

# WORCESTER PUBLIC SCHOOLS



HELEN A. FRIEL, Ed.D.  
ASSISTANT TO THE SUPERINTENDENT/  
CLERK OF THE SCHOOL COMMITTEE

DR. JOHN E. DURKIN ADMINISTRATION  
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TO: Attorney Reichert

FROM: Helen A. Friel *H. Friel*

DATE: July 1, 2022

At the School Committee Meeting that was held on Thursday, June 16, 2022, the following item was discussed:

Pursuant to Action taken in Executive Session it was moved to ratify the Memorandum of Agreement between the Worcester School Committee and NAGE R1-156, 52 Week Administrative Secretaries Unit for the period of July 1, 2021 through June 30, 2022.

On a roll call of 7-0, the item was approved.

Attached please find a copy of the fully executed contract.

If you have any questions, please feel free to contact this office.

HAF/ers

cc: Dr. Monárrez

## MEMORANDUM OF AGREEMENT

The Worcester School Committee and the NAGE R1-156 52 Week Administrative Secretaries agree to the following specific modifications to the Collective Bargaining Agreement between the Parties. Unless specifically modified herein, the terms and conditions of the collective bargaining agreement covering the period from January 1, 2013 through December 31, 2015, as amended by the Memorandum of Agreement for the period of January 1, 2016 through June 30, 2017, as further amended by the Memorandum of Agreement for the period of July 1, 2017 through June 30, 2020, and as further amended by the Memorandum of Agreement for the period of July 1, 2020 through June 30, 2021, shall remain in effect with the following amendments:

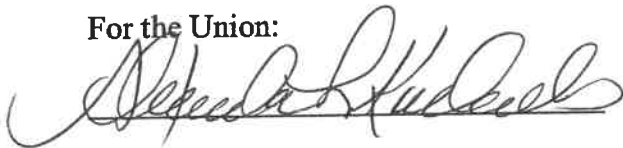
1. **ARTICLE III SALARIES and SALARY SCHEDULES.** The following increase to all steps on the salary schedule shall be made on the following date:

A. Effective retroactive to July 1, 2021: Two (2%) Percent Increase.

This increase is reflected in the attached salary schedule.

2. **ARTICLE XXIV DURATION.** The Parties have agreed to one year collective bargaining agreement for the period from July 1, 2021 through June 30, 2022.
3. **Integrated Contract Document.** The Parties agree that in the event of a ratification of this Memorandum of Agreement by all Parties, the Parties will cooperate in the preparation of a fully integrated collective bargaining agreement reflecting the changes contained in this Memorandum of Agreement and the changes contained in the Memoranda of Agreement for the periods of January 1, 2016 through June 30, 2017, July 1, 2017 through June 30, 2020, and July 1, 2020 through June 30, 2021.
4. This Agreement is subject to ratification by the Union and ratification and funding by the School Committee.

For the Union:



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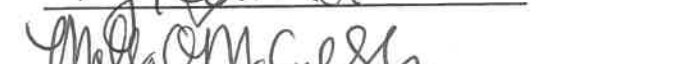
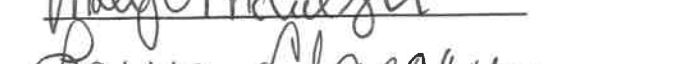
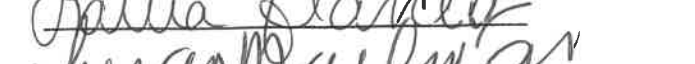
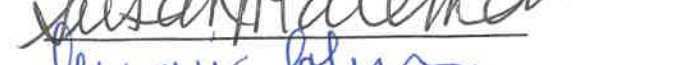
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For the School Committee:

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Dated: June 14, 2022

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Dated: June , 2022

**WORCESTER PUBLIC SCHOOLS**

**ADMINISTRATIVE CLERICAL PERSONNEL**

**WORD PROCESSOR • ACCOUNT CLERK • SAGE  
DATA ENTRY CLERK**

STEP	2.0% 01-Jul-21	
	BASE	9 CREDITS
1	19.79	20.16
2	20.44	20.81
3	21.01	21.44
4	21.64	22.05
5	22.30	22.72
6	22.89	23.30
7	23.76	24.15
8	24.06	24.47
10 Year	24.37	24.78
15 Year	25.01	25.40
17 Year	25.61	26.02
20 Year	26.12	26.54
25 Year	27.12	27.55
30 Year	27.70	28.12

**SENIOR ACCOUNT CLERK**

STEP	BASE	9 CREDITS
1	20.75	21.15
2	21.36	21.78
3	21.99	22.39
4	22.56	23.02
5	23.24	23.62
6	23.87	24.26
7	24.74	25.11
8	25.05	25.43
10 Year	25.33	25.76
15 Year	25.94	26.35
17 Year	26.53	26.95
20 Year	27.06	27.49
25 Year	28.10	28.53
30 Year	28.68	29.13

**PRINCIPAL CLERK TYPIST & SENIOR SAGE  
DATA ENTRY CLERK**

STEP	BASE	9 CREDITS
1	22.30	22.72
2	22.89	23.35
3	23.51	23.96
4	24.12	24.56
5	24.93	25.35
6	25.70	26.12
7	26.74	27.09
8	27.10	27.44
10 Year	27.48	27.91
15 Year	28.26	28.69
17 Year	29.05	29.46
20 Year	29.63	30.05
25 Year	30.75	31.21
30 Year	31.41	31.86

**PRINCIPAL ACCOUNT CLERK**

STEP	BASE	9 CREDITS
1	23.93	24.32
2	24.51	24.93
3	25.13	25.55
4	25.77	26.15
5	26.56	26.97
6	27.26	27.71
7	28.32	28.72
8	28.68	29.10
10 Year	29.10	29.51
15 Year	29.92	30.31
17 Year	30.63	31.07
20 Year	31.24	31.69
25 Year	32.45	32.90
30 Year	33.14	33.60

**WORCESTER PUBLIC SCHOOLS**

**ADMINISTRATIVE CLERICAL PERSONNEL**

**PRINCIPAL CLERK: CONFIDENTIAL**

	<b>2.0% 01-Jul-21</b>	
<b>STEP</b>	<b>BASE</b>	<b>9 CREDITS</b>
<b>1</b>	25.77	26.15
<b>2</b>	26.56	26.97
<b>3</b>	27.26	27.71
<b>4</b>	28.07	28.49
<b>5</b>	28.88	29.27
<b>6</b>	29.68	30.08
<b>7</b>	30.63	31.07
<b>8</b>	31.04	31.48
<b>10 Year</b>	31.42	31.84
<b>15 Year</b>	32.21	32.58
<b>17 Year</b>	32.96	33.41
<b>20 Year</b>	33.62	34.08
<b>25 Year</b>	34.92	35.40
<b>30 Year</b>	35.67	36.16

**HEAD CLERK**

<b>STEP</b>	<b>BASE</b>	<b>9 CREDITS</b>
<b>1</b>	24.91	25.35
<b>2</b>	25.57	26.01
<b>3</b>	26.34	26.73
<b>4</b>	27.11	27.53
<b>5</b>	27.92	28.33
<b>6</b>	28.69	29.07
<b>7</b>	29.69	30.09
<b>8</b>	30.09	30.48
<b>10 Year</b>	30.48	30.87
<b>15 Year</b>	31.25	31.66
<b>17 Year</b>	32.02	32.43
<b>20 Year</b>	32.66	33.08
<b>25 Year</b>	33.89	34.34
<b>30 Year</b>	34.62	35.07

**HEAD CLERK: CONFIDENTIAL  
SECRETARIES to SUPERINTENDENTS and  
MANAGERS**

<b>STEP</b>	<b>BASE</b>	<b>9 CREDITS</b>
<b>1</b>	27.11	27.53
<b>2</b>	27.92	28.33
<b>3</b>	28.69	29.07
<b>4</b>	29.46	29.85
<b>5</b>	30.25	30.62
<b>6</b>	31.02	31.43
<b>7</b>	32.02	32.43
<b>8</b>	32.43	32.83
<b>10 Year</b>	32.81	33.21
<b>15 Year</b>	33.59	33.96
<b>17 Year</b>	34.34	34.78
<b>20 Year</b>	35.03	35.48
<b>25 Year</b>	36.39	36.85
<b>30 Year</b>	37.14	37.61