



From: WSD/WEA
Re: Side Letter to the Current Collective Bargaining Agreements between the Winooski Board of School Trustees and the Winooski Education Association (2023 – 2025 CBA)
Date: 1/11/2025
Cc: WSD Administration

This document shall serve as a “side letter” to the current Collective Bargaining Agreement (CBA) between the Winooski Board of School Trustees and the Winooski Education Association (2023-2025 CBA).

The VOLUNTARY WORKFORCE ATTRITION INCENTIVE Plan laid out starting on Page 2 of this document shall take effect immediately and remain in effect until a subsequent CBA is enacted and ratified.

This side letter does not set a precedent, nor does it establish a past practice for either party to this agreement.

WSD Board President

Date: 1/14/2025

WEA President

Date: 1/15/2025

VOLUNTARY WORKFORCE ATTRITION INCENTIVE

During the budgeting process, in any given year, the Board may choose to provide a limited number of incentives for voluntary attrition in order to avoid necessary layoffs. The number of incentives may be further limited by site or program (JFK Elementary, Middle High School, Early Learning, ML Services, and Special Education) at the discretion of the Superintendent and shall be announced with ample notice no later than 10 days from side letter signed. Eligible employees must notify the District HR of their intention to pursue this incentive no later than 15 days from announcement of incentives. The Superintendent shall have discretion in extending this deadline when budgeting process pressures require it but shall avoid increasing the number of incentives without proper notice to and agreement from the Association.

1. Once the number of incentives per program, if any, are announced, interested employees shall be eligible for the following compensation should they choose to voluntarily not seek a contract for the subsequent school year:

a) **Tier 1: 0 to 5 years of WSD employment or probationary**

- i. \$10,000 plus \$1000 for every additional year with the WSD after the 2nd. For Example, a first-year probationary teacher receives \$10,000 while someone currently on their 3rd year with the WSD receives \$11,000.

Or

- ii. \$2,000 per step, capped at \$20,000

b) **Tier 2: 6 to 10 years of WSD employment**

- i. \$20,000 plus \$1,500 for every additional year after the 6th. For Example, a teacher currently on their 6th year receives \$20,000 while a someone currently on their 7th year receives \$21,500.

Or

- ii. \$2,000 per step, capped at \$30,000

c) **Tier 3: 11 to 15 years of WSD employment:** \$30,000 plus \$2000 for every additional year after the 11th.

d) **Tier 4: 16 or more years of WSD employment,** \$40,000 plus \$3,000 for every additional year after the 11th, capped at \$55,000. Article 10.13 Sick Leave Buyout Provisions are applicable and additional.

2. Should there be more applicants than announced incentives, after prioritizing seniority, the Board shall accept the applications of those whose attrition will cause the most positive fiscal impact on the district with the least disruption to the educational program. The board's decision, at the recommendation of the Superintendent, shall be final, and will be announced to the recipients by 15 days after the application deadline. There may be scenarios where the

superintendent accepts less than the initially-announced number of incentives based on the fiscal and academic impact resulting in the hypothetical acceptance of the received applications.

3. Should layoffs still be needed after the incentive application deadline, identified employees, whether as a result of direct layoff or impacted by the bumping rights of a laid-off employee, will be granted a Tier 1 payment upon departure. This is not applicable for individuals whose non-renewal is the result of performance deficiencies as evidenced by formal evaluations or documented disciplinary action, provided that this reason is stated in the notice to the employee.

4. This incentive shall not be used in addition to the "Career Change Incentive Benefit" in Article 20, nor added to any other retirement arrangement with the WSD.

5. The WSD shall not pressure employees, directly or indirectly, to pursue the announced incentives.