



Cornell University
ILR School

NYS PERB Contract Collection – Metadata Header

This contract is provided by the Martin P. Catherwood Library, ILR School, Cornell University. The information provided is for noncommercial educational use only.

Some variations from the original paper document may have occurred during the digitization process, and some appendices or tables may be absent. Subsequent changes, revisions, and corrections may apply to this document.

For more information about the PERB Contract Collection, see
<http://digitalcommons.ilr.cornell.edu/perbcontracts/>

Or contact us:

Catherwood Library, Ives Hall, Cornell University, Ithaca, NY 14853
607-254-5370 ilrref@cornell.edu

Contract Database Metadata Elements

Title: **Locust Valley Central School District and Locust Valley School Employees Association, School Related Personnel Chapter (2002)**

Employer Name: **Locust Valley Central School District**

Union: **Locust Valley School Employees Association, School Related Personnel Chapter**

Local:

Effective Date: **07/01/02**

Expiration Date: **06/30/06**

Number of Pages: **26**

For additional research information and assistance, please visit the Research page of the Catherwood website - <http://www.ilr.cornell.edu/library/research/>

For additional information on the ILR School, <http://www.ilr.cornell.edu/>

AID
5494

AGREEMENT
BETWEEN
LOCUST VALLEY CENTRAL SCHOOL DISTRICT
AND THE
LOCUST VALLEY SCHOOL EMPLOYEES ASSOCIATION
SCHOOL RELATED PERSONNEL CHAPTER
7/1/02 – 6/30/06

RECEIVED

FEB 07 2005

NYS PUBLIC EMPLOYMENT
RELATIONS BOARD

TABLE OF CONTENTS

	Page
Article I	1
Article II	1
Article III	1
A.	1
B.	1
C.	2
D.	2
Article IV	3
Article V	4
A.	4
B.	5
C.	5
D.	5
Article VI	5
A.	5
B.	5
C.	5
Article VII	6
Article VIII	6
Article IX	6
A.	6
B.	7
C.	7
D.	7
E.	7
F.	7
Article X	7
Article XI	7
A.	7
Article XII	8
Article XIII	8
Article XIV	9
Article XV	10
A.	10
B.	10
C.	11
D.	11
Article XVI	11
A.	11
B.	12
C.	12

		Page
	D. Section 125 Plan	12
	E. Retirement Plan	12
	F. Tax Deferred Programs	12
Article XVII	Education Incentive	12
Article XVIII	DISC Committee Representation	13
Article XIX	Meetings Between Unit Member and Supervisor	13
Article XX	Committee Work	13
Article XXI	Duration of Agreement	14
Article XXII	Full Settlement	14

Appendices

A.	2002-2003 Full-Time Annual Salaries	15
B.	2002-2003 Part-Time Hourly Salaries	16
C.	2003-2004 Full-Time Annual Salaries	17
D.	2003-2004 Part-Time Hourly Salaries	18
E.	2004-2005 Full-Time Annual Salaries	19
F.	2004-2005 Part-Time Hourly Salaries	20
G.	2005-2006 Full-Time Annual Salaries	21
H.	2005-2006 Part-Time Hourly Salaries	22
I.	Table of SRP Categories	23

ARTICLE I

RECOGNITION CLAUSE

The District, pursuant to Section 204 and 207 of the Civil Service Law ("The Public Employees' Fair Employment Act"), hereby recognizes the Association as the exclusive representative for all Language Arts Assistants, Teaching Assistants, Monitors, Library Assistants, Cafeteria and Playground Supervisors, Computer Assistants, Watchpersons, Attendance Assistants, Tutorial Assistants, Building Aides, Teacher Aides and A.V. Helper.

This recognition and the acceptance thereof by the Association, are with the acknowledge intention of the parties to fulfill the purposes prescribed in said Section 204; and the extension to the Association of all rights prescribed in Section 208 to unchallenged representation, of the described public employees, for the duration of the Agreement or as may otherwise be provided by law.

ARTICLE II

NO STRIKES

The Association agrees, individually and on behalf of its members to comply with the terms, conditions and provisions of Section 210 of the Civil Service Law, as part of the Public Employees Fair Employment Act, as such Section prohibits strikes by public employees.

ARTICLE III

ASSOCIATION RIGHTS

A. **Regulation.** Pursuant to the provisions of Section 204-A of the Civil Service Law:

"It is agreed by and between the parties that any provisions of this Agreement requiring legislative action to permit implementation by amendment of law or by providing the additional funds therefore, shall not become effective until the appropriate legislative body has given approval."

B. **Dues Deductions.** The District agrees to deduct from the salaries of its employees who have submitted written authorization through the Treasurer for such deductions, Locust Valley School Employees Association dues and to transmit monthly the total amount deducted to the Treasurer of the LVSEA.

1. Deductions shall be made uniformly and consistently twice each month, October to February.

2. Dues deductions shall commence on the pay period following the date on which authorization is received from the employee and confirmation is received by the District from the Treasurer of the LVSEA; provided that the District shall have not less than thirty (30) days notice to begin such deductions. Deductions shall remain in effect until the employee notifies the District in writing, to discontinue withdrawing dues not reinstate dues deductions in the current fiscal year. Dues will cease being deducted on the first full pay period after receipt of written notice to stop deductions, provided that the District shall have not less than thirty (30) days to terminate deductions.
 3. The District assumes no responsibility for the disposition of the funds so deducted, once they have been turned over to the Treasurer of the LVSEA.
 4. The full responsibility for dues which have been deducted and transmitted by the District to the LVSEA Treasurer shall be the sole responsibility of said Association and the District shall be saved and held harmless by the LVSEA, for any claims whatsoever resulting from such deductions and payment over to the LVSEA Treasurer.
 5. The District shall not be required to undertake deductions which require payment to anyone other than the LVSEA Treasurer. The District may not be required to make separate payments for separate deductions than regular dues deductions. It is further understood and agreed that deductions and one other purpose if, in the opinion of the district, such additional deductions are not administratively feasible or create undue expense and burden. The District shall however, subject to its rights herein, give reasonable consideration to additional dues deductions requested, provided that the District shall not be required to make other than a single payment under its dues deduction obligations.
- C. **Release Time for Union Convention.** The District agrees to provide one half-day release time for 5 unit members for the purpose of attending the N.Y.S.U.T. School Related Personnel Conference (after 4th period for LVMS/HS personnel). The Association will notify the District of those attending fourteen working days prior to the first day of the conference. Those who attend will not be subject to loss of pay.
- D. **Attendance at Association Meetings.** The Association President or designee shall be granted up to three (3) days a year to attend meetings on Association business without loss of pay or deduction from personal business days provided for in this agreement.

ARTICLE IV

GRIEVANCE PROCEDURE

An employee shall, at all times, be entitled, on request, to have present a representative of the Association when the employee is being formally reprimanded for the record following investigation. This does not include normal progress, performance and evaluation interviews or observations. All formal reprimands for any alleged infraction shall be made with due regard for individual privacy.

Employees shall have the right to present their grievance in accordance with the provisions herein, free from interference, coercion, restraint, discrimination or reprisal, and shall have the right to be represented at all stages thereof. The representative shall be designated by the employee at the time the employee presents his/her grievance or at a subsequent date.

"Grievance" shall mean any claimed violation, misinterpretation or inequitable application of existing laws, rules, procedures, regulations, administrative orders of work rules to the extent provided by law or the provisions of this agreement.

The filing or pendency of any grievance shall, in no way, operate to impede, delay or interfere with the right of the Board of Education to take the action complained of, subject, however, to the final decision of the grievance.

Step 1: Any grievance under this Agreement between an employee or employees and the District shall be settled in the first instance by the employee involved and his Association Representative, if requested by the employee, with the local school Principal. A grievance submitted to the Principal in writing shall be answered by the Principal in writing within 10 school days from the time the grievance was received by the Principal.

No grievance shall be filed later than thirty (30) school days (excluding July and August) after the event constituting the alleged violation became known or should have become known to the grievant.

Step 2: In the event the grievance is not resolved under Step 1, the employee or the Association through its Grievance Committee, at the employees' request, (with the consent of the Association) may, within six school days from the date of the written answer, take up such grievance with the Superintendent.

Association-District, or District-Association grievance, under this Agreement, may be presented in writing in Step 2.

The Superintendent or the Association, after informal hearing when requested, (at which the employee and his representative may appear and present oral and written statements or arguments), shall answer in writing within ten school days of receipt of the grievance, or ten school days of the hearing, if later.

Step 3. A grievance which is not adjusted under Step 2 may, at the request of either party, within two weeks of the Step 2 answer, be promptly submitted to arbitration. Selection of an arbitrator shall be made pursuant to the Voluntary Labor Arbitration Association.

The District and the Association (or Employee, where not represented by the Association in the proceeding), shall bear equally the customary costs of the Arbitrator and AAA fees.

The Arbitrator's decision shall contain findings of fact, conclusions and advisory recommendations. He shall have no power to add to or modify or otherwise alter the provisions and intent of the Contract.

ARTICLE V

SICK LEAVE

The employee (Part and Full Time) shall be eligible for sick leave annually to be credited at the beginning of the school year. To be eligible, the employee must work the first day. New employees will receive one sick day per month credited at the beginning of the month for the first year. The employee may use prior accumulated sick leave, except that, in no case, may an employee carry into a new year more than fifty (50) days cumulative leave. Effective July 1, 2003 an employee may accumulate 60 days sick leave for carryover into the following year. Effective July 1, 2004 an employee may accumulate 70 days sick leave for carryover into the following year. Effective July 1, 2005 an employee may accumulate 80 days sick leave for carryover into the following year.

A. Pro-rated Sick Leave. Sick leave shall be prorated in accordance with the following schedule:

<u>Days Worked</u>	<u>Days of Sick Leave Entitlement</u>
170 or more	10
150-169	9
130-149	8
110-129	7

- B. **Explanation of Absence.** On returning from absence of four or more school days, the employee shall provide a medical report establishing fitness for resumption of duty, if requested by building principal.
- C. **Sick Leave Bank.** In each year of the contract the District shall establish a bank of 150 days of sick leave for the unit. On July 1 of each contract year the bank will be replenished to 150 days. An employee would be eligible to draw sick days from the bank after such employee has exhausted his/her accumulated sick leave and five (5) additional school days have passed. This five (5) day waiting period may be waived upon mutual agreement between the Superintendent and the President of the Association. No employee may draw more than forty-five (45) days from the Sick Leave Bank. This maximum may be waived by mutual agreement between the Superintendent and the President of the Association.
- D. **Family Illness.** An employee may use sick leave in the event that illness of a member of the immediate family (spouse, child, parent, grandparent, brother or sister, mother-in-law, father-in-law, or relative living in the household of the employee) necessitates the employee's absence from work.

ARTICLE VI

PERSONAL LEAVE

Each employee, except those in their first year of employment with the District, upon prior request to the Superintendent or Assistant Superintendent, shall be granted up to three paid personal business days. Prior request will be waived in case of emergency.

- A. **Personal Leave before Holiday.** Paid personal business days provided for in this agreement may not be taken either the day before or the day after vacation periods and/or holidays without the prior, written approval of the Superintendent of Schools or his Designee. Where an emergency necessitates the taking of a personal day, either the day before or the day after a vacation period or holiday, approval may be given after the day is taken.
- B. **Bereavement Leave.** For each absence due to the death of a spouse, child, parent, grandparent, brother or sister, mother-in-law or father-in-law, or other relative living in the household of the employee represented by the bargaining unit, the Superintendent or his Designee shall grant reasonable leave, up to five days, without loss of pay.
- C. **Unused Personal Days.** Unused personal days may be converted to accumulated sick days, subject to the maximum allowable sick day accrual.

ARTICLE VII

EMERGENCY CLOSING OF SCHOOLS

In the event that schools are closed due to snow, ice or other hazardous conditions unit members shall receive full compensation for such days. In the event that such days are scheduled by the District to be made up, the District reserves the option of having unit members work on the make-up days.

ARTICLE VIII

CHANGE IN JOB DESCRIPTION

In the event of any change in job duties of a more than temporary or emergency nature, the Administration shall notify the President of the Chapter of such contemplated change. The Chapter shall be entitled to consultation with Administration upon such change if it is so desired.

A reasonable effort shall be made to notify bargaining unit members of their work assignments at the beginning of the school year. A reasonable effort shall be made to maintain that yearly assignment as the basic assignment for the school year. If a change gives rise to a dispute, the matter can only be brought to the Assistant Superintendent and, if necessary the Superintendent for resolution.

Employees who are required to perform duties in a higher classification shall be compensated at the higher rate of compensation. Employees who perform substitute teaching duties shall receive compensation at the prevailing substitute pay or their own, whichever is greater.

ARTICLE IX

WORK DAY/WORK YEAR

A. Definition

1. Employees will work the number of hours per day as designated by the Administration. Full time employees are defined as employees who are scheduled to work $6\frac{1}{2}$ hours more per day for the full school year. Effective July 1, 2003, this shall be amended to $6\frac{3}{4}$ hours. Part-time employees are defined as employees who are scheduled to work less than $6\frac{1}{2}$ hours per day and/or less than the full school year. . Effective July 1, 2003, this shall be amended to $6\frac{3}{4}$ hours. The number of hours that each class of full-time employees work per day is shown in Note #1 of Appendix A.
2. Full-time employees will work the same calendar year as the teaching staff. Part-time employees will work on the days assigned by the District.

- B. **Assignment of Days.** Part-time employees shall not be required to work on any day at the beginning of the school year prior to the day that teachers report to school, nor more than two days after the last day teachers are required to be in school. In addition, part-time employees shall not be required to report to work during the holiday periods of Christmas, Thanksgiving and Easter or the February Recess. The District shall retain the right to assign part-time employees reasonable duties, other than their regular duties, on days when school is not in session. However, in determining the days to be worked, employees may not be required to work on days when no other school employees are working.
- C. **Lunch Break.** Unit members who work five hours or more per day shall receive a 30-minute duty free unpaid lunch period.
- D. **Sick Leave, Personal Leave and Emergency Closing.** Part-time employees will be paid the amount they normally would earn on those days.
- E. **Reappointment Notification.** The district shall make its best efforts to notify unit members of their next year's assignment no later than June 20th of the preceding year. The district retains its right to reassign staff based upon program need. Special circumstances including situations in which the District's need for a given position is not known as of June 15th or, if a unit member's performance has not been assessed as of June 15th.
- F. **Manner of Payment.** Full-time employees shall be paid on the same day that members of the teaching staff are paid. Part-time employees shall submit time-cards and be paid for those hours at the end of the following pay-period.

ARTICLE X

CONFERENCE ATTENDANCE

For conference days outside the school, SRPs may be considered for attendance at the discretion of the building principal.

ARTICLE XI

RETIREMENT

- A. The District will comply with Employee and Teacher Retirement System requirements.

B. Retirement Incentive – A retirement incentive shall be offered to members of the bargaining unit subject to the following:

a. Conditions – The retirement incentive shall apply only to those resignations for the purpose of retirement filed with the district during the following periods:

prior to January 15, 2004 for retirements effective June 30, 2004

and

prior to January 15, 2006 for retirements effective no later than June 30, 2006

b. Eligibility

1. Age 55 or greater by the effective date of retirement
2. Ten (10) years of credited service with the NYSERS or NYSTRS
3. Ten (10) years of credited service in Locust Valley CSD

c. Incentive amounts – The incentive will be 2% of the final earned salary earned in the previous 12 months of service, not including paid overtime or extra services provided to the district, multiplied by the number of years of service in Locust Valley CSD. The incentive shall be subject to a maximum payment of \$6,000.

Payment shall be made to the individual by July 15th following the date of retirement

ARTICLE XII

POSTING OF VACANCIES AND NEW POSITIONS

The District shall post all vacancies for members of the bargaining unit in all buildings.

During the months of July and August, the District shall notify the President of the LVSEA SRP Unit of any vacancies in the unit.

ARTICLE XIII

COFFEE BREAK

The District agrees that annual salaried and half-day (3-1/4 hours) members of the unit shall be entitled at a reasonable time to a fifteen minute coffee break during the school day.

ARTICLE XIV

RECALL PROCEDURE

In the event employees covered by this contract have been excessed from their positions, they shall be recalled to employment for similar positions in the unit on the basis of the following procedures:

1. Full-time employees will be regarded separately from part-time employees. In assessing seniority, a part-timer who becomes full-time retain one-half his or her years in the unit; a full-timer who becomes part-time will retain all of his or her years in the unit. An employee excessed from a part-time position is only eligible for recall to a part-time position. An employee excessed from a full-time position is only eligible for recall to a full-time position.
2. An employee will have seniority and "bumping rights" only within his or her specific job category. For the purpose of seniority determinations, the following specific job categories are recognized: Attendance Assistant, Library Aide, Language Arts Assistant, Teaching Assistant, Ossining Tutor, Computer Lab Assistant, Security Aide (Watchperson), Tutorial Assistant, A.L.P., Full-time Monitor (Building Aide), Part-time Monitor. (See appendix G). The creation of a new job category, such as might become necessary with the creation of a new position, must have joint approval of the assistant superintendent and SRP President.
3. An employee's seniority will be determined by the total years of employment in the SRP unit, subject to the provisions of #1 above. An employee will have "bumping rights" only within his or her current job category, and not in any previously held job categories.
4. The last person excessed from a position within a specific job category shall be the first person offered re-employment in a vacancy within the same category which may have been created as a result of resignation, termination or the creation of a new position.

If the first person offered the vacancy does not elect to accept, it shall be then offered to the next person in line within the same job category, based on the sequence of excessing and under the same conditions described above.

Once individuals have refused re-employment on this recall procedure, they shall have no further claim to any position that might become available.

An individual's recall rights under this contract shall be limited to six years from the date of excessing.

5. Any category of School Related Personnel employment which requires State Education Department Certification or Civil Service Certification, shall be filled on a recall only by an individual holding or eligible for that certificate.

6. It is understood that the District reserves the right to excess positions based on the job category and that the individual with the least seniority in that specific job category shall be the person to be excessed.

ARTICLE XV

COMPENSATION

- A. **Salary.** Salaries for full-time employees will be governed by the schedules of annual salaries at Appendices A, C, E and G. Salaries for part-time employees will be governed by the schedules of hourly rates at Appendices B, D, F and H. The applicable schedules are as follows:
 1. Effective July 1, 2002 the salary schedule for full-time employees and part-time employees shall be increased by 3.3%. Salary schedules for the fiscal year July 1, 2002 to June 30, 2003 are shown at Appendices A & B.
 2. Effective July 1, 2003 the salary schedules shall be increased by 3.4%. Salary schedules for the fiscal year July 1, 2003 to June 30, 2004 are shown at Appendices C & D.
 3. Effective July 1, 2004 the salary schedules shall be increased by 3.5%. Salary schedules for the fiscal year July 1, 2004 to June 30, 2005 are shown at Appendices E & F.
 4. Effective July 1, 2005 the salary schedules shall be increased by 3.5%. Salary schedules for the fiscal year July 1, 2005 to June 30, 2006 are shown at Appendices G & H.
- B. **Longevity.** Full-time and Part-time employees in a position represented by this bargaining unit who have completed five (5) or more years of service in the District shall receive a longevity payment in accordance with the rates that appear on the bottom of the salary schedules in Appendices A through H. In addition, a second longevity payment will be made to full-time and part-time employees in position who have completed ten (10) or more years of service in the District in accordance with the same rates on the bottom of the salary schedules. A third longevity payment will be made to full-time and part-time employees in position who have completed fifteen (15) or more years of service in the District in accordance with the same rates as longevity 1 and longevity 2. Part-time employees will have the amount shown on the appropriate longevity schedule added to their hourly rate. Full-time employees will receive the dollar amount shown on the full-time schedule over their standard annual salary. All longevity bonuses will be added after the salary increments have been calculated.

- C. **New Employees.** Individuals hired between September 1 and January 31 of a given school year shall receive their scheduled increase at the beginning of each succeeding school year (September 1). Individuals hired between February 1 and June 30 of any given school year shall receive their first scheduled increase on February 1, immediately following the date of hire. Thereafter, they shall receive any scheduled increase at the beginning of each succeeding school year.
- D. **Change of Category.** A unit member who moves from one category to another shall be placed at the step of the new category closest in pay to the step of the old category provided that the unit members has at least three years of service in the school District.

ARTICLE XVI

FRINGE BENEFITS

A. Health Insurance.

1. The District agrees to pay for the premium cost of the various options of the N.Y.S. Health Insurance Program in its present form or as it may be amended in accordance with an employee contribution rate of 5% of the total premium for full time unit members through June 30, 2000. The actual dollar amount of the contribution will be determined when the premium is determined on January 1st of each year.
2. Effective July 1, 2000, the employee contribution rate for full time unit members shall be 7% of the total premium for family coverage, and 10% of the total premium for individual coverage. For employees hired on or after July 1, 2003, the premium contributions will be as follows:

Effective July 1, 2003 – 8% family, 11% individual
Effective July 1, 2004 – 10% family, 12% individual
3. Effective July 1, 2000, the District will provide health insurance for part-time SRP unit members who work a minimum of six hours per day for ten months per year under the following conditions: (a) part-time employees who have completed a minimum of two years of District service will be eligible for individual coverage only, commencing the month following the two year anniversary; (b) the District will contribute 50% toward the premium for the individual coverage and the employee will pay the additional 50%; (c) part-time employees provided this coverage will not be eligible to continue this coverage into retirement; and (d) part-time employees who elect to take these health insurance benefits will forego retroactive payments for the 1998-99 school year.

4. Should a current part-time unit member obtain a full-time position within the unit, that member will pay the 7%-family and 10%-individual rates.
- B. **Dental.** The District agrees to pay the premium costs for full-time employees for the Dental Plan available to the Secretarial and Custodial personnel based on an employee contribution of \$4.14 per month in each of the three years of this Agreement. Only individual coverage will be available to unit members.
- C. **Life.** The District agrees to pay 100% of the premium costs for term life insurance for full time employees on the following schedule:
- | | |
|-----------------------|-----------------|
| First Year Employee | \$2,000 Policy |
| Second Year Employees | \$5,000 Policy |
| All other Employees | \$10,000 Policy |
- The District shall provide \$10,000 of life insurance to part-time employees with at least 10 years of service in the District, provided they were employed for an average of 4 hours per day over the 10 year period.
- D. **Section 125 Plan.** The District shall make available to unit members a Section 125 plan for purposes of payment of health and dental insurance premiums.
- E. **Retirement Plan.** Eligible unit members shall be covered under the retirement plan known as 41j.
- F. **Tax Deferred Programs -** Unit members shall be allowed to participate in the District's tax sheltered annuity program (IRS Section 403-B) and Deferred Compensation Program (IRS Section 457) as long as such programs are available to other employee groups in the District.

ARTICLE XVII

EDUCATION INCENTIVE

Members of the unit who successfully complete two (2) credits of approved in service coursework will be awarded one (1) additional step on the salary schedule. (Unit members already at or beyond top step will be given a stipend equal to the numerical difference between the next to last and the last

step in their class on the salary schedule at the time the salary increase is to take effect. Once determined for the employee, this amount will be constant from year to year and will not be considered part of the base salary.) The coursework will be offered through DISC and at least one course applicable to salary enhancement will be offered to unit members each semester, subject to minimum enrollment requirements. Consideration will be given to granting credits for work completed outside the DISC framework. However, applying a course (DISC or otherwise) toward salary enhancement will be predicted upon the employee having obtained prior approval of the Superintendent or his/her designee; and both the determination of approval and the amount of credits granted will be at the discretion of the district. No employee will be entitled to more than one Education Incentive step increase in the period covered by this contract. The program will begin the semester following the semester in which the contract is ratified. The step increase will become effective at the beginning of the semester following the completion of the credit requirements.

ARTICLE XVIII

DISC COMMITTEE

The Chapter shall appoint a designee to sit on the DISC committee to assess and give input on in-service course offerings for unit members. There shall be a sub-committee of DISC created consisting of designees of the Association and the District, for the purpose of developing SRP in-service programs.

Course offerings will be based upon the recommendations of the joint sub-committee.

ARTICLE XIX

MEETINGS BETWEEN UNIT MEMBERS AND SUPERVISORS

A supervisor seeking a conference with a unit member will indicate in advance the subject to be discussed. In the event that such conference is of a disciplinary nature the unit member shall be so informed and shall have the right to be accompanied by a representative of the Association.

ARTICLE XX

COMMITTEE WORK

When a unit member serves as a member of a committee, such unit member shall be compensated at the same rate as other committee members (currently \$15 per hour).

ARTICLE XXI

DURATION OF AGREEMENT

This Agreement shall commence July 1, 2002 and shall continue in full force and effect until Midnight, June 30, 2006.

ARTICLE XIX

FULL SETTLEMENT

The parties recognize that this agreement is the result of professional negotiation between them is intended to be in full settlement of all issues respecting salaries, hours and other items and conditions of employment and all other matters which are the subject of professional negotiation. Therefore, each of the parties, for the life of this Agreement, agrees that, except as legally provided, the other shall not be obligated to negotiate collectively with respect to any issue on salaries, hours or other items and conditions of employment not specifically referred to or covered in this Agreement, even though such subjects or matters may not have been within the knowledge or contemplation of either or both parties at the time they negotiated or signed this Agreement.

FOR THE ASSOCIATION:

SIGNATURE: Mary Ann Lassette

DATE: 6/25/03

FOR THE DISTRICT:

SIGNATURE: Anthony L. Long

DATE: 6/25/03

APPENDIX A

FULL-TIME ANNUAL SALARIES

JULY 1, 2002 - JUNE 30, 2003

<u>Step</u>	Instructional Assistant <u>Class II</u>	Watchperson <u>Class III</u>	Tutorial Assistant <u>Class IV</u>	Building Aide <u>Class V</u>
1	\$12,812	\$16,450	\$16,000	\$13,852
2	\$13,235	\$16,989	\$16,626	\$14,120
3	\$13,658	\$17,531	\$17,254	\$14,388
4	\$14,085	\$18,071	\$17,881	\$14,652
5	\$14,510	\$18,608	\$18,507	\$14,920
6	\$14,868	\$18,928	\$18,859	\$15,279
7	\$15,378	\$19,614	\$19,548	\$15,791
8	\$15,968	\$20,555	\$20,292	\$16,249
9	\$16,656	\$21,055	\$20,792	\$17,076
10	\$17,525			\$18,017
11	\$18,269			\$18,988
12	\$18,960			\$19,842
13	\$19,932			\$20,696
14	\$20,903			\$21,552
15	\$21,875			\$22,037
16	\$22,375			\$22,537
Longevity:	\$606	\$677	\$629	\$677

Number of Hours Work Per Day (F.T.)
(Does Not Include Paid Lunch)

Class II	6 ½ hours
Class III	7 ¼ hours
Class IV	6 ¾ hours
Class V	7 ¼ hours

APPENDIX B

PART-TIME HOURLY RATES

JULY 1, 2002- JUNE 30, 2003

<u>Step</u>	Instructional Assistant <u>Class II</u>	School Monitor <u>Class VI</u>
1	11.57	\$10.80
2	11.92	\$11.09
3	12.25	\$11.40
4	12.58	\$11.67
5	12.92	\$11.99
6	13.30	\$12.21
7	13.60	\$12.52
8	14.09	\$12.98
9	14.64	\$13.23
10	15.28	\$13.50
11	16.08	\$13.76
12	16.90	\$14.31
13	17.44	\$14.86
14	18.00	\$15.41
15	18.54	\$15.96
16	19.04	\$16.46
Longevity:	\$0.50	\$0.50

APPENDIX C

FULL-TIME ANNUAL SALARIES

JULY 1, 2003 - JUNE 30, 2004

<u>Step</u>	Instructional Assistant <u>Class II</u>	Watchperson <u>Class III</u>	Tutorial Assistant <u>Class IV</u>	Building Aide <u>Class V</u>
1	\$13,248	\$17,009	\$16,544	\$14,323
2	\$13,685	\$17,567	\$17,191	\$14,600
3	\$14,122	\$18,127	\$17,841	\$14,877
4	\$14,564	\$18,685	\$18,488	\$15,150
5	\$15,003	\$19,241	\$19,136	\$15,428
6	\$15,374	\$19,572	\$19,500	\$15,798
7	\$15,900	\$20,281	\$20,213	\$16,328
8	\$16,511	\$21,254	\$20,982	\$16,801
9	\$17,223	\$21,771	\$21,499	\$17,657
10	\$18,121			\$18,630
11	\$18,890			\$19,633
12	\$19,604			\$20,516
13	\$20,610			\$21,399
14	\$21,614			\$22,285
15	\$22,618			\$22,786
16	\$23,136			\$23,303
17	\$23,636			\$23,803
Longevity:	\$626	\$700	\$650	\$700

Number of Hours Work Per Day (F.T.)
(Does Not Include Paid Lunch)

Class II	6 ¾ hours
Class III	7 ½ hours
Class IV	7 hours
Class V	7 ½ hours

APPENDIX D

PART-TIME HOURLY RATES

JULY 1, 2003 - JUNE 30, 2004

<u>Step</u>	Instructional Assistant <u>Class II</u>	School Monitor <u>Class VI</u>
1	\$11.96	\$11.17
2	\$12.32	\$11.47
3	\$12.67	\$11.78
4	\$13.01	\$12.07
5	\$13.35	\$12.39
6	\$13.75	\$12.62
7	\$14.06	\$12.95
8	\$14.57	\$13.43
9	\$15.14	\$13.68
10	\$15.80	\$13.95
11	\$16.63	\$14.23
12	\$17.47	\$14.79
13	\$18.03	\$15.37
14	\$18.61	\$15.93
15	\$19.17	\$16.50
16	\$19.69	\$17.02
17	\$20.19	\$17.52
Longevity:	\$0.52	\$0.52

APPENDIX E.

FULL-TIME ANNUAL SALARIES

JULY 1, 2004 - JUNE 30, 2005

<u>Step</u>	<u>Instructional Assistant Class II</u>	<u>Watchperson Class III</u>	<u>Tutorial Assistant Class IV</u>	<u>Building Aide Class V</u>
1	\$13,711	\$17,604	\$17,123	\$14,824
2	\$14,164	\$18,182	\$17,793	\$15,111
3	\$14,616	\$18,762	\$18,465	\$15,398
4	\$15,073	\$19,339	\$19,136	\$15,681
5	\$15,528	\$19,914	\$19,806	\$15,968
6	\$15,912	\$20,257	\$20,182	\$16,351
7	\$16,457	\$20,991	\$20,920	\$16,899
8	\$17,089	\$21,998	\$21,716	\$17,390
9	\$17,825	\$22,533	\$22,251	\$18,275
10	\$18,756	\$23,050	\$22,769	\$19,282
11	\$19,552	\$23,550	\$23,269	\$20,320
12	\$20,290			\$21,234
13	\$21,331			\$22,148
14	\$22,371			\$23,065
15	\$23,410			\$23,584
16	\$23,946			\$24,119
17	\$24,463			\$24,636
18	\$24,963			\$25,136
Longevity:	\$648	\$724	\$673	\$724

Number of Hours Work Per Day (F.T.)
(Does Not Include Paid Lunch)

Class II	6 ¾ hours
Class III	7 ½ hours
Class IV	7 hours
Class V	7 ½ hours

APPENDIX F

PART-TIME HOURLY RATES

JULY 1, 2004 - JUNE 30, 2005

<u>Step</u>	Instructional Assistant <u>Class II</u>	School Monitor <u>Class VI</u>
1	\$12.38	\$11.56
2	\$12.75	\$11.87
3	\$13.11	\$12.19
4	\$13.46	\$12.49
5	\$13.82	\$12.83
6	\$14.23	\$13.06
7	\$14.55	\$13.40
8	\$15.08	\$13.90
9	\$15.67	\$14.16
10	\$16.36	\$14.44
11	\$17.21	\$14.73
12	\$18.08	\$15.31
13	\$18.66	\$15.91
14	\$19.26	\$16.49
15	\$19.84	\$17.08
16	\$20.38	\$17.62
17	\$20.90	\$18.13
18	\$21.40	\$18.63
Longevity:	\$0.53	\$0.53

APPENDIX G

FULL-TIME ANNUAL SALARIES

JULY 1, 2005 - JUNE 30, 2006

<u>Step</u>	Instructional Assistant <u>Class II</u>	Watchperson <u>Class III</u>	Tutorial Assistant <u>Class IV</u>	Building Aide <u>Class V</u>
1	\$14,191	\$18,221	\$17,722	\$15,343
2	\$14,660	\$18,818	\$18,416	\$15,640
3	\$15,128	\$19,418	\$19,111	\$15,937
4	\$15,601	\$20,016	\$19,805	\$16,230
5	\$16,071	\$20,611	\$20,499	\$16,526
6	\$16,469	\$20,966	\$20,889	\$16,924
7	\$17,033	\$21,726	\$21,652	\$17,490
8	\$17,687	\$22,768	\$22,476	\$17,998
9	\$18,449	\$23,322	\$23,030	\$18,915
10	\$19,412	\$23,857	\$23,566	\$19,957
11	\$20,236	\$24,374	\$24,083	\$21,031
12	\$21,001	\$24,874	\$24,583	\$21,977
13	\$22,078			\$22,923
14	\$23,154			\$23,872
15	\$24,229			\$24,409
16	\$24,784			\$24,963
17	\$25,319			\$25,498
18	\$25,837			\$26,016
19	\$26,337			\$26,516
Longevity:	\$671	\$749	\$697	\$749

Number of Hours Work Per Day (F.T.)
(Does Not Include Paid Lunch)

Class II	6 ¾ hours
Class III	7 ½ hours
Class IV	7 hours
Class V	7 ½ hours

APPENDIX H

PART-TIME HOURLY RATES

JULY 1, 2005 - JUNE 30, 2006

<u>Step</u>	Instructional Assistant <u>Class II</u>	School Monitor <u>Class VI</u>
1	\$12.81	\$11.97
2	\$13.20	\$12.29
3	\$13.57	\$12.62
4	\$13.93	\$12.93
5	\$14.31	\$13.28
6	\$14.73	\$13.52
7	\$15.06	\$13.87
8	\$15.60	\$14.38
9	\$16.22	\$14.65
10	\$16.93	\$14.95
11	\$17.81	\$15.24
12	\$18.71	\$15.85
13	\$19.32	\$16.46
14	\$19.94	\$17.07
15	\$20.54	\$17.67
16	\$21.09	\$18.23
17	\$21.63	\$18.77
18	\$22.15	\$19.28
19	\$22.65	\$19.78
Longevity:	\$0.55	\$0.55

APPENDIX I

TABLE OF SRP EMPLOYEE CATEGORIES

<u>Class Number and Title</u>	<u>Specific Job Categories Included in Class</u>
Class II Instructional Assistant	Attendance Assistant Library Aide Audio Visual Helper Language Arts Assistant Teaching Assistant (includes Assistant in Computer Room) Ossining Tutor
Class III Watchperson	Watchperson-Outside High School
Class IV Tutorial Assistant	Teaching Assistant in the Alternate Learning Program
Class V Building Aide	Full-Time Monitor
Class VI Monitor	Part-time Monitor

Note: The specific job categories listed in the right hand column must be referred to in determination of seniority, excessing and recall. Employees have seniority only within their specific job category; an excessed employee can only be recalled to a position in the same job category.