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**Contract Database Metadata Elements**

Title: **Copiague Union Free School District and Copiague School Non-Supervisory Services Unit, United Public Service Employees Union (2009)**

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Union: **Copiague School Non-Supervisory Services Unit, United Public Service Employees Union**

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CUS / 4838

**AGREEMENT**

**Between**

**THE BOARD OF EDUCATION  
COPIAGUE UNION FREE SCHOOL DISTRICT**

**and**

**THE UNITED PUBLIC SERVICE EMPLOYEES UNION**

**With Respect To**

**COPIAGUE SCHOOL  
NON-SUPERVISORY SERVICES UNIT**

7/1 6/30  
**2009-2014**

**RECEIVED  
NYS PUBLIC EMPLOYMENT  
RELATIONS BOARD**

FEB 11 2010

**ADMINISTRATION**

35

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In order to effectuate the provisions of Article 14 of the Civil Service Law of the State of New York (The Public Employees Fair Employment Act) and to encourage and increase effective and harmonious working relationships between the Copiague Board of Education (hereinafter called the Board) and the Non-Supervisory Services Unit represented by the United Public Service Employees Union (hereinafter called the Union):

This Agreement is made and entered into on this 24<sup>th</sup> day of August 2009 by and between the Board and the Union and shall continue in full force and effect commencing July 1, 2009 through June 30, 2014.

**ARTICLE 1**  
**RECOGNITION**

This Agreement covers all full-time employees employed by the Employer in the category of non-supervisory service employees including maintenance, groundskeepers, and custodial workers, and the Employer hereby recognizes the Union as exclusive collective bargaining representative of such employees. This recognition is to be for a period ending seven (7) months prior to the expiration of this Agreement or such longer period as may be the maximum permitted by law.

**ARTICLE 2**  
**LENGTH OF AGREEMENT**

Except as is specifically provided to the contrary herein, this Agreement shall remain in full force and effect for the period July 1, 2009 up to and including June 30, 2014.

**ARTICLE 3**  
**MAINTENANCE OF STANDARDS**

All employees shall be guaranteed wages and other terms and conditions of employment at not less than the highest standards in effect prior to execution of this Agreement, except for sick leave provisions which shall be as described herein, and improvements in wages and other terms and conditions of employment shall be made wherever this Agreement provides for a higher standard.

**ARTICLE 4**  
**SENIORITY**

Except as otherwise specifically provided in this Agreement, seniority shall prevail in all respects including but not limited to layoffs and rehires and preference in work assignments and starting times.

**ARTICLE 5**  
**UNION SECURITY**

No present or future employees in the Non-Supervisory Services Unit shall be compelled to join any Union.

Upon receipt of written authorization from present employees, the Employer will deduct from the wages of such employees an amount designated by the Union for membership dues in the Union and remit same to the Union at such time or times as are mutually agreed upon.

**ARTICLE 6**  
**ACCESS TO PREMISES - SHOP STEWARDS**

A duly authorized representative of the Union shall be permitted to visit any property of the Employer during normal working hours for the purpose of conferring with representatives of the Employer and with employees, provided that same does not interfere with normal operations and work schedules. However, such representative must upon entering school property first report to the office of the building principal. The representative must sign in, state the official business and sign out upon leaving. The Union must appoint one shop steward at each building in the school district to represent the Non-Supervisory Services Unit.

**ARTICLE 7**  
**HOURS OF WORK**

A. The normal work week, Monday through Friday, shall be forty (40) hours, eight (8) hours per day. Every hour or fraction thereof worked in excess of 40 hours per week or 8 hours per day shall be paid for in an amount equivalent to one and one-half of the applicable prorated hourly wage.

B. All overtime in the district will be on a rotating seniority basis. Employees will be awarded overtime according to their seniority standing in the district. Once overtime has been awarded, the employee will not receive overtime until every employee on the list has either refused or the list has been exhausted. This makes all employees eligible for overtime again. Those employees that refuse overtime must sign an Overtime Rejection Form, indicating their refusal and that reinstatement to the overtime list would require a letter to the Business Office stating their desire for reinstatement. They will then be put in their proper place on the seniority list one (1) week after their written statement has been received by the Business Office.

C. An employee's shift may be changed only under the following circumstances and an employee affected by such change shall be paid at the regular hourly rate:

1. To replace an absentee employee
2. For snow removal
3. Permanent change of shift.

D. When schools are closed to students, hours of assignment will be from 7:00 a.m. to 3:30 p.m. However, one employee per building shall be required to work from 9:00 a.m. to 5:30 p.m., except that the hour of assignment for the full-time person assigned to cover the Board of Education Administrative Offices shall be 10:30 a.m. to 7:00 p.m. When school is in recess during the summer, one employee at the high school shall be required to work from 2:00 p.m. to 10:30 p.m. Each employee will receive one-half (½) hour for lunch.

E. In the event there are shift changes other than above stated, an employee shall receive one and one-half times the prorated hourly rate for all hours worked before or after his/her normal work shift, regardless of the hours worked.

F. **Emergency Recall:** An employee called out for an emergency before or after regular working hours shall be paid at time and one-half for such recall work and shall be guaranteed a minimum of two (2) hours.

**ARTICLE 8**  
**SNOW REMOVAL**

Snow removal is a necessary part of custodial work. Such services must be performed by the employees as and when required as part of their basic salaries.

**ARTICLE 9**  
**TIME CLOCKS**

In the sole discretion of the Superintendent of Schools or his designee, all employees shall personally record their arrivals and departures on designated time clocks.

**ARTICLE 10**  
**UNIFORMS**

All unit members shall be required to wear uniforms at all times when they are on duty if required to do so by the Superintendent of Schools. The selection of the required uniform shall be made by the Plant Facilities Administrator after consultation with the President of the Union. The uniform allotment shall include a total of seven shirts and seven pairs of pants. Employees will be given the option of choosing any combination of long and/or short-sleeved shirts. They will also be given the option of choosing any combination of long and/or bermuda short pants, with the understanding that bermuda short pants will be limited to three pairs. Approved bermuda shorts can be substituted for summer pants at the option of the employee to be worn during the summer months when school is not in session. In addition, a winter jacket shall be supplied where necessary. Uniforms will be turned in and replaced when deemed necessary by the District.

**ARTICLE 11**  
**HOLIDAYS**

A. Subject to Section B of this Article 11, employees will have the following holidays:

Independence Day	Thanksgiving Day	Martin Luther King, Jr. Day
Labor Day	Day after Thanksgiving	Lincoln's Birthday
Rosh Hashanah	Day before Christmas	Washington's Birthday
Yom Kippur	Christmas Day	Good Friday
Columbus Day	New Year's Day	Memorial Day
Veterans Day		

B. When any of the above holidays fall on a Sunday, it shall be observed and granted on the following Monday, and when any of the above holidays fall on a Saturday, it shall be observed and granted on the previous Friday; provided, however, that if school is in session on such Friday or Monday, such holiday shall be added to vacation leave or be granted as soon thereafter as possible.

C. In the event that an employee is called in for an emergency, the employee shall receive double time if called in on the following designated holidays:

Independence Day	Day before Christmas	New Year's Day
Labor Day	Christmas Day	Memorial Day
Thanksgiving Day		

**ARTICLE 12**  
**SICK LEAVES & OTHER LEAVES OF ABSENCE**

A. **Sick Days:** Employees may be absent for reason of illness for up to thirteen (13) days in any school fiscal year without loss of pay. The accumulated number of sick days is unlimited. The accumulated number of unused sick days shall not exceed 180 days for full-time employees hired after June 26, 2000.

B. **Personal Days:** An employee may be absent for personal reasons, other than sickness, for not more than five (5) days in any school year. Any such personal days taken by the employee shall be deducted from the thirteen allowable sick days.

The Board of Education and the employees have mutually agreed to a continuation of the removal of existing restrictions on the personal day policy for one year. It is the Union's contention that employees would use personal days with discretion and would not use these days consecutively whenever possible.

The Board of Education will review the use of personal days for the 2009-2014 school years with the Union. Upon notice to the Union, the Board of Education may reinstate the restrictions contained in the 1968-70 contract. This reinstatement is not negotiable.

C. **Extended Sick Leave at Full Pay:** In the event an employee suffers a continuous illness or extended disability which prohibits his working for a period in excess of his accumulated sick day allowance, the employee shall be entitled to an additional twenty (20) days absence without loss of pay. A request in writing, supported by a M.D. certificate indicating the nature of illness and/or disability and the probable date of return to duty, shall be presented. A medical examination performed by the School Physician may be required if the Superintendent of Schools deems it necessary. Any employee taking advantage of this extended sick leave allowance may replace the number of days used in the following manner:

1. At the end of each school fiscal year, the number of unused sick days remaining will not accumulate but will be used to replace the number of days used for extended sick leave purposes as herein provided. The Board of Education shall require the repayment of sick leave days used under the extended sick leave privilege as follows:

The first year after the use of extended sick leave privilege, a repayment of not less than four (4) days must be made. An automatic salary deduction shall be made for any of the required repayment days not repaid from accumulated sick days. Such repayment is to be based on the salary in the year of illness. The same policy shall be in effect for the second, third and fourth year. All days used under this extended sick leave policy must be repaid by the end of the fifth year. Under no circumstances may sick leave days be borrowed from future accumulation of sick days to satisfy obligations under this policy.

2. If the employee leaves the District before all of the days used in the extended sick leave, as aforesaid, are replaced, the Board shall deduct from the employee's pay vouchers a sum equal to the employee's regular salary for the days not so replaced as aforesaid. In the event the sum owed is not fully recouped by the District from



the employee's pay vouchers, the employee shall be responsible to repay the District directly the monies owed hereunder.

**D. Extended Sick Leave at Two-Thirds Pay:** In the event an employee suffers a continuous illness or extended disability prohibiting his return to duty after the expiration of his sick days, accumulated sick days, and extended sick leave of twenty (20) days, as herein provided, the employee shall nevertheless be entitled to receive two-thirds of his pay for a number of such additional days as the employee may be absent, depending upon his length of service within the District as hereinafter provided:

<u>Years of Service</u>	<u>Number of Days Entitled at Two-Thirds Pay</u>	<u>Years of Service</u>	<u>Number of Days Entitled at Two-Thirds Pay</u>
3 or less	0	8	40
4	15	9	45
5	25	10	50
6	30	11	55
7	35	12 or more	60

If the full-time employee leaves the District before all of the days used in the extended sick leave, as aforesaid, are replaced, the Board shall deduct from the employee's pay vouchers a sum equal to the employee's regular salary for the days not so replaced as aforesaid. In the event the sum owed is not fully recouped by the District from the employee's pay vouchers, the employee shall be responsible to repay the District directly the monies owed hereunder.

**E.** Employees who take advantage of the extended sick leave provisions under C and D of the Sick Leave Policy, requiring the repayment of borrowed sick days, shall not be entitled to the benefit of such extended sick leave again until the borrowed days have been repaid.

**F.** In the event that employees use the days allotted under C and D of the Sick Leave Policy, those employees must repay those borrowed days in full prior to leaving the District.

**G.** The Family and Medical Leave Act (FMLA) and Worker's Compensation Law are applicable to members of the unit.

**ARTICLE 13**  
**INSURANCE**

**A.** The Board of Education will provide to each employee the New York State Health Insurance Plan presently in force in the school district. Employees appointed to positions covered under this Agreement prior to July 1, 1995 shall contribute the following amounts toward the individual and family premium cost of health insurance:

<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>
2.5%	5.0%	7.5%	10%

Employees appointed to positions covered under this Agreement on or after July 1, 1995 shall contribute fifteen (15%) percent toward the individual and family premium cost of health insurance.

**Waiver:** All unit members who have been participants in the District's health insurance plan for a period of two years shall be eligible to receive the insurance waiver of \$1500 for family coverage or \$750 for individual coverage. The above provision shall be subject to the rules of the New York State Government Employees Insurance Program.

The District shall have the right to change insurance carriers provided the District obtains substantially equivalent coverage and the consent of the Union.

B. Upon execution of this agreement, the Board of Education will provide a \$30,000 Life Insurance Policy for each employee covered by this contract. Once the unit member reaches the age of 70, the face value of the life insurance shall be reduced in accordance with the carrier's rules and procedures. There will be a thirty-five (35%) percent reduction in the face value of the policy for persons who attain the age of 70 and an additional thirty-five (35%) percent reduction for persons who attain the age of 75.

C. The Board of Education shall provide an annual contribution to the UPSE Benefit Plan for each employee covered under this Agreement for a dental insurance plan. Effective July 1, 2009, the annual District contribution to said plan shall be \$500 per employee. Effective July 1, 2010, the annual District contribution to said plan shall be \$550 per employee. Effective July 1, 2011, the annual District contribution to said plan shall be \$600 per employee. Effective July 1, 2012, the annual District contribution to said plan shall be \$650 per employee. Effective July 1, 2013, the annual District contribution to said plan shall be \$700 per employee. The above dollar amounts shall be prorated if the employee enrolls after December 1 in any given year. The District has the right to change insurance carriers as long as the benefits are similar.

D. The Board of Education shall provide to each full-time employee covered herein a long term disability insurance plan at no cost to such employee. The plan so provided shall be selected by the Board of Education and shall provide that the Board may require an otherwise eligible employee to apply for benefits thereunder.

E. The Board of Education shall provide to each full-time employee covered herein a short term disability insurance plan at no cost to such employee. The plan so provided shall be selected by the Board of Education and shall provide that the Board may require an otherwise eligible employee to apply for benefits thereunder.

#### **ARTICLE 14** **VACATIONS**

A. Employees will receive one (1) week paid vacation after six (6) months of employment. Such employee shall receive one (1) additional week paid vacation after one (1) full year of employment. Vacation time may be taken during the course of the year, subject to the prior approval of the Head/Chief Custodian, Building Principal (if available) and the Plant Facilities Administrator, and provided that buildings remain adequately staffed to ensure proper cleanliness, maintenance and readiness at all times including during the preparation for opening of the school year.

B. New employees with ten (10) or more months of service in the school district will receive their second week of paid vacation at the end of the school year.

C. Employees will receive three (3) weeks paid vacation per year after five (5) full years of service and four (4) weeks paid vacation per year after twelve (12) full years of service in the school district.

**ARTICLE 15**  
**DEATH IN THE FAMILY**

In the event of a death in the immediate family, an employee is allowed a maximum of five (5) days absence. These days are in addition to the sick leave policy and are not deducted from accumulated days. The immediate family includes the employee's spouse, children, mother and father, sister and brother. A substitute parent shall be considered a member of the immediate family if the employee has lived with this person for twelve (12) consecutive months. In the event of a death of a relation, an employee is allowed a maximum of three (3) days absence and these days are in addition to sick leave and are not deducted from accumulated days. Relations are defined as employee's mother-in-law, father-in-law, grandparents and grandchildren.

**ARTICLE 16**  
**JURY DUTY & COURT APPEARANCES**

A. **Jury Duty:** If an employee receives a court notice to appear for jury duty, he/she must first submit such notice to the Plant Facilities Administrator for approval. When a leave is granted, it is understood that the employee will receive his/her regular salary less jury fees.

B. **Court Appearance:** If an employee is under subpoena or his services are required by the school district for a court appearance, such absence shall not be charged to sick leave or personal days. An official copy of the subpoena must be presented to the Plant Facilities Administrator. This does not apply if an employee goes to court on his/her own personal business.

**ARTICLE 17**  
**WAGES**

Effective July 1, 2009 through June 30, 2014, the annual wages of the employees covered by this Agreement shall be in accordance with the Salary Placement Charts attached as Exhibits A and B.

Unit members may elect one of two plans of salary payment. One plan covers 27 salary payments per year; the second plan covers 30 payments per year within the normal payroll schedule of 27 pay periods. The payment plan selected remains in effect for the full school year.

**ARTICLE 18**  
**IDENTIFICATION TAGS**

Unless alternate identification is provided and required by the District, all unit members shall be required to wear one district-issued identification tag at all times while on duty; the tag to be determined by the District.

**ARTICLE 19**  
**NEW EMPLOYEES**

New employees shall receive permanent status twenty-six (26) weeks following the date of active employment.

**ARTICLE 20**  
**DIFFERENTIALS**

Annual differential stipends will be paid as follows:

- \$550 Elementary Night Custodian in Charge
- 550 Night Differential - 3:30 p.m. to midnight
- 550 Groundskeeper I
- 550 Districtwide Maintenance Mechanics

**ARTICLE 21**  
**LONGEVITY**

Longevity stipends shall be paid to full-time employees covered under this contract according to the schedule below. Longevity stipends are not cumulative and are effective July 1 and January 1.

	<u>09-10</u>	<u>10-11</u>	<u>11-12</u>	<u>12-13</u>	<u>13-14</u>
Commencing with year 12	\$1025	\$1050	\$1075	\$1100	\$1100
Commencing with year 15	\$1175	\$1200	\$1225	\$1250	\$1250
Commencing with year 17	\$1325	\$1350	\$1375	\$1400	\$1400
Commencing with year 20	\$1625	\$1650	\$1675	\$1700	\$1700
Commencing with year 25	\$1840	\$1880	\$1920	\$1960	\$2000

**ARTICLE 22**  
**RETIREMENT**

A. The retirement plan of the New York State Employees Retirement System, known as Section 75.i of the Retirement and Social Security Law, shall be provided for all full-time employees covered by this contract.

B. **Payment of Accumulated Sick Leave:** All employees whose employment continues in this school district until retirement shall be entitled at the time of retirement under the New York State Employees Retirement System to receive payment for accumulated unused sick leave at the rate of one day for every two days so accumulated. Such payment shall be calculated on the basis of 1/240th of the employee's annual salary at the time of retirement. For employees hired after June 26, 2000, the accumulated sick leave payout shall be limited to one hundred eighty (180) days at the rate of one day for every two days so accumulated.

**ARTICLE 23**  
**CHANGES IN ASSIGNMENT/SHIFT/PROMOTIONS**

A. On the occasion when an employee applies for and receives a change in shift or job assignment, he/she will serve a one year probationary period, during which time periodic evaluations of performance will be completed. At any time prior to the expiration of the probationary period,

management has the right to remove said employee and return him/her to their former position. Said employee will not be eligible for another change in shift or job assignment for a period of two years from the date of return to the former position.

B. In order to provide maximum benefits for employees, present practices as to promotions from within will be continued to the extent such practices are not inconsistent with specific provisions of this Agreement.

C. Promotions shall be made on the basis of seniority and past performance from among those qualified employees who are employed within the bargaining unit and who desire promotion within the unit.

D. Employees within the bargaining unit who desire a change in assignment to Groundskeeper I shall be considered on the basis of seniority and applicable related experience.

E. Initial determinations regarding certification of employees under Sections C and D hereof shall be made by the Employer. Disputes regarding such determinations may be processed by either the Union or the Employer through the grievance and arbitration machinery of this Agreement.

F. In the event any provision of this Article 23 shall be affected by Civil Service or other legal requirements, such latter requirements shall prevail.

G. Any employee who receives a temporary promotion or who fails to qualify for a permanent promotion after having been transferred out of his classification shall be returned to his former classification without loss or diminution of benefits.

#### **ARTICLE 24**

In the event any part of this Agreement is determined to be unenforceable as being contrary to law, the remainder of this Agreement shall survive and continue in effect. Copies of this contract will be made available by the Board of Education and a copy distributed to each employee now employed or hereafter employed by the school district.

#### **ARTICLE 25** **LABOR MANAGEMENT RELATIONS**

The Personnel Administrator and/or his representatives and up to three (3) representatives of the Union shall meet at mutually agreed upon times during the year to consult informally on matters of districtwide concern relative to the personnel covered by this Agreement and to facilitate the implementation of this Agreement.

#### **ARTICLE 26** **SECTION 125 OF THE I.R.S. CODE**

The District shall provide to unit members an I.R.S. Section 125 flexible benefits plan.

**ARTICLE 27**  
**OUT OF TITLE WORK**

If an employee is requested by the Board to work out of title as Head Custodian or Chief Custodian as a result of the absence of the person holding that title and such absence continues for a period of twenty (20) consecutive working days or more exclusive of vacations, the employee will be compensated in accordance with that title with such compensation to be effective twenty-one (21) consecutive working days after the actual commencement of the performance of such out of title work.

**ARTICLE 28**  
**MISCELLANEOUS**

A. This Agreement sets forth the entire agreement between the parties and the same shall not be changed, altered or modified except by written instrument signed by both parties.

B. Pursuant to the provisions of subdivision 3(b) of Section 207 of the Civil Service Law, the United Public Service Employees Union hereby affirms that it does not assert the right to strike against any government, to assist or participate in any such strike, or to impose an obligation to conduct, assist or participate in such a strike.

C. The Union shall notify the Board of Education at least six months prior to the expiration of this contract of its intention to negotiate for a new contract and negotiations shall commence within two weeks thereafter.

D. **Union Release Day:** The Union will be offered one (1) day per year to attend a Union Conference without loss of pay and benefits.

**ARTICLE 29**

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 THEREFORE, SHALL NOT BECOME EFFECTIVE UNTIL THE APPROPRIATE LEGISLATIVE BODY HAS GIVEN APPROVAL.

**ARTICLE 30**  
**MANAGEMENT RIGHTS**

The Board and the Superintendent together retain the sole right of management and superintendence of the District and the rights to exercise the duties, rights, authority and obligations of the Board or Superintendent granted or imposed upon the Board or Superintendent by the laws of the State of New York and the United States. The Board and the Superintendent further retain the right of management of the District, the control of its properties and the maintenance of order and efficiency. Accordingly, the Board and Superintendent retain all rights, except as they may be expressly modified in this Agreement or otherwise governed by law, including but not limited to: the right to select and direct the work force; to suspend or discharge according to law or pursuant to this Agreement; to determine the qualifications for employment; to determine work standards; to assign, promote or transfer; to relieve unit members from duty because of lack of work; to decide on the

number and location of facilities, stations, etc.; to determine the work to be performed, amount of supervision necessary, equipment, methods; and to make reasonable and binding rules which shall not be inconsistent with this Agreement or law.

### ARTICLE 31 GRIEVANCE PROCEDURE

The Union and the Employer shall make reasonable efforts to resolve all grievances and disputes. A grievance is defined as a complaint by an employee based upon an alleged violation of the provisions of this contract.

No grievance shall be entertained or recognized unless it is commenced within thirty (30) calendar days after the employee knows or should have known of the events or conditions on which the grievance is based.

#### INFORMAL STATE

**First Level** Aggrieved party contacts immediate supervisor for discussion of the grievance. If the grievance is not resolved, the aggrieved, the immediate supervisor, and the building principal shall meet at the request of the aggrieved for a further discussion of the grievance.

#### FORMAL STATE

**First Level** The employee shall present the grievance in writing to the Plant Facilities Administrator. A meeting with the aggrieved, immediate supervisor, Plant Facilities Administrator, and representative of the aggrieved shall be held. Failure to resolve the grievance at this level will result in proceeding to Level Two. If no response is received to a grievance at the first level within five (5) school days, the grievance shall be deemed to be denied.

**Second Level** Within five (5) school days of the latter meeting, the aggrieved shall submit the grievance in writing to the Personnel Administrator. Within five (5) school days, the Personnel Administrator will hold a meeting with the aggrieved and anyone the aggrieved requests to represent him.

**Third Level** Within five (5) school days of the completion of the discussions at the Second Level, the aggrieved shall submit the grievance in writing to the Superintendent of Schools. The Superintendent of Schools shall hold a meeting within five (5) school days with the Personnel Administrator, the representative of the aggrieved, and the aggrieved.

**Fourth Level** Within five (5) school days of the completion of the discussions at the Third Level, the aggrieved shall submit in writing, through the Superintendent of Schools, a request for a meeting with the Board of Education and the Superintendent of Schools. The Board of Education shall call such a meeting within fifteen (15) school days of the receipt of such request by the Superintendent of Schools and shall reach a decision within ten (10) school days of the first meeting. The aggrieved and the representative of the aggrieved shall be present.

**Fifth Level** In the event the grievance is not resolved, the dispute shall be submitted through final and binding arbitration pursuant to the Voluntary Labor Arbitration Rules of the American Arbitration Association. In such case, the cost of such arbitration shall be borne equally between the parties to the dispute.

**ARTICLE 32**  
**DISCIPLINARY PROCEDURE**

A. The provisions of Civil Service Law Section 75 shall be available to all eligible unit members.

B. An employee must be offered union representation prior to the imposition of any disciplinary action.

COPIAGUE UNION FREE SCHOOL DISTRICT

By Charles Afarij  
Superintendent of Schools

Laura Gauey  
President, Board of Education

NON-SUPERVISORY SERVICES UNIT

By ~~\_\_\_\_\_~~ Laura E. Richardson  
President, United Public Service Employees Union

Gerard Kelly  
President, Non-Supervisory Services Unit

Dale J. [Signature]  
United Public Service Employees Union  
Labor Relations Specialist



**EXHIBIT A**

**CUSTODIAL / GROUNDSKEEPER I**

<b><u>Step</u></b>	<b><u>2009-10</u></b>	<b><u>2010-11</u></b>	<b><u>2011-12</u></b>	<b><u>2012-13</u></b>	<b><u>2013-14</u></b>
1	37,158	38,366	39,517	40,702	41,923
2	38,774	40,035	41,236	42,473	43,747
3	40,461	41,776	43,029	44,320	45,650
4	42,221	43,593	44,901	46,248	47,636
5	44,058	45,490	46,854	48,260	49,708
6	45,974	47,468	48,892	50,359	51,870
7	47,974	49,533	51,019	52,550	54,126
8		51,688	53,239	54,836	56,481
9			55,554	57,221	58,938
10				59,710	61,502

For the duration of year 1 of the Agreement, employees who were on Step 1-5 in 2008-09 will remain on the same step on the new salary schedule. Employees who were on Step 6 in 2008-09 will move to Step 7 on the new salary schedule.

**EXHIBIT B**

**MAINTENANCE / GROUNDSKEEPER II**

<b><u>Step</u></b>	<b><u>2009-10</u></b>	<b><u>2010-11</u></b>	<b><u>2011-12</u></b>	<b><u>2012-13</u></b>	<b><u>2013-14</u></b>
1	41,900	43,262	44,560	45,896	47,273
2	43,723	45,144	46,498	47,893	49,330
3	45,625	47,107	48,521	49,976	51,476
4	47,609	49,157	50,631	52,150	53,715
5	49,680	51,295	52,834	54,419	56,051
6	51,841	53,526	55,132	56,786	58,490
7	54,096	55,855	57,530	59,256	61,034
8		58,284	60,033	61,834	63,689
9			62,644	64,524	66,459
10				67,330	69,350

For the duration of year 1 of the Agreement, employees who were on Step 1 in 2008-09 will remain on Step 1 on the new salary schedule. Employees who were on Step 6 in 2008-09 will move to Step 7 on the new salary schedule.