BURLINGTON SCHOOL DISTRICT

DISTRICT OFFICES
Tom Flanagan, Superintendent
150 Colchester Avenue
Burlington, VT 05401
802-865-5332
tflanagan@bsdvt.org

MEMORANDUM

To: Matthew Ries, AFSCME
From: Nathan Lavery, Executive Director of Finance and Operations
CC: Michelle Meola, Director of Human Resources
Date: 11/3/2026
Subject: Side Letter re: Grounds Foreman and Small Engine Mechanic

This memorandum is a Side Letter to the July 1, 2025 - June 30, 2028 collective bargaining agreement (CBA) between the Burlington Board of School Commissioners (BSD) and Employees of the Burlington School District Local 1343 (Union). The intent of this Side Letter is to memorialize the parties' mutual agreement to establish a new position and place an existing employee into the new position.

1. The position of **Grounds Foreman and Small Motor Mechanic** shall utilize the following hourly pay scale:

Step	FY27	FY28
1	$31.10	$32.03
2	$31.57	$32.51
3	$32.04	$33.00
4	$32.52	$33.50
5	$33.01	$34.00
6	$33.51	$34.51
7	$34.01	$35.03
8	$34.52	$35.56
9	$35.04	$36.09
10	$35.57	$36.63

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2. Shawn Vestrand will be transferred to the new Grounds Foreman and Small Motor Mechanic position effective at the commencement of the first full pay period following execution of this agreement. He shall be place on the pay scale on Step 9 with a $35.04 per hour rate of pay.
3. The Burlington School District shall develop a job description specific to the Grounds Foreman and Small Motor Mechanic position.
4. The parties agree to regard this side letter as the status quo for bargaining a successor agreement.

This side letter is not a "reopener" of any other section or provision of any CBA between the parties. This side letter is to be interpreted as having been drafted by both parties.

By signature below, the parties indicate their acceptance of the contents and terms of this Side Letter.

AGREED, this 10 day of November 2026

AFSCME (AFL-CIO) Local 1343
by Matthew Ries, AFSCME

AGREED, this 16 day of November, 2026

Burlington Board of School Commissioners
by Clare Wool, Duly Authorized