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Contract Database Metadata Elements

Title: Yorktown Central School District and Yorktown Clerical Association Chapter, Yorktown Congress of Teachers (YCT), New York State United Teachers (NYSUT), American Federation of Teachers (AFT), AFL-CIO (2012)

Employer Name: Yorktown Central School District

Union: Yorktown Clerical Association Chapter, Yorktown Congress of Teachers (YCT), New York State United Teachers (NYSUT), American Federation of Teachers (AFT), AFL-CIO

Local:

Effective Date: 07/01/2013

Expiration Date: 06/30/2015

PERB ID Number: 6567

Unit Size:

Number of Pages: 17

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AGREEMENT BETWEEN

BOARD OF EDUCATION OF YORKTOWN CENTRAL SCHOOL

DISTRICT

AND

CLERICAL ASSOCIATION CHAPTER OF THE YORKTOWN

CONGRESS OF TEACHERS

JULY 1, 2013 - JUNE 30, 2015

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PREAMBLE

This Agreement is made and entered into by and between the Board of Education of the Yorktown Central School District (hereinafter referred to as "Board") and the Clerical Association Chapter of the Yorktown Congress of Teachers (hereinafter referred to as "CAC-YCT") and shall be effective per Article XXVI.

ARTICLE I RECOGNITION

- A. The Board hereby recognizes the CAC-YCT as the exclusive employee organization representing all non-managerial and non-confidential clerical employees for the purpose of negotiating collectively and entering into written agreements concerning the determination of their terms and conditions of employment and for the administration of grievances arising thereunder.
- B. CAC-YCT currently represents all non-managerial and non-confidential clerical employees, excluding the Data Analyst title but including the following Civil Service titles: Secretary to School Administrator, Secretary to School Principal, Sr. Office Assistant (Automated Systems), Senior Office Assistant, Office Assistant (Automated Systems), Benefits Assistant, Payroll Clerk, Database Assistant, Staff Assistant-IT, Accountant, Account Clerk, Account Clerk Typist and Offset Print Operator. In the event that there are additional non-managerial and non-confidential clerical civil service titles that the CAC-YCT currently represents, which were inadvertently omitted from this list, the past practice and not this list shall control. Those individuals with primary responsibilities deemed to be Managerial and/or Confidential as defined by the Taylor Law will be excluded from this recognition clause regardless of the civil service title held.
- C. This recognition is to continue unchallenged until seven months prior to the expiration of this Agreement.
- D. This recognition is conditioned upon CAC-YCT having affirmed that it does not assert the right to strike against any government, to assert or participate in any such strike or to impose an obligation to conduct, assist or participate in such a strike.

ARTICLE II NEGOTIATION PROCEDURES FOR SUCCESSOR AGREEMENT

On or about April 1, 2015 the parties will enter into good faith negotiations over a successor agreement.

ARTICLE III GRIEVANCE PROCEDURE

Section I - Definition of Grievance

A grievance is defined as any dispute or claim by either party to this Agreement or by any person

covered by this Agreement arising out of or in connection with this Agreement. A grievance includes any claimed violation, misinterpretation or misapplication of this Agreement. A grievance, however, excludes any matter which involves (a) non-approval for reappointment or tenure, (b) Board discretion or (c) any matter as to which method of review is prescribed by law, rule, or regulation having the force and effect of law.

Section II – Level I - Informal

When practical, efforts shall be made to resolve the grievance informally at the building level. The employee orally and informally confers with his or her immediate superior in a genuine effort to resolve the grievance. If the problem is unresolved and the immediate superior was someone other than the building principal it should be reviewed informally with the building principal.

Section III - Level II - Formal

The grievance shall be presented in writing to the grievant's immediate superior and to the principal with whom it will be discussed directly or through the CAC-YCT's Representative with the objective of resolving the matter. The immediate superior or principal shall inform the aggrieved person and the CAC-YCT's Representative of her or his decision in writing within five school days after the formal grievance was presented.

No written grievance will be entertained and such grievance will be deemed waived unless it is presented at this Stage within thirty school days after the grievant knew or should have known of the act or condition on which the grievance is based.

Section IV - Level III - Superintendent

If the aggrieved person is not satisfied with the disposition of her or his grievance at Level II, or if no decision has been rendered within five school days after the presentation of his or her grievance, then within ten school days thereafter she or he may file her or his grievance in writing with the Superintendent. Within ten school days after such filing, the aggrieved party and the CAC-YCT Representative shall meet with the Superintendent or his designee in an effort to resolve the grievance. The Superintendent or his designee will inform the aggrieved party and the CAC-YCT president of his decision within ten school days following the meeting.

Section V - Level IV - Board of Education

If the aggrieved person is not satisfied with the disposition of her or his grievance at Level III, or if no decision has been rendered within ten school days of the meeting with the Superintendent of Schools or his designee, then within ten school days thereafter she or he may file her or his grievance in writing with the Clerk of the Board. Within ten school days after such filing, the aggrieved party and the CAC-YCT Representative shall meet with the Board to present the grievance. The Board shall inform the aggrieved party and the CAC-YCT president of its decision within ten school days following the meeting. The decision of the Board shall be final and binding.

The CAC-YCT shall have the right to grieve, through Level IV of the contractual grievance

procedure, any claimed violation, misinterpretation or misapplication of a provision of the Board's Policy Manual or Administrative Regulations determining wages, hours or other terms of employment (of bargaining unit employees) not covered by a term of this Agreement. This provision shall not be construed to limit or restrict either the Board's or the Superintendent's right to amend, establish or implement such Policy or Regulations. The Level II and III time limits for deciding grievances under this Section shall be ten school days.

Section VI - Miscellaneous

In the event a grievance is filed which might not finally be resolved at Level IV under the time limits set forth herein by the end of the school term, and which if left unresolved until the beginning of the following school term could result in irreparable harm to a party in interest, the Board shall wherever practicable reduce the time limits set forth herein so that grievance procedure may be exhausted prior to the end of the school term or as soon thereafter as practicable.

If, in the judgment of the CAC-YCT's Grievance Committee, a grievance affects a group or class of clerical employees, the CAC-YCT may submit such grievance in writing to the Superintendent directly, and the processing of such grievance shall be commenced at Level III.

Decisions rendered at Levels II, III and IV of the grievance procedure shall be in writing setting forth the decision and the reasons therefore and shall be promptly transmitted to all parties in interest and to the President of the CAC- YCT.

Forms for filing grievances, serving notices, taking appeals, making reports and recommendations, and other necessary documents may be prepared and given appropriate distribution by the CAC-YCT after approval by the Superintendent so as to facilitate operation of the grievance procedure.

Nothing herein contained will be construed as limiting the right of any clerical employee having a grievance to discuss the matter informally with any appropriate member of the Administration; and having the grievance adjusted without the intervention of the CAC-YCT, provided the adjustment is not inconsistent with the terms of this Agreement or any other agreement between the Board and the CAC-YCT, and that the CAC-YCT has been given the opportunity to be present at such adjustment to state its views or is given notice of such adjustment.

No reprisals of any kind shall be taken by the CAC-YCT or by the Board or by any member of the Administration against any party in interest, any CAC-YCT or Board or Administration representative, or any participant in the grievance procedure by reason of such participation. A clerical worker's participation in the grievance procedure shall not be publicized outside the District without her or his consent.

ARTICLE IV SALARIES

- A. Effective July 1, 2013 the 12 step salary schedule annexed hereto shall be implemented with unit members being placed according to the legend annexed to the schedule. The annexed schedule shall be increased by 1.25 % effective July 1, 2013 and by an additional 1.25% effective July 1, 2014. Unit

members who are eligible to advance a step on the salary schedule shall do so as reflected in the legend for the 2013-2014 school year and by one step advancement, where applicable, effective July 1, 2014.

- B. When a clerical employee is called into work on her or his vacation day or holiday she or he will receive one and one-half times her or his hourly rate of pay or daily rate of pay, whichever applies.
- C. A clerical employee who is required to use her or his personal automobile for travel as part of an assignment approved by an appropriate administrator shall be reimbursed at the prevailing rate paid by the Board for mileage.
- D. A professional improvement program with the purpose of providing members of the bargaining unit training shall be established. The Board shall contribute \$3,000 for this program in each of the years of this Agreement. It is expected that the funds provided will be expended each year and shall be expended if there are adequate acceptable proposals for the program recommended by the Professional Improvement Committee and approved by the Superintendent or his designee.

ARTICLE V WORK WEEK

- A. The work week for the ten month period between September 1 – June 30 shall be forty hours per week, eight hours per day, inclusive of a 45 minute uninterrupted lunch break. Daily schedules shall be determined by the building administrator. However, members of the bargaining unit will not be required to call substitutes from their homes before or after working hours.
- B. The work week of seven (7) hours per day, 35 hours per week during the summer months, shall mean the period between July 1 and August 31, commencing with the 2011-12 school year.

ARTICLE VI OVERTIME

The rate of pay for overtime work required by the District after the regular work day or work week for clerical employees will be time and one-half of base pay after 40 hours of work in a week except during summer months when overtime at time and one-half will be paid after 35 hours of work in a week. However effective July 1, 1995, overtime during the summer months will be paid after 40 hours of work in a week. Overtime may be paid in the form of compensatory time at the overtime rate where such an arrangement is mutually agreed to by both the employee and the employee's supervisor.

ARTICLE VII WORK YEAR

- A. The work year for personnel with twelve month contracts shall be from July 1 through June 30.
- B. The work year for personnel with ten month contracts shall be from September 1 through June 30.

**ARTICLE VIII
LONGEVITY**

- A. As of July 1, 2011 (1) after eleven years of service in the District and commencing with the twelfth year, an honorarium of \$1,106 is granted per year. (2) After sixteen years of service in the District and commencing with the seventeenth year, an additional honorarium of \$1,909 is granted per year. (3) With at least twenty-one years of service in the District and commencing with the twenty-second year, an additional honorarium of \$1,307 is granted per year.

As of July 1, 2012 (1) after eleven years of service in the District and commencing with the twelfth year, an honorarium of \$1,123 is granted per year. (2) After sixteen years of service in the District and commencing with the seventeenth year, an additional honorarium of \$1,937 is granted per year. (3) With at least twenty-one years of service in the District and commencing with the twenty-second year, an additional honorarium of \$1,327 is granted per year.

- B. If a clerical employee so elects, longevity payments will be paid in two equal installments.
- C. A clerical worker's credited years of service on payroll shall include her or his total years of service in the District even if there is a break in service. Any recalculation of longevity eligibility resulting from this provision shall be effective as of July 1, 1984 and shall be prospective only.

**ARTICLE IX
SICK LEAVE**

- A. Clerical Personnel shall be entitled to seventeen days of sick leave each school year. A total of 180 sick leave days may be accumulated. If an employee is hired during the work year, the number of sick days she or he is entitled to will be prorated.
- B. There shall be a sick bank for the personal use of clerical employees who have been employed by the District for at least one year and who have exhausted their personal sick leave accumulation and who are suffering a long-term medical catastrophe. Appropriate medical evidence (doctor's note) will be required to support the request. Paid sick leave days will be granted to eligible clerical employees out of the bank up to 50 such days per year for the entire bargaining unit, subject to a per person maximum of 25 days a year, except that if less than 50 such days have been granted by June 30, the Superintendent may grant additional days in a special case up to the 50-day bargaining unit limit.
- C. Effective with the 2013-2014 school year, at the discretion of the Superintendent or his designee, up to 5 days of sick leave per year may be used for geriatric care for members of the immediate family. "Immediate family" for this purpose shall mean mother, father, grandparents of the member or his/her spouse or domestic partner or an elderly person living in the clerical employee's home. The first three continuous days of such leave shall be automatically granted.
- D. Family Sick – effective July 1, 2013, up to 5 days of sick leave per year may be used to care for members of the employee's immediate family. Immediate family shall be defined as the member's spouse or

domestic partner or the children, parents, siblings, grandparents or grandchildren of the members or his/her spouse or domestic partner, or any other person not listed above who resides in the member's home.

ARTICLE X PERSONAL LEAVE

One working day per year, non-cumulative, shall be allowed for personal reasons such as closing on houses and other pressing family needs, but not merely for personal convenience. No reason need be given for use of this day. However, a clerical employee may make a written request for use of additional personal leave days to the Superintendent or his/her designee, stating a reason for this day at least 24 hours in advance. Personal leave days shall not be used to extend vacation days.

ARTICLE XI BEREAVEMENT LEAVE

Up to five working days of leave will be allowed for each death in the immediate family of a clerical employee as well as in the immediate family of her or his spouse. An additional five days deductible from sick leave may be used for the immediate family of the clerical employee only and may also be granted, at the sole discretion of the Superintendent or his designee, for death of an immediate family member of the spouse. "Immediate family" shall mean spouse, children, mother, father, sisters, brothers, grandparents, grandchildren or anyone living in the employee's household.

ARTICLE XII EXTENDED LEAVES OF ABSENCE

- A. Parental leave of up to 24 months will be granted without pay or increment. Adoption of a child two years and under shall constitute grounds for requesting leave under this section. Parental leave shall be associated with the birth or adoption of a child. A member of the bargaining unit returning from parental leave must do so at the beginning of a school year except at the discretion of the Board or except if an appropriate vacancy exists during a school year. An "appropriate vacancy" shall mean a vacancy in an employee's title and pay grade. An employee on such leave must make known to the Administration by April 1 of the preceding school year her or his intention to return.
- B. A member of the bargaining unit may be granted a leave of absence, without pay, but with increment, for one year for health reasons exclusive of sick leave. A request for such leave must be supported by appropriate medical evidence and may be renewed annually for a total of five years.
- C. Upon return from leave taken pursuant to this Article a member of the bargaining unit will be assigned to a position in the same salary classification of the position held prior to the leave, but will not necessarily be assigned to the same position.

**ARTICLE XIII
INSURANCE**

A. For the 2007-2008 school year, the Board shall pay 100 percent of the premium for individual or family health insurance under the Putnam/Northern Westchester Health Insurance Plan or an HMO policy for employees hired prior to 1/1/99. Employees hired on or after 1/1/99 must work a minimum of 20 hours/week to be eligible for health insurance coverage. The district will contribute to health insurance costs for employees hired on or after 1/1/99 who work 20 to 40 hours/week in an amount equal to the percentage of employment. If any employee hired prior to 1/1/99 becomes a part-time employee, the employee will continue to receive full health coverage. The Board shall have the option to change health insurance carriers as long as benefits are not diminished. This change is subject to the approval of the CAC-YCT, which shall not be unreasonably withheld.

B. Effective July 1, 2013, bargaining unit members who opt for health insurance coverage shall contribute 9% towards the cost of individual or family health insurance premiums and effective July 1, 2014, bargaining unit members who opt for health insurance coverage shall contribute 10% towards the cost of individual or family health insurance premiums.

The District's funding obligation towards the cost of retiree health insurance premiums shall be increased to 90% Individual / 90% Family, for the lifetime of those who retire in 2008-2009 and 2009-2010 school years, and shall be set at 80% Individual / 80% Family for the lifetime of those who retire on or after July 1, 2010. There shall be a minimum vesting requirement of ten years of service in the District for entitlement to District contributions toward retiree health insurance premium.

C. This article is not intended to provide for a proliferation of part-time employees. While current positions may be reduced in hours based on the needs of the district, no position may be split into smaller part-time positions in order to avoid providing health insurance coverage.

D. Effective July 1, 2011, members of the bargaining unit who wish to opt out of the health insurance plan may do so, and will receive \$5,000 or 30% of what the district's cost would have been for the member, whichever is less, payable in two payments over the year.

E. The Board shall reimburse a member of the unit for clothing or other personal property normally brought into school (or brought into school with permission of the member's immediate supervisor) which is damaged or destroyed in the discharge of the member's duty up to a limit of \$100 per incident, based on the value of the clothing or personal property.

F. The Board will contribute to the YCT Welfare Insurance Fund \$1,875 in 2013-2014 and \$1,875 in 2014-2015. The District shall pay per capita funding by position only for each school year (July 1st through June 30th). In the event that a position becomes vacant, a replacement hired after July 1st shall not be entitled to benefits under the fund until the following school year.

**ARTICLE XIV
NON-WORKING DAYS**

The following are to be considered non-working days, over and above school year vacations, except when school is in session:

Independence Day	Yom Kippur	Holy Thursday / Good Friday
Labor Day	Veterans Day	Memorial Day
Rosh Hashanah	Thanksgiving Day	
Columbus Day	Friday after Thanksgiving Day	

**ARTICLE XV
VACATIONS**

Clerical personnel hired prior to 7/1/99 on a twelve month contract shall be entitled to a vacation period totaling twenty-two working days, to be granted following their first full year of employment. Employees hired after 7/1/99 will receive 10 days of vacation at the end of one year, 15 days of vacation at the end of two years, and 22 days of vacation after three years of employment and at the end of each year thereafter. Employees hired on or after 7/1/11, will receive 10 days of vacation at the end of one year, 15 days of vacation at the end of two years and 20 days of vacation at the end of five years of employment and at the end of each year thereafter. When new employees are hired during the school year, the first year is prorated based on the date of commencement of employment through June 30th of that school year. Year two begins with July 1st.

Employees may request to take up to ten (10) vacation days during the school year (when students are in attendance). The remainder of the employees' vacation time shall be scheduled during the months of July and August. All vacation requests must be approved by the employee's immediate supervisor. Vacation requests shall not be unreasonably denied. Employees who have not used their allotment of vacation days by June 30th in any school year may carry forward into the next school year up to 5 vacation days with the written approval of their immediate supervisor.

Upon retirement into the Employees' Retirement System (ERS), ***or upon resignation from the District, the retiring or resigning member may cash in up to five (5) accumulated vacation days at the per diem rate of 1/240th of his or her annual salary.**

**ARTICLE XVI
JURY DUTY**

Leave for jury duty with pay shall be granted to the clerical employee provided that she or he remits to the District an amount equal to the amount she or he receives for jury duty, excluding mileage, provided that in no case may the clerical employee be required to remit to the District an amount in excess of the amount of her or his salary for the period of such leave.

*As per the stipulation of settlement agreement filed with the District Clerk for case no. U-32520 dated January 28, 2014.

**ARTICLE XVII
UNSCHEDULED SCHOOL CLOSINGS**

- A. When all buildings in the District have been declared closed due to hazardous conditions threatening the health and safety of students, clerical personnel are ordinarily not expected to report for work but if they are required to report to work, they will be paid double time for all hours actually worked on any such day or \$25 in addition to their regular salary, whichever is greater.
- B. When school is dismissed early due to hazardous conditions threatening the health and safety of students and staff the clerical personnel in any school which is dismissed for such reasons will be released from duty at the same time as the teaching staff in their building are released, except for one clerical in each building, who along with the building administrator, shall remain in the building until one-half an hour after the teaching staff has left. Assignment for the clerical person who is to remain late shall be made on a rotating basis among clerical personnel in each building. The Central Office and Business Office personnel shall be released at the same time as the clerical personnel in the last school dismissed when all schools are closed.

**ARTICLE XVIII
ELIMINATION OF POSITIONS**

If a position of a clerical employee is eliminated, the person holding that position shall be notified by the administration by May 15.

**ARTICLE XIX
EMPLOYEE EVALUATION AND FILES**

- A. Evaluations shall be conducted openly and with the full knowledge of the clerical employee.
- B. Upon written request, each clerical employee shall have a right to review at a time mutually convenient, the contents of her or his personnel file, excepting, however, any confidential references given at the time of her or his employment. At her or his request a representative of the CAC-YCT may accompany the clerical employee in such review. The review shall be made in the presence of the administrator or her or his designee responsible for the safekeeping of such file. Facilities shall be available for the clerical employee to make photocopies of such contents and records as concern her or his work or herself or himself.
- C. A clerical employee shall have the right to answer in writing any complaints filed in her or his personnel file, and her or his answer shall be attached to the complaint and reviewed by the Superintendent. She or he shall be notified with respect to any complaint that is to be filed in her or his personnel file.
- D. Each clerical employee shall be given a copy of all observation and other evaluation reports which are placed in her or his file. No material may be placed in a clerical employee's file without the employee receiving a copy of said material.
- E. The only evaluation reports of a clerical employee's performance that may be placed in her or his personnel file are those that have been signed by an appropriate administrator.

**ARTICLE XX
INFORMATION TO EMPLOYEES INCLUDING RETIREMENT PROVISIONS**

Information pertaining to terms and conditions of employment set forth in this Agreement will be available to members of the bargaining unit when possible and practicable. The Board shall provide New York State Employees' Retirement System Plans 75i and 41j, as permitted by the New York State Retirement System Law.

**ARTICLE XXI
NO STRIKE PROVISION**

The Chapter affirms that it does not and will not assert the right to strike against the Board and that it does not and will not assist or participate in any such strike, work stoppage, or other concerted refusal to perform work, or impose any obligation to conduct, assist or participate in any such strike, or work stoppage, or other concerted refusal to perform work.

**ARTICLE XXII
BOARD RIGHTS**

Except as specifically expressed and modified by the terms of this Agreement, the Board retains the sole and exclusive right to manage, direct and supervise the affairs of the District and the exercise of such right shall not be subject to the grievance procedure set forth in this Agreement.

**ARTICLE XXIII
RIGHTS OF CLERICAL ASSOCIATION CHAPTER OF THE YCT**

A combined total of two days without loss of pay in each school year may be used for the following purposes: upon at least 24 hours' written notice of each such day to the Assistant Superintendent, for members of the Clerical Association Chapter to attend NYSUT/NEA and/or AFT workshops.

**ARTICLES XXIV
DUES DEDUCTIONS**

A. Pursuant to the terms and conditions of the Public Employees' Fair Employment Act, the Board shall deduct from the wage of all employees who have so authorized and directed the Board to do so in writing, and remit to the CAC-YCT, dues for the Clerical Association Chapter of the Yorktown Congress of Teachers.

These deductions shall commence at an agreed upon pay period, after September 1st. The CAC- YCT and the Board shall determine such pay period.

The pay deduction form is annexed hereto.

- B. Pursuant to Section 208.3(b) of the Civil Service Law, the Board agrees to deduct from the wages of all members of the bargaining unit represented by the CAC-YCT who have not filed dues deduction authorizations with the Board and who have been employed by the Board for more than 30 days an amount equivalent to the amount of dues levied by the CAC-YCT and to remit the sums so deducted to the CAC-YCT. The pay periods for which such deductions shall be made shall be as determined in accordance with paragraph A above.

The YCT hereby holds the Board of Education and the School District harmless for any funds deducted pursuant to this provision and hereby represents that it has instituted a lawful rebate procedure which complies with all statutory and constitutional mandates. If for any reason said rebate procedure is deemed unlawful by an appropriate agency or court the School District shall no longer have an obligation to deduct agency shop dues until such time as the YCT's rebate procedure is deemed lawful by an appropriate agency or court.

- C. The Board shall deduct from the wages of all clerical employees who so authorize and direct the Board to do so in writing, and remit to the YCT, contributions to VOTE/COPE; pay periods to be determined.

ARTICLE XXV LEGISLATIVE ACTION

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

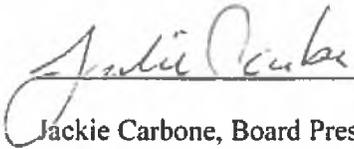
**ARTICLE XXVI
DURATION OF AGREEMENT**

This is a two-year contract which constitutes the complete and full agreement between the Board and the CAC-YCT and which shall be effective as of July 1, 2013 and shall continue in effect through June 30, 2015.

Dated: Yorktown Heights, New York _____, 2014

BOARD OF EDUCATION
YORKTOWN CENTRAL SCHOOL DISTRICT

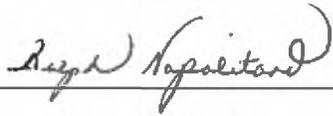
CLERICAL ASSOCIATION CHAPTER
YORKTOWN CONGRESS OF TEACHERS



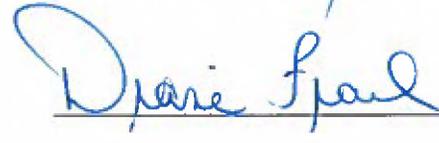
Jackie Carbone, Board President



Sean Kennedy, YCT President



Ralph Napolitano, Superintendent



Diane Frail, Vice President
YCT - Clerical Chapter

* * * * *

COMPLIANCE WITH TITLE IX

The Yorktown Central School District, 2725 Crompond Road, Yorktown Heights, New York 10598, does not discriminate on the basis of sex in the educational programs or activities which it operates and it is required by Title IX of the Education Amendments of 1972 not to discriminate in such a manner. The requirement not to discriminate in educational programs and activities extends to employment and admission of students. Inquiries concerning the application of Title IX may be made to the Department of Human Resources, 2725 Crompond Road, Yorktown Heights, New York 10598, 914-243-8000.

CLERICAL UNIT APPENDIX

9 Step Schedule		12 Step Schedule		1.25%	1.25%
A	2012-2013	A	2012-2013	2013-2014	2014-2015
1	\$35,849	1	\$35,849	\$36,297	\$36,751
2	\$37,174	2	\$36,512	\$36,968	\$37,431
3	\$38,507	3	\$37,174	\$37,639	\$38,109
4	\$39,848	4	\$38,507	\$38,988	\$39,476
5	\$41,165	5	\$39,848	\$40,346	\$40,850
6	\$42,492	6	\$41,165	\$41,680	\$42,201
7	\$44,161	7	\$42,492	\$43,023	\$43,561
8	\$45,477	8	\$43,327	\$43,869	\$44,417
9	\$47,206	9	\$44,162	\$44,714	\$45,273
		10	\$45,477	\$46,045	\$46,621
		11	\$46,372	\$46,952	\$47,539
		12	\$47,206	\$47,796	\$48,394
C	2012-2013	C	2012-2013	2013-2014	2014-2015
1	\$41,165	1	\$41,165	\$41,680	\$42,201
2	\$42,492	2	\$41,828	\$42,351	\$42,880
3	\$44,161	3	\$42,492	\$43,023	\$43,561
4	\$45,477	4	\$43,326	\$43,868	\$44,416
5	\$46,810	5	\$44,161	\$44,713	\$45,272
6	\$48,114	6	\$45,477	\$46,045	\$46,621
7	\$49,335	7	\$46,810	\$47,395	\$47,988
8	\$50,482	8	\$48,114	\$48,715	\$49,324
9	\$52,400	9	\$49,335	\$49,952	\$50,576
		10	\$50,482	\$51,113	\$51,752
		11	\$51,441	\$52,084	\$52,735
		12	\$52,400	\$53,055	\$53,718
D	2012-2013	D	2012-2013	2013-2014	2014-2015
1	\$44,817	1	\$44,817	\$45,377	\$45,944
2	\$46,153	2	\$46,153	\$46,730	\$47,314
3	\$48,135	3	\$47,144	\$47,733	\$48,330
4	\$49,799	4	\$48,135	\$48,737	\$49,346
5	\$51,795	5	\$49,799	\$50,421	\$51,052
6	\$53,098	6	\$50,797	\$51,432	\$52,075
7	\$54,321	7	\$51,795	\$52,442	\$53,098
8	\$55,472	8	\$53,098	\$53,762	\$54,434
9	\$57,577	9	\$54,321	\$55,000	\$55,688
		10	\$55,472	\$56,165	\$56,867
		11	\$56,524	\$57,231	\$57,946
		12	\$57,577	\$58,297	\$59,025

YCT Clerical Unit LEGEND to APPENDIX

Schedule A No one on schedule A

Schedule C 2 on step 4 = new step 6
1 on step 5 = new step 7

Schedule D 1 on step 3 = new step 4
3 on step 4 = new step 5
3 on step 5 = new step 7
2 on step 6 = new step 8
1 on step 8 = new step 10