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GEN | 4710

**AGREEMENT
BETWEEN THE
CARTHAGE CENTRAL SCHOOL DISTRICT
AND THE
CARTHAGE CENTRAL
SCHOOL RELATED PERSONNEL**

July 1, 2007 - June 30, 2010

RECEIVED

JAN 02 2008

NYS PUBLIC EMPLOYMENT
RELATIONS BOARD

181
members

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2007-2011 Salary Schedules

ARTICLE I PREAMBLE

Pursuant to Article 14 of the State Civil Service Law, the Board of Education of Carthage Central School hereby adopts the following agreement covering the recognition of a CCSR Association and the methods by which negotiations shall take place with said organization.

ARTICLE II PHILOSOPHY

The Superintendent and the Association firmly believe that the primary function of the District is to assure each boy and girl attending the Carthage Central School the highest level of educational opportunities obtainable. Both parties believe that the objectives of the educational program are realized to the highest degree when mutual understanding, cooperation, and effective communication exist between the District and its CCSR staff.

ARTICLE III RECOGNITION

The Board hereby recognizes the Association as the exclusive negotiating agent for all full-time and regularly employed part-time employees in the District -- clerical, aides, transportation personnel, cafeteria workers, and maintenance personnel. Excluded: All supervisory personnel and department heads, and positions holding the following titles: secretary to the Superintendent, secretaries to the Assistant Superintendents, secretaries to the Directors, purchasing/data processing clerk, computer operators, computer aides in the business/District office, bookkeeping and accounting personnel in the business/District office, and all other titles and personnel not previously named. The Association shall submit to the Superintendent by November 1 of each year a list of all current members of the CCSR. The list shall include a designation of all officers, the executive committee, and all committee appointees.

ARTICLE IV PRINCIPLES

1.0 Right to Join

It is further recognized that employees have the right to join, or not to join the Association, but membership shall not be a prerequisite for employment or continuation of employment of any employee.

2.0 Legal Rights

Rights of Minorities and Individuals. The legal rights inherent in the State School Code and in the rulings affecting and regulations of the Commissioner of Education affecting certificated personnel are in no way abridged by this Agreement.

3.0 Both parties to the Agreement acknowledge and warrant that in regards to the educational programs and activities of the District, no person shall be excluded from participation in, be denied benefits of, or be subject to discrimination on the basis of sex, age, race, or religious persuasion.

ARTICLE V AREAS FOR DISCUSSION AND AGREEMENT

The recognition constitutes an Agreement between the CSA and the Association to reach mutual understanding regarding matters related to terms and conditions of employment. The Board and the Association recognize that the Board is a legally constituted body responsible for the determination of policies covering all aspects of the Carthage Central School system. The Board recognizes that it must operate in accordance with all statutory provisions of the state, and such other rules and regulations as are promulgated by the Commissioner of Education in accordance with such statutes. The Board cannot reduce, negotiate, or delegate its legal responsibilities.

ARTICLE VI PROCEDURES FOR CONDUCTING NEGOTIATIONS

1.0 Teams

The CSA, or designated representative(s) of the CSA, will meet with representatives designated by the Association for the purpose of discussion and reaching mutually satisfactory agreements.

2.0 Opening Negotiations

Upon a request of either party for a meeting to open negotiations, a mutually acceptable meeting date shall be set so that the first notice for a meeting is no later than February 1. All issues proposed for discussion shall be exchanged in written form by the Association and the CSA, or his/her representative(s) at this first meeting. The second meeting and all necessary subsequent meetings shall be called at times mutually agreed to by both parties.

3.0 Negotiation Procedures

Designated representative(s) of the CSA shall meet at such mutually agreed upon places and times with representatives of the Association for the purpose of effecting a free exchange to reach mutual understanding and agreement. Both parties agree to deal openly and fairly with each other on all matters. Following the initial meetings as described in paragraph 2 above, such additional meetings shall be held as the parties may require to reach an understanding on the issue(s) or until impasse is reached. Meetings shall not exceed three (3) hours and shall be held at a time other than the regular school day.

4.0 Exchange of Information

Both parties shall furnish each other, upon reasonable request, all available information pertinent to the issue(s) under consideration.

5.0 Consultants

The parties may call upon consultants to assist in preparing for negotiations, and to advise them during conference sessions. The expense of such consultants shall be borne by the party requesting them.

6.0 Committee Reports

The parties agree, that during the period of negotiations and prior to reaching an agreement to be submitted to the CSA and the Association, the proceedings of the negotiations shall not be released until such an issuance has the prior approval of both parties.

7.0 Reaching Agreement

When the consensus is reached covering the areas under discussion, the proposed agreement shall be reduced to writing as a memorandum of understanding and submitted to the Association and Board of Education for approval. Following ratification by a majority of the Association membership and by the Board of Education, the CSA will take such actions as are necessary to execute the agreement.

POLICY STATEMENT - ARTICLES VII THROUGH XIII

Both parties to this Agreement do hereby acknowledge that the intent of leave benefits is to provide needed relief in extenuating circumstances such as bereavement, severe family illness, personal leave, etc. There is mutual advantage for both parties in insuring, where possible, that such benefits are not abused - to the end that such benefits are readily available for all staff when the need is genuine.

ARTICLE VII SICK LEAVE

- 1.0** All 10-month unit members (working four (4) hours or more per day), shall accumulate one (1) day paid sick leave per month, accumulative to a maximum of 215 days. All 12-month unit members (working four (4) hours or more per day), shall accumulate one (1) day paid sick leave per month, accumulative to a maximum of 240 days. Personnel working less than four (4) hours per day shall accumulate up to 110 days at the same rate.
- 2.0** Sick leave shall be earned and accumulated at the rate of one day for each month actually employed up to the limits specified above.
- 3.0** The Administration may require a certificate from a medical doctor as proof of illness for no less than three (3) days absence. The District shall reserve the right, as per SED Law §913, to demand a physician's statement after one day of absence. It is understood that the District will use this option only under one or both of the following conditions:
 - a.** When the health of an individual in some way jeopardizes the health, safety, or welfare of the balance of the staff and/or students.
 - b.** When there is suspected abuse of the existing sick leave benefits. This provision may only be utilized in individualized instances and upon directed orders of the CSA.
- 4.0** All CSRP members retiring with ten (10) or more years of service in the Carthage Central School District, and who notifies the CSA four (4) months prior to the date of retirement, except in the case of disability retirement, will receive \$30.00 per day for a maximum of 195 days, if the employee works 4 or more hours per day, or \$15.50 per day for a maximum of 90 days, if the

employee works less than 4 hours per day.

4.1 If an employee dies during the period of employment, payment for unused sick leave as per Section 4.0 shall be made to the designated survivor. Each employee so covered shall designate to the Central Office who such beneficiary shall be and a record will be kept in the employee's personnel folder.

5.0 All employees not using any sick leave in a contract year (July 1 through June 30) will receive an attendance bonus as listed below. Employees on a leave of absence during such contract year will not be eligible for this benefit.

2007-2008 12 month (4 or more hours per day) = \$200.
 10 month (4 or more hours per day) = \$170
 less than 4 hours per day = \$100

2008-2009 12 month (4 or more hours per day) = \$225
 10 month (4 or more hours per day) = \$195
 less than 4 hours per day = \$130

2009-2010 12 month (4 or more hours per day) = \$250
 10 month (4 or more hours per day) = \$220
 less than 4 hours per day = \$160

2010-2011 no change

If an employee is out of work for five (5) consecutive days or less for an unchallenged legitimate workers' compensation injury, the use of sick leave time for such an injury will not count for purposes of the attendance bonus. This clause will sunset on June 30, 2007, unless mutually agreed to continue by both parties.

ARTICLE VIII FUNERAL LEAVE

- 1.0 CSRP personnel will be allowed up to five (5) days funeral leave per year with pay for death in the immediate family. If multiple deaths occur in any one year, special consideration may be given.
- 2.0 Immediate family shall include father, mother, husband, wife, sister, brother, child, uncle, aunt, grandmother, grandfather, grandson, granddaughter, mother-in-law, father-in-law, sister-in-law, brother-in-law, and any other relationship agreed on by the Superintendent.
- 3.0 To be eligible for funeral leave, the employee must attend the funeral.

ARTICLE IX SEVERE FAMILY ILLNESS

- 1.0 CSRP personnel will be allowed up to three (3) days absence with pay in the event of serious illness in his/her immediate family (as defined in Article VIII). Such use of days will not be deducted from an employee's personal sick leave. The Administration may require a certificate from a medical doctor as proof of such severe illness. In extraordinary circumstances an employee may appeal to the Superintendent in writing for up to two (2) additional days after personal leave is exhausted. In such cases the Superintendent's decision shall be final and non-grievable.

ARTICLE X PERSONAL LEAVE

- 1.0 The employer shall grant CSRP employees of Carthage Central School District two (2) days personal (business) leave per year in addition to accumulated sick leave days, without financial loss to the employee. Effective July 1, 1999, a third personal leave day will be granted to a CSRP member if the employee provides a reason. It is understood that all personal leave days will be used for personal business that can only be accomplished during the employee's regular working hours on the requested day.
- 2.0 Personal leave shall not be available immediately before or after any vacation period or holiday to extend such period.
- 3.0 Personal leave shall not be available to more than one person in each department on any specific day. If two or more requests are received for the same day and a request has not been granted for one employee, then the employee with the most seniority shall be given preference.
- 4.0 At least 24 hours notice of leave is to be given to the employee's immediate supervisor except in case of extreme emergency.
- 5.0 Unused personal leave each year shall be added to the employee's accumulated sick leave.

ARTICLE XI VACATIONS

- 1.0 All 12-month salaried employees who have completed the below listed required service shall be entitled to the following vacation periods with pay:
- | | |
|--------------|---------|
| After 1 year | 1 week |
| 2 years | 2 weeks |
| 7 years | 3 weeks |
| 12 years | 4 weeks |
| 17 years | 5 weeks |
- 2.0 Whenever possible, the dates of vacation shall be mutually agreed upon. The final decision, however, rests with Administration.
- 3.0 The District will approve a carry over for vacation if there are extenuating circumstances that does not allow to be taken prior to end of school year. This will be approved prior to end of school year by the Superintendent.

A Memorandum of Agreement will be signed by the Employee, Superintendent, and the Association President when approval is given for carry over vacation for each employee.

ARTICLE XII HOLIDAYS

- 1.0 All full-time 12-month employees shall receive the following days off with pay:**

Labor Day	Christmas Day
Columbus Day	New Years Day
Veterans' Day	Martin Luther King Day
Thanksgiving Day	Presidents Day
Day After Thanksgiving	Good Friday
Day Before Christmas	Memorial Day

If a holiday falls on Saturday or Sunday, it shall be celebrated on either Monday or Friday, in accordance with the school calendar, if school is not open.

- 2.0 All unit employees on the payroll thirty (30) days prior to July 4 shall receive the holiday and full pay for the hours normally worked.**
- 3.0 All clerical help shall work vacations between September 1 and June 30 at the discretion of the Administration.**
- 4.0 If the employee works on a holiday, he/she shall receive double-time pay in addition to the holiday pay.**

ARTICLE XIII EMERGENCY DAYS

Custodians, cleaners, and 12-month transportation employees shall work on emergency days, when and if roads are passable.

ARTICLE XIV OVERTIME

- 1.0 All employees shall receive 1½ times their regular hourly rate for all work in excess of forty (40) hours in any one work week, except as provided for in Article XXIX, Section 3.0. Holidays, Personal Days and Funeral Leave shall be counted as eight (8) hours worked for the purpose of computing overtime.**
- 2.0 All employees are expected to work overtime when given reasonable notice.**
- 3.0 Overtime will be assigned to those employees within the classification where the work is available.**
- 4.0 Overtime hours shall be shown separately on the pay stub.**

- 5.0 CSRP members who voluntarily choose to participate in compensatory work time may accumulate up to a total of five (5) days per calendar year and in minimum time blocks of fifteen (15) minutes. All compensatory time must be used, at the employee's discretion, by December 31st of that calendar year. Any compensatory time not taken by December 31st of each year shall be paid at the rate of time and one-half time the number of overtime hours worked.

ARTICLE XV SENIORITY

- 1.0 The length of service in a department is determined from the date of the Board's official appointment to full-time probationary status. Full-time is defined as twenty (20) or more hours per week on a routine basis.
- 2.0 In making promotions or changing job classifications, seniority will be considered if other qualifications are equal.
- 3.0 In cases involving promotions or transfers to a new job classification, the employee shall have a thirty (30) calendar days probationary period. If the employee elects not to remain in the new job, he shall have the right to go back to his previous classification within thirty (30) calendar days.
- 4.0 Seniority as per C.S.L. requirements shall apply to all layoff and recall procedures. Said procedures are not applicable when termination is the result of a disciplinary proceeding or resignation. Upon written request, an up-to-date seniority list will be provided to the CSRP President.

ARTICLE XVI LEAVE OF ABSENCE

Up to one (1) year leave of absence without pay may be granted upon the Superintendent's specific recommendation, and upon the Board of Education's sole discretionary right of approval. Such decision shall be non-grievable.

ARTICLE XVII SALARY STEP

Any new employee hired after April 1 of any school year remains on the same step the following school year.

ARTICLE XVIII FRINGE BENEFITS

- 1.0 The District will pay 90% of the cost of health and dental insurance premiums for the type of coverage chosen (i.e., individual, two-person, or family) for eligible employees. Eligible employees must pay the remainder of such costs. Eligible employees shall include those working 20 or more hours per week and who have worked for the District for at least 30 days.
- 2.0 An employee on extended leave of absence due to illness shall be kept on the health insurance roster at the District's expense for four (4) months.

3.0 The Board shall maintain an IRS 125 Plan for insurance premiums, unreimbursed medical costs, and dependant care costs.

4.0 **Health Insurance Buy Back**

- 4.1 Employees who notify the District, in advance, on the required form may drop the healthcare/dental package in return for a monetary buyout stipend of \$750 for the individual plan or \$1,500 for the family or employee and dependant plans.
- 4.2 Employees who choose to drop the health/dental package may do so only at the beginning of a semester. Employees who choose to rejoin the health/dental package may do so only at the times permitted by the healthcare plan.
- 4.3 For employees who drop the health/dental plan prior to the start of a school year, the monetary buyout stipend will be paid out in two installments, at the end of October and the end of March.
- 4.4 Employees who drop the plan after the start of the school year, but before the second semester, will only receive half of the buyout stipend, paid out at the end of March.

**ARTICLE XIX
IN-SERVICE**

- 1.0 When in-service training programs are provided by the District, appropriate employees will attend. The District will reimburse costs beyond that of normal work day.
- 2.0 Both parties warrant that it is desirable to have as many staff as is possible knowledgeable and trained in both CPR and Heimlich procedures.
- 3.0 The District may add up to two (2) additional days for meeting needs of in-service and professional growth (not inclusive of required in-service, i.e., transportation refreshers, etc.). Days would be paid at regular pay rates.
- 4.0 Employees will attend regularly scheduled staff meetings. Meetings will be scheduled with a minimum of seven (7) days notice and an agenda will be provided. When staff meetings cannot be scheduled during regular working hours, they must be scheduled either immediately before or immediately following regular working hours. Employees will receive no additional pay for attending regular scheduled staff meetings.
- 5.0 When the District requires a bus driver to attend the Advanced Course or other training not mandated by New York State, outside of the normal workday, the bus driver shall be compensated at \$9.25 per hour for the time spent at the course, exclusive of a lunch break (i.e., if it is a 12-hour course, they will be paid for 12 hours). The District will provide transportation to and from the training.

**ARTICLE XX
PHYSICAL EXAMINATION**

The District may require any CSRP employee to have a physical by a medical doctor at any time. The

results of such examination shall be made available to the Superintendent of Schools.

ARTICLE XXI CONFERENCE TRAVEL

Any CSRP employee who is planning to travel outside the District on school District business is expected to do so as economically as possible. School-owned vehicles are to be used when appropriate. At times, current Board policy shall prevail.

ARTICLE XXII COMMUNICATION COMMITTEE

- 1.0 A standing committee shall be formed composed of one representative of each of the following groups: custodial staff, bus driver/monitors, mechanics, aides, cafeteria staff, clerical staff, Board of Education, building principals, and District administration (10 people total). This committee shall meet at least once every three months, and more often as necessary, to consider problems of mutual concern. Each representative shall be selected by whatever means the group he or she represents shall choose. The names of the representatives shall be provided to the Superintendent annually by November 1.
- 2.0 The Carthage Central CSRP Association shall devise and implement regular techniques for obtaining and disseminating procedures, etc. Possible techniques may include a newsletter, regular Association meetings, delegates to Board of Education meetings, regular reports from representatives to the standing committee described above, etc.
- 3.0 It is the responsibility of each employee to be thoroughly familiar with Board of Education policy, the District code of ethics, the appropriate contract, and appropriate handbooks of procedure.

ARTICLE XXIII EMPLOYEE EVALUATION AND PERSONNEL FILES

- 1.0 The purpose of the personnel file is for the District to maintain a record of all documentation pertaining to an employee during his or her employment with the District. The personnel file is District property and shall be maintained by the Superintendent or designee. An employee who wishes to view his or her file shall make an appointment during regular business hours of the District office. All access will be in the presence of the Superintendent or designee. Such files are not open to public inspection, except as required by law.
- 2.0 Observation and evaluation of the work performance of an employee will be conducted openly, and the employee will be given a copy of such evaluation.
- 3.0 An employee shall have the right to review the contents of his/her personnel file. A representative of the CSRP, at the employee's request, may accompany the employee in this review. The review shall be made in the presence of the Superintendent or his appropriate delegate.
- 4.0 An employee shall have the right to attach a signed rebuttal to any material which is considered

detrimental or derogatory.

- 5.0 Material that is false shall be removed from the file. The file is to be kept current.
- 6.0 All new non-instructional employees will be formally evaluated during the probationary period.
- 7.0 While performance evaluation is a primary responsibility of an employee's immediate supervisor, nothing shall restrict the legal right of District administration to evaluate employees it deems appropriate.
- 8.0 Evaluations will be reduced to writing and returned to the District Office. The contents of the reports will serve as a basis for recommendation of the probationary employees to a permanent status.
- 9.0 Such evaluations will be included in the employee's personnel file.

ARTICLE XXIV DUE PROCESS

No member of the bargaining unit shall be dismissed, disciplined, reduced in rank or in compensation or deprived of any advantage commensurate with his/her position or have an adverse evaluation placed in his or her file without due process.

ARTICLE XXV GRIEVANCE PROCEDURE

1.0 Grievance

- 1.1 Grievance shall be any claimed violation, misinterpretation, or misapplication of the terms and conditions of employment as specified in this Agreement.
- 1.2 Employee shall mean any regularly employed member of the bargaining unit.
- 1.3 Aggrieved person is the person or groups of persons filing a grievance.
- 1.4 Party of interest shall mean any person or persons who might be required to take action, or against whom action might be taken.
- 1.5 Days shall mean business days. Saturdays, Sundays, and legal holidays shall be excluded in computing the number of days within which action must be taken or notice given except at Level Three where calendar days are specified.

2.0 Basic Principles

- 2.1 Every employee within the unit shall have the right to present a grievance. In accordance with the provisions hereof, free from interference, coercion, restraint, discrimination or reprisal, and shall have the right but not the obligation to be represented by an Association Representative of their own choosing at any or all stages of the proceedings. Nothing herein shall be construed as limiting the right of any employee or the Association having a grievance to discuss and resolve the grievance informally.

However, no settlement of an informal nature shall be in contradiction to the provisions of this Agreement. This procedure shall be the only grievance procedure available to persons represented by the CSRP.

- 2.2 All hearings shall be confidential.
- 2.3 The settlement of grievances at the earliest possible stage and in the shortest period of time is to be encouraged by both parties. The number of days provided for the processing stages of the grievance procedures merely establishes maximum time limits.
- 2.4 Grievances not presented within specified time limits, and in the manner prescribed at the various stages, shall be deemed withdrawn, with the provision that the time limits set forth herein may be extended by mutual agreement of the Board of Education and the Association.
- 2.5 Grievances shall be processed outside of school hours.
- 2.6 Civil litigation will not be sponsored by the CSRP for an individual in CSRP electing to utilize the grievance procedure.

3.0 Procedures

3.1 Level One

Step 1 - Informal Presentation

An aggrieved employee, in an effort to settle the grievance quickly, shall present said grievance informally to their supervisor within fifteen (15) days after the act upon which the grievance is based becomes known to the employee. The grievance may be presented in person, either alone or with a representative determined by the employee.

Step 2 - Formal Presentation

If the grievance is not resolved at the informal stage, the employee shall within five (5) days reduce the grievance to writing and transmit copies of the written grievance to their supervisor and the Association President. The supervisor shall issue a written response to the grievant within five (5) days.

3.2 Level Two

Within five (5) days after mailing or delivery to the aggrieved employee, and/or their representative, of the supervisor's written response, the aggrieved employee may appeal the decision to the CSA. Such appeal shall be a written statement of the grievance including a summary of supportive evidence and information relating to the grievance. The CSA shall issue a written response to the grievant within five (5) days.

3.3 Level Three

If an employee is not satisfied with the decision of the CSA, he/she may within five (5) days of

the receipt of the CSA's decision, appeal the grievance to the Board of Education. Within fifteen (15) days following receipt of the grievance, the Board of Education shall meet with the aggrieved employee, the CSA, representatives of the Association, and interested parties, for the purpose of resolving the grievance. Within fifteen (15) calendar days following the formal hearing, the Board shall submit its findings in a written response to the grievant, with a copy to the Association President.

3.4 Level Four

If no decision has been rendered by the Board of Education within fifteen (15) calendar days, or if the decision rendered is unacceptable, a demand for arbitration must be submitted to the American Arbitration Association within fifteen (15) calendar days from receipt of the Board of Education's decision or from the last date by which a decision should have been rendered for such demand to be timely. If no such demand is made, the grievance will be deemed withdrawn. The parties agree to accept the arbitrator's award as final and binding upon them. The parties further agree to divide all common expenses of arbitration equally.

ARTICLE XXVI SICK LEAVE BANK

- 1.0 A "Sick Bank" is to be established for the CSRP of Carthage Central School to use for extended illness and other hardship, excluding compensation cases. An employee must contribute to the "Bank" to be eligible to draw on its benefits.
- 2.0 Definition: The "Sick Bank" is a number of sick days set up for employees to draw from after they have exhausted their own personal sick days. The "Sick Bank" shall be set up each contract year by October 1st by asking the employees to donate from one (1) to three (3) days per contract year. A minimum of thirty (30) days to a maximum of ninety (90) days can be in the "Sick Bank"; excess donated days are held in reserve to be used when necessary. Whatever donated days are not used by the end of each contract year, both the donated days in the "Sick Bank" and reserve are carried over to the next year. However, when an employee retires, resigns, or terminates, his days that were donated would be withdrawn unless the days have been used. Each donor shall sign a release authorizing a deduction of days from their personal sick leave total.
- 3.0 Review Board: A "Sick Bank" review Board will be set up by the CSRP consisting of three members, which will review any and all requests for "Sick Bank" days. One member of the Board shall be a designee of the Superintendent.
- 4.0 Procedure: Such requests will be sent to the Review Board in writing and shall contain the following information: nature of illness or hardship, physician's recommendation, and estimated number of additional "Sick Bank" days needed. (Include the number of personal sick days the employee has left.)
- 5.0 If the Review Board deems the request justifiable, it may recommend the days be taken from the "Sick Bank." However, no sick days will be granted beyond the last contractual working day as defined in the contract.
- 6.0 The Review Board will present its findings to the Superintendent along with the letter of request, the physician's recommendation, and the number of days donated by the "Sick Bank."

- 7.0 The Superintendent shall review each individual case and make his recommendations to the Board. The Board of Education will then notify the employee of its decision.
- 8.0 If the applicant does not use the total number of "Sick Bank" days donated to him, the remaining days will be put back into the "Sick Bank" to be used by future applicants' requests.
- 9.0 The "Sick Bank" shall be limited up to 30 working days per employee. In the case of undue hardship, an employee may petition the Review Board for more days, but not more than 26 weeks (130 days); if the Review Board deems the request justifiable, it will send its recommendations to the Superintendent who shall in turn send his recommendations to the Board of Education for its final action.
- 10.0 The benefits of said bank shall not run concurrently, with benefits ensuing under Worker's Compensation provision. If a concurrence does occur, all benefits accruing from Worker's Compensation shall be transmitted at once to the District.
- 11.0 It is advantageous that these procedures be reviewed periodically by the CSA and CSRP, and where applicable, be revised. Such revisions may be effected by mutual agreement of the CSA and CSRP.

ARTICLE XXVII MISCELLANEOUS-WORK DAY/WORK YEAR

- 1.0 Copies of the final contract will be reproduced at District expense, and distributed at no cost to all CSRP personnel. Each new employee will be given a copy of the current contract, when receiving health forms, W-4 forms, etc., to be completed.
- 2.0 If any provision of the agreement or any application of the agreement shall be found contrary to law or would tend to infringe upon or reduce in any way the duties, rights, or responsibilities of the Board of Education as defined in 1709, 1711, 3013 or any other sections of the Education Law, then such provisions or application shall not be deemed valid or subsisting, but all other provisions or application will continue.
- 3.0 It is the intention of the parties that all of the rights, powers, prerogatives, and authority that the District had prior to the signing of this agreement are retained by the District and that with the exception of specific provisions of this agreement, the District shall have the unrestricted right to manage its affairs.
- 4.0 In consideration of recognition by the employer of the Association as the sole and exclusive representative of the negotiation unit, the Association does hereby affirm that it does not assert the right to strike against the school system, nor will it assist or participate in any such strike by employees, nor will it impose any obligation of said employees to conduct, assist, or participate in a strike.
- 5.0 In the event it is necessary to add or reduce positions, the Association President shall be notified when such action is contemplated.

- 6.0 If the premium for the family plan of the health insurance coverage described in Article XVIII, Section 1.0 of this agreement should increase by 8% or more over previous year costs in any one year, the health insurance article of this agreement shall be deemed open for negotiations. Such negotiations shall be concerned with the health insurance article only and the remainder of the agreement shall remain intact and unaffected.
- 7.0 The District must notify 10-month employees in writing no later than August 1st of the number of days in the "work year." Any increase in the "work year" after August 1st would require 30-days notice by the District, except in extraordinary circumstances when such notice is not possible or scheduling is beyond the control of the District.
- 8.0 Management reserves the right to discuss with employees a change in work days or year, with no loss in status, pay or total responsibility. Any change must be mutual consent of employee, employer, and union. Changes will be on a temporary basis only.
- 9.0 Working Out of Class: Employees may request to work out of class in an encumbered position (to try another job, as part of a goal setting experience) if they establish a plan in advance. In order to be considered for the position, an employee must meet all of the requirements of the position. It will be at the discretion of the Building Principal to fill the position with a person working out of class which shall also include whether removal of the employee from his/her assigned position to the encumbered position will affect the District's workforce in the employee's regular assigned title. In order to be considered for out of class work, an employee must notify his/her interest in a position in writing to the Human Resources Department in order to be put on a substitute list. Pay shall be at the current substitute rate if not less than current job rate. The employee's immediate supervisor shall be notified of the substitution if the employee is selected to substitute in the encumbered position. If the position becomes unencumbered, the employee shall be given equal consideration for the position with other qualified applicants.
- 10.0 When management deems it necessary for CSRP members to assume additional responsibilities of leadership, management may post a description of the responsibilities, length of time involved, and stipend offered for the duties.
- 11.0 Management and the CSRP will create a joint group to establish an employee recognition system for safety, community service, or volunteer service.
- 12.0 The Superintendent and the CSRP President will establish joint committees on: Job Descriptions, A New Evaluation Procedure, and Employee Handbooks.

ARTICLE XXVIII CLERICAL

- 1.0 The salary for 12-month clerical positions will be calculated based on the school calendar per the hours listed in 2.0 and 3.0.
- 2.0 Full-time clerical staff shall work the number of days students are in session per year: 37½ hours per week (7½ hours per day), excluding lunch between 9/1 and 6/30.
- 3.0 Full-time clerical staff shall work 32½ hours per week, excluding lunch 7/1 - 8/31, (8:30 a.m. -

3:30 p.m., half-hour for lunch).

- 4.0 All full-time clerical staff shall work vacations between 9/1 and 6/30 at the discretion of the Administration.
- 5.0 On days when school is closed or dismissed early due to inclement weather or other unforeseen reasons, ten-month employees shall have the right to leave work early after notifying the building principal. The building principal may require that the employee remain at work. Work time lost due to such a request will be made up at the discretion of the building principal. If the time is not made up, the employee's pay in the next payroll shall be adjusted accordingly. If the time is to be made up, it will be done at a time acceptable to the building principal.
- 6.0 **SALARY SCHEDULES** - Attached as appendices.

ARTICLE XXIX CAFETERIA

- 1.0 Full-time cafeteria personnel, except food service workers, shall work the number of days lunches are served between 9/1 - 6/30.
- 2.0 Remuneration includes a lunch each work day.
- 3.0 Cafeteria employees who, after working a regular shift, are required to work in the evening for special occasions shall be paid at their regular rate of pay. Work in excess of 40 hours per week or 8 hours per day shall be compensated for at a rate of one and one-half times the employee's regular rate of pay.
- 4.0 Management reserves the right to assign any cafeteria unit staff member to extra duty assignments if positions are not filled by the voluntary seniority process.
- 5.0 At least one employee from a "home" kitchen will be on duty during all extra duty assignment periods.
- 6.0 The District will provide cafeteria personnel with appropriate work clothing and shoes, which employees will be required to wear.
- 7.0 If cafeteria personnel, including Noon Monitors, report to work on a day when school is subsequently closed with less than an hour of the beginning of a shift, they will be paid a minimum of one hour's pay.
- 8.0 **SALARY SCHEDULES** - Attached as appendices.

ARTICLE XXX CUSTODIAL AND MAINTENANCE

- 1.0 All full-time positions include 12-month base, 40 hours per week.
- 2.0 All buildings will be checked once every 24 hours. This shall be considered extra time if checking is done outside regular work time.

- 3.0 In all schools having two or more custodians, four hours will be worked outside of the hours between 8:30 a.m. and 3:30 p.m.
- 4.0 Custodians and cleaners working between 3:00 p.m. and 7:00 a.m. will act as watchmen in addition to regular hours. They will receive a differential as listed in the appendices.
- 5.0 Seniority shall prevail in shift selection if other qualifications are equal for all custodial-cleaners employed 20 hours or more per week, with the exception of those employees on special assignment tasks and only when a position becomes available. Further, seniority shall be honored in the selection of vacation preferences. Management reserves the right to assign shifts in the case when, in its opinion, the above criteria would prove dysfunctional to the District and the students.
- 6.0 The District will provide custodial and maintenance personnel with appropriate uniforms and snow removal clothing which employees will be required to wear.
- 7.0 Senior custodians will have some observation/evaluation duties as well as building check responsibilities. They will be remunerated at overtime rate when appropriate.
- 8.0 SALARY SCHEDULES - Attached as appendices.
- 9.0 DIFFERENTIALS -

Sr. HS Custodian	\$1,800 per year
Sr. Custodian 24 hr.	\$1,200 per year
Sr. Custodian not 24 hr.	\$800 per year
Single Person Building	\$290 per year
3 - 11 Shift 2007-2008	\$.45 per hour
11 - 7 Shift 2007-2008	\$.55. per hour
3 - 11 Shift 2008-2009	\$.50 per hour
11 - 7 Shift 2008-2009	\$.65. per hour
3 - 11 Shift 2009-2010	\$.55 per hour
11 - 7 Shift 2009-2010	\$.75. per hour

ARTICLE XXXI AIDES

- 1.0 All full-time positions are 10-month base.

- 2.0 Full-time aides, except clerical aides, shall work the number of days students are in session per year: 37½ hours per week (7½ hours per day, excluding lunch) 9/1 - 6/30. Clerical aides shall work 182 days per year, 37½ hours per week (7½ hours per day, excluding lunch) 9/1 - 6/30. The use of all days over 178 shall be at the discretion of the Superintendent. [Note: Science Aide shall be put on step as Clerical Aide.]
- 3.0 The Superintendent shall set policy for aides. The hours for those employees who work directly with children will correspond to the teacher's hours whenever possible.
- 4.0 All aides employed prior to July 1, 1990, shall be granted seniority credit in their new title for all time spent as an aide for the District. In the case where there is a reduction in force which leads to the layoff of an employee holding one of the aide titles, he or she shall have the right to displace the least senior person in a previously held aide classification, provided that they have more seniority than the person to be displaced.
- 5.0 One-to-one aides shall work every day their assigned student is in attendance at the Carthage CSD. One-to-one aides will receive a minimum of 3 hours if after reporting for work, the student leaves before the employee has worked three hours or the student does not come to school. The Building Principal will attempt to find work for the entire day.
- 6.0 SALARY SCHEDULES - Attached as appendices.

ARTICLE XXXII TRANSPORTATION

- 1.0 All full-time positions include 40 hours per week (excluding lunch).
- 2.0 Route time will be calculated as "tach time" plus 15 minutes in the morning, and again in the afternoon or evening for cleaning buses. Permanently appointed full-time drivers will be guaranteed four (4) hours minimum pay per work day. Drivers not performing pre-trip and/or cleanup duties will lose the 15 minutes provided for each of those duties from the route time regardless of any guaranteed minimum time provided by this section.
- 2.1 All drivers called in from off the premises shall be paid a minimum of two (2) hours at the applicable rate.
- 2.2 Driver Pay Option — Starting September 1995, bus drivers shall have a choice of pay options chosen by August 15th. They shall choose either an hourly rate or to be prorated. Checks shall be based on a choice of 21 or 25 pays. Checks shall include: K-runs, late runs, food service runs, regular runs, and bus washers. All will be based on total hours worked in a normal work day. Drivers will be paid a minimum of one (1) hour for a special transportation run.

Example: 5 hours — Regular route
 1.5 hours — K-run
 1.5 hours - Late run

Prorate checks for 8 hours per day

3.0 Seniority Concerns:

- 3.1 Drivers must work twenty (20) or more hours per regular work week to be eligible for seniority listing.
- 3.2 Selection of drivers for trips and extra runs shall be based on rotating seniority. Separate lists shall be maintained for day trips, night trips, late runs, late elementary runs, weekend trips, kindergarten runs, and food service runs. Any bus driver who refuses to drive an extra run four times per list, per year, shall be removed from only that list for the remainder of the year.
- 3.21 A bus driver may elect to be placed on or off any list for a minimum of two (2) weeks. Both parties must agree for this section to continue into the successor agreement to the 2004-2007 contract.
- 3.3 When routes are selected in August or September for the ensuing school year, seniority shall be honored.
- 3.4 If route time is cut, senior drivers will be given first consideration in the assignment of long runs.
- 3.5 Management reserves the right to assign routes in the exceptional case when in its opinion straight seniority selection would prove dysfunctional to the District and the students.
- 3.6 Management reserves the right to assign drivers to routes and trips when seniority listing fails to produce voluntary conscription or when time constraints preclude a seniority selection process.
- 4.0 Drivers on extended trips outside the Carthage Central School District shall be allowed reimbursement for meals up to the extent of \$4.00 for a morning meal, \$6.50 for a noon meal, and \$10.00 for an evening meal.
- 5.0 Bus mechanics shall not be used as substitute drivers unless driver mechanics or drivers are not available.
- 6.0 The District will provide transportation maintenance employees with appropriate work clothing, which employees will be required to wear.
- 7.0 Drivers of the kindergarten run who do not take their buses home between runs shall receive a differential at the end of the school year in the amount of \$1.00 for each day that the driver drives the run up to \$160. A driver eligible for this benefit but making the kindergarten run for less than a full school year shall have this amount prorated accordingly.
- 8.0 All transportation personnel shall participate in training programs and workshops required each year by state regulations. The District will pay bus drivers a total of \$18.50 for each of the two (2) mandatory refresher courses completed.

- 9.0 Drivers will be paid their regular rate of pay during the hours of their regular run, whether they are driving their regular run or a special run. During the time outside their regular run hours, when drivers have elected to drive a special run, they will be paid the Trip Rate. (\$15.00 per hour)
- 10.0 The Work Year
- a. Mechanics, auto servicemen, (12 month) 52 weeks x 40 hours per week.
 - b. Drivers shall work the number of days students are in session.
 - c. Kindergarten runs shall be 160 days at 1.5 hours per day.
- 11.0 The overtime rate for drivers shall be the rate of the work performed. For example, a driver working 32 hours on a regular schedule and 12 on a trip will be paid the driving rate for the 32 hours, the trip rate for 8 hours ($32 + 8 = 40$) and 1.5 times the trip rate for the remaining 4 hours.
- 12.0 Bus drivers will be paid for contractual leave days used at their daily rate of pay at the time the days were used. This daily rate will be reviewed and adjusted as required, twice per school year.
- 13.0 SALARY SCHEDULES - Attached as appendices.

ARTICLE XXXIII NYSUT BENEFIT TRUST

- 1.0 The District will deduct from the salaries of those unit members participating in the NYSUT Benefit Trust an amount authorized by said unit member on Benefit Trust forms.
- 2.0 The deductions will commence on the second pay period of the school year and will continue for twenty (20) pay periods in a school year.
- 3.0 The authorization may be withdrawn at the discretion of the unit member. Unit members may enter the trust, or change their contributions during the months of September and January only.
- 4.0 The monies deducted will be forwarded by the District to the NYSUT Benefit Trust as deducted.

ARTICLE XXXIV POSTINGS

Whenever a position becomes available in the CSRP bargaining unit, the job shall be posted on the union bulletin board in each building and the bus garage with copies sent to the union president and building representatives. Posting shall include:

Posting Date	Number of Hours	Job Title	Rate of Pay
Location	Application Deadline	Description	Where to Apply

No position shall be filled, except on a temporary basis, until such position shall have been posted for at least ten (10) work days prior to the last day on which applications will be accepted.

ARTICLE XXXV ASSOCIATION BUSINESS DAYS

The Association shall be allowed five (5) association days within the school year for legitimate association business. These days must be requested by the President of the Association. Such request is made to the Superintendent. Any salary costs of a substitute employee hired by the District due to the use of such days, will be reimbursed to the District by the Association.

ARTICLE XXXVI LONGEVITY

- 1.0 All CSRP employees will receive longevity pay as follows:

2007 - 2008

<i>Time Worked Per Day</i>		
Years of Service	4 or more hours	Less than 4 hours
10 years	\$600	\$350
15 years	\$850	\$500
20 years	\$1,100	\$650
25 years	\$1,350	\$800

2008 - 2009

<i>Time Worked Per Day</i>		
Years of Service	4 or more hours	Less than 4 hours
10 years	\$650	\$400
15 years	\$900	\$550
20 years	\$1,150	\$700
25 years	\$1,400	\$850

2009 - 2010

<i>Time Worked Per Day</i>		
Years of Service	4 or more hours	Less than 4 hours
10 years	\$700	\$450
15 years	\$950	\$600
20 years	\$1,200	\$750
25 years	\$1,450	\$900

2010 – 2011 No Change in Longevity

ARTICLE XXXVII RETIREMENT

- 1.0 The District will provide Plan 75i and 41j offered by the NYS Employees Retirement System.

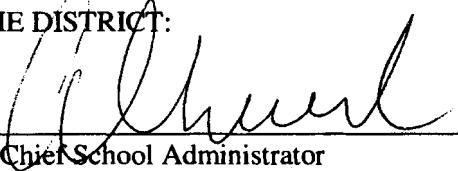
ARTICLE XXXVIII TUITION WAIVER

- 1.0 Children and/or adopted children of bargaining unit member may attend Carthage CSD tuition free, commencing July 1, 2007.

This Agreement shall be effective July 1, 2007, and shall continue in full force and effect until June 30, 2011.

IT IS AGREED BY AND BETWEEN THE PARTIES THAT ANY PROVISION OF THIS AGREEMENT REQUIRING LEGISLATIVE ACTION TO PERMIT IMPLEMENTATION BY AMENDMENT OF LAW OR BY PROVIDING THE ADDITIONAL FUNDS THEREFOR, SHALL NOT BECOME EFFECTIVE UNTIL THE APPROPRIATE LEGISLATIVE BODY HAS GIVEN APPROVAL.

FOR THE DISTRICT:



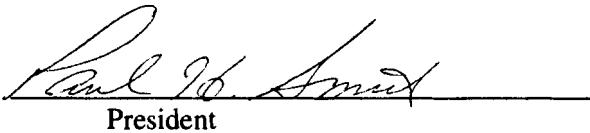
Cheryl

Chief School Administrator

12/7/07

Date

FOR THE CARTHAGE SCHOOL RELATED PERSONNEL:



Paul W. Smith

President

12/5/07

Date

Appendix A

Procedure for Article 27, Section 9.0

Substitute List

1. An employee must send a letter to his or her Building Principal indicating the desire to be a long-term substitute for a title/position in the bargaining unit and attach a plan containing their career goals. If requested, indicate any limitation on building in which the employee is willing to serve as a substitute.
2. The Building Principal must set up a meeting with the employee to discuss the plan and any requirements of the position, if it is the first time the employee has submitted the letter of interest. If the position requires certain skills or knowledge, the employee can be asked to demonstrate whether she or he has the skills necessary for the job. If the review reveals that the employee does not have the requisite skills for the position the employee must be informed that she or he does not have the necessary skills and cannot be a substitute for the position.
3. The Building Principal shall forward the letter, the plan, and the qualifications of the employee to the Superintendent.
4. The Superintendent and/or designee, may request a meeting with the employee before placing the employee's name on the Board agenda for approval at the next regular Board meeting.
5. If Board approves the employee as a substitute, the Superintendent will notify the employee, the employee's Building Principal and/or Supervisor and other Building Principals.
6. Substitute lists are only valid for the school year. Each year the employee must submit a letter and a plan. Each year the District will send a form to the employee asking if the employee wants to continue on the substitute list.

Filling of Temporary Vacancy

When an employee notifies the District that he or she will be absent for consecutive days and the supervisor determines it is necessary to have a substitute then the out-of-title substitute list is to be used. The Building Principal may choose any unit member on the out-of-title substitute list. The out-of-title list must be exhausted before the Building Principal may contact an individual on the regular substitute list. A unit member on the out-of-title substitute list may only be offered the opportunity to substitute if the employee's supervisor can obtain a substitute for the employee's job.

Evaluation

Employees will be evaluated in their temporary assignment. Such evaluations will be used only for decision to continue on the substitute list or as a basis to deny the employee's future request to be on the list. Such evaluations will not be used for any decisions concerning the employees regular position.

2007-2008 CSRP SCHEDULE										
TITLE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
PRINCIPAL TYPIST 10/12	15.51	15.96	16.34	16.78	17.20	17.61	18.05	18.48	18.91	19.32
TYPIST 10/12	14.63	15.03	15.46	15.89	16.30	16.76	17.15	17.59	18.03	18.41
PART TIME CLERICAL	13.88	14.21	14.54							
CLERICAL AIDE	14.81	15.17	15.52	15.90	16.25	16.60	16.97	17.32	17.69	18.04
TEEN CENTER AIDE	14.81	15.17	15.52	15.90	16.25	16.60	16.97	17.32	17.69	18.04
CLASSROOM AIDE	14.81	15.17	15.52	15.90	16.25	16.60	16.97	17.32	17.69	18.04
COMPUTER AIDE	14.81	15.17	15.52	15.90	16.25	16.60	16.97	17.32	17.69	18.04
LIBRARY AIDE	14.81	15.17	15.52	15.90	16.25	16.60	16.97	17.32	17.69	18.04
1 TO 1 AIDE	14.81	15.17	15.52	15.90	16.25	16.60	16.97	17.32	17.69	18.04
FOOD SERVICE/ CLERICAL	14.81	15.17	15.52	15.90	16.25	16.60	16.97	17.32	17.69	18.04
COOK	13.73	14.05	14.35	14.67	14.98	15.28	15.61	15.92	16.22	16.53
LEAD PART TIME FOOD SERV HELPER	14.16	14.39	14.63	14.86	15.09					
PART TIME FOOD SERV HELPER	13.16	13.39	13.63	13.86	14.09					
PART TIME CASHIER	13.49	13.72	13.95	14.18	14.41					
NOON MONITOR	14.57									
FOOD SERVICE DRIVER	13.88									
BUS DRIVER	16.83	16.83	18.47							
BUS WASH	8.69									
BUS MONITOR	14.57									
HEAD SHOP MECHANIC	19.13	19.47	19.83	20.17	20.51	20.87	21.21	21.55	21.91	22.25
AUTO MECHANIC	16.27	16.62	16.97	17.31	17.66	18.01	18.35	18.70	19.05	19.39
AUTO SERVICEMAN	14.41	14.74	15.05	15.38	15.71	16.03	16.35	16.68	17.00	17.32
BUILDING/MAINTENANCE MECH I	15.80	16.14	16.48	16.83	17.18	17.52	17.87	18.22	18.55	18.91
BUILDING/MAINTENANCE MECH II	16.27	16.62	16.97	17.31	17.66	18.01	18.35	18.70	19.05	19.39
GROUNDSKEEPER	14.44	14.78	15.12	15.45	15.79	16.13	16.45	16.79	17.12	17.47
CLEANER	13.42	13.69	13.98	14.24	14.53	14.81	15.10	15.37	15.67	15.95
PART TIME CLEANER	13.14	13.40	13.64							
CUSTODIAN	13.69	13.94	14.23	14.50	14.78	15.08	15.35	15.63	15.92	16.20

2008-2009 CSRP SCHEDULE											
TITLE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	
PRINCIPAL TYPIST 10/12	16.17	16.64	17.03	17.49	17.93	18.36	18.82	19.26	19.71	20.14	
TYPIST 10/12	15.25	15.67	16.12	16.57	16.99	17.47	17.88	18.34	18.80	19.19	
PART TIME CLERICAL	14.47	14.81	15.16								
CLERICAL AIDE	15.32	15.70	16.15	16.55	16.91	17.28	17.66	18.03	18.41	18.78	
TEEN CENTER AIDE	15.32	15.70	16.15	16.55	16.91	17.28	17.66	18.03	18.41	18.78	
CLASSROOM AIDE	15.32	15.70	16.15	16.55	16.91	17.28	17.66	18.03	18.41	18.78	
COMPUTER AIDE	15.32	15.70	16.15	16.55	16.91	17.28	17.66	18.03	18.41	18.78	
LIBRARY AIDE	15.32	15.70	16.15	16.55	16.91	17.28	17.66	18.03	18.41	18.78	
1 TO 1 AIDE	15.32	15.70	16.15	16.55	16.91	17.28	17.66	18.03	18.41	18.78	
FOOD SERVICE/ CLERICAL	15.32	15.70	16.15	16.55	16.91	17.28	17.66	18.03	18.41	18.78	
COOK	14.32	14.65	14.96	15.29	15.62	15.93	16.27	16.60	16.91	17.23	
LEAD PART TIME FOOD SERV HELPER	14.72	14.96	15.21	15.45	15.69						
PART TIME FOOD SERV HELPER	13.72	13.96	14.21	14.45	14.69						
PART TIME CASHIER	14.06	14.30	14.54	14.78	15.02						
NOON MONITOR	15.10										
FOOD SERVICE DRIVER	14.33										
BUS DRIVER	17.55	17.55	19.25								
BUS WASH	9.19										
BUS MONITOR	15.10										
HEAD SHOP MECHANIC	19.94	20.30	20.67	21.03	21.38	21.76	22.11	22.47	22.84	23.20	
AUTO MECHANIC	16.96	17.33	17.69	18.04	18.41	18.77	19.13	19.50	19.86	20.21	
AUTO SERVICEMAN	15.02	15.37	15.69	16.03	16.38	16.71	17.04	17.39	17.72	18.06	
BUILDING/MAINTENANCE MECH I	16.47	16.83	17.18	17.55	17.91	18.26	18.63	18.99	19.34	19.71	
BUILDING/MAINTENANCE MECH II	16.96	17.33	17.69	18.04	18.41	18.77	19.13	19.50	19.86	20.21	
GROUNDSKEEPER	15.05	15.41	15.76	16.11	16.46	16.81	17.15	17.50	17.85	18.21	
CLEANER	13.99	14.27	14.57	14.85	15.15	15.44	15.74	16.02	16.34	16.63	
PART TIME CLEANER	13.70	13.97	14.22								
CUSTODIAN	14.27	14.53	14.83	15.12	15.41	15.72	16.00	16.29	16.60	16.89	

2009-2010 CSRP SCHEDULE											
TITLE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	
PRINCIPAL TYPIST 10/12	16.88	17.36	17.77	18.25	18.71	19.16	19.64	20.10	20.57	21.02	
TYPIST 10/12	15.91	16.40	16.82	17.29	17.73	18.23	18.66	19.14	19.62	20.03	
PART TIME CLERICAL	15.10	15.45	15.82								
CLERICAL AIDE	15.99	16.38	16.85	17.27	17.65	18.03	18.43	18.82	19.21	19.60	
TEEN CENTER AIDE	15.99	16.38	16.85	17.27	17.65	18.03	18.43	18.82	19.21	19.60	
CLASSROOM AIDE	15.99	16.38	16.85	17.27	17.65	18.03	18.43	18.82	19.21	19.60	
COMPUTER AIDE	15.99	16.38	16.85	17.27	17.65	18.03	18.43	18.82	19.21	19.60	
LIBRARY AIDE	15.99	16.38	16.85	17.27	17.65	18.03	18.43	18.82	19.21	19.60	
1 TO 1 AIDE	15.99	16.38	16.85	17.27	17.65	18.03	18.43	18.82	19.21	19.60	
FOOD SERVICE/ CLERICAL	15.99	16.38	16.85	17.27	17.65	18.03	18.43	18.82	19.21	19.60	
COOK	14.93	15.29	15.61	15.96	16.30	16.62	16.98	17.32	17.65	17.98	
LEAD PART TIME FOOD SERV HELPER	15.32	15.57	15.83	16.08	16.33						
PART TIME FOOD SERV HELPER	14.32	14.57	14.83	15.08	15.33						
PART TIME CASHIER	14.67	14.92	15.17	15.42	15.67						
NOON MONITOR	15.76										
FOOD SERVICE DRIVER	14.76										
BUS DRIVER	18.31	18.31	20.09								
BUS WASH	9.69										
BUS MONITOR	15.76										
HEAD SHOP MECHANIC	20.81	21.18	21.57	21.95	22.31	22.71	23.07	23.45	23.83	24.21	
AUTO MECHANIC	17.70	18.08	18.46	18.83	19.21	19.59	19.96	20.35	20.72	21.09	
AUTO SERVICEMAN	15.67	16.04	16.37	16.73	17.09	17.44	17.78	18.15	18.49	18.85	
BUILDING/MAINTENANCE MECH I	17.15	17.56	17.93	18.31	18.69	19.06	19.44	19.82	20.18	20.57	
BUILDING/MAINTENANCE MECH II	17.70	18.08	18.46	18.83	19.21	19.59	19.96	20.35	20.72	21.09	
GROUNDSKEEPER	15.70	16.08	16.44	16.81	17.18	17.54	17.90	18.26	18.63	19.00	
CLEANER	14.60	14.89	15.20	15.50	15.81	16.11	16.43	16.71	17.05	17.35	
PART TIME CLEANER	14.30	14.58	14.84								
CUSTODIAN	14.89	15.16	15.48	15.78	16.08	16.41	16.70	17.00	17.32	17.63	

2010-2011 CSRP SCHEDULE										
TITLE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
PRINCIPAL TYPIST 10/12	17.62	18.12	18.55	19.05	19.53	20.00	20.50	20.98	21.48	21.94
TYPIST 10/12	16.61	17.12	17.56	18.05	18.51	19.03	19.48	19.98	20.48	20.91
PART TIME CLERICAL	15.76	16.13	16.52							
CLERICAL AIDE	16.69	17.10	17.59	18.03	18.43	18.82	19.24	19.65	20.06	20.46
TEEN CENTER AIDE	16.69	17.10	17.59	18.03	18.43	18.82	19.24	19.65	20.06	20.46
CLASSROOM AIDE	16.69	17.10	17.59	18.03	18.43	18.82	19.24	19.65	20.06	20.46
COMPUTER AIDE	16.69	17.10	17.59	18.03	18.43	18.82	19.24	19.65	20.06	20.46
LIBRARY AIDE	16.69	17.10	17.59	18.03	18.43	18.82	19.24	19.65	20.06	20.46
1 TO 1 AIDE	16.69	17.10	17.59	18.03	18.43	18.82	19.24	19.65	20.06	20.46
FOOD SERVICE/ CLERICAL	16.69	17.10	17.59	18.03	18.43	18.82	19.24	19.65	20.06	20.46
COOK	15.59	15.96	16.30	16.66	17.02	17.35	17.73	18.08	18.43	18.77
LEAD PART TIME FOOD SERV HELPER	15.95	16.21	16.48	16.74	17.00					
PART TIME FOOD SERV HELPER	14.95	15.21	15.48	15.74	16.00					
PART TIME CASHIER	15.32	15.58	15.84	16.10	16.36					
NOON MONITOR	16.45									
FOOD SERVICE DRIVER	15.45									
BUS DRIVER	19.11	19.11	20.97							
BUS WASH	10.19									
BUS MONITOR	16.45									
HEAD SHOP MECHANIC	21.72	22.11	22.52	22.92	23.29	23.71	24.08	24.48	24.88	25.27
AUTO MECHANIC	18.48	18.88	19.27	19.66	20.06	20.45	20.84	21.24	21.63	22.02
AUTO SERVICEMAN	16.36	16.74	17.09	17.47	17.84	18.21	18.56	18.95	19.30	19.68
BUILDING/MAINTENANCE MECH I	17.95	18.33	18.71	19.11	19.51	19.90	20.29	20.69	21.07	21.48
BUILDING/MAINTENANCE MECH II	18.48	18.88	19.27	19.66	20.06	20.45	20.84	21.24	21.63	22.02
GROUNDSKEEPER	16.39	16.79	17.16	17.55	17.94	18.31	18.69	19.06	19.45	19.84
CLEANER	15.24	15.54	15.87	16.18	16.51	16.82	17.15	17.45	17.80	18.11
PART TIME CLEANER	14.93	15.22	15.49							
CUSTODIAN	15.54	15.83	16.16	16.47	16.79	17.13	17.44	17.75	18.08	18.41

