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#### **Contract Database Metadata Elements**

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GEN | 6405

**THE WALLKILL CENTRAL  
SCHOOL DISTRICT**

**AND**

**CIVIL SERVICE EMPLOYEES  
ASSOCIATION, INC.  
AFSCME, LOCAL 1000**

**FOR**

**THE WALLKILL SCHOOL UNIT  
OF ULSTER COUNTY LOCAL 856**

**JULY 1, 2009 - JUNE 30, 2011**

189

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This CONTRACT made and entered into as of the 1<sup>st</sup> day of July 2009 by and between:

THE WALLKILL CENTRAL SCHOOL DISTRICT, with its office in Wallkill, New York, hereinafter referred to as the "DISTRICT."

and

THE CIVIL SERVICE EMPLOYEES ASSOCIATION, INC., AFSCME, LOCAL 1000 FOR THE WALLKILL SCHOOL UNIT OF ULSTER COUNTY LOCAL 856, a membership corporation duly incorporated under the laws of the State of New York, with offices located in Wallkill, New York, hereinafter referred to as the "UNION "

#### **ARTICLE I**

#### **RECOGNITION AND DUES DEDUCTIONS/ INSURANCE PROGRAMS**

#### **SECTION 1 - RECOGNITION**

The District recognizes the Union as the sole and exclusive representative for all non-instructional employees and teaching assistants excluding the now designated confidential secretaries for the purpose of collective negotiations for all terms and conditions of employment and the administration of grievances for the maximum period allowable pursuant to the terms and conditions of the Public Employees Fair Employment Act

#### **SECTION 2 - DUES DEDUCTION/INSURANCE PROGRAMS**

- A. The Union shall have the exclusive right to payroll dues deductions.
- B. The District will honor individual authorizations subject to Paragraph E hereof, for the deductions of Union dues as may be authorized by the employees. The Union will certify to the District in writing the current rate of its membership dues.
- C. Agency Fee - The District agrees to make an agency fee deduction for those individuals who are not members of the Association other than substitute employees or students.

- D. Deductions shall be made uniformly and consistently on each pay day or as otherwise agreed between the parties.
- E. Funds thus collected shall be remitted to the Treasurer of the Civil Service Employees Association, Inc., 143 Washington Avenue, Albany, New York 12224 or as otherwise directed.
- F. The Union assumes responsibility for the disposition of such funds so deducted once they are remitted to the Union.
- G. In making deductions pursuant to this Section, the District assumes NO responsibility for the amount deducted or whether deductions for a particular employee were authorized. The Union shall hold the District harmless for damages and expenses resulting from these deductions.
- H. The District will honor individual authorizations for the deductions of Union sponsored insurance programs provided that one (1) premium may be sent to CSEA and that there will be two (2) enrollment periods (January and September).
- I. Deductions authorized by any employee shall continue until such employee notifies the District of a desire to discontinue or to change such authorization.

Notification of discontinuance of deductions shall be in writing and signed by the employee and submitted to the District in triplicate. One copy shall be forwarded to the Treasurer, Civil Service Employees Association, Inc., 143 Washington Avenue, Albany, New York 12210 by the District, one copy shall be forwarded to the Union and one copy shall be retained by the District.

**ARTICLE II**

**WORK WEEK - WORK DAY - WORK YEAR**

**SECTION 1 - WORK WEEK - WORK DAY**

**A. CUSTODIAL PERSONNEL (OTHER THAN THOSE COVERED IN ARTICLE II, SECTION 1(B))  
WORK SCHEDULE**

The work week shall consist of forty (40) hours, Monday through Friday, with no daily work schedule in excess of eight (8) hours per day exclusive of a lunch period.

1. Custodial workers shall be required to work during snow days.
2. Should an emergency situation arise, custodians and custodial workers may be requested to lend assistance should they be asked.
3. All custodians and custodial workers must supply the District with a phone number at which they can readily be reached.
4. If the District does not use all of its scheduled snow days, all custodians and custodial workers shall work five and one-half (5 1/2) hours on any day in which students are not in attendance.

**B. WEEKEND CUSTODIAN**

The District shall post a position for a weekend custodian whose responsibility it will be to answer alarm calls at the high school. Depending upon District needs, two weekend custodians may be hired for the purpose of answering alarm calls at the high school. Unit members shall be given preference over non unit members in the filling of these positions. Any unit member(s) selected for this position shall be entitled to call in pay for answering the alarm calls at the high school. Should no qualified unit members apply for this position or should an incumbent fail to be available after being appointed, the District may hire an individual from outside the bargaining unit. It shall be in the District's discretion to set the salary if an individual outside the bargaining unit is hired.

**C. OFFICE PERSONNEL WORK SCHEDULE**

1. The work week shall consist of thirty seven and one-half (37 1/2) hours, Monday through Friday, with no daily schedule in excess of seven and one-half (7 1/2) consecutive hours per day exclusive of a one-half-hour lunch period.
2. During the months of July and August and on snow days, the daily work schedule shall not be in excess of five and one-half (5 1/2) consecutive hours per day, exclusive of a one-half hour lunch period.
3. Any person hired (non-promotional) subsequent to September 21, 1999 shall not be eligible for summer hours.
4. During the months of July and August, office managers in the Middle School and High School will have their salaries adjusted to reflect payment for thirty seven and one-half (37 1/2) hours per week at their regular rate of pay and in exchange will relinquish summer hours.
5. If the District does not use all of its scheduled snow days, all twelve (12) month office personnel shall work five and one-half (5 1/2) hours on any day in which students are not in attendance.

**D. EMPLOYEES IN ALL CATEGORIES**

An employee who works thirty (30) or more hours per week shall be deemed "full-time." Said employee is entitled to all benefits described herein. Any employee, who works less than thirty (30) hours per week shall be deemed "part-time." The prevailing work week and the daily work scheduling on an individual basis shall continue in full force and effect. Employees working thirty (30) hours or more per week are defined as full-time employees. Salaries are to be determined by multiplying one hundred ninety-two (192) days times the hours per day times the hourly rate. Part-time employees receiving a benefit as of June 30, 1973, based upon criteria other than thirty (30) hours per week shall not lose that benefit as long as they continue to meet those criteria.

**SECTION 2 - WORK YEAR**

- A. Twelve (12) month employees will work from July 1st, through June 30th.



- B. Eleven (11) month employees will work four weeks during the period July and August, and September 1 through June 30th.
- C. Ten (10) month employees will work from September 1st, through June 30th.
- D. All paraprofessionals will work one hundred eighty-one (181) days during the school year. Teaching assistants will work the teacher calendar.

**SECTION 3 - SNOW DAYS**

Any employee required to work on snow days can be released when the job is completed at the discretion of the building administrator or the building administrator's designee.

**ARTICLE III**

**COMPENSATION**

**SECTION 1 - GRADE ALLOCATIONS IN EFFECT AS OF JULY 1, 2009**

Grade allocations in effect July 1, 2009 are annexed as Appendix "A."

**SECTION 2 - COMPENSATION SCHEDULES**

The Salary Schedules annexed hereto as Appendices B through H represent the effective salaries as of the date indicated on the respective schedules. Effective July 1, 2009, employees shall receive a 3.5% salary increase plus increment; and effective July 1, 2010, employees shall receive a 3.5% salary increase plus increment.

**SECTION 3 - CREDIT FOR WORK EXPERIENCE**

The District may grant credit for prior working experience when hiring employees up to step 6 of the salary schedule.

**SECTION 4 - COMPUTER TEACHER AIDES**

Computer Teacher Aides will take six (6) credits or the equivalent in-service clock hours within a reasonable period of time.

**SECTION 5 - PREMIUM PAY**

**A. OVERTIME PAY**

The District shall pay time and one-half (1 1/2) the employee's rate of pay (except as hereinafter referred to) for all hours worked in excess of forty (40) hours per week. For this purpose, an unworked holiday and paid absences shall be considered a day worked.

1. Employees working less than forty (40) hours per week shall be paid straight time or compensatory time off for all hours worked between their normal work week and up to forty (40) hours, unless the employee works more than forty (40) hours in any one week in which case the employee shall be paid straight time for all time worked between the employee's normal work week and forty (40) hours and time and one-half (1 1/2) the employee's rate of pay for all time worked in excess of forty (40) hours.
2. The District shall pay an employee entitled to holiday pay time and one-half (1 1/2) of the employee's rate of pay for all hours worked on a holiday in addition to the holiday pay.

**B. CALL IN PAY AND BUILDING CHECKS**

Custodial employees required to return to work after they have completed their normal work day will be guaranteed a minimum of two (2) hours pay at time and one-half (1 1/2) their rate of pay. This provision shall be applicable for Saturday and Sunday building checks.

**C. PAY DIFFERENTIAL**

There will be a five (5%) percent pay differential for night custodians.

**D. OUT-OF-TITLE PAY**

Employees who are assigned by their supervisor/building administrator to work in a classification which is paid at a higher rate of pay, shall (after five (5) consecutive work days, working at said classification) be paid on a step which grants a value of one additional increment of the employee's grade.

**E. UNIFORM ALLOWANCE**

Full-time custodial employees shall receive a clothing allowance of \$300. Part-time custodial employees will receive clothing allowances at the

rate of \$250. Uniform allowance may be used to purchase safety shoes. Uniform allowances will be paid on a voucher basis or through a quartermaster system, which will be discussed with the Union prior to implementation.

F. **IN-SERVICE COURSES-TEACHER AIDES**

All teacher aides shall be paid at their hourly rate for all in-service courses which are approved by the District.

G. **LONGEVITY**

Employees who have completed 15 years of service with the District shall be entitled to a \$300 longevity payment. That amount shall be increased to \$400 after completion of 20 years in the District.

**ARTICLE IV**

**FULL-TIME EMPLOYEES BENEFITS**

**SECTION 1- HOLIDAY WITH PAY**

- A. According to the school calendar, all twelve (12) month employees shall be guaranteed twelve (12) holidays with pay (New Year's Day, Martin Luther King Jr.'s Day, Presidents' Day, Good Friday, Memorial Day, July 4, Labor Day, Columbus Day, Veterans' Day, Thanksgiving, Day After Thanksgiving, Christmas). One additional day is to be determined by administration and the employees (floating holiday), thus making a total of thirteen (13) paid holidays.
- B. Full-time employees working less than twelve (12) months shall be granted the schools holidays that fall during the period of employment.
- C. If classes are not in session as a result of a Jewish Holiday, twelve-month employees shall be provided with one (1) additional holiday scheduled on a day school is not in session for the Jewish Holiday.

**SECTION 2 - VACATION WITH PAY**

**A. CUSTODIAL MAINTENANCE EMPLOYEES**

All twelve (12) month employees shall be entitled to the following vacation with pay:

1. Two (2) weeks vacation with pay per year after one (1) year of service.
2. Three (3) weeks vacation with pay per year after five (5) years of service.
3. Four (4) weeks vacation with pay per year after ten (10) years of service.

B. Vacation time shall be taken during the months of July and August, except where permission is granted to take vacation time during the regular school year. Vacation time for one year employees shall be prorated on the basis of ten-twelfths (10/12) of a day for each month worked. Custodians and custodial workers can take their vacation all at once but are encouraged to split their vacation time equally between the regular school year and summer vacation to the extent that the split does not impair staffing. At no time will the custodial workforce be reduced more than 50% at any given time due to vacation. In all cases, the custodian shall be scheduled first, before custodial workers at each facility. Custodial workers shall be in order of seniority. Vacations may be taken during the year on recommendation of the supervisor and approval of the Assistant Superintendent for Support Services provided that sufficient support staff remains to provide coverage. No custodians, custodial workers, or twelve (12) month office personnel will be granted vacation time during the week prior to the opening of school in September, unless approved by the Building Administrator. Denial of any such time may be reviewed by the Assistant Superintendent for Support Services.

**C. OFFICE PERSONNEL**

All twelve (12) month office personnel shall be entitled to the following vacation with pay:

1. Five (5) days vacation during Christmas recess.
2. A. Five (5) days vacation during the longest of the Spring recesses

B. If the District uses all of the scheduled snow days, and school is in session during the Spring recess, all twelve (12) month office personnel entitled to five (5) vacation days during the Spring recess shall work and receive 1.5 vacation days for each day worked. Situations where employees have reservations prior to the date that the decision to shorten Spring recess is made, will be reviewed on a case by case basis by the Assistant Superintendent for Support Services.

3. Two (2) weeks vacation, when applied for, provided that sufficient support remains to provide coverage. Any denial of such time shall be reviewed by the Assistant Superintendent for Support Services.

**D. HOLIDAY EXCLUSION**

The above vacation days shall be exclusive of holidays with pay that may fall within the vacation periods granted.

**SECTION 3 - PAID ABSENCES**

A. Paid absence days for full-time employees, ten (10) or twelve (12) months, shall be earned at the rate of one and one-quarter (1 1/4) days per month worked.

B. Any of the allowed days not used during the year shall be added to the employee's unused leave bank which shall be cumulative to one-hundred eighty (180) days. Statements of the accumulated, unused sick leave will be released every six months.

C. Any employee who uses all of his/her earned paid absence days at any time during the year shall be required to submit a doctor's note (if requested by the District) before the employee is permitted to use days from the employee's unused leave bank.

D. Employees have the option of either being paid forty-five (\$45.00) dollars per day for any of the first five (5) days not used or the employee may allow them to accumulate with the remaining accumulated days.

E. Use of accumulated leave will be limited to personal illness and death or critical illness in the immediate family. The immediate family is defined as parent or legal guardian, husband, wife, children, brother, brother-in-law, sister, sister-in-law, grandparents, grandchildren, parents of spouse and any relative residing in the employee's household.

- F. Custodial workers - advance notice of two (2) hours to the appropriate supervisor is requested for individuals who will not be able to work their regular day shift. Four (4) hours notice is requested for individuals who will be unable to work the late shift.
- G. All employees will complete on forms provided by the District the type of leave that was used for their absence (Appendix I).
- H. Matters relating to personal business should be conducted after school hours whenever possible. All employees will make every reasonable effort to notify their appropriate supervisor twenty-four hours in advance when they desire to use personal leave.
- I. A full-time employee with five (5) years of service who has used up all sick leave shall be granted extended sick leave at half-pay for twenty (20) days. The employer may request a doctor's statement regarding the nature and expected duration of illness.
- J. Part-time employees that are .5 FTE or less will receive three (3) sick days (according to the number of hours worked). Part-time employees that are more than .5 FTE will receive five (5) sick days (according to the number of hours worked).

#### **SECTION 4 – SICK LEAVE BANK**

- A. A Sick Leave Bank shall be established consisting of contributions of one (1) day from each unit member who elects to participate in the bank. The period of enrollment is between September 1 and October 1 of each school year or within thirty (30) days of commencement of employment. In order to participate, an appropriate application form must be completed. Days contributed may not be withdrawn except through sick bank usage. Unit members who have exhausted accumulated sick leave and all other leave accruals, who are members of the bank and who have a serious illness or injury requiring long period of medical care, shall be eligible to use the bank.
- B. Employees shall not be credited with any leave accruals while using sick leave bank accruals.
- C. The Sick Leave Bank shall be administered by a committee of three administrators appointed by the Superintendent and three representatives from the unit appointed by the Association. The functions of the governing committee shall be to approve or disapprove sick leave bank applications.

- D. Applications for the use of time shall be supported by the statement of need from the member's physician, which shall be subject to review by the District's physician.
- E. After evaluating all pertinent evidence, the Sick Leave Bank Committee will decide on the eligibility of the applicant to use Sick Leave Bank days, and may award paid absences up to a maximum of fifty (50) days. The participant may reapply by submitting to the Committee a current report and prognosis from his/her physician. The Sick Leave Bank Committee shall notify the applicant, the School District and the Association of the decision. The Committee will determine application of the plan in recurring or related illnesses. However, it is not the intent of the Sick Leave Bank to cover routine maternity and recurring illnesses such as asthma, allergies, rheumatism, or continuing disabilities.
- F. In the event that applications and approvals cause the number of days initially contributed to be reduced to a level where only 50 days remain in the bank, the bank will be renewed under the following conditions:
1. Unit members will be assessed one (1) additional day to the Sick Leave Bank. Five school days prior to this depletion, each participant will be notified of the pending automatic contribution of an additional day.
  2. Those sick leave day(s) will be added to the total existing in the bank at the time of the renewal.
  3. Only unit members who contribute on renewal will be eligible for future withdrawals.
  4. Days once contributed can no longer be withdrawn by the individual member.
- G. The Sick Leave Bank Committee will prepare a report by July 1 to be distributed to the School District and the Association
- H. Nothing contained herein shall be construed as limiting the discretion of the committee to reject an application in any given case in part or in its entirety. The decision of the sick leave bank shall not be subject to the parties' grievance procedure.

#### **SECTION 5 - LEAVE OF ABSENCE**

An employee may be granted a leave of absence without pay, for a specified period of time with the approval of the Superintendent of Schools, which leave shall not exceed one (1) year. A one (1) month notice, in writing, must be given by the employee when ready to return to work. An employee returning from a leave of absence shall:

1. retain all former leave days accumulated prior to the leave;
2. be offered the same or comparable position; and
3. receive full credit for years of service prior to the leave.

Health insurance may be continued during an approved leave of absence. Full payment shall be made two (2) months in advance.

#### **SECTION 6 - PENSION AND RETIREMENT BENEFITS**

- A. The District shall continue to participate in the non-contributory retirement plan Section 75-i with Improved Death Benefit Section 60-b of the New York State Employees Retirement System.
- B. The District shall participate in the non-contributory conversion of unused Sick Leave Benefit 41-J of the New York State Employees Retirement System.
- C. All teaching assistants shall be covered under the Teachers Retirement System.
- D. Upon retirement from the District, teaching assistants may cash-in their unused sick leave at a rate of \$25 per day, not to exceed \$2,000.

#### **SECTION 7 - HEALTH INSURANCE**

- A. The District shall pay ninety percent (90%) of the premium costs of health insurance coverage under the Statewide or equal medical plan for individuals and eligible dependents.
- B. Persons electing the general health or equal insurance toward the coverage will have an equal dollar amount paid toward the premium of that coverage.
- C. Any unit member on the payroll on or prior to April 3, 2006, and enrolled in the Statewide medical plan on June 30, 2006 shall receive a stipend of



\$414 if he/she was enrolled in the family plan coverage, and \$107 if he/she was enrolled in the individual plan coverage. Additionally, any unit member on the District's payroll as of June 30, 2006 who switches into the Statewide medical plan during the open enrollment period in our about November, 2006 (taking effect January 1, 2007) shall also be eligible for the above referenced stipends. The stipend shall be included within the unit member's base salary for as long as he/she remains in the Statewide Plan. The stipend shall be incorporated in the unit member's base salary after the percentage increase is applied.

- D. Annual Bonus Plan. Members of the bargaining unit who are covered under another health insurance plan who withdraw from the District's health insurance plan during the life of this Agreement shall receive \$1,500 if they were covered by the family plan, and \$750 if they were receiving individual coverage provided they remain uncovered under such plan for a period of twelve (12) consecutive months. Such payments shall be made at the end of each twelve (12) month period. Nothing contained herein shall preclude a member from re-entering the plan within the twelve (12) month period provided, however, that in such case, no payments shall be made.
- E. In order to be eligible for health insurance in retirement with the District, a full-time employee must have completed ten (10) years of continuous service (whether full-time or part-time) with the Walkkill Central School District. Employees who are part-time at the time of retirement shall not be eligible for retiree health insurance. For individuals who retire on or after July 1, 2002 who have completed at least ten (10) years of continuous service with the District, the District will pay 65% for individual plan coverage and 50% for family plan coverage. For individuals who retire on or after July 1, 2002 who have completed at least fifteen (15) years of continuous service with the District, the District will pay 85% for individual plan coverage and 65% for family plan coverage. For individuals who retire on or after July 1, 2002 who have completed at least twenty (20) years of continuous service with the District, the District will pay 95% for individual plan coverage and 75% for family plan coverage.

#### **SECTION 8 - DENTAL/VISION INSURANCE**

The District will pay for the Horizon Dental Plan and Platinum Family Vision Plan.

#### **SECTION 9 - FLEXIBLE SPENDING PLAN**

The District shall implement a Flexible Spending Plan for all CSEA employees.

**ARTICLE V**

**RECIPROCAL RIGHTS**

**SECTION 1 - EMPLOYEE-DISTRICT RELATIONS**

**A. SENIORITY**

Seniority for all employees shall commence on the date of being hired by the District.

**B. VACANCY POSTING**

All vacancies will be posted in each building. The notice shall include title, location, and salary of position.

**C. PROMOTIONAL OR LATERAL OPPORTUNITIES**

In the filling of vacancies, incumbent employees, when carrying the necessary qualifications, shall be placed in said vacant position before employing outside help. The incumbent employee shall be subject to a three-month probationary period. Any competitive employee (as per Civil Service Classification) hired from outside of the unit, shall be subject to a 26 week probationary period. Seniority shall be a significant factor in the case(s) where more than one employee qualifies for said position, or any lateral position movement, scheduling of overtime, shift assignment, etc. Layoffs shall take place in the inverse order of seniority. All part-time, temporary employees shall be laid off before any full-time employee. All part-time employees who are .75 FTE or greater will receive credits for years worked in the District if appointed to a promotional position.

**SECTION 2 - UNION-DISTRICT RELATIONS**

**A. WORKING CONDITIONS**

The District shall notify the Union as far in advance as possible of any change in working conditions or working methods except where such change is required because of an emergency or major disaster over which the District has no control.

**B. LIAISON**

Upon the request by the Union, the District Superintendent or the Superintendent's designee will meet with authorized members in order

to discuss matters of mutual concern. Such meetings shall be limited to once a month unless it is mutually agreed to have additional meetings.

### **SECTION 3 - UNION RIGHTS**

#### **A. RIGHT OF REPRESENTATION**

The District recognizes the rights of the employees to designate representatives of the Union and the Civil Service Employees Association, Inc. to appear on their behalf to discuss and adjust salaries, working conditions, grievances and disputes as to the terms and conditions of this contract and to visit employees on District premises and facilities during their working hours. Such employee representatives shall also be permitted to appear on their behalf at public hearings before the Board of Education upon the request of the employees.

#### **B. BULLETIN BOARDS**

The Union shall have the right to post notices and other communications on bulletin boards maintained on the premises and facilities of the District subject to approval of the contents of such notices and communications by the Board of Education or its designee.

#### **C. UNION MEETINGS**

The Union shall be authorized to conduct meetings on District property subject to Board of Education policy regarding the use of said property except that it shall not be necessary for the Union to file an application to the Board of Education for such use. The Union, however, must clear the use of any building with the appropriate building administrator. Union business will be conducted outside the school day unless approval by the District is otherwise granted.

#### **D. UNION LEAVE**

The Union President shall be granted up to five (5) paid leave days for the purpose of attending CSEA conferences.

### **SECTION 4 - EMPLOYEE RIGHTS**

Full-time, non-competitive and labor class employees who have completed two (2) years of service in the District from the date of appointment by the Board of Education and part-time non-competitive and labor class employees who have completed three (3) years of service in the District from the date of appointment by the Board of Education, will be entitled to the benefits that competitive employees enjoy under Sections 75 and 76 of the Civil Service Law.

**SECTION 5 - TEACHING ASSISTANTS AND NURSES**

- A. Teaching assistants, as faculty members, shall be given full rights as granted under Part 30 and Part 80 of the Regulations of the Commissioner of Education and subject to discipline under applicable provisions of the Education Law. In-service credits for teaching assistants will be paid at the rate of \$60 for each block of 30 clock hours of attendance at approved workshops.
- B. Nurses and Computer Teacher Aides shall be paid for in-service credits under the same system as teaching assistants.

**ARTICLE VI**

**GRIEVANCE PROCEDURES**

The grievance procedure concerning the interpretation or application of the terms of this contract shall be processed in accordance with the provisions set forth below.

A. **DEFINITION OF GRIEVANCE**

A grievance shall mean a complaint by an employee, a group of employees or the UNION that there has been a violation, misinterpretation, or an inequitable application of any provision of this agreement.

B. **REPRESENTATION**

The UNION has the right to file and process a grievance on behalf of any employee or group of employees.

C. **TIME LIMITATION**

No grievance shall be entertained unless a written grievance is submitted within thirty (30) days after the employee knew or a reasonable person would have known of the act or the condition on which the grievance is based. Failure at any stage of the grievance procedure to communicate a decision to the aggrieved party within the specified time limit shall permit the lodging of an appeal at the next stage of the procedure within the time which would have been allocated had the decision been communicated by the final day. Failure to process an appeal within the stated time limits indicates acceptance of the decision made at the previous step.

**D. PROCEDURES**

Step 1 - A written grievance shall be filed with the principal of the school in which the act occurred. It shall contain a general statement of the grievance and the section of the contract involved. The principal shall render a determination in writing within five (5) working days.

Step 2 - If the grievance has not been resolved in Step 1, an appeal may be filed with the Superintendent of Schools within ten (10) working days of receipt of the decision made at Step 1. The appeal shall consist of a copy of the original grievance, a copy of the decision made at Step 1 (if any) and the reason for the appeal. The Superintendent of Schools or a designated representative shall conduct a hearing within ten (10) working days and render a written determination within five (5) working days following the hearing.

Step 3 - If the grievance is not resolved at the conclusion of Step 2, the Union shall have the right to request arbitration. If the grievance is caused by the actions of either the Superintendent or the Assistant Superintendent and it is not satisfactorily resolved within ten (10) working days of the grievance, the decision may be appealed to the Board of Education. The Board of Education shall conduct a hearing within fifteen (15) working days of receipt of the appeal and shall render a decision within ten (10) working days following the conclusion of the hearing. If the decision is not satisfactory, the Union has a right to request arbitration within thirty (30) days upon receipt of the decision, exclusive of any excused absences.

If the Association disagrees with the decision of the Board of Education, it may submit a demand for Arbitration to the District and simultaneously to the American Arbitration Association. Any arbitration will be conducted under the Voluntary Labor Arbitration Rules of the American Arbitration Association.

The decision of the arbitrator will be final and binding upon all parties and be limited to interpretation of the contract with respect to the grievance at hand. The cost for the services of the arbitrator including expenses, if any, will be borne equally by the District and the Union.

**ARTICLE VII**

**COMPATIBILITY WITH LAW AND PRACTICE**

**SECTION 1 - PAST PRACTICE**

Any rights, privileges or benefits already accorded to employees unaltered or unchanged by the language of this contract shall not be rescinded and shall remain in force.

**SECTION 2 - SEVERABILITY**

If the enactment of legislation or determination by a Court of Final Jurisdiction renders any portion of this contract invalid or unenforceable, it shall not affect the validity of the rest of this contract which shall remain in full force according to the terms and in the same manner and with the same effect as if such invalid portions had not been originally included herein.

**SECTION 3 - PROHIBITION AGAINST STRIKES**

The Union affirms that it does not assert the right to strike against the District, to assist or participate in such strike, or to impose obligation upon its members to conduct, assist or participate in such strike.

**SECTION 4 - MANDATED PROVISION OF LAW**

NOTICE, as provided by Section 204-A of the Civil Service Law as amended:

"IT IS AGREED BETWEEN THE PARTIES THAT ANY PROVISIONS OF THIS CONTRACT REQUIRING LEGISLATIVE ACTION TO PERMIT ITS IMPLEMENTATION BY AMENDMENT OF THE LAW OR TO PROVIDE THE ADDITIONAL FUNDS THEREFORE, SHALL NOT BECOME EFFECTIVE UNTIL THE APPROPRIATE LEGISLATIVE BODY HAS GIVEN APPROVAL."

**ARTICLE VIII**

**TERM OF CONTRACT AND RENEGOTIATION**

**TERM OF CONTRACT AND RENEGOTIATION TERM OF  
CONTRACT AND RENEGOTIATION**

**SECTION 1 - TERM OF AGREEMENT**

This contract shall be in effect as of July 1, 2009 and remain in effect through June 30, 2011

**SECTION 2 - NEGOTIATIONS**

The District shall give release time with pay for up to four (4) members of the negotiating unit to participate as the Union Negotiating Committee in negotiating a successor contract if any negotiations take place during working hours.

*ma. August 28, 2009*

WALTER COUNTY SCHOOLS DISTRICT

WALTER COUNTY SCHOOLS DISTRICT LOCAL CIVIL SERVICE EMPLOYEES ASSOCIATION, INC.

*William J. Siebert*  
Walter County Superintendent of Schools

*Kathy Grace*  
Kathy Grace, CSEA President

*Howard Baal*  
Howard Baal, LRS CSEA

**APPENDIX "A"**

**GRADE ALLOCATIONS**

|  |    |
|--|----|
| Account Clerk/Payroll                      | 11 |
| Account Clerk                              | 9  |
| Attendance Aide                            | 2  |
| Building Maintenance                       | 14 |
| Certified Occupational Therapist Assistant | 13 |
| Computer Teacher Aide                      | 2  |
| Head Custodian                             | 17 |
| Custodial Worker                           | 11 |
| Groundsman                                 | 12 |
| Athletic Office Secretary*                 | 10 |
| Guidance Secretary* - Middle School        | 9  |
| Guidance Secretary* - High School          | 10 |
| High School Assistant Principal Secretary* | 10 |
| Instructional Assistant                    | 3  |
| LPN  | 6  |
| Media Technology Aide                      | 14 |
| Office Manager*                            | 12 |
| Physical Therapist Assistant               | 13 |
| Principal Account Clerk                    | 15 |
| Program Secretary                          | 11 |
| Senior Account Clerk                       | 12 |
| Teaching Assistant                         | 3  |
| Truant/Security Officer                    | 18 |
| Typist                                     | 7  |

\*Office Managers, Guidance Secretaries, High School Assistant Principal Secretary, and Athletic Office Secretary must pass the Senior Typist exam.



**APPENDIX "B"**  
**SALARY SCHEDULE 2009/10 - 2010/11**

| <b>GRADE 1</b> | <b>2009/2010</b> | <b>2010/2011</b> |
|----------------|------------------|------------------|
| STEP 3         | \$ 16,640        | \$ 17,222        |
| STEP 4         | \$ 17,061        | \$ 17,658        |
| STEP 5         | \$ 17,494        | \$ 18,106        |
| STEP 6         | \$ 17,920        | \$ 18,547        |
| STEP 7         | \$ 18,726        | \$ 19,381        |
| STEP 8         | \$ 19,531        | \$ 20,215        |
| STEP 9         | \$ 20,339        | \$ 21,051        |
| STEP 10        | \$ 21,145        | \$ 21,885        |
| STEP 11        | \$ 21,984        | \$ 22,753        |
| STEP 12        | \$ 22,856        | \$ 23,656        |
| STEP 13        | \$ 23,972        | \$ 24,811        |
| STEP 14        | \$ 25,684        | \$ 26,583        |
| STEP 15        | \$ 26,696        | \$ 27,630        |
| STEP 20        | \$ 27,751        | \$ 28,722        |
| STEP 25        | \$ 28,853        | \$ 29,863        |

| <b>GRADE 2</b> | <b>2009/2010</b> | <b>2010/2011</b> |
|----------------|------------------|------------------|
| STEP 3         | \$ 17,389        | \$ 17,998        |
| STEP 4         | \$ 17,829        | \$ 18,453        |
| STEP 5         | \$ 18,279        | \$ 18,919        |
| STEP 6         | \$ 18,726        | \$ 19,381        |
| STEP 7         | \$ 19,531        | \$ 20,215        |
| STEP 8         | \$ 20,339        | \$ 21,051        |
| STEP 9         | \$ 21,145        | \$ 21,885        |
| STEP 10        | \$ 21,984        | \$ 22,753        |
| STEP 11        | \$ 22,856        | \$ 23,656        |
| STEP 12        | \$ 23,972        | \$ 24,811        |
| STEP 13        | \$ 24,698        | \$ 25,562        |
| STEP 14        | \$ 26,696        | \$ 27,630        |
| STEP 15        | \$ 27,751        | \$ 28,722        |
| STEP 20        | \$ 28,853        | \$ 29,863        |
| STEP 25        | \$ 29,995        | \$ 31,045        |

| <b>GRADE 3</b> | <b>2009/2010</b> | <b>2010/2011</b> |
|----------------|------------------|------------------|
| STEP 3         | \$ 18,135        | \$ 18,770        |
| STEP 4         | \$ 18,595        | \$ 19,246        |
| STEP 5         | \$ 19,066        | \$ 19,733        |
| STEP 6         | \$ 19,531        | \$ 20,215        |
| STEP 7         | \$ 20,339        | \$ 21,051        |
| STEP 8         | \$ 21,145        | \$ 21,885        |
| STEP 9         | \$ 21,984        | \$ 22,753        |
| STEP 10        | \$ 22,856        | \$ 23,656        |
| STEP 11        | \$ 23,972        | \$ 24,811        |
| STEP 12        | \$ 24,698        | \$ 25,562        |
| STEP 13        | \$ 25,684        | \$ 26,583        |
| STEP 14        | \$ 27,751        | \$ 28,722        |
| STEP 15        | \$ 28,853        | \$ 29,863        |
| STEP 20        | \$ 29,995        | \$ 31,045        |
| STEP 25        | \$ 31,192        | \$ 32,284        |

**APPENDIX "C"**  
**SALARY SCHEDULE 2009/10 - 2010/11**

| <b>GRADE 4</b> | <b>2009/2010</b> | <b>2010/2011</b> |
|----------------|------------------|------------------|
| STEP 3         | \$ 18,885        | \$ 19,546        |
| STEP 4         | \$ 19,361        | \$ 20,039        |
| STEP 5         | \$ 19,853        | \$ 20,548        |
| STEP 6         | \$ 20,339        | \$ 21,051        |
| STEP 7         | \$ 21,145        | \$ 21,885        |
| STEP 8         | \$ 21,984        | \$ 22,753        |
| STEP 9         | \$ 22,856        | \$ 23,656        |
| STEP 10        | \$ 23,972        | \$ 24,811        |
| STEP 11        | \$ 24,698        | \$ 25,562        |
| STEP 12        | \$ 25,684        | \$ 26,583        |
| STEP 13        | \$ 26,696        | \$ 27,630        |
| STEP 14        | \$ 28,853        | \$ 29,863        |
| STEP 15        | \$ 29,995        | \$ 31,045        |
| STEP 20        | \$ 31,192        | \$ 32,284        |
| STEP 25        | \$ 32,427        | \$ 33,562        |

| <b>GRADE 5</b> | <b>2009/2010</b> | <b>2010/2011</b> |
|----------------|------------------|------------------|
| STEP 3         | \$ 19,631        | \$ 20,318        |
| STEP 4         | \$ 20,129        | \$ 20,834        |
| STEP 5         | \$ 20,640        | \$ 21,362        |
| STEP 6         | \$ 21,145        | \$ 21,885        |
| STEP 7         | \$ 21,984        | \$ 22,753        |
| STEP 8         | \$ 22,856        | \$ 23,656        |
| STEP 9         | \$ 23,972        | \$ 24,811        |
| STEP 10        | \$ 24,698        | \$ 25,562        |
| STEP 11        | \$ 25,684        | \$ 26,583        |
| STEP 12        | \$ 26,696        | \$ 27,630        |
| STEP 13        | \$ 27,751        | \$ 28,722        |
| STEP 14        | \$ 29,995        | \$ 31,045        |
| STEP 15        | \$ 31,192        | \$ 32,284        |
| STEP 20        | \$ 32,427        | \$ 33,562        |
| STEP 25        | \$ 33,729        | \$ 34,910        |

| <b>GRADE 6</b> | <b>2009/2010</b> | <b>2010/2011</b> |
|----------------|------------------|------------------|
| STEP 3         | \$ 20,411        | \$ 21,125        |
| STEP 4         | \$ 20,929        | \$ 21,662        |
| STEP 5         | \$ 21,460        | \$ 22,211        |
| STEP 6         | \$ 21,983        | \$ 22,752        |
| STEP 7         | \$ 22,856        | \$ 23,656        |
| STEP 8         | \$ 23,972        | \$ 24,811        |
| STEP 9         | \$ 24,698        | \$ 25,562        |
| STEP 10        | \$ 25,684        | \$ 26,583        |
| STEP 11        | \$ 26,696        | \$ 27,630        |
| STEP 12        | \$ 27,751        | \$ 28,722        |
| STEP 13        | \$ 28,853        | \$ 29,863        |
| STEP 14        | \$ 31,192        | \$ 32,284        |
| STEP 15        | \$ 32,427        | \$ 33,562        |
| STEP 20        | \$ 33,729        | \$ 34,910        |
| STEP 25        | \$ 35,056        | \$ 36,283        |

**APPENDIX "D"**  
**SALARY SCHEDULE 2009/10 - 2010/11**

| <b>GRADE 7</b> | <b>2009/2010</b> | <b>2010/2011</b> |
|----------------|------------------|------------------|
| STEP 3         | \$ 21,219        | \$ 21,962        |
| STEP 4         | \$ 21,756        | \$ 22,517        |
| STEP 5         | \$ 22,307        | \$ 23,088        |
| STEP 6         | \$ 22,856        | \$ 23,656        |
| STEP 7         | \$ 23,972        | \$ 24,811        |
| STEP 8         | \$ 24,698        | \$ 25,562        |
| STEP 9         | \$ 25,684        | \$ 26,583        |
| STEP 10        | \$ 26,696        | \$ 27,630        |
| STEP 11        | \$ 27,751        | \$ 28,722        |
| STEP 12        | \$ 28,853        | \$ 29,863        |
| STEP 13        | \$ 29,995        | \$ 31,045        |
| STEP 14        | \$ 32,427        | \$ 33,562        |
| STEP 15        | \$ 33,729        | \$ 34,910        |
| STEP 20        | \$ 35,056        | \$ 36,283        |
| STEP 25        | \$ 36,451        | \$ 37,727        |

| <b>GRADE 8</b> | <b>2009/2010</b> | <b>2010/2011</b> |
|----------------|------------------|------------------|
| STEP 3         | \$ 22,255        | \$ 23,034        |
| STEP 4         | \$ 22,820        | \$ 23,619        |
| STEP 5         | \$ 23,400        | \$ 24,219        |
| STEP 6         | \$ 23,972        | \$ 24,811        |
| STEP 7         | \$ 24,698        | \$ 25,562        |
| STEP 8         | \$ 25,684        | \$ 26,583        |
| STEP 9         | \$ 26,696        | \$ 27,630        |
| STEP 10        | \$ 27,751        | \$ 28,722        |
| STEP 11        | \$ 28,853        | \$ 29,863        |
| STEP 12        | \$ 29,995        | \$ 31,045        |
| STEP 13        | \$ 31,192        | \$ 32,284        |
| STEP 14        | \$ 33,729        | \$ 34,910        |
| STEP 15        | \$ 35,056        | \$ 36,283        |
| STEP 20        | \$ 36,451        | \$ 37,727        |
| STEP 25        | \$ 37,905        | \$ 39,232        |

| <b>GRADE 9</b> | <b>2009/2010</b> | <b>2010/2011</b> |
|----------------|------------------|------------------|
| STEP 3         | \$ 22,928        | \$ 23,730        |
| STEP 4         | \$ 23,510        | \$ 24,333        |
| STEP 5         | \$ 24,107        | \$ 24,951        |
| STEP 6         | \$ 24,698        | \$ 25,562        |
| STEP 7         | \$ 25,684        | \$ 26,583        |
| STEP 8         | \$ 26,696        | \$ 27,630        |
| STEP 9         | \$ 27,751        | \$ 28,722        |
| STEP 10        | \$ 28,853        | \$ 29,863        |
| STEP 11        | \$ 29,995        | \$ 31,045        |
| STEP 12        | \$ 31,192        | \$ 32,284        |
| STEP 13        | \$ 32,427        | \$ 33,562        |
| STEP 14        | \$ 35,056        | \$ 36,283        |
| STEP 15        | \$ 36,451        | \$ 37,727        |
| STEP 20        | \$ 37,905        | \$ 39,232        |
| STEP 25        | \$ 39,408        | \$ 40,787        |

**APPENDIX "E"**  
**SALARY SCHEDULE 2009/10 - 2010/11**

| <b>GRADE 10</b> | <b>2009/2010</b> | <b>2010/2011</b> |
|-----------------|------------------|------------------|
| STEP 3          | \$ 23,843        | \$ 24,678        |
| STEP 4          | \$ 24,449        | \$ 25,305        |
| STEP 5          | \$ 25,069        | \$ 25,946        |
| STEP 6          | \$ 25,684        | \$ 26,583        |
| STEP 7          | \$ 26,696        | \$ 27,630        |
| STEP 8          | \$ 27,751        | \$ 28,722        |
| STEP 9          | \$ 28,853        | \$ 29,863        |
| STEP 10         | \$ 29,995        | \$ 31,045        |
| STEP 11         | \$ 31,192        | \$ 32,284        |
| STEP 12         | \$ 32,427        | \$ 33,562        |
| STEP 13         | \$ 33,729        | \$ 34,910        |
| STEP 14         | \$ 36,451        | \$ 37,727        |
| STEP 15         | \$ 37,905        | \$ 39,232        |
| STEP 20         | \$ 39,408        | \$ 40,787        |
| STEP 25         | \$ 40,979        | \$ 42,413        |

| <b>GRADE 11</b> | <b>2009/2010</b> | <b>2010/2011</b> |
|-----------------|------------------|------------------|
| STEP 3          | \$ 24,782        | \$ 25,649        |
| STEP 4          | \$ 25,410        | \$ 26,299        |
| STEP 5          | \$ 26,056        | \$ 26,968        |
| STEP 6          | \$ 26,696        | \$ 27,630        |
| STEP 7          | \$ 27,751        | \$ 28,722        |
| STEP 8          | \$ 28,853        | \$ 29,863        |
| STEP 9          | \$ 29,995        | \$ 31,045        |
| STEP 10         | \$ 31,192        | \$ 32,284        |
| STEP 11         | \$ 32,427        | \$ 33,562        |
| STEP 12         | \$ 33,729        | \$ 34,910        |
| STEP 13         | \$ 35,056        | \$ 36,283        |
| STEP 14         | \$ 37,905        | \$ 39,232        |
| STEP 15         | \$ 39,408        | \$ 40,787        |
| STEP 20         | \$ 40,979        | \$ 42,413        |
| STEP 25         | \$ 42,610        | \$ 44,101        |

| <b>GRADE 12</b> | <b>2009/2010</b> | <b>2010/2011</b> |
|-----------------|------------------|------------------|
| STEP 3          | \$ 25,761        | \$ 26,663        |
| STEP 4          | \$ 26,415        | \$ 27,340        |
| STEP 5          | \$ 27,087        | \$ 28,035        |
| STEP 6          | \$ 27,751        | \$ 28,722        |
| STEP 7          | \$ 28,853        | \$ 29,863        |
| STEP 8          | \$ 29,995        | \$ 31,045        |
| STEP 9          | \$ 31,192        | \$ 32,284        |
| STEP 10         | \$ 32,427        | \$ 33,562        |
| STEP 11         | \$ 33,729        | \$ 34,910        |
| STEP 12         | \$ 35,056        | \$ 36,283        |
| STEP 13         | \$ 36,451        | \$ 37,727        |
| STEP 14         | \$ 39,408        | \$ 40,787        |
| STEP 15         | \$ 40,979        | \$ 42,413        |
| STEP 20         | \$ 42,610        | \$ 44,101        |
| STEP 25         | \$ 44,311        | \$ 45,862        |

**APPENDIX "F"**  
**SALARY SCHEDULE 2009/10 - 2010/11**

| <b>GRADE 13</b> | <b>2009/2010</b> | <b>2010/2011</b> |
|-----------------|------------------|------------------|
| STEP 3          | \$ 26,784        | \$ 27,721        |
| STEP 4          | \$ 27,466        | \$ 28,427        |
| STEP 5          | \$ 28,161        | \$ 29,147        |
| STEP 6          | \$ 28,853        | \$ 29,863        |
| STEP 7          | \$ 29,995        | \$ 31,045        |
| STEP 8          | \$ 31,192        | \$ 32,284        |
| STEP 9          | \$ 32,427        | \$ 33,562        |
| STEP 10         | \$ 33,729        | \$ 34,910        |
| STEP 11         | \$ 35,056        | \$ 36,283        |
| STEP 12         | \$ 36,451        | \$ 37,727        |
| STEP 13         | \$ 37,905        | \$ 39,232        |
| STEP 14         | \$ 40,979        | \$ 42,413        |
| STEP 15         | \$ 42,610        | \$ 44,101        |
| STEP 20         | \$ 44,311        | \$ 45,862        |
| STEP 25         | \$ 46,083        | \$ 47,696        |

| <b>GRADE 14</b> | <b>2009/2010</b> | <b>2010/2011</b> |
|-----------------|------------------|------------------|
| STEP 3          | \$ 27,843        | \$ 28,818        |
| STEP 4          | \$ 28,550        | \$ 29,549        |
| STEP 5          | \$ 29,276        | \$ 30,301        |
| STEP 6          | \$ 29,995        | \$ 31,045        |
| STEP 7          | \$ 31,192        | \$ 32,284        |
| STEP 8          | \$ 32,427        | \$ 33,562        |
| STEP 9          | \$ 33,729        | \$ 34,910        |
| STEP 10         | \$ 35,056        | \$ 36,283        |
| STEP 11         | \$ 36,451        | \$ 37,727        |
| STEP 12         | \$ 37,905        | \$ 39,232        |
| STEP 13         | \$ 39,408        | \$ 40,787        |
| STEP 14         | \$ 42,610        | \$ 44,101        |
| STEP 15         | \$ 44,311        | \$ 45,862        |
| STEP 20         | \$ 46,083        | \$ 47,696        |
| STEP 25         | \$ 47,917        | \$ 49,594        |

| <b>GRADE 15</b> | <b>2009/2010</b> | <b>2010/2011</b> |
|-----------------|------------------|------------------|
| STEP 3          | \$ 28,952        | \$ 29,965        |
| STEP 4          | \$ 29,688        | \$ 30,727        |
| STEP 5          | \$ 30,443        | \$ 31,509        |
| STEP 6          | \$ 31,192        | \$ 32,284        |
| STEP 7          | \$ 32,427        | \$ 33,562        |
| STEP 8          | \$ 33,729        | \$ 34,910        |
| STEP 9          | \$ 35,056        | \$ 36,283        |
| STEP 10         | \$ 36,451        | \$ 37,727        |
| STEP 11         | \$ 37,905        | \$ 39,232        |
| STEP 12         | \$ 39,408        | \$ 40,787        |
| STEP 13         | \$ 40,979        | \$ 42,413        |
| STEP 14         | \$ 44,311        | \$ 45,862        |
| STEP 15         | \$ 46,083        | \$ 47,696        |
| STEP 20         | \$ 47,917        | \$ 49,594        |
| STEP 25         | \$ 49,830        | \$ 51,574        |

**APPENDIX "G"**  
**SALARY SCHEDULE 2009/10 - 2010/11**

| <b>GRADE 16</b> | <b>2009/2010</b> | <b>2010/2011</b> |
|-----------------|------------------|------------------|
| STEP 3          | \$ 30,098        | \$ 31,151        |
| STEP 4          | \$ 30,864        | \$ 31,944        |
| STEP 5          | \$ 31,649        | \$ 32,757        |
| STEP 6          | \$ 32,427        | \$ 33,562        |
| STEP 7          | \$ 33,729        | \$ 34,910        |
| STEP 8          | \$ 35,056        | \$ 36,283        |
| STEP 9          | \$ 36,451        | \$ 37,727        |
| STEP 10         | \$ 37,905        | \$ 39,232        |
| STEP 11         | \$ 39,408        | \$ 40,787        |
| STEP 12         | \$ 40,979        | \$ 42,413        |
| STEP 13         | \$ 42,610        | \$ 44,101        |
| STEP 14         | \$ 46,083        | \$ 47,696        |
| STEP 15         | \$ 47,917        | \$ 49,594        |
| STEP 20         | \$ 49,830        | \$ 51,574        |
| STEP 25         | \$ 51,820        | \$ 53,634        |

| <b>GRADE 17</b> | <b>2009/2010</b> | <b>2010/2011</b> |
|-----------------|------------------|------------------|
| STEP 3          | \$ 31,306        | \$ 32,402        |
| STEP 4          | \$ 32,103        | \$ 33,227        |
| STEP 5          | \$ 32,920        | \$ 34,072        |
| STEP 6          | \$ 33,729        | \$ 34,910        |
| STEP 7          | \$ 35,056        | \$ 36,283        |
| STEP 8          | \$ 36,451        | \$ 37,727        |
| STEP 9          | \$ 37,905        | \$ 39,232        |
| STEP 10         | \$ 39,408        | \$ 40,787        |
| STEP 11         | \$ 40,979        | \$ 42,413        |
| STEP 12         | \$ 42,610        | \$ 44,101        |
| STEP 13         | \$ 44,311        | \$ 45,862        |
| STEP 14         | \$ 47,918        | \$ 49,595        |
| STEP 15         | \$ 49,830        | \$ 51,574        |
| STEP 20         | \$ 51,820        | \$ 53,634        |
| STEP 25         | \$ 53,888        | \$ 55,774        |

| <b>GRADE 18</b> | <b>2009/2010</b> | <b>2010/2011</b> |
|-----------------|------------------|------------------|
| STEP 3          | \$ 32,536        | \$ 33,675        |
| STEP 4          | \$ 33,365        | \$ 34,533        |
| STEP 5          | \$ 34,216        | \$ 35,414        |
| STEP 6          | \$ 35,056        | \$ 36,283        |
| STEP 7          | \$ 36,451        | \$ 37,727        |
| STEP 8          | \$ 37,905        | \$ 39,232        |
| STEP 9          | \$ 39,408        | \$ 40,787        |
| STEP 10         | \$ 40,979        | \$ 42,413        |
| STEP 11         | \$ 42,610        | \$ 44,101        |
| STEP 12         | \$ 44,311        | \$ 45,862        |
| STEP 13         | \$ 46,083        | \$ 47,696        |
| STEP 14         | \$ 49,830        | \$ 51,574        |
| STEP 15         | \$ 51,820        | \$ 53,634        |
| STEP 20         | \$ 53,888        | \$ 55,774        |
| STEP 25         | \$ 56,042        | \$ 58,003        |

**APPENDIX "H"**  
**HOURLY/CLERK RATE**  
**2009/10 - 2010/11**

| <b>STEP</b> | <b>2009/2010</b> | <b>2010/2011</b> |
|-------------|------------------|------------------|
| STEP 3      | \$ 9.74          | \$ 10.08         |
| STEP 4      | \$ 10.00         | \$ 10.35         |
| STEP 5      | \$ 10.24         | \$ 10.59         |
| STEP 6      | \$ 10.48         | \$ 10.85         |
| STEP 7      | \$ 10.90         | \$ 11.28         |
| STEP 8      | \$ 11.30         | \$ 11.70         |
| STEP 9      | \$ 11.76         | \$ 12.17         |
| STEP 10     | \$ 12.47         | \$ 12.91         |
| STEP 11     | \$ 13.20         | \$ 13.66         |
| STEP 12     | \$ 13.93         | \$ 14.42         |
| STEP 13     | \$ 14.62         | \$ 15.14         |
| STEP 14     | \$ 15.30         | \$ 15.83         |
| STEP 15     | \$ 16.02         | \$ 16.58         |
| STEP 20     | \$ 16.75         | \$ 17.33         |
| STEP 25     | \$ 17.40         | \$ 18.01         |

**HOURLY RATE**  
**2009/10 - 2010/11**

| <b>STEP</b> | <b>2009/2010</b> | <b>2010/2011</b> |
|-------------|------------------|------------------|
| STEP 3      | \$ 9.48          | \$ 9.81          |
| STEP 4      | \$ 9.73          | \$ 10.07         |
| STEP 5      | \$ 9.96          | \$ 10.31         |
| STEP 6      | \$ 10.22         | \$ 10.57         |
| STEP 7      | \$ 10.62         | \$ 10.99         |
| STEP 8      | \$ 11.03         | \$ 11.42         |
| STEP 9      | \$ 11.49         | \$ 11.89         |
| STEP 10     | \$ 12.21         | \$ 12.64         |
| STEP 11     | \$ 12.93         | \$ 13.38         |
| STEP 12     | \$ 13.65         | \$ 14.13         |
| STEP 13     | \$ 14.36         | \$ 14.86         |
| STEP 14     | \$ 15.01         | \$ 15.53         |
| STEP 15     | \$ 15.74         | \$ 16.29         |
| STEP 20     | \$ 16.47         | \$ 17.04         |
| STEP 25     | \$ 17.14         | \$ 17.74         |

APPENDIX "I"

WALLKILL CENTRAL SCHOOL, WALLKILL, NEW YORK  
NON TEACHING EMPLOYEE ABSENTEE REPORT

DATE \_\_\_\_\_

NAME \_\_\_\_\_

| <u>Reason for Absence</u> | <u>Date of Absence</u> |
|---------------------------|------------------------|
| Sick Leave                | _____                  |
| Illness in Family         | _____                  |
| Death in Family           | _____                  |
| Personal Business         | _____                  |
| Religious Observance      | _____                  |
| Other: _____              | _____                  |

SIGNATURE: \_\_\_\_\_