

Memorandum of Understanding

This Memorandum of Understanding (the "Agreement") is made this 23th day of August, 2018 (the "Effective Date"), by and between M.S.A.D. No. 35 (the "District") and the QEA/MEA (the "Association") regarding the collective bargaining agreement (the "CBA") covering the bargaining unit for the District's Administrative Assistants. Article XIX paragraph C of the CBA provides that the CBA incorporates the entire understanding of the parties on all matters which were or could have been the subject of collective negotiations and that during its term neither party shall be required to bargain with respect to any such matter, whether or not within the knowledge of contemplation of either or both of the parties, at the time they bargained for or executed this agreement except as specifically provided. The parties wish to extend the CBA for a period of one (1) year by adding an additional year to Appendix A ("Wage Scale") of the CBA as follows. All other negotiated terms will remain as-is:

1. The parties acknowledge the Association negotiated and received a 1.75% cost of living adjustment ("COLA") for the Teacher Unit for the 2018-2019 school year. The District agrees to pay the following rates to the Administrative Assistants for the July 1, 2018 - June 30, 2019 time period (a 1.75% COLA to the 2017-2018 rates). Rates will be paid retroactively to July 1, 2018. (if necessary):

Step 1	6 mos - 1YR	\$15.26
Step 2	1 - 2 YRS	\$16.07
Step 3	2 - 3 YRS	\$16.87
Step 4	3 - 4 YRS	\$17.67
Step 5	4 - 5 YRS	\$18.49
Step 6	5+ YRS	\$19.90

Longevity Steps

Step 7	10+ YRS	\$20.20
Step 8	15+ YRS	\$20.90
Step 9	20+ YRS	\$21.60
Step 10	25+ YRS	\$22.30
Step 11	30+ YRS	\$23.00

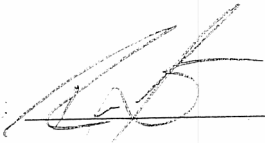
Longevity:

After ten (10) continuous years in the District an employee will receive an additional \$0.50/hour; after fifteen (15) continuous years in the District an employee will receive an additional \$0.70/hour; after twenty (20) continuous years in the District an employee will receive an additional \$0.70/hour; after twenty-five (25) continuous years in the District an employee will receive an additional \$0.70/hour; after thirty (30) continuous years in the District an employee will receive an additional \$0.70/hour.

Steps 7 - 11 are fixed rate increases for years of service and are not subject to COLA's.

2. This agreement will expire June 30, 2019.
3. By signing this Agreement, all parties affirm that they have read the Agreement carefully and are signing voluntarily with full knowledge of its significance, and agree that it will not be cited by any party as a precedent, past practice, or contract interpretation in connection with any future issue.

QEA/MEA:



By its:

QEA President

MSAD No. 35:

Kevin Tice

By its: Board Chair