re-Start Plans and may change at any time. It shall not be used as precedent or cited as practice by either the Board or the Federation in any proceeding whatsoever except to enforce the terms of this Memorandum of Agreement.

  
For the Milford Board of Education

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Date

9/30/20.

  
Milford Federation of Paraeducators ¶

Date

9/28/2020

Nancy A. Tonasso  
Co. president  
Milford Federation of Paraeducators

9/28/20  
Date