

Memorandum of Agreement

Whereas the Agawam School Committee (hereinafter referred to as "Committee") and the Agawam Education Association (hereinafter referred to as "Association") are parties to a collective bargaining agreement; and

Now therefore, the parties agree as follows:

1. Evaluations are considered part of an employee's personnel file.
2. All personnel files are stored as hard copies at Central Office. However, evaluations will be stored electronically and will be accessible by the building administrators and Human Resources personnel at Central Office. Signature pages for evaluations will be printed out, signed, and dated each year by the employee and evaluator and added to the employee's physical personnel file.
3. Employees can access their evaluations through a request to review their personnel file at Central Office.
4. This Memorandum of Agreement shall be considered to be a part of the parties' current collective bargaining agreement and shall be made a part thereof. In addition, the terms contained herein shall be automatically incorporated into the parties' next collective bargaining agreement, unless otherwise negotiated by the parties.
5. There are no other understandings, either verbal or written, between the parties to this Memorandum of Agreement.

On behalf of the Agawam School Committee:

William P. Scully

On behalf of the Agawam Education Association, Unit A:

[Signature]

DATED: 6/22/22

John P. Boni-Santarelli