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

Title: **Baldwin Union Free School District and Baldwin Union Free School District Operations and Maintenance Unit, Civil Service Employees Association, Inc. (CSEA), Local 1000, AFSCME, AFL-CIO (2005)**

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Union: **Baldwin Union Free School District Operations and Maintenance Unit, Civil Service Employees Association, Inc. (CSEA), AFSCME, AFL-CIO**

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BC / 4533

**CONTRACT**

NYS PUBLIC EMPLOYMENT  
RELATIONS BOARD  
**RECEIVED**

DEC 21 2006

**between**

**CIVIL SERVICE EMPLOYEES ASSOCIATION, INC., Local 1000, AFSCME, AFL-CIO  
(OPERATIONS AND MAINTENANCE UNIT)**

OFFICE OF THE CHAIR

**and**

**BALDWIN UNION FREE SCHOOL DISTRICT  
BALDWIN, NEW YORK**

**July 1, 2005 - June 30, 2009**

**RECEIVED**

DEC 21 2006

NYS PUBLIC EMPLOYMENT  
RELATIONS BOARD



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## **ARTICLE I - RECOGNITION**

### **Section 1**

A. The Civil Service Employees Association, Inc., Local 1000, AFSCME, AFL-CIO, shall hereafter herein be referred to as the Association.

B. The Baldwin Union Free School District, Baldwin, New York shall hereafter herein be referred to as the District.

### **Section 2:**

The District recognizes the Association as the sole and exclusive bargaining agent for all personnel during the period of implementation of this agreement in the Custodial, Cleaners, and Maintenance Departments. The term "covered" shall hereafter mean the Custodial, Cleaners, and Maintenance personnel.

### **Section 3:**

No petition for an election for a new bargaining agent may be made until 120 days prior to the expiration of the contract currently in effect.

### **Section 4:**

The Association agrees to the no strike clause as set forth in the Public Employee Relations Act.

## **ARTICLE II - DUES DEDUCTION**

### **Section 1:**

The Board of Education agrees to deduct from the salaries of its employees dues for the Association, as said Operations and Maintenance Unit employees individually and voluntarily authorize the Board to deduct and transmit the monies promptly to the Association. Authorizations for payroll deductions shall be in writing in the form set

forth below.

**Section 2:**

Such dues deductions shall be made in the following manner: Dues shall be deducted from twelve (12) paychecks following thirty days after the Association submission of its membership list but no sooner than November 1<sup>st</sup> of each year of this contract.

Custodial workers employed after April 1<sup>st</sup> will have dues deduction made commencing with the new school year.

**Section 3:**

Additional authorization may be submitted by new employees at least two weeks prior to any regularly scheduled pay date, and deductions made for the balance of the scheduled deduction period prorated over the remaining pay periods for that school year.

**Section 4:**

The Board of Education shall, following each pay period from which a dues deduction is made, transmit the amount so deducted to the Association. The first transmittal shall be accompanied by a listing of the members for whom deductions have been made and the amount deducted for each. In subsequent transmittals only exceptions shall be noted.

**Section 5:**

The Association agrees to save and hold harmless the Board from any and all losses, expenses, damages, costs and attorneys' fees that may accrue as a result of making dues deductions, by reason of any action, suit or proceeding before any administrative

body or judicial or quasi judicial body or before any arbitrator by any person covered by this Agreement or in his or her behalf involving or in any way relating to the dues deduction provision hereinabove set forth.

### **ARTICLE III - NEGOTIATIONS**

#### **Section 1:**

The recognition of the Bargaining Agent for the aforementioned personnel shall remain in effect until such time as the contract is in force.

#### **Section 2:**

Procedure to be as followed:

- A. If no challenge exists, the same bargaining agent shall be empowered to negotiate the next contract.
- B. The District and the Association shall follow the provisions of the Taylor Law with regard to negotiations.
- C. The approved negotiated contract shall not be subject to renegotiations during the life of said contract.
- D. To the extent permitted by law and subject to such mandatory grace periods as may exist under such laws, each member of the bargaining unit, shall as a condition of employment pay agency shop fees to the Association. The Association will promptly notify the District, in writing, of the amount of such fees and any subsequent change in amount once the effective date or dates of such changes. The union shall create a fully legal refund procedure for agency fee payors and shall otherwise deal with the funds and with agency fee payors in a lawful and proper manner. In the event that the District



incurs any liability for damages, any litigation expenses, or any other expenses whatsoever, in connection with the agency shop fee deduction granted by this agreement, the union agrees to indemnify the District and to hold it harmless for such expenses.

#### **ARTICLE IV - PROCEDURES**

##### **Section 1:**

In the event an employee is required to pick up the work of an absentee employee, he shall be paid at the time and one-half rate for work performed in excess of 7.5 hours, providing the work week does not include any unauthorized leave. The Administration reserves the right to reassign duties of custodial employees during any work shift.

##### **Section 2:**

All personnel covered by this agreement are expected to report conditions which they believe are unsafe or hazardous to their immediate supervisor, who, in turn, will report to the district office, with a copy of the report sent to the Principal of the building concerned. The reported hazard or unsafe condition will be investigated by the school administration.

##### **Section 3:**

No covered employee may be ordered to drive any vehicle which is deemed unsafe by an authorized motor vehicle inspector, the driver, or an administrator. Whether equipment is defective shall be determined by applying standards required by State and Federal regulatory agencies for new and used vehicles.

## ARTICLE V - WORKING CONDITIONS

### Section 1. Workday, Week & Months

A. The regular length of the work day for full-time covered employees is 7.5 hours, exclusive of one break and lunch/dinner. The regular work week for covered employees shall be five (5) days. This schedule shall be maintained on a twelve (12) month basis, except for such employees who are hired on a ten (10) month basis.

B. Summer hours for full-time (12) month employees shall be as follows:

Regular work day - 7.5 hours per day

Lunch break - .5 hours per day

These hours will be in effect from July 1 - August 31

For example: a) 7:00 AM - 3:00 PM (Includes half hour lunch)

b) 3:00 PM - 11:00 PM (Includes half hour lunch)

c) 11:00 PM - 7:00 AM (Includes half hour lunch which must be taken  
inside building).

This half hour lunch period will be compensated on straight time basis or straight time compensatory time as mutually agreed between the individual and Director of School Facilities and Operations).

From September 1 - June 30 employees will be allowed to work summer hours only when school is closed for students, staff, and administration.

C. A method for covered employees to record their starting time and ending time (regular shift and overtime) will be established in a manner directed by the District.

## **Section 2. Lunch Hour**

The Head Custodian, Principal in each building, and/or the Director of School Facilities & Operations may arrange for a lunch period of forty-five (45) minutes per day for covered employees in their building, for the period September 1<sup>st</sup> thru June 30<sup>th</sup>. When an employee is permanently assigned to two (2) schools, that employee will be allowed an additional fifteen (15) minutes at the lunch or supper hour when it is necessary for that employee to travel between the two schools.

## **Section 3. Night Shifts**

The hours of work for the evening and night shifts are from 3:00 PM to 11:30 PM and 11:30 PM to 7:30 AM. The Head Custodian, Assistant Head Custodian and the Director of School Facilities & Operations shall designate a forty-five (45) minute lunch period. Covered employees working from 11:30 PM to 7:30 AM may not leave the building during their lunch period or during their working hours excepting emergencies such as illness.

## **Section 4. Approved Overtime**

All approved overtime (except emergency snow removal which is covered in Article V, Section 13) work beyond the regularly scheduled full-time shift shall be compensated for at the rate of time and one-half, except patrol assignments which shall be compensated at the job classification rate. Any hour of work or part thereof, shall be compensated for to the next one quarter (1/4) hours. Custodial overtime shall be distributed on a rotating seniority basis in each school, to qualified employees. If a custodial employee refuses his overtime assignment he shall lose his turn in the

rotation. The hourly rate of approved overtime shall be equal to time and one-half of the hourly rate established for the employee. Approved overtime must be submitted during the pay period, but no later than the next pay period.

**Section 5. Days Off Other Than Legal Holidays and Night Differential**

Time and one-half rate, within Job Classification, shall be paid for time worked on Saturday, Sunday, and legal and/or agreed holidays. Religious days and holidays not mandated by the State or Federal Government as legal holidays shall be paid at the straight time rate. If Saturdays and Sundays are included in a regular assigned work week, no overtime shall be paid for these days. There shall be a pay differential of an additional 8% of base salary for all night shifts. Night shifts covered by this section shall be from 3:00 PM to 11.30 P.M. and from 11:30 PM to 7:30 AM. There shall be a pay differential of an additional 4% of base salary for night shifts during the first two years of employment from date of hire. Night shift pay differential will increase to 8% beginning with the third full year of employment from date of hire. With respect to any employee hired on or after July 1, 2006, the eight (8%) percent night differential will only be available after the employee has worked the two (2) previous years at the four (4%) percent night differential rate.

**Section 6. Coffee Breaks:**

One coffee break, not to exceed fifteen minutes, is to be designated by the Head Custodian, Building Principal, or the Director of School Facilities & Operations. These coffee breaks shall be staggered in order to keep the buildings covered at all times. One-person buildings shall be exempt from this requirement. The same requirement

shall prevail for the evening and night shifts.

**Section 7. Provisional Appointments - Civil Service**

An employee not certified by the Nassau County Civil Service Commission to fill a job opening of a higher Civil Service rating may be appointed by the Board on a provisional basis with the approval of the Civil Service Commission. The provisional appointment will carry the proper title and the compensation shall be commensurate to the proper salary step. If a person is assigned by the Administration to a job of higher title, for period of one week (shall become effective upon completion of the fifth day) he/she shall be paid at the higher rate of pay. The higher rate of pay shall not exceed 10% of the person's regular pay, before assignment. It shall not apply if an Assistant Head Custodian replaces a Head Custodian. This higher rate of pay shall be paid retroactively to the starting date of the new assignment.

**Section 8. Prior Related Work Experience**

All employees new to the District and appointed by the District may be granted credit for prior related work experience. The prior related work experience shall be reviewed and approved by the Superintendent of Schools.

**Section 9. Benefits For Full-Time 10 Month Employees**

Full-time ten (10) month employees shall be granted all employee benefits, except vacations, which are available to twelve (12) month employees. These shall include fringe benefits as well as salary and sick leave allowance and shall be provided on a pro-rata basis.

## **Section 10. Vacation Schedules**

The employee's anniversary date shall be used when computing vacation leave.

Effective July 1, 2003 vacation time may only be used the year after it is earned. Our present vacation schedule is computed on our fiscal year, July 1<sup>st</sup> to June 30<sup>th</sup>, and is as follows:

<u>Employees</u>	<u>Length of Vacation</u>
Part-time, 10 months	None
Full-time, 10 months	None
Full-time, <u>12 months</u>	
after 6 mos to 1 year	1 week
after 1 year	2 weeks
after 5 years	3 weeks
after 10 years	4 weeks

The length of vacation periods shall remain the same; however, the method of computing them would be changed. Following are three (3) examples when the anniversary date is the basis for computation:

**A. First Year Employee Full-Time:** If a person was employed on March 1<sup>st</sup> he would have completed four (4) months of service. The vacation schedule grants five (5) days for six (6) months; therefore, the employee would be entitled to 5/6 of a day per month of employment.  $5/6 \times 4 \text{ months} = 3.33 \text{ days}$ . The employee would be granted three (3) days vacation. No credit would be given for less than one half of a day. New employees must work one full year before they can begin to use accumulated vacation

days.

**B. Fifth Year Employee:** If a full-time person was employed on September 1<sup>st</sup> he normally would have to wait until the following June 30<sup>th</sup> to receive his third week of vacation or five (5) years and ten (10 months) he would have completed four (4) years and ten (10) months of service. The vacation schedule grants three (3) weeks after five (5) years; therefore, the employee would be entitled to  $5/12$  of a day per month of employment during his fifth year.  $5/12 \times 10 \text{ months} = 4.16 \text{ days}$ ; the employee would be granted four (4) additional days of vacation or a total of two (2) weeks and four (4) days. This would be the actual amount of vacation time earned by the preceding June 30<sup>th</sup>. No credit would be given for less than one-half day.

**C. Tenth Year Employee:** If a full-time person was employed on December 22<sup>nd</sup>, he normally would have to wait until the following June 30<sup>th</sup> to receive his fourth week of vacation or ten (10) years and six (6) months of service. The vacation schedule grants four (4) weeks after ten (10) years; therefore, the employee would be entitled to  $5/12$  of a day per month of employment during his tenth year.  $5/12 \times 6 \text{ months} = 2.5 \text{ days}$ . The employee would be granted three (3) additional days of vacation or a total of three (3) weeks and three (3) days. This would be the actual amount of vacation time earned by the preceding June 30<sup>th</sup>. An additional day would be granted for one half day or more. Covered employees may request, in writing, up to ten (10) days of their vacation during the school year. The vacation shall have been earned prior to the request. All requests shall be approved by the Superintendent of Schools and the Director of School Facilities & Operations. Covered employees must submit to the Director of School

Facilities & Operations by May 15<sup>th</sup> their intended vacations for the coming school year. After review with the Superintendent, the Director of School Facilities & Operations will return the approved schedule by June 15<sup>th</sup>. Effective July 1, 1997, new employees must work one full year from date of hire before they can begin to use accumulated vacation days.

**Section 11. Annual Vacation Compensation**

Annual vacation compensation checks shall not be paid with the employee's last check prior to the start of an approved vacation until July 15<sup>th</sup> of the fiscal year. At this time, the accumulated vacation time shall be compensated at the new year's salary schedule. If an employee requests his vacation pay prior to July 15<sup>th</sup>, he shall be compensated at the prior year's established pay scale.

**Schedule 12. Assignment of Assistant Head Custodian**

All schools shall have an Assistant Head Custodian on the evening shifts and on the day shifts if deemed necessary by the administration and subject to the following: Only if more than four (4) custodians or cleaners are employed in a building in addition to the Head Custodian, on the day shift, and only if more than three (3) custodians or cleaners are employed in a building on the night shift.

**Section 13. Inclement Weather - Members of the Custodial Staff**

All members of the bargaining unit shall report for work to their assigned shifts when schools are closed due to inclement weather. Those members of the bargaining unit who report for work when schools are closed by the Superintendent of Schools, due to inclement weather, shall be paid for services at the rate of time and one half (1 ½) of



their respective salary levels. For those who do not report because of inability due to weather conditions, the District will charge these absent days against personal days and if none are remaining, then against sick leave. Snow removal before and after the regular assigned work shift shall be paid at the double time rate.

#### **Section 14. Use of Personal Car for School Business**

A. Covered employees shall not be required to use their personal car for school business.

B. Gasoline allowance will be paid to all employees authorized to use their personal car for school business. Compensation will be at the New York State mileage allowance, currently 44.5 cents per mile (as of 7/1/06). Maintenance personnel, which includes carpenters, masons, plumbers, heating and air conditioning specialists, and electricians, who continuously use their personal car for school business will be compensated with a monthly stipend of \$185 to be paid on a regular schedule. In order to be reimbursed for mileage, a covered employee must also present a valid New York State driver's license to the Director of Facilities & Operations.

#### **Section 15. Duties Not Required To Be Performed by Custodial Staff**

Covered employees shall not be required to perform the following duties.

- A. Mounting educational displays on bulletin boards.
- B. Monitoring corridors and toilets for student control.
- C. Answering the Principal's telephone during lunch period.
- D. Clerical duties.
- E. Any duties that may be assigned to teachers or teacher-aides.

- F. Covered employees shall not be required to deliver coffee, refreshments or serve for any activities; nor shall be required to wash dishes or cooking utensils.
- G. Covered employees may cooperate with holiday decorations, if time is available. This would be a voluntary act on the part of the employee, but not a requirement.
- H. Covered employee shall not be required to use their personal money for school business.

**Section 16. Uniforms**

The District will provide uniforms on a yearly basis. Each employee will be allowed to choose a quantity and type of uniform they will require for the year. Each employee will be allowed a maximum of a \$150 in a uniform allotment. The Director of Facilities will work with a committee of union members in developing this procedure. District provided uniforms must be worn while working. Employees are responsible for cleaning their uniforms and T-shirts. The District will provide each covered employee with an annual shoe allowance of \$150.00, which shall be paid out evenly over the year and included in salary.

**Section 17. Management Rights**

“The Association acknowledges that the Board and the Superintendent together have the right of management and superintendence of the District. Further, it is recognized that the management of the District, the control of its properties and efficiency are responsibilities of the Board and the Superintendent. If the District changes a policy that effects terms and conditions of employment, it shall consult with the Association before the change is made.”

## **ARTICLE VI - GRIEVANCE MACHINERY**

Should any employee have a grievance or should any dispute arise between the CSEA and the employer as to the meaning, application, performance or operation of any provision of this agreement, such grievance or dispute shall be taken up for settlement as follows:

### **Grievances:**

A procedure for the handling of employee grievances is hereby established as follows:

**A.** Any employee aggrieved with relation to his/her work may present his/her grievance orally within ten (10) calendar days after alleged breach of contract to the immediate administrative supervisor. A reply shall be given orally by the immediate administrative supervisor indicating what action, if any, will be taken with respect to the grievance, such reply being given within five (5) working days of the date of presentation of the grievance.

**B.** If the employee is dissatisfied with the action taken by the immediate administrative supervisor with respect to his/her grievance, such employee shall submit his/her grievance in writing to the Director of School Facilities & Operations within ten (10) calendar days of the date that the first step, oral reply, was given. The Director of School Facilities & Operations shall thereupon submit his reply in writing within ten (10) calendar days of the date of submission of the written grievance to him.

**C.** If the employee is still dissatisfied with the action taken by the Director of School Facilities & Operations with respect to his/her grievance, such employee shall submit his/her grievance in writing to the Superintendent of Schools within ten (10) calendar

days of the date that the second step, written reply, was given. The employee shall have the right to appear before the Superintendent, if he/she so requests, and to be represented by the CSEA, if he/she so requests.

After considering the employee's grievance and contentions made in support thereof, and affording the employee an opportunity to submit his/her views both orally and in writing, the Superintendent of Schools shall take such action as he deems proper and just and advise the employee, the immediate administrative supervisor and the Director of School Facilities & Operations in writing, within ten (10) calendar days of his/her decision.

D. If an employee is still not satisfied with the decision, the aggrieved employee may, within ten (10) calendar days of the first determination of the Superintendent of Schools, make a written request for Advisory Arbitration. The Arbitrator shall be mutually agreed to by the parties and the cost shall be borne equally by the District and the Association. The decision of the Arbitrator shall be advisory upon the Board of Education, who shall render a final decision within twenty-one (21) days after receiving the advisory opinion and shall notify all parties of the decision.

E. Grievances related to alleged action of administrators who hold positions above building level, or stems from application of district-wide policies, may be submitted directly to the Director of School Facilities & Operations, as in paragraph A above.

NOTE: All correspondence, verbal and written, between the District and the Association shall go through the unit president. Employee's complaints and grievances shall be processed through the unit president to the Administration and not directly to

CSEA representative.

## **ARTICLE VII - PROMOTIONS**

### **Section 1.**

All openings for promotional positions and for positions paying higher salary differentials shall be adequately publicized in every school on custodial bulletin boards and all qualified covered personnel shall be given adequate opportunity to make applications for such positions. Promotions shall be based on qualifications and seniority and shall be subject to Civil Service regulations.

### **Section 2.**

Salary shall be compensated on a vertical move or upward in the same step.

### **Section 3.**

All covered employees' Civil Service lists, for promotion or title upgrade, shall be made available for inspection by an authorized representative of the CSEA. The CSEA representative shall acknowledge in writing that he has examined the list.

## **ARTICLE VIII - PROTECTION OF COVERED EMPLOYEES**

### **Section 1.**

All District employees who are appointed from a Civil Service list shall be afforded the protection of Article V, Section 75, of the Civil Service Law after successful completion of a six (6) month probationary period in accordance with Civil Service Law.

### **Section 2.**

All employees in the non-competitive class shall, after six (6) months of satisfactory service from the date of Civil Service approval, be afforded such protection as is

specifically provided for in Article V, Section 75 of the Civil Service Law.

A. When an employee of this bargaining unit has been appointed from a Civil Service list, his seniority shall be computed according to Civil Service Law. All employees in the non-competitive and labor class shall, after six (6) months of satisfactory service from the date of Civil Service approval, be granted seniority from date of employment.

B. A seniority list shall be developed by the District each year and provided to the Unit President.

C. If layoffs become necessary, provisional and probationary employees within a classification shall be laid off before permanent employees. After all provisional and probationary employees within a classification have been laid off, should other reductions in the work force become necessary, the employer shall then institute layoffs in accordance with the principle of seniority within the classification. Civil Service Law shall prevail in all cases.

D. Before any new employees are hired, excessed staff with recall rights (under Civil Service Law) will be offered available positions for which they qualify under Civil Service Law, by sending a written notice to the employee, via registered or certified mail, with a return receipt requested, directing him/her to return to work at a date and time not less than seven (7) calendar days from the date of the mailing of such notice.

**Section 3. Assistance in Assault or Civil Cases**

A. Covered employees shall be required to report to the building Principal all cases of assault suffered by covered employees and/or civil actions filed against them in connection with their employment. The building Principal shall forward the report to the

Superintendent of Schools. The Superintendent of Schools shall acknowledge receipt of such report within three (3) working days.

**B.** The counsel, supplied by the District, shall inform the employee immediately of his/her rights under the law and shall provide such information as he/she deems necessary. The incident shall be school work related and must occur in the school building or on District owned property.

**C.** In compliance with the conditions set forth in Paragraph B of this Section, the District appointed counsel shall assist the employee as follows:

1. Obtaining from police and/or from the building Principal relevant information concerning the incident
2. Accompanying the employee in court appearances.
3. Acting in other appropriate ways as liaison between the employee, the police and the courts.

#### **Section 4. Legal Counsel**

The District agrees to provide legal counsel, subject to condition set forth in Section 3, Paragraph B, to defend any employee in any action arising out of a student assault on an employee. No physical disciplinary action shall be taken against a student by an employee. Any assault action between employees shall be excluded from Article VIII, all its Sections and Paragraphs.

#### **Section 5. Compensation For Lost Time and Personal Effects**

In compliance with conditions set forth in Section 3, Paragraph B, and in Section 4, if an assault on an employee results in loss of time, the employee shall be paid in full, and

the lost time shall not be deducted from the employee's accumulated sick leave.

A pool of \$1,000 shall be made available by the District to compensate members of the bargaining unit if clothes or other personal effects (excluding vehicles) are damaged by virtue of a student assault while the employee is engaged in assigned duties of employment. If claims exceed \$1,000, adjustment will be proportional on a retroactive basis.

### **ARTICLE IX - ON THE JOB INJURIES**

Covered employees who are disabled to the extent that they are unable to work shall receive the difference between Workers' Compensation benefits and their full salary in order that covered employees will not suffer loss of income for a period not exceeding the number of accumulated sick days. The limited number of days lost, due to injuries on the job and covered by Workers' Compensation insurance, shall not be deducted from accumulated sick leave to a maximum of twenty (20) days. After twenty (20) days, one (1) sick leave day shall be deducted for one (1) day lost due to injuries on the job and covered by Workers' Compensation. When the equivalent of the accumulated sick days has been used by the employee, injured on the job and covered by Workers' Compensation, he/she shall be placed on sick leave. The duration of sick leave shall be governed by the sections of the contract applicable to sick leave. First year employees injured on the job and covered by Workers' Compensation shall receive sick leave benefits according to the sections of the contract applicable to sick leave for second year employees (related to extended sick leave provisions). The maximum total leave granted an employee injured on the job and covered by Workers' Compensation



shall not exceed twenty-six (26) weeks or one hundred thirty (130) days.

In addition to the conditions indicated, it will be necessary to follow the following procedures in order to be eligible for any sick day restoration due to on the job injuries covered by Workers' Compensation:

- A. Injuries on the job must be reported immediately to the supervisor (Principal, if possible) or a note should be left, if no supervisor is present.
- B. An Accident Report form must be filled out within forty-eight (48) hours of the injury unless this is impossible.
- C. Emergency Room or hospital treatment must be obtained and this must be charged to Triad, not Blue Cross/Blue Shield or any other insurance.
- D. Any recurrent injury must be reported, refiled, and emergency room treatment or new physician's statement certifying the recurrent injury must be obtained.
- E. The District reserves the right to have the patient examined periodically by the District's own physician to determine the legitimacy of the claim.

## **ARTICLE X - HEALTH, DENTAL AND LIFE INSURANCE**

### **Section 1.**

For the entire term of this agreement the District will make available health, hospital and dental insurance similar to that presently provided and in accordance with the terms set forth below. When two employee spouses have health insurance from the District, they will be eligible only for two individual plans or a single family plan (if dependent children are covered). The District will provide unit members with the CSEA single optical plan at no cost to the members. With respect to family coverage, unit members electing

such coverage shall be required to contribute 25% toward the overall premium. This coverage shall be implemented subsequent to the execution of this agreement, at a time that is reasonably feasible.

**Section 2.**

**A.** The District shall pay 90% of the health insurance premium for all full-time covered employees who have been continuously employed in the District since December 31, 1980. For employees hired after January 1, 1981, the District shall pay 75% of the health insurance premiums for full-time employees and 50% of the health insurance premiums for part-time employees. The approval of these provisions is based on the New York State Government Employees Health Insurance Program only. The HIP Plan shall be available to the employees, but any added expense over and above the cost of the New York State Government Employees Health Insurance Program shall be paid for by the employee.

**B.** The District shall compensate those employees who are eligible to receive health insurance benefits and decline such coverage. The applicable amounts shall be \$750 for individual coverage and \$1,250 for family coverage, which shall be paid on or about July 1<sup>st</sup> of each year in one lump sum. However, for those employees who have available health insurance coverage through another employer, the District shall pay one-half the amounts reflected above. In addition, this opt-out benefit is not available for those employees who have a spouse working for the District, and the spouse has available health insurance coverage.

**Section 3.**

The School District will contribute to a dental pool for the purchase of a dental plan which will include family coverage and will be offered to covered employees who have worked in the district one year or more.

The District contribution for eligible employees will be as follows:

- A. full-time twelve (12) month employees - \$400 per year
- B. full-time ten (10) month employees - \$333 per year
- C. part-time ten (10) month employees - \$207 per year

Any additional amount of premium above the dental pool must be paid by the covered employee. Any unused funds in the dental pool at the end of a school year will revert back to the District.

**Section 4.**

After one year of service in the District, covered employees will be provided with the following life insurance coverage:

\$25,000 Full-Time 12 month employees

9,000 Full-Time 10 month employees

2,400 Part-Time employees

**ARTICLE XI - VETERANS CREDIT**

Covered personnel who have served in the Armed Forces of the United States shall be entitled to veteran's credits provided by law. One (1) salary step shall be granted for one (1) year of military service. Two (2) salary steps shall be granted for two (2) or more years of military service.

## ARTICLE XII - RETIREMENT INCENTIVE

During the term of this contract a retirement incentive will be provided to those covered employees who have reached a minimum age of 55 provided that they are eligible for a service retirement and, in fact, do retire, pursuant to the provisions of the New York State Employee's Retirement System. The conditions for the retirement incentive are as follows:

- A. Eligibility for service retirement shall first occur in the school year when an employee reaches age 55 or 62 depending on appropriate retirement tier membership.
- B. To be eligible for the incentive, an employee must inform the District in writing of his or her intention to retire four (4) months prior to the retirement date and then actually retire on that date.
- C. In order to be eligible for the incentive an employee must have a minimum of 50 days in his/her accrued sick leave bank. This requirement will be waived if the employee has had a documented major illness or major injury which can be supported by medical documentation that has reduced the sick leave bank to less than the 50 day requirement.
- D. The retirement incentive formula for eligible employees is as follows:

<u>Accrued Days</u>	<u>Payment Per Day</u>
49 days and under	\$ 0
50 through 85	\$37
86 through 120	\$42
121 through 150	\$47
151 through 190	\$52

191 through 220

\$57

E. The retirement incentive maximum shall be \$12,540.

F. The incentive will be paid in a single sum within thirty (30) calendar days of the employee's last working day or at a time, or times, mutually agreed upon by the Superintendent or his agent and the employee.

### **ARTICLE XIII - LEAVE ALLOWANCE**

#### **Section 1. Accumulated Sick Leave**

A. All full-time employees shall be entitled to one (1) sick leave day per month worked, cumulative to 220 sick leave days for the purpose of sick leave. Sick leave allowance shall accumulate at the rate of one (1) day per month for a total of ten (10) days per year for ten (10) month employees and twelve (12) days per year for twelve (12) month employees. Part-time employees' sick leave shall be computed on a pro rata basis. If an employee leaves the District's employ and has used sick days in excess of the number of days he/she has accumulated, these days shall be deducted from his/her last pay check. New covered employees shall be granted one (1) sick leave day per month to a maximum of ten (10) days sick leave or twelve (12) days sick leave (depending upon the number of months worked), with pay, during their first year of employment. They shall be eligible for all other benefits after a thirty (30) day probation period, unless limited by articles and sections incorporated in this contract.

B. The District and the Association shall create a sick bank. The sick bank shall be credited with all days earned by unit members after they have earned the maximum accumulation (220 days). Any unit members seeking to utilize sick days in the sick

bank shall make written application, which shall be considered by the District and a Committee that is formed by the Association. In order for the application to be approved, both the Association and the District must be in agreement to authorize use of days in the sick bank. The District shall annually prepare an accounting of the number of sick days in the bank, which shall include the source of the available days to the Committee.

**Section 2. Approved Absences Due to Sickness-Deduct From Cumulative**

A. No sick leave, with pay, shall be granted to probationary or temporary employees during the first thirty (30) days of employment.

B. District appointed full-time employees, as qualified above, absent for more than four (4) consecutive working days because of personal illness shall submit a doctor's certificate explaining the nature of the illness. The Superintendent, at his discretion, may require a certificate from a licensed physician for as little as one day's absence.

C. If an employee comes to work, starts to work, and becomes ill on the job and leaves work, the following deductions will be made to the sick bank:

<u>Work Time</u>	<u>Deduction To Sick Leave</u>
2 hours	3/4 Day Deduction
4 Hours	1/2 Day Deduction
6 Hours	1/4 Day Deduction

Employees who become ill and leave after working 6 hours on more than one occasion will have deduction to sick bank for each 2 hours of missed work.

D. Employees who fall ill while on vacation may use their accumulated sick leave for

the remainder of the illness and have their vacation time adjusted, provided proper notification is given and a doctor's certificate is presented. When the employee recovers from his/her illness he/she shall return to work. His/Her unused vacation days shall be available at a later date during the designated school year.

### **Section 3. Personal Illness - Extended Nature**

There are two types of additional sick leave:

**A. Additional Sick Leave for Personal Illness or Disability** - consisting of up to thirty (30) days in any school year, may be applied for after all regular sick leave is used. This leave may be made available in order to provide a minimum of thirty (30) working days sick leave for an employee.

**B. Additional Sick Leave for Serious Personal Illness or Disability** - may be applied for after all regular sick leave credit is exhausted. The total additional sick leave consists of an extension of thirty (30) working days as stated in Paragraph A-1, which may be renewed for two (2) further periods of thirty (30) working days each, to a maximum of ninety (90) working days per year, upon proper application. The maximum number of days of cumulative sick leave and additional sick leave credits which may be available during a school year is 220 working days.

### **Section 4. Death in the Immediate Family**

Leave for absence due to death in the immediate family may be granted when requested by the employee and approved by the Superintendent or his agent. Such leaves may not be for more than three (3) days in each case of death in the immediate family. If extenuating circumstances occur, the Superintendent of Schools may grant

additional days at his discretion and upon good cause shown. Members of the immediate family shall include:

Father	Father-in law	Son-in-law	Spouse	Brother
Mother	Mother-in-law	Daughter-in-law	Sister-in-law	Sister
Child	Brother-in-law	Grandchild	Stepchild and/or Ward	

Also the following, if a resident in the home of the employee:

Grandparent	Aunt	Uncle	Niece	Nephew
-------------	------	-------	-------	--------

Such leaves may be for not more than one (1) day to attend the funeral of any member of the family other than the immediate family. All leaves for death in the family are for the specific purpose indicated and are not cumulative. Proof of death may be required.

**Section 5. Serious Illness in the Immediate Family**

A maximum of five (5) days per year for serious illness in the immediate family may be granted when requested by the employee and approved by the Superintendent of Schools or his agent. Serious illness in the immediate family days are not cumulative. Family illness days beyond two (2) days per year will be deducted from sick day allowance.

**Section 6. Approved Absences**

No approved absences, other than sick leave and personal leave are cumulative.

A. Absences by reason of appearances as a plaintiff, defendant or witness in a legal action not involving the District will be approved. Employees may use available personal business days without loss of salary. Approved absences with pay shall be limited to the number of personal days available.



**B.** The employee shall be compensated when he is required to appear as a witness for the District during working hours.

**C.** District required medical examinations for non-teaching employees shall be held on school time.

**D.** Selective Service Examinations shall be charged as personal day.

**E. Jury Duty**

Notice of jury duty shall be submitted to the Administration. Employees shall be compensated at their regular rate of pay for time lost from their assigned working hours.

Compensation received for jury duty shall be turned over to the District. Jury fees received for serving on their own time may be retained by the employees. Night personnel shall be excused from work when serving on jury duty.

**F. Holidays**

1. Covered employees, will have 18 paid holidays during the school year. The selection of the proposed holidays shall be submitted by the Association to the Superintendent of Schools for approval prior to June 1<sup>st</sup> each year, or shortly after the school calendar is adopted.

2. Covered employees required to work on holidays that fall on Saturday or Sunday, shall be compensated at the rate of time and one-half (1 ½). Religious days not classified as legal holidays shall not be included in this category.

3. On the eves of the following holidays: Thanksgiving, Christmas and New Year's, shifts shall be arranged so that no covered employee will be required to work after 8:00 P.M. Work shifts shall be 7.5 hours in duration. Senior High School

employees and patrol shall be excepted from this clause. Senior High School employees required to work from 8:00 P.M. to Midnight shall be paid on a straight time overtime basis.

**G. Personal Leave**

A maximum absence of three (3) working days per year, without loss of salary, shall be allowed for personal reasons. Two personal days may be submitted with five working days advance notice stating that "I certify that a justifiable personal reason exists for this request". The third day must follow existing procedure. All requests shall be submitted in writing in advance. Covered employees shall state the reason for requesting the third personal day. If the reason, for the third day, is too personal to discuss, he or she shall so state the reason to the Deputy Superintendent for Administration and the day will be granted. No personal leave shall be granted for days immediately preceding or immediately following a holiday or a vacation period. Under no circumstances are personal days to be used for recreation, vacation, or other employment. If extenuating circumstances occur, the Superintendent of Schools may grant additional days at his/her discretion. Personal days not used during the year will be accumulated and added to the cumulative sick leave days of the employee. The following is a list of examples of approved reasons for personal day requests.

- |                        |   |
|------------------------|---|
| <b>Legal Matters:</b>  | Meeting with attorney (reason)                            |
|                        | Required appearance in court                              |
| <b>Family Matters:</b> | Appointment concerning children (teachers, medical, etc.) |
|                        | Appointments concerning elderly parents                   |

Celebrations, religious events (wedding, confirmations, bar mitzvah, graduations)

**Emergency Matters:** Problem at home (fire, flood repair)  
Problem with transportation to/from work (auto accident)  
Appointment for personal medical exam/test

**Section 7. Leave of Absence**

**A. Child Care** - Upon request, covered employees shall, after six (6) months of satisfactory service, be granted leaves of absences without pay, not to exceed one year, and shall be reinstated in the same or a comparable position upon his/her return.

**B. Leave for Personal Health and Family Hardship** - Members of the bargaining unit, after six (6) months of satisfactory service, may request a leave without pay, not to exceed one year, for rest, restoration of health, or the alleviation of hardship involving themselves or their immediate families.

**C.** Benefits will not accrue to employees on leaves of absence. Employee may pay entire Health Insurance premium while on leave.

**ARTICLE XIV - SALARY SCHEDULES**

**Section 1. Salary Schedule and Steps**

Effective July 1, 1985 there shall be two (2) salary schedules. Covered employees hired prior to July 1, 1985 shall be paid according to Salary Schedule A contained herein.

**A.** All Operation and Maintenance workers hired on or after July 1, 1985 shall be placed on Salary Schedule B contained herein.

**4 Year Agreement: July 1, 2005 - June 30, 2009**

**Salary: Year 1 - 7/1/2005 - 6/30/2006: 3.0%**

**Year 2 - 7/1/2006 - 6/30/2007: 3.0%**

**Year 3 - 7/1/2007 - 6/30/2008 3.0%**

**Year 4 – 7/1/2008 - 6/30/2009 3.0%**

An additional step shall be added in year 2 of the contract in each column of the salary schedule.

**Section 2. Longevity Compensation**

After the completion of ten (10) continuous years of employment in the Baldwin Union Free School District, covered employees shall be eligible for longevity compensation as follows:

- A. Employees who have completed ten (10) years of full-time service as a twelve (12) month covered employee shall receive \$525.**
- B. An additional \$550 shall be paid full-time employees upon the completion of thirteen (13) years of service, or a total of \$1,075.**
- C. An additional \$500 shall be paid full-time employees upon the completion of seventeen (17) years of service, or a total of \$1,575.**
- D. An additional \$525 shall be paid full-time employees upon the completion of twenty-five (25) years of service, or a total of \$2,100.**

The adding of longevity compensation to base pay for the purpose of computing a percentage increment shall not be permitted. When computing the hourly rate, and time and one-half rate for overtime, the longevity pay shall be added to the base pay for

this purpose. Longevity compensation shall be limited to full-time, twelve (12) month employees. Full-time, ten (10) month employees shall be compensated on a pro rata basis: part-time, ten (10) month employees shall be omitted. Longevity compensation will be annualized to July 1<sup>st</sup>. Any employee who is eligible for a longevity payment would receive a pro-rata amount to annualize their salary for the appropriate July 1<sup>st</sup> adjustment.

### **Section 3. Payment for Building Checks**

Building checks shall be made by the District's patrol on weekends and holidays at an agreed upon rate above the normal hourly rate except for holidays which will be time and one-half. In cases of emergency, the person on patrol has the authority to call the Head Custodian to his/her building or any covered employee the District authorizes. The Head Custodian or other authorized employee shall be paid a minimum of two (2) hours at the rate of time and one-half (1 ½) for time that he/she is called to his/her building to handle the emergency.

### **Section 4. Pay Periods**

All wages, except for probationary employees, are on annual basis and shall be paid bi-weekly. There shall be twenty-six (26) or twenty-seven (27) pay periods. Checks shall be delivered by District messenger to all schools where employees work before the end of their shift on the due date. Wherever possible, all overtime will be paid in the next pay period. Wherever possible, all overtime earned on or before the payroll date will be paid on the following bi-weekly payroll date. This procedure will be followed providing the overtime sheets are received on bi-weekly payroll dates.

## **ARTICLE XV - PERSONNEL FILES**

### **Section 1.**

Upon request by the covered employee he/she shall be permitted to examine his/her official personnel file.

### **Section 2.**

The District agrees to reproduce a reasonable number of copies of the material in the employee's personnel file upon request.

### **Section 3.**

There shall be only one (1) official covered employee personnel file in which employment records are filed, except current payroll records.

### **Section 4.**

No material derogatory to a covered employee's conduct, service, character or personality shall be placed in the file unless the employee has had an opportunity to read the material. The employee shall acknowledge that he/she has read such material by affixing his/her signature on the actual copy to be filed within twenty-four (24) hours of receipt with the understanding that such signature merely signifies that he/she read the material to be filed and does not necessarily indicate agreement with its content. Failure to acknowledge receipt by affixing signature on actual copy of material within twenty-four (24) hours of receipt will constitute insubordination.

### **Section 5.**

The employee shall have the right to answer any material filed and his/her answer shall be attached to the file copy.

## **ARTICLE XVI - TRANSFER AND REASSIGNMENTS**

The District and the Administration reserves the right to make transfers and reassignments which they consider is in the best interest of the District. If a covered employee feels that his transfer was arbitrary or without merit, he may request the Grievance Committee to institute proceedings.

Lists of vacancies covered by this bargaining unit and/or new covered positions created in the District shall be made available to all covered employees. In filling such positions, preference shall be given to employees with seniority over newly appointed employees and shall be based on seniority in the District and qualifications.

## **ARTICLE XVII - EVALUATIONS**

### **Evaluations**

A. An unsatisfactory evaluation of an employee for attendance as outlined in the guidelines below will result in a one year freeze in salary

### **GUIDELINES FOR EXCESSIVE ABSENTEEISM**

1. Large number of incidents of absence
2. Large number of Monday/Friday and/or before/after holiday absences
3. Large number of absences which have not been verified by a physician's note
4. Large number of early departures
5. Other unusual patterns

B. An unsatisfactory evaluation in the area of poor performance (4 out of 11 categories which excludes attendance) for two successive years will result in a one year freeze in salary.

C. Upon request, a covered employee will be afforded an opportunity to meet with the Director of School Facilities and Operations prior to an unsatisfactory evaluation signed by the Director.

## **ARTICLE XVIII - ASSOCIATION BUSINESS**

### **Section 1.**

Upon written request, the Association may be granted available District facilities for their meetings.

### **Section 2.**

One bulletin board, located in the Custodial Office, shall be reserved in each school for the Custodial staff and exclusive use of the Association for the purpose of posting material with proper and legitimate Association business.

### **Section 3.**

The Association shall have free and unhindered use of the school's Custodial mail boxes for the distribution of their material. All Association mail must be so marked.

### **Section 4.**

One officer of the Association may attend one (1) organizational conference for a total of two (2) days each school year without loss of salary.

### **Section 5.**

Covered employees who are designated or elected for the purpose of adjusting grievances, negotiating this contract, or any other organizational business shall be done on their own time. They shall not be compensated for the performance of these duties.



**ARTICLE XIX - MUTUALITY OF OBLIGATIONS**

**Section 1.**

In the event that any provision of this agreement is, or shall be at any time, contrary to law, all other provisions of this agreement shall continue in effect.

**Section 2.**

All bargaining sessions connected with these negotiations shall be engaged in only during working hours, 8:00 AM to 5:00 PM, as well as for the orderly processing of a grievance procedure. Hours for negotiations may be changed if mutually agreed upon by the District, the Administration and the Association.

**Section 3.**

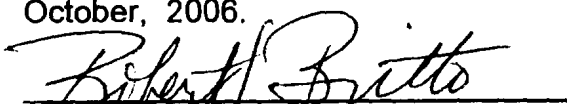
Present administrative procedure regarding the presence of unauthorized personnel on the school grounds shall be maintained.

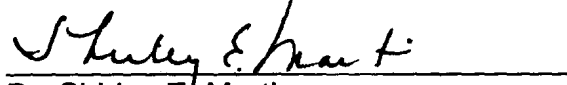
**ARTICLE XX - DURATION OF CONTRACT**

The provisions of the contract shall become effective as of July 1, 2005, and shall remain in full force and effect up to and including June 30, 2009.

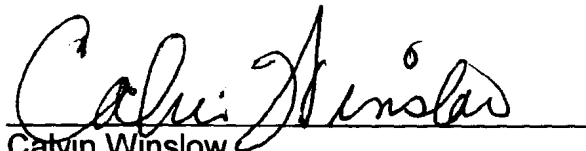
If there is a conflict with the District Bylaws, the CSEA contract shall prevail.

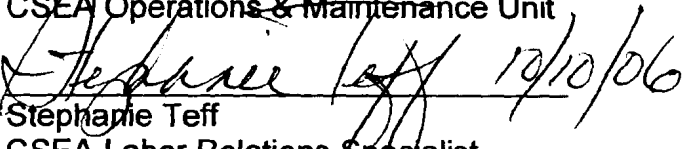
IN WITNESS whereof, the parties hereunto set their hands and seals this 11<sup>th</sup> day of October, 2006.

  
\_\_\_\_\_  
Dr. Robert Britto  
Superintendent of Schools  
Baldwin Union Free School District

  
\_\_\_\_\_  
Dr. Shirley E. Martin  
Assistant Superintendent for Human  
Resources

  
\_\_\_\_\_  
Christopher Venator, Attorney

  
\_\_\_\_\_  
Calvin Winslow  
President  
CSEA Operations & Maintenance Unit

  
\_\_\_\_\_  
Stephanie Teff  
CSEA Labor Relations Specialist

**CSEA-OPERATIONS/MAINTENANCE UNIT  
SALARY SCHEDULE A-EMPLOYEES HIRED PRIOR TO 7/1/85**

**EFFECTIVE 7/1/05-6/30/06**

STEPS	CLEANER			CUST GROUNDS	ASST HEAD CUST-ELEM	HEAD GROUNDS HEAD CUST 1	MAINTENANCE		SENIOR MAINTENANCE	MAINTENANCE SUPERVISOR	HEAD CUST II	HEAD CUST III
	PT-10 MO	FT-10 MO	FT-12 MO				ASST HEAD CUST-SECOND	ASST HEAD CUST-SECOND				
1	15237	30483	36574	38051	39161	41360	41359	50256	0	47268	0	
2	15851	31706	38051	39503	40625	42855	42853	51739	0	48779	0	
3	16478	32921	39503	40980	28496	44334	44333	52591	56368	50275	0	
4	17127	34298	41149	43179	44322	45816	45810	55828	59844	51740	54702	
5	18467	36946	44334	45392	46533	47272	47268	58963	63207	53232	56559	
6	0	0	0	46857	48009	48784	48779	0	0	54988	58412	
7	0	0	0	48782	49952	50998	51737	0	0	56189	60265	
8	0	0	0	0	51750	53735	53734	0	0	58215	62704	

\*Additional compensation for Head Custodians will be as follows:

- Buildings with more than 500 students \$300
- Buildings with more than 1000 students \$400
- Buildings with more than 1500 students \$500

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**EFFECTIVE 7/1/06-6/30/07**

STEPS	CLEANER			CUST GROUNDS	ASST HEAD CUST-ELEM	HEAD GROUNDS HEAD CUST 1	MAINTENANCE		SENIOR MAINTENANCE	MAINTENANCE SUPERVISOR	HEAD CUST II	HEAD CUST III
	PT-10 MO	FT-10 MO	FT-12 MO				ASST HEAD CUST-SECOND	ASST HEAD CUST-SECOND				
1	15694	31397	37671	39193	40335	42600	42599	51763	0	48686	0	
2	16326	32658	39193	40688	41844	44141	44139	53291	0	50242	0	
3	16972	33908	40688	42209	29351	45664	45663	54168	58059	51784	0	
4	17641	35327	42383	44474	45652	47191	47185	57503	61639	53292	56343	
5	19021	38054	45664	46754	47929	48690	48686	60732	65103	54829	58256	
6	20401	40782	48946	48262	49450	50247	50242	63962	68567	56637	60165	
7	0	0	0	50245	51450	52528	53289	0	0	57874	62073	
8	0	0	0	52228	53303	55347	55346	0	0	59961	64585	
9					55155	58166	57403			62048	67098	

\*Additional compensation for Head Custodians will be as follows:

- Buildings with more than 500 students \$300
- Buildings with more than 1000 students \$400
- Buildings with more than 1500 students \$500

**CSEA-OPERATIONS/MAINTENANCE UNIT  
SALARY SCHEDULE A-EMPLOYEES HIRED PRIOR TO 7/1/85**

**EFFECTIVE 7/1/07-6/30/08**

STEPS	MAINTENANCE										
	CLEANER PT-10 MO	CLEANER FT-10 MO	CLEANER FT-12 MO	CUST GROUNDS	ASST HEAD CUST-ELEM	HEAD GROUNDS HEAD CUST 1	ASST HEAD CUST-SECOND	SENIOR MAINTENANCE	MAINTENANCE SUPERVISOR	HEAD CUST II	HEAD CUST III
1	16165	32339	38802	40369	41545	43878	43877	53316	0	50146	0
2	16816	33637	40369	41908	43099	45465	45463	54890	0	51749	0
3	17481	34926	41908	43475	30231	47034	47033	55794	59801	53337	0
4	18170	36387	43654	45808	47021	48607	48600	59228	63489	54891	58034
5	19592	39196	47034	48156	49367	50151	50146	62554	67056	56474	60004
6	21013	42006	50414	49710	50933	51755	51749	65881	70624	58336	61970
7	0	0	0	51753	52994	54104	54888	0	0	59610	63935
8	0	0	0	53795	54902	57008	57006	0	0	61760	66523
9	0	0	0	0	56810	59911	59125	0	0	63909	69111

\*Additional compensation for Head Custodians will be as follows:

- Buildings with more than 500 students \$300
- Buildings with more than 1000 students \$400
- Buildings with more than 1500 students \$500

**EFFECTIVE 7/1/08-6/30/09**

STEPS	MAINTENANCE										
	CLEANER PT-10 MO	CLEANER FT-10 MO	CLEANER FT-12 MO	CUST GROUNDS	ASST HEAD CUST-ELEM	HEAD GROUNDS HEAD CUST 1	ASST HEAD CUST-SECOND	SENIOR MAINTENANCE	MAINTENANCE SUPERVISOR	HEAD CUST II	HEAD CUST III
1	16650	33309	39966	41580	42792	45195	45194	54916	0	51651	0
2	17320	34647	41580	43166	44392	46829	46827	56537	0	53302	0
3	18006	35974	43166	44779	31138	48445	48444	57467	61595	54937	0
4	18715	37478	44964	47182	48432	50065	50058	61005	65393	56538	59775
5	20179	40372	48445	49601	50848	51655	51651	64431	69068	58169	61804
6	21644	43266	51926	51202	52461	53307	53302	67857	72743	60086	63829
7	0	0	0	53305	54584	55727	56534	0	0	61399	65854
8	0	0	0	55409	56549	58718	58717	0	0	63613	68519
9	0	0	0	0	58514	61708	60899	0	0	65827	71184

\*Additional compensation for Head Custodians will be as follows:

- Buildings with more than 500 students \$300
- Buildings with more than 1000 students \$400
- Buildings with more than 1500 students \$500

**CSEA-OPERATIONS/MAINTENANCE UNIT  
SALARY SCHEDULE B-EMPLOYEES HIRED AFTER 7/1/85**

**EFFECTIVE 7/1/05-6/30/06**

**HEAD GROUNDS  
MAINTENANCE  
HEAD CUST 1**

STEPS	CLEANER PT-10 MO	CLEANER FT-10 MO	CLEANER FT-12 MO	CUST GROUNDS	ASST HEAD CUST-ELEM	ASST HEAD CUST-SECOND	SENIOR MAINTENANCE	MAINTENANCE SUPERVISOR	HEAD CUST II	HEAD CUST III
1	14310	28625	34341	35729	36771	38836	47188	0	44383	0
2	15237	30484	36575	38052	39161	41360	50256	0	47268	0
3	15851	31708	38052	39504	40625	42855	51737	52928	48779	0
4	16459	32921	39504	40981	42105	44336	52593	56368	50275	51364
5	17136	34298	41147	43179	44322	45815	55828	59847	51743	54702
6	18467	36947	44336	45392	46540	47273	58963	63209	53232	56559
7	0	0	0	46857	48008	48783	0	0	54988	58412
8	0	0	0	48782	49952	50999	0	0	56189	60265
9	0	0	0	0	51750	53735	0	0	58215	62705

\*Additional compensation for Head Custodian will be as follows:

- Buildings with more than 500 students \$300
- Buildings with more than 1000 students \$400
- Buildings with more than 1500 students \$500

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**EFFECTIVE 7/1/06-6/30/07**

**HEAD GROUNDS  
MAINTENANCE  
HEAD CUST 1**

STEPS	CLEANER PT-10 MO	CLEANER FT-10 MO	CLEANER FT-12 MO	CUST GROUNDS	ASST HEAD CUST-ELEM	ASST HEAD CUST-SECOND	SENIOR MAINTENANCE	MAINTENANCE SUPERVISOR	HEAD CUST II	HEAD CUST III
1	14739	29483	35371	36800	37874	40001	48604	0	45714	0
2	15694	31398	37673	39194	40335	42600	51763	0	48686	0
3	16326	32659	39194	40689	41844	44141	53289	54515	50242	0
4	16953	33908	40689	42210	43369	45666	54171	58059	51784	52905
5	17650	35327	42382	44474	45652	47190	57503	61643	53295	56343
6	19021	38056	45666	46754	47936	48691	60732	65105	54829	58256
7	20392	40784	48951	48262	49449	50246	63962	68568	56637	60165
8	0	0	0	50245	51450	52529	0	0	57874	62073
9	0	0	0	52228	53303	55347	0	0	59961	64587
10	0	0	0	0	55155	58165	0	0	62048	67100

\*Additional compensation for Head Custodian will be as follows:

- Buildings with more than 500 students \$300
- Buildings with more than 1000 students \$400
- Buildings with more than 1500 students \$500

**CSEA-OPERATIONS/MAINTENANCE UNIT  
SALARY SCHEDULE B-EMPLOYEES HIRED AFTER 7/1/85**

**EFFECTIVE 7/1/07-6/30/08**

STEPS	HEAD GROUNDS MAINTENANCE			CUST HEAD CUST 1	ASST HEAD CUST-ELEM	ASST HEAD CUST-SECOND	SENIOR MAINTENANCE	MAINTENANCE SUPERVISOR	HEAD CUST II	HEAD CUST III
	CLEANER PT-10 MO	CLEANER FT-10 MO	CLEANER FT-12 MO							
1	15181	30368	36433	37905	39010	41201	50062	0	47086	0
2	16165	32340	38803	40370	41545	43878	53316	0	50146	0
3	16816	33639	40370	41909	43099	45465	54888	56151	51749	0
4	17462	34926	41909	43476	44670	47036	55796	59801	53337	54492
5	18180	36387	43653	45808	47021	48606	59228	63492	54894	58034
6	19592	39197	47036	48156	49374	50152	62554	67058	56474	60004
7	21003	42008	50420	49710	50932	51754	65881	70625	58336	61970
8	0	0	0	51753	52994	54105	0	0	59610	63935
9	0	0	0	53795	54902	57008	0	0	61760	66524
10	0	0	0	0	56810	59910	0	0	63909	69113

\*Additional compensation for Head Custodian will be as follows:

- Buildings with more than 500 students \$300
- Buildings with more than 1000 students \$400
- Buildings with more than 1500 students \$500

**EFFECTIVE 7/1/08-6/30/09**

STEPS	HEAD GROUNDS MAINTENANCE			CUST HEAD CUST 1	ASST HEAD CUST-ELEM	ASST HEAD CUST-SECOND	SENIOR MAINTENANCE	MAINTENANCE SUPERVISOR	HEAD CUST II	HEAD CUST III
	CLEANER PT-10 MO	CLEANER FT-10 MO	CLEANER FT-12 MO							
1	15637	31279	37526	39042	40181	42437	51564	0	48498	0
2	16650	33311	39967	41581	42792	45195	54916	0	51651	0
3	17320	34648	41581	43167	44392	46829	56534	57835	53302	0
4	17986	35974	43167	44781	46010	48448	57470	61595	54937	56127
5	18725	37478	44963	47182	48432	50064	61005	65397	56541	59775
6	20179	40373	48448	49601	50855	51656	64431	69070	58169	61804
7	21633	43268	51932	51202	52460	53306	67857	72744	60086	63829
8	0	0	0	53305	54584	55728	0	0	61399	65854
9	0	0	0	55409	56549	58718	0	0	63613	68520
10	0	0	0	0	58514	61707	0	0	65827	71186

\*Additional compensation for Head Custodian will be as follows:

- Buildings with more than 500 students \$300
- Buildings with more than 1000 students \$400
- Buildings with more than 1500 students \$500