

STAFFING FLEXIBILITY AGREEMENT
ELM CITY MONTESSORI SCHOOL

WHEREAS, pursuant to Section 10-66bb of the Connecticut General Statutes, the New Haven Board of Education (“Board”) and the State Board of Education (“State Board”) have approved the Elm City Montessori School (“Elm City Montessori”) for the period July 1, 2014 through June 30, 2019.

WHEREAS, Elm City Montessori’s mission and purpose is to offer New Haven families a high-quality, public Montessori program for children between the ages of three and thirteen. Elm City Montessori aspires to be a racially, ethnically, and economically diverse school community deeply committed to realizing the inherent potential of all children. Elm City Montessori is a vital partner to the New Haven Public Schools (“NHPS”).

WHEREAS, as a local charter school, Elm City Montessori is a public, nonsectarian school established under a charter granted by the State Board, and organized as a nonprofit entity under state law and a public agency for purposes of the Freedom of Information Act. Elm City Montessori’s charter, mission, and bylaws are administered by its Board of Trustees, which functions as the governing council of the school. As such, Elm City Montessori is operated independently of any local or regional board of education in accordance with the terms of its charter and the provisions of C.G.S. §§ 10-66aa to 10-66ff, inclusive.

WHEREAS, teachers employed by Elm City Montessori shall be members of the New Haven Federation of Teachers, Local 933 (“Federation”) and shall be subject to the same collective bargaining agreement as the school professionals employed by NHPS. The NHFT and the NHPS agree to consider the terms of employment for teachers at Elm City Montessori under Appendix G of the 2010-2014 contract, and its successors, typically applied to school turnarounds, which allow school management and staff to agree to work rules through an election to work, signed by all employees for purposes of employment in the local charter school – and that this document shall constitute that election to work

WHEREAS, the Board and the Federation agree that Elm City Montessori needs to be free to: choose its staff; develop a culture of successful performance and learning; operate within redesigned work rules; modify the length of the instructional day and year; and create schedules, instructional programs, and pedagogy aligned to the Montessori method. Therefore, the Board and the Federation desire to set forth their agreements and understandings regarding staffing flexibility at Elm City Montessori.

NOW, THEREFORE, the parties hereby agree as follows:

- I. For the period from July 1, 2014 through June 30, 2019, the terms and conditions of employment of teachers who are employed to teach full-time at Elm City Montessori shall include the following:

A. Work Day

1. The teacher work day will be 7.5 hours per day.
2. Faculty will eat lunch and supervise recess with their students, as assigned by administration.
3. Faculty will be provided a 30-minute, duty-free, unencumbered lunch period during the school day.

B. Compensation. Elm City Montessori will follow the human resource policies established for NHPS Teachers and will be paid at the New Haven Public School District rate, with an additional annual assignment bonus of 10% of the yearly salary scale.

C. Summer Program. Subject to the approval of the Principal of Elm City Montessori, teachers may elect to work up to thirty days over the summer for the purposes of (but not limited to):

1. Facilitating student programs
2. Staff development workshops/training
3. Curriculum development
4. Contacting families/making home visits

D. Responsibilities. As per the collective bargaining agreement, with the additional stipulation that teachers at Elm City Montessori will:

1. Participate in arrival and dismissal duties, including meeting buses or parent/guardian vehicles in the morning and ensuring that all students have been safely dismissed at the end of the day, inclusive of the 7.5 hour work day.
2. Encourage family engagement in understanding curriculum objectives by meeting regularly with parents to explain students' needs, strengths, weaknesses and plans for improvement.
3. Plan, schedule and participate in family and community engagement activities that support Montessori principles and other educational components of the school's curriculum. This will include two home visits, up to six parent information/orientation evenings, and three social gatherings annually.
4. Keep up-to-date with and make regular use of current technology for planning, communication and for instruction.
5. Check e-mail and phone messages at least 2 times per day as well as read emails outlining upcoming events sent each weekend in preparation for the week.
6. Except in extraordinary circumstances, respond to all email or phone messages from parents within twenty-four hours.

7. Use current technologies such as bulletin boards as forums for collegial discussion of whole-school issues.
8. Participate constructively in regular and collegial discussion about school policy, curricula and all other school-related topics with the goal of collaborative decision-making.
9. Create and distribute monthly newsletters or online blogs for parents and the wider school community to increase home-school connections.
10. Follow a professional dress code defined as business casual, with exceptions defined through collaboration with staff and administration.

E. Recruitment and Hiring. Elm City Montessori teacher candidates will be interviewed and selected by the Principal of Elm City Montessori and others assigned to the recruitment and hiring team by the Elm City Montessori Board of Trustees.

F. Certification.

1. In order to teach at Elm City Montessori, teachers must have one of the following:
 - a. State Certification: Connecticut Unique Endorsement 110
 - b. CT certification and Association Montessori Internationale (AMI) diploma
 - c. CT certification and American Montessori Society (AMS) diploma

G. Professional Learning & Development. In addition to the NHPS calendar, teachers and certified staff at Elm City Montessori School will:

1. Participate in up to one hour daily collaboration period to be scheduled during the certified staff's school day four days per week, and one day per week unencumbered prep time.
2. Participate in training on, and implement with fidelity, a positive behavior program that supports student social and emotional learning and development.
3. Contribute positively and constructively to formal evaluations of their work.
4. Adopt an approach of constant reflection and self-improvement not limited to data teams, grade level meetings, meetings with administrators, etc.

H. Professional Collaboration. Teachers will:

1. Participate in an open-door approach to teaching in which other teachers, staff and outside professionals are welcome at all times in the classroom.

2. Seek, welcome and act upon constructive criticism from peers, administrators, students, and families.
3. Teachers will follow and support the school mission and vision.
4. Support new teachers formally and informally as determined by the leadership team, additional responsibilities to be compensated at the per diem hourly rate.
5. Actively access, analyze and use data to inform instruction on a daily basis, presenting to other teachers and groups as required.
6. Contribute positively and constructively to regular professional observations of and discussions about their students' learning
7. Participate positively in all teams to which they are committed and other meetings designed to meet the needs of students as directed by an administrator.
8. Maintain a professional and collegial relationship with all staff.
9. Implement with fidelity, all agreed school, district and state policies and protocols.
10. Maintain at all times a classroom environment conducive to high quality learning and reflective of the highest professional standards.
11. Collaborate with NHPS Departments of Special Education, Literacy, and ELL, as necessary.
12. Collaborate with after-school staff about student needs.

I. Specialized Montessori Training. Teachers will:

1. Work within the school environment alongside highly trained AMI coaches as embedded professional development.
2. Attend one annual regional Montessori conference, all expenses, travel costs, and registration fees paid for by Elm City Montessori .
3. Participate in ongoing professional study via the ELM professional learning community

II. This staffing flexibility agreement applies solely to Elm City Montessori and the terms and conditions of employment set forth herein may not be applied to any other school operated by the Board without prior negotiations with the Federation.

Garth Harries, Superintendent – New Haven Public Schools

Date

David Cicarella, President – New Haven Federation of Teachers

Date