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Contract Database Metadata Elements

Title: **Fabius-Pompey Central School District and Fabius-Pompey Central School District Transportation Association (2002)**

Employer Name: **Fabius-Pompey Central School District**

Union: **Fabius-Pompey Central School District Transportation Association**

Local:

Effective Date: **07/01/2002**

Expiration Date: **06/30/2005**

PERB ID Number: **5001**

Unit Size:

Number of Pages: **20**

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**CONTRACT
BETWEEN THE
FABIUS-POMPEY CENTRAL SCHOOL DISTRICT
TRANSPORTATION ASSOCIATION
AND THE
SUPERINTENDENT OF THE
FABIUS-POMPEY CENTRAL SCHOOL DISTRICT**

July 1, 2002 - June 30, 2005

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PREAMBLE

This contract is the result of negotiations between the Fabius-Pompey Transportation Association (Association) and the Fabius-Pompey Central School District (District). Both parties have negotiated in good faith to promote harmonious relationships between the Association and District regarding salaries, hours, duties, grievances and other items and conditions of employment so that the cause of public education is orderly and uninterrupted. Both parties have negotiated in good faith and have reached mutual understanding under the requirements and provisions of the Public Employees' Fair Employment Act (Article 14 of the Civil Service Law). The provisions of this contract supersede all previous agreements and/or contracts.

RECOGNITION

- 1) The District agrees to recognize the Association as the exclusive bargaining agent for all employees in the bargaining unit as hereinafter defined and extends to the Association the following:
 - a) to exclusively represent employees in the unit regarding collective negotiations.
 - b) to represent employees in the unit in the settlement of grievances.
 - c) to unchallenged representation status during the period prescribed by Section 208 of the Public Employees' Fair Employment Act.
- 2) The District agrees that the Board's policies shall not conflict with any provision of this contract unless such policy is necessary in order that the Board fulfill its legal responsibility in accordance with Section 1804.
- 3) The Association agrees and affirms that it does not have and will not assert the right to strike against the District, to assist or participate in any such strike, or to impose an obligation to conduct, condone, assist, or participate in such a strike.
- 4) The Association agrees that the Board of Education is the policy-making body of the District as imposed by Section 1804 of the Education Law and the Rules and Regulations of the Education Commissioner.

DEFINITIONS

1) Qualified School Bus Driver

A qualified school bus driver must have a CDL, have passed a physical (not to be scheduled during employees' regular work hours), have been fingerprinted, have passed a drug and alcohol test, have passed a physical fitness test, have been Board approved, have ridden with another driver for two (2) routes and have driven with another driver on the bus for three (3) times.

2) Regular Route Driver

A qualified school bus driver who drives for the District on a regular a.m. and p.m. (two [2] run) route that has been contracted by the District.

3) Substitute Driver

A qualified school bus driver who drives for the District on an "as needed" basis.

4) Regular Routes

School bus routes for the transportation of pupils from home to school and from school to home on a regularly scheduled basis or the equivalent. Regular routes may also include out of District routes and BOCES routes which require two (2) runs.

5) Extra Trips

Transportation provided by the District to and from school sponsored functions (i.e., field trips, sports events, music events, etc.).

6) District

Fabius-Pompey Central School District which includes the Superintendent of Schools, the Board of Education and the Administrator or designee to whom authority of transportation is delegated either formally or informally.

7) Association

The Fabius-Pompey Central School District Transportation Association, its members and officers.

DEFINITIONS (cont'd)

8) Mechanic Helper/Bus Driver

A qualified school bus driver who works in the garage and drives for the District on a regular a.m. and p.m. (two [2] run) in-District route. Mechanic Helper/Bus Driver will not drive bus for extra trips or out-of-District limits, except in emergency situations, as determined by the transportation supervisor or his/her designee and is reported to an Association Officer Prior to the trip. The Mechanic Helper/Bus Driver will select his/her run based on seniority accrued as a bus driver.

9) Head Mechanic

A qualified school bus driver, who supervises the Mechanic Helper, participates in the repair and maintenance of District vehicles and orders necessary equipment for the upkeep of said vehicles. The Head Mechanic reports to the Transportation Supervisor or his/her designee. The Head Mechanic does not accrue regular route driver seniority and will not drive bus except in emergency situations, as determined by the Transportation Supervisor or his/her designee and is reported to an Association Officer prior to the trip. The Head Mechanic's departmental seniority will also be applicable to and accrue as substitute bus driver seniority with said seniority to be compared to those employees who are appointed to the position of substitute school bus drivers on or after July 1, 2002.

10) Bus Washer/Shuttle Bus Driver

A qualified school bus driver whose duties include but are not limited to transporting pupils between buildings, performing emergency transportation during the regular school day, handling inter-district correspondence and mail, assists in the upkeep of buses and the bus garage, and handles short-termed (defined as less than one semester) special in-district trips, other than field trips, during his/her regular work hours that may conflict with regular trip schedules. The Bus Washer/Shuttle Bus Driver will be appointed as a substitute bus driver and will drive in emergency situations only. The Bus Washer/Shuttle Bus Driver's departmental seniority will also be applicable to and accrue as substitute bus driver seniority.

11) School Bus Monitor

An employee who rides on a school bus for the purpose of maintaining order and for supervising and assisting in the loading and unloading of

DEFINITIONS (cont'd)

the buses at the various stopping points; and does related work as required.

ARTICLE I **CONDITIONS OF EMPLOYMENT**

1.1 Benefit and Salary Agreements

The administration shall have benefit and salary agreements prepared for Association employees contingent upon completion of negotiations. Salaries shall be in accordance with Appendix "A" attached hereto. Agreements shall be issued to each employee by September 30 of each year.

1.2 Regular Route Seniority and Lists

- A) Seniority will be determined by the date and time of the opening and acceptance of a regular bus route.
- B) The Association and the District will jointly prepare an updated seniority list by no later than August 20.
- C) If a regular route driver wants the absent driver's run, one which will be vacant for more than one (1) week or five (5) consecutive days, then a substitute driver would drive for the other regular route driver. This shifting of runs can only be done once per a run opening up due to a regular driver's absence. This open run must be posted on the bulletin board for all drivers to see for a week prior to it being assigned to either a regular route driver or a substitute.
- D) Any regular route driver who, with District consent, goes out on any leave covered in this contract has up to twelve (12) consecutive months before losing his or her regular route seniority. The driver may come back to drive any time before the date of return on leave with a seven (7) day written notice to the District. Any driver because of hardship that has to extend his or her leave, upon approval by vote of the Association will not lose his or her seniority. His or her place on the seniority list will be frozen until driver returns to his or her position.
- E) A regular route driver who involuntarily loses a regular route and is unable to select any other regular route, may request to be placed at the top of the substitute bus driver seniority list. These

ARTICLE I (cont'd)

displaced regular route drivers will have priority in choosing regular routes when they become available regardless of other substitute bus drivers' seniority. This displaced driver will have his/her remaining sick days held by the District until he/she gets a new run and will be credited with these days when he/she returns.

F) Voluntarily Giving Up A Route - (See Article I, 1.11, page 6)

G) School Bus Driver Vacancies

When a school bus driver vacancy occurs, the District will consider for appointment the three most senior substitute school bus drivers who indicate an interest in the position, with the selected candidate to be made at the discretion of the Superintendent of Schools. Multiple vacancies will be taken one at a time with each vacancy to consider the three most senior available substitute school bus drivers who indicate an interest in the position. For multiple vacancies, newly appointed drivers will select the last available runs based on their substitute seniority.

1.3 Substitute List

A) The Dispatcher shall maintain two (2) rotating substitute bus driver lists: one (1) list for regular runs; and one (1) list for long-term substitutions as defined in ARTICLE I, 1.2 C).

B) Substitute bus driver seniority will commence on the date of appointment to the position of substitute bus driver by the Board of Education. An individual's annual level of earned seniority will be based on the number of days of service the employee served in the transportation department during the school year. A service is defined as the performance of substitute duty for any permanent transportation position included on page 22 of the agreement. Annual seniority will be earned as follows:

1. one (1) year: 91 or more days; at least $\frac{1}{2}$ of days as bus driver
2. $\frac{3}{4}$ year: 61 to 90 days; at least $\frac{1}{2}$ of days as bus driver
3. $\frac{1}{2}$ year: 31 to 60 days; at least $\frac{1}{2}$ of days as bus driver
4. $\frac{1}{4}$ year: 5 to 30 days; at least $\frac{1}{2}$ of days as bus driver
5. no seniority credit: less than 5 days

ARTICLE I (cont'd)

Substitute bus drivers appointed prior to July 1, 2002, will maintain their level of seniority as accrued on June 30, 2002, with future additions to that seniority to be based on the above language.

The Transportation Supervisor will provide the Association President with a Substitute School Bus Driver Seniority List in July of each school year.

- C) In the event that a substitute bus driver covers a run for a period of time (anything over a week but less than a year's leave of absence), that substitute remains on substitute status and does not receive any of the benefits of a regular route driver. If the substitute driver is covering a regular route driver's year of absence leave, that substitute is eligible for health benefits only. He/she is still on substitute status and does not gain seniority by that year's run.

1.4 School Bus Monitor List

Seniority of school bus monitors will be established by date of hire. Job assignments will be chosen by date of hire seniority.

1.5 Drivers' Arrival at Bus Garage

In order to perform the required precook of their respective buses prior to departure on their route, all bus drivers shall be at the bus garage at least ten (10) minutes before their run is to start. All drivers are required to complete all necessary forms required by the District and punch in and out on their respective time card. The last Driver in or out of the bus garage shall be required to close the garage door of the bay.

1.6 Appearance of Drivers

All drivers have to be as neat and clean as possible while on the job.

1.7 Notification of Absence

All drivers must give the District at least twenty four (24) hours notice before asking for time off whenever possible, except in the case of an emergency.

ARTICLE I (cont'd)

1.8 Upkeep of Bus

All drivers shall sweep, fuel up, clear front and rear windows and outside illuminations on the bus that they drive. This includes all bus windows inside and dash.

1.9 Capacity of Bus

Drivers shall not operate a bus over its given capacity. The capacity is determined by the State Education Department based upon the rating of the manufacturer. Each driver is expected to operate a bus to its full capacity as prescribed by State Law.

1.10 Overnight Trips

For special overnight trips the sponsor of the trip shall have the right to pick any of the regular route drivers.

1.11 Giving up a Route

In the event a regular route driver gives up a regular route for reasons of his/her own choice (s)he may then ask to become a substitute driver. (S)he will then take his/her place on the substitute bus driver seniority list according to his/her date of appointment as a substitute bus driver by the District.

1.12 Additional Work

Out-of-District routes (except BOCES runs) will be paid on an hourly rate after the first hour and twenty minutes. Regular routes will be paid the contract salary with no provision for extra compensation, except in extraordinary circumstances. All cases of extraordinary circumstances will be determined by the District on an individual case basis. All additional work, up to 40 hours per week maximum, will be given service credit for retirement purposes.

1.13 Credentials

Credentials for school bus drivers shall be determined by Federal Law, New York State Law and the District.

ARTICLE I (cont'd)

1.14 Personal Protective Equipment

The District will reimburse employees, who are required to wear steel-toed safety shoes, 50% of the cost of one pair of shoes per school year.

1.15 Outside Activities

When there is an outside activity involving the transportation of children, an authorized School District vehicle driven by a School District bus driver is required. Emergency or confidential situations will be exceptions. Other exceptions will be considered if agreed upon between the Transportation Association and the District.

1.16 Regular Routes

Bus routes for the transportation of pupils from home to school and from school to home during the school year shall be established at least ten (10) days prior to the opening day of school. A description of each route shall be posted at the Bus Garage at the time they are completed. Regular routes will be selected according to regular route driver seniority. Minor modifications to established routes shall be made by the District during the school year as the need arises and in keeping with sound transport procedures.

1.17 Extra Trips

All transportation provided by District school buses except as described above as regular routes are to be considered extra trips. Extra trips are to be driven by a regular route driver. A rotation system shall be established for each school year. If no regular route driver takes an extra trip, it is then offered to a substitute bus driver. If no substitutes are available it is then the Association's responsibility to assign a regular route driver to take that trip.

Trips within the district (as part of the FPCS educational program), between the hours of 8:00 a.m. and 3:30 p.m. on regularly scheduled school days will NOT be considered extra trips. (This is to include drop off and pick up only, with no waiting.) The Bus Dispatcher will determine the driver for each instance, either Bus Washer/Bus Shuttle Driver or an extension (to the extent of a maximum of 1 hour and 20 minutes) of a regular route.

ARTICLE I (cont'd)

1.18 Bidding Procedure

- A) Regular route drivers will pick regular routes based upon the regular route driver seniority list.
- B) Any routes that are dropped during the year must be full routes and it will no longer be possible for a driver to drop half of a full run during the year.
- C) Routes which are picked according to seniority include regular routes, BOCES, extra activity period (EAP) or any non-regular route run established during the term of this contract. Extra trips are not picked by seniority.
- D) A school bus driver must at least pick one (1) regular route in order to pick any of the remaining routes selected under this seniority provision.

1.19 School Bus Driver Work Year

The annual salary for school bus drivers will be based on a work year of 185 days.

If, for any reason, an out of District regular daily run is temporarily canceled for an entire day (s), the bus driver of the canceled run may be asked, when it can be reasonably arranged, to act as substitute for an absent driver, or to perform other substitute duties in the transportation department.

ARTICLE II **GRIEVANCE PROCEDURE**

2.1 Stage One

An employee having a grievance will discuss it with his/her supervisor informally within ten (10) school days of the act, event or occurrence giving rise to the grievance. If the grievance is not resolved informally it shall be reduced to writing and presented to the supervisor in charge through the representative of the Association within five (5) school days after the informal discussion. The supervisor in charge shall within five (5) school days after receipt of the grievance, give a written answer.

ARTICLE II (cont'd)

2.2 Stage Two

If the employee is not satisfied the grievance shall, within five (5) school days of the receipt of the written response from the transportation supervisor, be submitted by the Association representative to the Superintendent of Schools. The Superintendent shall give a written answer to the grievance within ten (10) school days.

2.3 Stage Three

If the grievance is not settled by the written answer of the Superintendent the employee through the Association may further appeal by giving written notice thereof to the Board of Education through the District Clerk. The Clerk shall place the grievance on the agenda for the next regular Board meeting for the employee to be heard personally or through his/her representative. The Clerk shall also refer the grievance to a committee of the Board of Education and the representative of the Association will be given an opportunity to meet with the said committee prior to the regular Board meeting to discuss the grievance. The Board shall render its decision within ten (10) school days. Said decision being final.

ARTICLE III **ASSOCIATION RIGHTS**

3.1 Bargaining Unit

The Association recognizes the following as members of their bargaining unit: regular route drivers, substitute bus drivers, mechanic helper/bus driver, bus washer/shuttle bus driver, head mechanic and school bus monitor.

3.2 Meeting Place

The Association shall have the use of one (1) school room for at least one (1) evening per month as a meeting room. Additional meetings can be scheduled as needed with use of a school room.

3.3 Rules and Regulations - Student Behavior

The School District agrees to duly consider and act upon any and all reasonable proposed amendments or supplements to said "Guidelines, etc." and to said "Rules and Regulations, etc." The School administration

ARTICLE III (cont'd)

shall cooperate with the school bus drivers in matters concerning student behavior.

3.4 Dues Deduction

For all positions covered by this contract and pursuant to the provisions of the Taylor Law the District will make membership dues deductions from respective salaries and will remit the sums deducted to the treasurer of the Association with the written consent of each driver. A yearly contract user fee will be charged to all regular route drivers who are not members of the Association. It will be \$15 per year and it will be deducted from the first paycheck in September of the non-member's paycheck.

3.5 Association Recommendations

The Association may provide the administration recommendations in the following circumstances:

- 1) Mapping out bus routes
- 2) Purchasing transportation equipment
- 3) Hiring of immediate supervisors

The Association's recommendations are non-binding and will only be used by the District to assist in making a more informed decision.

3.6 Signatures for Change

Anytime there is a change that will or possibly could affect a transportation employee's seniority, pay or job description, a letter describing that change must be signed by an Association Officer, the Dispatcher, and the Transportation Supervisor.

ARTICLE IV **DISTRICT RIGHTS**

4.1 Accidents

In the event of an accident involving property damage the dispatcher or a member of the administration shall appear on the scene. The bus shall not be moved until they arrive and a police officer has made a report. Any driver involved in an accident will be suspended until a hearing review board is convened. Said review board shall consist of one (1) member from the Association and two (2) members of the Board of

ARTICLE IV (cont'd)

Education. The review board's purpose is to recommend to the Board of Education appropriate disciplinary action to be taken. If the review board decides that the driver is free of wrong doing said driver will receive back pay for his/her regular driving assignments that had been lost.

4.2 Overnight Trips

If a problem exists with a driver for an overnight trip during the school year the District shall be authorized to discuss the situation with the individual driver in this instance. Any terms agreed upon for the overnight trip shall be identical for all drivers involved. For overnight trips a particular driver may be requested by the group taking the trip.

4.3 Drug Testing

The District has the right to test all qualified school bus drivers in accordance with the District's Drug and Alcohol Testing Policy.

ARTICLE V **SALARY AND COMPENSATION**

5.1 Days Off

A. Sick Days

All ten month employees shall receive ten (10) sick days per school year, and all twelve month employees shall receive twelve (12) sick days per year. It is further provided that any such accumulation shall be removed and shall not be paid for upon termination of employment. The District may, at its discretion, request a doctor's certificate to determine ability to return to work and to determine eligibility of absence or sick leave hereunder if such absence is in excess of five (5) consecutive workdays.

Unused sick days shall be cumulative as follows:

2002-2005 - 200 days

B. Sick Leave for Prolonged/Serious Illness

In the event of a prolonged serious illness and having exhausted all his/her accumulated sick leave days, a bargaining unit employee

Article V (cont'd)

may appeal to the President of the Association for extra days of sick leave.

Procedure:

1. Such request will be sent to the Association President, in writing, and include the following information:
 - a. nature of illness
 - b. physician's recommendation
 - c. estimate of number of additional sick leave days needed.
2. If the President of the Association deems the request justifiable, (s)he may appeal to the Association membership for a donation (not to exceed three [3] days in any one [1] year by any individual employee).
3. The Association President will present his/her findings to the Superintendent of Schools or his/her designated representative along with the letter of request, the physician's recommendation and the name of each individual Association member willing to donate a sick day(s) along with the number of days that the individual employee is willing to donate. Each donator will sign a release charging a deduction of days from his/her accumulated sick leave total.
4. The Superintendent shall review each individual case and make his/her recommendations to the Board of Education.
5. The Board of Education will consider all recommendations, and the decision of the Board shall be final and binding upon the parties.
6. If the Board of Education grants the request for additional sick leave days, the District will assess donated days from bargaining unit employees on an as needed basis.

C. Personal Days

A maximum of two (2) days of absence per year for ten (10) month employees, and a maximum of three (3) days of absence per year for twelve (12) month employees without loss of compensation shall

Article V (cont'd)

be granted to all regular route drivers and bus garage employees for personal business that cannot be scheduled outside of normal work hours. Personal leave days are to be used to conduct such activities of a non-recreational nature that are impossible to carry out during other than normal work hours. These days shall be granted when requested in writing, on the correct form, at least twenty-four (24) hours in advance of the day requested. Said leave is subject to the discretion and staffing requirements of the District and may be requested and granted in one-half (1/2) day segments. Personal leave days will not be granted on days immediately preceding or following a holiday or vacation day, or during the first or last week of the school year. However, day(s) may be granted by the transportation supervisor in exceptional cases.

Unused personal days shall be accumulated as sick days as long as the addition of the personal day(s) does not exceed the maximum accumulation of sick days.

D) Short Leaves of Absence

Ten (10) days of absence without pay per school year may be granted to employees upon approval by the Transportation Supervisor OR Superintendent of Schools.

These days must be requested from the Bus Dispatcher at least twenty-four (24) hours in advance. The 24-hour period may be waived by the Transportation Supervisor or Superintendent of Schools. Said leave is subject to the discretion and staff requirements of the District.

Leaves in excess of ten (10) days must be submitted in the form of a letter and be approved by the Board of Education.

E) Family Sick Days

A maximum of three (3) days of absence per school year without loss of compensation shall be granted to employees for family illness. There shall be no accumulation of unused family illness days from one school year to the following year. Family illness days may be requested in half (1/2) day segments.

ARTICLE V (cont'd)

5.2 Leaves

A) Death in Family

All employees covered by this contract shall have three (3) days death-in-family leave with pay. Family includes husband, wife, mother, father, sister, brother, children, grandchildren, grandmother, grandfather, mother-in-law, father-in-law, sister-in-law, brother-in-law, and legal guardian.

B) Jury Duty

Any driver who serves on jury duty shall receive his/her regular pay or the amount paid for such jury duty, whichever is greater. If the driver elects to receive his/her regular pay there shall be deducted from that sum the amount that (s)he has received for such jury service.

Compensation received from jury duty minus expenses shall be reimbursed to the District.

C) Maternity Leave

Female employees may apply for unpaid maternity leave at any time after learning of their pregnancy. In the event that a female employee desires to work after the fourth (4th) month of pregnancy she can do so only if she furnishes the District with a monthly certificate from her attending physician indicating that she is physically able to continue to perform all the duties of her position. (See seniority paragraph 1.2 D for questions concerning driver's seniority while on leave.)

D) Sick Leave

A driver may request an unpaid medical leave up to twelve (12) consecutive months for his/her medical problem or for a family member's medical problem. This request must be in writing and be approved by the District. The District may request verification of the medical illness from the attending physician. (See Seniority Paragraph 1.2 D for questions concerning driver's seniority while on leave.)

ARTICLE V (cont'd)

E) Personal Leave

A driver may request to take an unpaid personal leave for up to twelve (12) consecutive months. The request must be in writing and be approved by the District. The driver may return to drive anytime within the leave period with seven (7) days written notice to the District of the driver's intent to return to work. (See Seniority Paragraph 1.2 D for questions concerning driver's seniority while on leave.)

F) Parental Leave

A driver may request to take an unpaid parental leave for up to twelve (12) consecutive months in the case of a birth or adoption of a child. The request must be in writing and be approved by the District. (See Seniority Paragraph 1.2 D for questions concerning driver's seniority while on leave.)

5.3 Special Compensation

A) When a driver takes a sports or field trip and misses his/her regular trip (s)he will be paid at the extra trip rate. Sick leave days and personal days may not be used for this purpose.

B) For summer activities such as swimming, nature study, etc. drivers shall be used according to seniority. Their pay shall be paid by the trip. Drivers will be notified the night before a run if that run is canceled. If drivers are not notified and show up to find a cancellation they shall be paid two (2) hours at the regular rate.

C) Drivers will be paid as per salary schedule for the duration of this contract for the required mandated meetings at a minimum of 2 and 1/2 hours for each meeting.

D) Driver In-Service

Drivers will be expected to attend scheduled driving improvement meetings and discipline management meetings, etc. that will be arranged by the District during the school year.

E) Monitor In-Service

Monitor will be expected to attend scheduled monitor improvement meeting(s) and discipline management meetings, etc. that will be

ARTICLE V (cont'd)

arranged by the District during the school year. The Monitors will be compensated at the applicable rate listed as "hourly rate in excess of run" on the Salary Schedule; page 22 of this Agreement.

F) Meal Allowance

A school bus driver will be reimbursed for all reasonable expenses, (i.e., meals) not to exceed \$6.00 per meal, which are incurred while on an extra trip provided the driver submits a claim form with an accompanying receipt, per Business Office procedure.

5.4 Benefits

- A) Unit members covered by the New York State Employees Retirement System may retire under Section 75-i, for Tiers 1 and 2, and Article 14 or 15 for Tiers 3 and 4.
- B) Substitute drivers will be allowed to purchase health insurance coverage through the District plan.
- C) The District will pay one hundred (100%) percent for individual coverage and seventy five (75%) percent for dependent coverage for full-time drivers, or retired from this District, who participate in the District plan.
- D) To be eligible for health insurance benefits upon retirement, the employee must meet two criteria:
 - 1) A regular driver must have completed a minimum of fifteen (15) years or more as a regular driver. Other bus garage employees must have completed a minimum of fifteen (15) years as a District employee and worked an annual average of thirty five (35) or more hours per week. A completed year is defined as a full calendar year of work, examples; 07/01/02 – 06/30/03 or 09/15/02 – 09/14 03.
 - 2) The employee must meet the appropriate service retirement eligibility criteria as defined by the New York State Employees' Retirement System. An employee who is retiring from Fabius-Pompey School District is not eligible for this health insurance benefit if (s)he is employed full time by another school district in New York State.

In the event the New York State Employees' Retirement System provides districts with an early retirement incentive, the parties agree to review the applicability of this benefit for potential eligible employees involved with the incentive plan who meet criteria #2, but not criteria #1.

E) Retirement Benefit for 2002-2003, 2003-2004, and 2004-2005

Total accumulated unused sick days x normal workday earning x 50%. RETIREMENT shall mean retirement under the New York State Employees Retirement System. In order to qualify, an employee must have completed ten (10) years of service in the District and submit two (2) written notifications to the District, as follows:

1. Written notification of the employee's non-binding intent to retire must be filed with the Superintendent of Schools no later than November 30 of the school year in which (s)he expects to retire.
2. The retiring employee shall submit a binding letter of resignation for the purpose of retirement to the Superintendent of Schools by no later than January 15 of the school year in which (s)he expects to retire.

Should a retiring employee submit a binding letter of resignation for the purpose of retirement to the Superintendent of Schools after January 15 of the school year in which (s)he expects to retire, the retiring employee will maintain eligibility for his/her applicable retirement benefit, however, the cash benefit will be paid to the retiring employee in July of the following calendar year.

- F) The Superintendent of Schools shall review on a case by case basis a request by an employee who experiences a catastrophic emergency, or extenuating circumstances after the November 30 deadline, necessitating a sudden retirement. The decision of the Superintendent is final and binding.
- G) Effective July 1, 2002 the districts' co-pay prescription drug rider shall be one dollar (\$1.00) for mail order, two dollars (\$2.00) for generic prescription drugs, and seven dollars (\$7.00) for non-generic prescription drugs.
- H) The District shall contribute one hundred dollars (\$100.00) per full-time transportation employee for dental coverage.