

TENTATIVE AGREEMENT PROPOSED FOR RATIFICATION

BETWEEN THE

TOWN OF WAKEFIELD BOARD OF LIBRARY TRUSTEES

AND THE

LUCIUS BEEBE MEMORIAL LIBRARY STAFF ASSOCIATION

LOCAL 4928 (MLSA)

AMERICAN FEDERATION OF TEACHERS (AFT),

AFT MASSACHUSETTS (AFL-CIO)

This **MEMORANDUM OF AGREEMENT** is entered into by and between the Lucius Beebe Memorial Library Staff Association, Local 4928 (MLSA), American Federation of Teachers (AFT), AFT Massachusetts (AFL-CIO) (hereinafter the “Union”) and the Town of Wakefield Board of Library Trustees (hereinafter, the “Town”).

WHEREAS, the Town and the Union entered into a collective bargaining agreement for the period July 1, 2021 through and including June 30, 2024; and

WHEREAS, the duly-authorized representatives of the Town and the duly authorized representatives of the Union have met, pursuant to Massachusetts General Laws, Chapter 150E, to negotiate a successor agreement; and

WHEREAS, said representatives of the Town and the Union have, subject to ratification by the membership of the Union and the Board of Library Trustees, agreed to a successor agreement for the period of July 1, 2024, through and including June 30, 2027;

NOW, THEREFORE, in consideration of mutual promises and covenants, the parties hereto agree as follows:

The Collective Bargaining Agreement in effect for the period July 1, 2021 through and including June 30, 2024, shall be in full force and effect for the period July 1, 2024 through and including June 30, 2027, except as modified by this **MEMORANDUM OF AGREEMENT**.

1. Article XXIII: Personnel Files

- a. Amend Article to read Article XXIII – Personnel Files and Evaluation.
- b. Amend paragraph 23.1 to add the header “Personnel Files.” at the beginning of the 1st sentence.
- c. Amend Article to add new paragraph(s) 23.5, 23.6, and 23.7 to read:

23.5 Evaluation Procedure. The Evaluation of all members of the bargaining unit will be conducted annually in accordance with the Evaluation Procedure attached as Appendix E.

23.6 Evaluation Form. The Evaluation of members of the bargaining unit will be conducted using the Lucius Beebe Memorial Library Evaluation Form attached as Appendix F.

23.7 Evaluation Oversight Committee. The parties agree to form an Evaluation Oversight Committee, composed of an equal number of members from the Town and the Union. The Town Administrator or his/her designee will appoint the Town’s committee members and the Union Chapter Chairperson will appoint the Union’s committee members. The Committee will meet upon request of either party to review the evaluation process and recommend adjustments or changes, subject to negotiation

TENTATIVE AGREEMENT PROPOSED FOR RATIFICATION
BETWEEN THE
TOWN OF WAKEFIELD BOARD OF LIBRARY TRUSTEES
AND THE
LUCIUS BEEBE MEMORIAL LIBRARY STAFF ASSOCIATION
LOCAL 4928 (MLSA)
AMERICAN FEDERATION OF TEACHERS (AFT),
AFT MASSACHUSETTS (AFL-CIO)

and ratification by the parties. The parties may by mutual agreement reopen this collective bargaining agreement for the limited purpose of implementing adjustments or changes negotiated by the parties.

2. Article XXIX: Duration of Agreement

a. Amend paragraph 29.1 to read:

29.1 This Agreement shall take effect on July 1, ~~2024~~ **2024** and shall remain in full force and effect until and including June 30, ~~2024~~ **2027** and shall then terminate unless extended by agreement of the parties. Should either party desire to negotiate a new collective bargaining agreement to succeed this Agreement, such party shall notify the other party not later than December 31, ~~2023~~ **2026** in writing (notice via email is sufficient). Upon receipt of such notice the parties shall make mutually satisfactory arrangements to begin negotiations.

b. Amend all other dates in the agreement to be consistent with the new dates in paragraph 29.1 above.

3. Appendix A: Membership Application and Authorization for Dues Deduction

Re-number current Appendix A – Membership Application and Authorization for Dues Deduction to read Appendix C.

4. Appendix B: Positions as Classified and Allocated to Compensation Grades

a. Effective and retroactive to July 1, 2024 amend Article B to:

- (1) Add the new position of “Senior Library Assistant -Technology at Grade L-5.
- (2) Upgrade the position of Library Maintenance Supervisor from Grade L-8 to L-9.
- (3) Change the title of “Circulation Librarian” to read “Head of Circulation Services”.

b. Effective January 1, 2025:

- (1) Upgrade the position of Library Assistant Custodian (Part-Time) from Grade M-3 to L-5.

c. Effective July 1, 2025:

- (1) Upgrade the position of “Senior Library Assistant – Technology” from Grade L-5 to Grade L-6.

5. Appendix C: Salary Schedules

a. Effective July 1, 2024 re-number current Appendix C – Salary Schedules to read Appendix A.

b. Effective July 1, 204 delete current Appendix A and replace it with the following:

APPENDIX A
Salary Schedules

LIBRARY SALARY SCHEDULE										
FY2025										
Effective/Retroactive 7/1/2024										
GRADE	STEP	I	II	III	IV	V	VI	VII	VIII	
L-4	HOURLY	24.0000	24.6000	25.2000	25.8000	26.4000	27.0000	27.6000	28.2000	
	WEEKLY	852.00	873.30	894.60	915.90	937.20	958.50	979.80	1,001.10	
	BI-WEEKLY	1,704.00	1,746.60	1,789.20	1,831.80	1,874.40	1,917.00	1,959.60	2,002.20	
L-5	HOURLY	25.8000	26.4000	27.0000	27.6000	28.2000	28.8000	29.4000	30.0000	
	WEEKLY	915.90	937.20	958.50	979.80	1,001.10	1,022.40	1,043.70	1,065.00	
	BI-WEEKLY	1,831.80	1,874.40	1,917.00	1,959.60	2,002.20	2,044.80	2,087.40	2,130.00	
L-6	HOURLY	27.7350	28.3800	29.0250	29.6700	30.3150	30.9600	31.6050	32.2500	
	WEEKLY	984.59	1,007.49	1,030.39	1,053.29	1,076.18	1,099.08	1,121.98	1,144.88	
	BI-WEEKLY	1,969.19	2,014.98	2,060.78	2,106.57	2,152.37	2,198.16	2,243.96	2,289.75	
L-7	HOURLY	29.9538	30.6472	31.3406	32.0339	32.7273	33.4207	34.1141	34.8074	
	WEEKLY	1,063.36	1,087.98	1,112.59	1,137.20	1,161.82	1,186.43	1,211.05	1,235.66	
	BI-WEEKLY	2,126.72	2,175.95	2,225.18	2,274.41	2,323.64	2,372.87	2,422.10	2,471.33	
L-8	HOURLY	32.3501	33.0989	33.8478	34.5966	35.3455	36.0943	36.8432	37.592	
	WEEKLY	1,148.43	1,175.01	1,201.60	1,228.18	1,254.77	1,281.35	1,307.93	1,334.52	
	BI-WEEKLY	2,296.86	2,350.02	2,403.19	2,456.36	2,509.53	2,562.70	2,615.87	2,669.03	
L-9	HOURLY	35.2616	36.0704	36.8791	37.6879	38.4966	39.3054	40.1141	40.9229	
	WEEKLY	1,251.79	1,280.50	1,309.21	1,337.92	1,366.63	1,395.34	1,424.05	1,452.76	
	BI-WEEKLY	2,503.57	2,561.00	2,618.42	2,675.84	2,733.26	2,790.68	2,848.10	2,905.53	
L-10	HOURLY	38.4351	39.3167	40.1982	41.0798	41.9613	42.8428	43.7244	44.6059	
	WEEKLY	1,364.45	1,395.74	1,427.04	1,458.33	1,489.63	1,520.92	1,552.22	1,583.51	
	BI-WEEKLY	2,728.89	2,791.49	2,854.07	2,916.67	2,979.25	3,041.84	3,104.43	3,167.02	
M-3	HOURLY	19.9774	20.6073	21.1185	21.4308	21.7479	22.0741	22.4052	22.8377	

APPENDIX A
Salary Schedules

LIBRARY SALARY SCHEDULE											
FY2026											
Effective 7/1/2025											
2.50%											
GRADE	STEP	I	II	III	IV	V	VI	VII	VIII	IX	
L-4	HOURLY	24.6000	25.2150	25.8300	26.4450	27.0600	27.6750	28.2900	28.9050	29.5200	
	WEEKLY	873.30	895.13	916.97	938.80	960.63	982.46	1,004.30	1,026.13	1,047.96	
	BI-WEEKLY	1,746.60	1,790.27	1,833.93	1,877.60	1,921.26	1,964.93	2,008.59	2,052.26	2,095.92	
L-5	HOURLY	26.4450	27.0600	27.6750	28.2900	28.9050	29.5200	30.1350	30.7500	31.3650	
	WEEKLY	938.80	960.63	982.46	1,004.30	1,026.13	1,047.96	1,069.79	1,091.63	1,113.46	
	BI-WEEKLY	1,877.60	1,921.26	1,964.93	2,008.59	2,052.26	2,095.92	2,139.59	2,183.25	2,226.92	
L-6	HOURLY	28.4284	29.0895	29.7506	30.4118	31.0729	31.734	32.3951	33.0563	33.7174	
	WEEKLY	1,009.21	1,032.68	1,056.15	1,079.62	1,103.09	1,126.56	1,150.03	1,173.50	1,196.97	
	BI-WEEKLY	2,018.42	2,065.35	2,112.29	2,159.24	2,206.18	2,253.11	2,300.05	2,347.00	2,393.94	
L-7	HOURLY	30.7027	31.4134	32.1241	32.8348	33.5455	34.2562	34.9669	35.6776	36.3884	
	WEEKLY	1,089.95	1,115.18	1,140.41	1,165.64	1,190.87	1,216.10	1,241.32	1,266.55	1,291.79	
	BI-WEEKLY	2,179.89	2,230.35	2,280.81	2,331.27	2,381.73	2,432.19	2,482.65	2,533.11	2,583.58	
L-8	HOURLY	33.1589	33.9265	34.6941	35.4616	36.2292	36.9968	37.7643	38.5319	39.2995	
	WEEKLY	1,177.14	1,204.39	1,231.64	1,258.89	1,286.14	1,313.39	1,340.63	1,367.88	1,395.13	
	BI-WEEKLY	2,354.28	2,408.78	2,463.28	2,517.77	2,572.27	2,626.77	2,681.27	2,735.76	2,790.26	
L-9	HOURLY	36.1432	36.9722	37.8011	38.6301	39.4591	40.2881	41.117	41.946	42.775	
	WEEKLY	1,283.08	1,312.51	1,341.94	1,371.37	1,400.80	1,430.23	1,459.65	1,489.08	1,518.51	
	BI-WEEKLY	2,566.17	2,625.03	2,683.88	2,742.74	2,801.60	2,860.46	2,919.31	2,978.17	3,037.03	
L-10	HOURLY	39.3961	40.2997	41.2032	42.1068	43.0104	43.914	44.8176	45.7211	46.6247	
	WEEKLY	1,398.56	1,430.64	1,462.71	1,494.79	1,526.87	1,558.95	1,591.02	1,623.10	1,655.18	
	BI-WEEKLY	2,797.12	2,861.28	2,925.43	2,989.58	3,053.74	3,117.89	3,182.05	3,246.20	3,310.35	
M-3	HOURLY	20.4769	21.1225	21.6464	21.9666	22.2916	22.6260	22.9654	23.4086	23.8604	

APPENDIX A
Salary Schedules

LIBRARY SALARY SCHEDULE											
FY2027											
Effective 7/1/2026											
2.50%											
GRADE	STEP	I	II	III	IV	V	VI	VII	VIII	IX	X
L-4	HOURLY	25.2150	25.8454	26.4758	27.1061	27.7365	28.3669	28.9973	29.6276	30.2580	30.8884
	WEEKLY	895.13	917.51	939.89	962.27	984.65	1,007.02	1,029.40	1,051.78	1,074.16	1,096.54
	BI-WEEKLY	1,790.27	1,835.02	1,879.78	1,924.53	1,969.29	2,014.05	2,058.81	2,103.56	2,148.32	2,193.08
L-5	HOURLY	27.1061	27.7365	28.3669	28.9973	29.6276	30.2580	30.8884	31.5188	32.1491	32.7795
	WEEKLY	962.27	984.65	1,007.02	1,029.40	1,051.78	1,074.16	1,096.54	1,118.92	1,141.29	1,163.67
	BI-WEEKLY	1,924.53	1,969.29	2,014.05	2,058.81	2,103.56	2,148.32	2,193.08	2,237.83	2,282.59	2,327.34
L-6	HOURLY	29.1391	29.8167	30.4944	31.1720	31.8497	32.5273	33.2050	33.8826	34.5603	35.2379
	WEEKLY	1,034.44	1,058.49	1,082.55	1,106.61	1,130.66	1,154.72	1,178.78	1,202.83	1,226.89	1,250.95
	BI-WEEKLY	2,068.88	2,116.99	2,165.10	2,213.21	2,261.33	2,309.44	2,357.56	2,405.66	2,453.78	2,501.89
L-7	HOURLY	31.4702	32.1987	32.9272	33.6557	34.3841	35.1126	35.8411	36.5696	37.2980	38.0265
	WEEKLY	1,117.19	1,143.05	1,168.92	1,194.78	1,220.64	1,246.50	1,272.36	1,298.22	1,324.08	1,349.94
	BI-WEEKLY	2,234.38	2,286.11	2,337.83	2,389.55	2,441.27	2,492.99	2,544.72	2,596.44	2,648.16	2,699.88
L-8	HOURLY	33.9878	34.7746	35.5613	36.3481	37.1348	37.9216	38.7083	39.4951	40.2819	41.0686
	WEEKLY	1,206.57	1,234.50	1,262.43	1,290.36	1,318.29	1,346.22	1,374.14	1,402.08	1,430.01	1,457.94
	BI-WEEKLY	2,413.13	2,469.00	2,524.85	2,580.72	2,636.57	2,692.43	2,748.29	2,804.15	2,860.01	2,915.87
L-9	HOURLY	37.0467	37.8964	38.7461	39.5958	40.4455	41.2952	42.1449	42.9946	43.8443	44.6940
	WEEKLY	1,315.16	1,345.32	1,375.49	1,405.65	1,435.82	1,465.98	1,496.14	1,526.31	1,556.47	1,586.64
	BI-WEEKLY	2,630.32	2,690.64	2,750.97	2,811.30	2,871.63	2,931.96	2,992.29	3,052.62	3,112.95	3,173.27
L-10	HOURLY	40.3809	41.3071	42.2332	43.1594	44.0856	45.0117	45.9379	46.8641	47.7902	48.7164
	WEEKLY	1,433.52	1,466.40	1,499.28	1,532.16	1,565.04	1,597.92	1,630.80	1,663.68	1,696.55	1,729.43
	BI-WEEKLY	2,867.04	2,932.80	2,998.56	3,064.32	3,130.08	3,195.83	3,261.59	3,327.35	3,393.10	3,458.86
M-3	HOURLY	20.9888	21.6506	22.1876	22.5157	22.8489	23.1916	23.5395	23.9938	24.4569	24.9289

TENTATIVE AGREEMENT PROPOSED FOR RATIFICATION

BETWEEN THE
TOWN OF WAKEFIELD BOARD OF LIBRARY TRUSTEES
AND THE
LUCIUS BEEBE MEMORIAL LIBRARY STAFF ASSOCIATION
LOCAL 4928 (MLSA)
AMERICAN FEDERATION OF TEACHERS (AFT),
AFT MASSACHUSETTS (AFL-CIO)

- c. Effective July 1, 2024 David Mason, Library Maintenance Supervisor, shall advance from Grade L8 Step VII to Grade L9 Step III.
- d. Effective January 1, 2025 implement a new Step VIII across all pay grades. All members of the bargaining unit on Step VII as of January 1, 2025 advance to Step VIII, and
 - i. Richard Chambers, Library Assistant Custodian (Part-Time), shall advance from Grade M-3 Step V to Grade L-5 Step I.
 - ii. Mark Kelly, Library Assistant Custodian (Part-Time), shall advance from Grade M-3 Step IV to Grade L-5 Step I.
- e. Effective July 1, 2025 Kristen Jones, Senior Library Assistant – Technology shall advance from Grade L5 Step III to Grade L6 Step I.
- f. Effective January 1, 2026 implement a new Step IX across all pay grades. All members of the bargaining unit on Step VIII as of January 1, 2026 advance to Step IX.
- g. Effective January 1, 2027 implement a new Step X across all pay grades. All members of the bargaining unit on Step IX as of January 1, 2027 advance to Step X.

6. Appendix E: Evaluation Procedure

Amend Agreement to add a new Appendix E - Evaluation Procedure.

7. Appendix F: Evaluation Form

Amend Agreement to add a new Appendix F – Evaluation Form.

APPENDIX E
LUCIUS BEEBE MEMORIAL LIBRARY
EVALUATION PROCEDURE

1. EVALUATION PROCEDURE.
 - A. The Evaluation Procedure (the Evaluation System) is designed to provide an Employee with feedback regarding his/her work performance, to enhance professionalism and accountability of staff, and to recognize professional growth. The Evaluation System will provide each Employee with feedback regarding his/her work performance assessed against agreed upon PERFORMANCE STANDARDS/INDICATORS. Each Employee will receive an OVERALL RATING consistent with the aggregate of the ratings he/she received on the PERFORMANCE STANDARDS/INDICATORS. The evaluation of members of the bargaining unit shall be the responsibility of the Library Director and shall be openly conducted by them with full knowledge of the Employee.
 - B. EVALUATOR. The Library Director or his/her designee shall be the Evaluator for all members of the bargaining unit.
 - C. RECORD OF EVALUATION. The parties agree that an effective evaluation process requires meaningful, ongoing, two-way communication. To facilitate this process, the parties agree that each Employee shall have a Record of Evaluation maintained as part of his/her Personnel File, pursuant to Article XXIII – Personnel Files and Evaluation. Each employee's Record of Evaluation shall consist of the Lucius Beebe Memorial Library Evaluation Form (the Evaluation Form) and any other documents used in the evaluation process. All evaluation documents contained in the Record of Evaluation shall remain confidential as personnel records for each member of the bargaining unit, and will not be considered a public record per the Privacy Exemption under the Massachusetts Public Records Law, M.G.L. c. 4, §7(26)(c).
 - D. GENERAL PROVISIONS. The Annual Evaluation of Employees shall be based upon specific examples of an Employee's work performance and other documentation collected during the current evaluation cycle.
 1. The Annual Evaluation shall be conducted using the Evaluation Form in Appendix F.
 2. The evaluation process must be flexible enough to provide for differences in the context of an Employee's assignment, and duties performed by the Employee.
 3. The Library Director may solicit additional input from a Department Head regarding an Employee, provided the Department Head has day-to-day knowledge of the Employee's work performance through direct supervision. Any such input solicited from a Department Head will include specific examples of the Employee's performance and must be documented in the Evaluator Comments section of the Evaluation Form. A Department Head may not assign an OVERALL RATING or ratings on any PERFORMANCE STANDARDS/INDICATORS.
 4. An Employee shall be with provided copies of all documents collected that will be used to evaluate his/her work performance on any of the PERFORMANCE STANDARDS/INDICATORS, at the time said documents are collected.
 5. Documentation used for evaluation of the Employee shall be collected over a sufficient period of time as to make a valid assessment. An Employee shall be provided with appropriate feedback and given sufficient time to correct deficiencies in his/her performance. In response to a rating of Needs Improvement or Unsatisfactory, an Employee may submit documentation to the Library Director that they feel is relevant to their performance on any of the PERFORMANCE STANDARDS/INDICATORS. An Employee may respond in writing to any documentation used to evaluate his/her work performance. All documentation collected, and any Employee response shall become a part of the Employee's Record of Evaluation during the current evaluation cycle.

APPENDIX E

LUCIUS BEEBE MEMORIAL LIBRARY

EVALUATION PROCEDURE

6. The Library Director will ensure that an Annual Evaluation is completed and presented to an Employee, absent circumstances beyond the control of the Employer, no later than ten (10) work days prior to the Employee's anniversary date of hire.

7. The Library Director may use the Evaluator Comments section of the Evaluation Form to provide feedback on each of the PERFORMANCE STANDARDS/INDICATORS rated. The Library Director's comments shall be based upon specific examples of the Employee's work performance, and must provide feedback on any PERFORMANCE STANDARDS/INDICATORS rated "NEEDS IMPROVEMENT" or "UNSATISFACTORY", including but not limited to a list of the STANDARDS/INDICATORS in question and any supporting documentation, the suggested actions for correcting the problem(s), and any other supports and resources available to the Employee to assist them in improving their performance.

8. Upon completion of an Annual Evaluation the Library Director shall sign, date and present the completed Evaluation Form to the Employee along with copies of any additional documents collected and used during the current evaluation cycle.

9. The Evaluation Form must be signed by the Library Director and delivered face-to-face, or by placing a copy in a sealed envelope in the Employee's mailbox at his/her work location, or by secure electronic notification such as the Employer's e-mail system.

10. An employee may respond in writing to any part of the evaluation that he/she believes is incorrect or inaccurate using the Employee Response section of the Evaluation Form.

11. The Employee shall sign and date the Evaluation Form within five (5) work days of receiving it from the Library Director. The Employee's signature indicates that he/she has received the evaluation in a timely fashion, and does not indicate agreement or disagreement with its contents.

2. PERFORMANCE RATINGS.

A. The Evaluation System shall provide feedback for positive performance and professional growth, as well as feedback and assistance for correcting deficiencies in performance.

B. The Library Director will assign a rating to each PERFORMANCE INDICATOR by placing a "✓" under the appropriate rating for that INDICATOR. The Library Director will then assign a rating to each PERFORMANCE STANDARD by placing a "✓" under the appropriate rating for that STANDARD, consistent with the aggregate of the ratings assigned to all PERFORMANCE INDICATORS under that STANDARD. If a particular INDICATOR/STANDARD does not apply to the Employee being evaluated, the Library Director shall place a "✓" under the column "N/A" for that INDICATOR/STANDARD. Using his/her professional judgement, the Library Director will also assign an OVERALL RATING which is consistent with the aggregate of the ratings assigned to all PERFORMANCE STANDARDS/INDICATORS, using the following rating system:

PERFORMANCE RATINGS

EXCEEDS EXPECTATIONS: Employee's performance consistently and significantly exceeds the requirements of the INDICATOR/STANDARD or Overall.

MEETS EXPECTATIONS: Employee's performance consistently meets the requirements of the INDICATOR/STANDARD or Overall.

NEEDS IMPROVEMENT: Employee's performance is below the requirements of the INDICATOR/STANDARD or Overall, but is not considered UNSATISFACTORY at this time. Improvement on this INDICATOR/STANDARD or Overall is necessary and expected.

UNSATISFACTORY: Employee's performance on an INDICATOR/STANDARD or Overall has not significantly improved following a rating of NEEDS IMPROVEMENT, or the Employee's

APPENDIX E
LUCIUS BEEBE MEMORIAL LIBRARY
EVALUATION PROCEDURE

performance is consistently below the requirements of an INDICATOR/STANDARD or Overall and is considered inadequate, or both.

3. FEEDBACK FOR IMPROVEMENT.

A. An Employee shall be provided with appropriate feedback to correct deficiencies in his/her work performance including but not limited to a list of the PERFORMANCE STANDARDS/INDICATORS in question and any supporting documentation, the suggested actions for correcting the problem(s), and any other supports and resources available to the Employee to assist them in improving their performance.

B. An Employee shall not have his/her Overall Rating lowered to “NEEDS IMPROVEMENT” or “UNSATISFACTORY” as part of his/her Annual Evaluation unless the Library Director held a meeting with the Employee during the year, and he/she was provided with a list of the PERFORMANCE STANDARDS/INDICATORS in question and any supporting documentation, the suggested actions for correcting any deficiencies noted, and any other supports and resources available to the Employee to assist them in improving their performance. This meeting shall be held at least ninety (90) days prior to the Employee’s anniversary date of hire, and documented in writing.

4. GENERAL PROVISIONS.

A. The parties agree that, barring a pattern of performance of an egregious nature or where an Employee’s continued employment impacts the safety of staff, or the general public; no employee shall be demoted, disciplined, discharged, or reduced in rank or compensation due to the Evaluation System during the evaluation cycle.

B. Should the Massachusetts Secretary of State or any court of competent jurisdiction determine that documents (which are part of the Evaluation System) and transmitted via secure electronic notification such as the Employer’s e-mail system are a Public Record, then the parties’ agree to re-open their collective bargaining agreement to negotiate over a new delivery method for these documents.

C. Violations of this article are subject to the grievance and arbitration procedures. In a situation where the process has resulted in a fair and thorough evaluation but the Library Director has missed deadlines that do not impact the fairness of the evaluation, that type of misstep should not undo an otherwise fair and thorough evaluation process.

APPENDIX F
LUCIUS BEEBE MEMORIAL LIBRARY
EVALUATION FORM

FIRST NAME

LAST NAME

DATE OF HIRE

EVALUATION DATE

D. EVALUATOR COMMENTS:

EVALUATOR COMMENTS (ATTACH ADDITIONAL PAGES AS NEEDED).

E. EMPLOYEE RESPONSE:

EMPLOYEE RESPONSE (ATTACH ADDITIONAL PAGES AS NEEDED).

Attachment(s) included

TENTATIVE AGREEMENT PROPOSED FOR RATIFICATION


BETWEEN THE
TOWN OF WAKEFIELD BOARD OF LIBRARY TRUSTEES
AND THE
LUCIUS BEEBE MEMORIAL LIBRARY STAFF ASSOCIATION
LOCAL 4928 (MLSA)
AMERICAN FEDERATION OF TEACHERS (AFT),
AFT MASSACHUSETTS (AFL-CIO)


This Memorandum of Agreement is subject to ratification by the Union and the Board of Library Trustees, and funding by the Town consistent with MGL c. 150E. The Parties agree to use their best efforts to obtain ratification by their respective bodies.

Signed in duplicate this 29th day of April, 2024.

**TOWN OF WAKEFIELD
BOARD OF LIBRARY TRUSTEES**

**LUCIUS BEEBE MEMORIAL LIBRARY STAFF ASSOCIATION
LOCAL 4928, MLSA, AMERICAN FEDERATION OF TEACHERS
(AFT), AFT MASSACHUSETTS (AFL-CIO)**


Stephen Maio (Apr 25, 2024 10:28 EDT)











FINAL MOA - MLSA Wakefield - 4.29.2024

Final Audit Report

2024-04-25

Created:	2024-04-25
By:	Walter Armstrong (warmstrong@aftma.net)
Status:	Signed
Transaction ID:	CBJCHBCAABAA8za1e6J4R_B3iIDmtdAbX3Vb3iGrNcLt

"FINAL MOA - MLSA Wakefield - 4.29.2024" History

-  Document created by Walter Armstrong (warmstrong@aftma.net)
2024-04-25 - 12:38:16 PM GMT- IP address: 24.62.21.38
-  Document emailed to Meaghan Kinton (mfkinton@gmail.com) for signature
2024-04-25 - 12:38:21 PM GMT
-  Email viewed by Meaghan Kinton (mfkinton@gmail.com)
2024-04-25 - 12:38:26 PM GMT- IP address: 74.125.210.66
-  Document e-signed by Meaghan Kinton (mfkinton@gmail.com)
Signature Date: 2024-04-25 - 12:39:17 PM GMT - Time Source: server- IP address: 173.9.95.221
-  Document emailed to Stephen Maio (smaio@wakefield.ma.us) for signature
2024-04-25 - 12:39:19 PM GMT
-  Email viewed by Stephen Maio (smaio@wakefield.ma.us)
2024-04-25 - 12:40:25 PM GMT- IP address: 172.225.237.128
-  Document e-signed by Stephen Maio (smaio@wakefield.ma.us)
Signature Date: 2024-04-25 - 2:28:50 PM GMT - Time Source: server- IP address: 207.172.67.66
-  Agreement completed.
2024-04-25 - 2:28:50 PM GMT