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Union **Rockland County BOCES Non-Instructional Unit, CSEA, AFSCME, AFL-CIO**

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GEN/6644

AGREEMENT
BETWEEN THE
BOARD OF COOPERATIVE EDUCATIONAL SERVICES OF ROCKLAND COUNTY
AND THE
CIVIL SERVICE EMPLOYEES ASSOCIATION, INC.
LOCAL 1000
AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES,
AFL-CIO

July 1, 2007 – June 30, 2011

As of Sept 1, 2007 - 131 employees

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This AGREEMENT is made between the BOARD OF COOPERATIVE EDUCATIONAL SERVICES OF ROCKLAND COUNTY, hereinafter referred to as the "Board," and the CIVIL SERVICE EMPLOYEES ASSOCIATION, INC., LOCAL 1000, AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES, AFL-CIO, hereinafter referred to as the "Union" for the Rockland BOCES unit.

PREAMBLE

It is the mutual aim of the parties to this agreement to encourage and abet effective and harmonious working relationships so that the educational needs of the children of Rockland County may best be served.

Therefore in accordance with these aims and with the provisions of Article XIV of the Civil Service Law, this Agreement is made and entered in on the 14th day of August, 2007.

RECOGNITION

The Board hereby recognizes the Union as exclusive representative of all employees in non-certificated positions, excluding Public Information Specialist, Business Assistant, Supervisor of Transportation, Superintendent of Buildings and Grounds, Secretary to the District Superintendent, and School Registry Supervisor, and Health and Safety Officer, for the purpose of negotiating their salaries and working conditions, provided, however, that nothing herein shall be construed to prevent any employee and/or Union representative, if requested by the employee, from meeting with the employer in connection with matters relating to their employment, so long as any changes of modifications in the terms or conditions of employment of said employee are made known to and approved by the negotiating unit. (See also SALARY SCHEDULES.)

ARTICLE I – DEFINITIONS

- A. The work year commences July 1 and ends June 30.
- B. Titles within the bargaining unit are found within the salary schedule attached hereto.
- C. Full-time employees, less than full-time employees, and part-time employees shall be defined according to personnel classifications of the Rockland County Personnel Officer.

ARTICLE II – COMPENSATION

- A. A list of titles and grade allocations is annexed hereto as Appendix C.
- B. Effective July 1, 2007, there shall be an across-the-board increase of 3.00 percent applied to the 2006-2007 salary schedules. Employees shall receive said increase plus normal increments as due. Said salary schedules are annexed hereto as Appendix "F".
- C. Effective July 1, 2008, there shall be an across-the-board increase of 3.00 percent applied to the 2007-2008 salary schedules. Employees shall receive said increase plus normal increments as due. Said salary schedules are annexed hereto as Appendix "G".

- D. Effective July 1, 2009, there shall be an across-the-board increase of 3.00 percent applied to the 2008-2009 salary schedules. Employees shall receive said increase plus normal increments as due. Said salary schedules are annexed hereto as Appendix "H".
- E. Effective July 1, 2010, there shall be an across-the-board increase of 3.00 percent applied to the 2009-2010 salary schedules. Employees shall receive said increase plus normal increments as due. Said salary schedules are annexed hereto as Appendix "I".
- F. One additional salary step at a value of 3.00 percent will be added in the 2007-08 school year, and one additional step at a value of 3.00 percent will be added in the 2008-09 school year.
- G. Employees shall be paid on a bi-weekly basis.

ARTICLE III – OVERTIME

- A. An employee shall be entitled to overtime only after prior approval to work overtime has been granted by the District Superintendent or the designee of the District Superintendent. This authorization shall be only for fifteen minute units of time. An employee shall not be asked nor required to work beyond the authorized overtime period. What constitutes reasonable notice shall be determined after considering all circumstances of the situation requiring such overtime work.
- B. Required and authorized hours of work in excess of 40 hours during a work week for the employee in any given work week (Monday through Sunday inclusive) shall be compensated at the rate of one-and-one half (1-1/2) times the regular hourly rate of the employee concerned. The regularly scheduled work week shall include sick days, holidays, vacation days, and other authorized absences.
- C. An employee's normal work day/work week shall not be changed, unless agreeable to the employee, if it has the result of avoiding overtime compensation.

Overtime will be assigned equitably to the extent possible among those employees having the skills and abilities required for the work and who accept such assignments.

- D. Employees required to work on snow days when other employees are not required to work shall receive their normal day's pay. In addition, they shall receive pay at time-and-a-half for the hours worked. No employee, other than personnel in transportation and buildings and grounds, shall be required to report for work on any day that schools are closed due to hazardous driving conditions except those who may be required for emergency conditions, such as meeting payroll deadlines.
- E. Stand-by time: Bus drivers shall receive one hour compensation at straight time for each four (4) hours stand-by time during out-of-county trips, outside the normal work day.
- F. An employee called into work in response to a security alarm shall be compensated at a two (2) times the normal rate of compensation.

ARTICLE III A – UNIFORMS

A. The Board shall provide at its expense uniforms for employees as follows:

For Buildings and Grounds and Transportation employees:

Shirts and Pants: 3 winter and 3 summer for each employee
Jacket and Coveralls: 1 for each employee

For School Lunch employees:

Food Supervisor: 2 lab coats
Cook: 2 uniforms
Other Employees: 1 uniform

At such time that the uniform becomes worn or unusable, the uniforms shall be replaced at the expense of the Board.

Upon termination of employment, the uniforms shall remain the property of BOCES.

- B. Suspend language in current collective bargaining agreement effective July 1, 2008 through June 30, 2011 (A above).
- C. Effective July 1, 2008 through June 30, 2011, employees required to wear uniforms will receive an annual allowance of \$325.00 to purchase uniforms. Payment will be made by BOCES only upon submission by employee of invoice in acceptable form evidencing purchase of uniforms. All such uniforms must have a BOCES logo acceptable to BOCES. Employees whose uniforms are lost or destroyed will still be responsible to purchase and wear uniforms, but will not be entitled to an additional allowance.
- D. Effective July 1, 1996, the Board shall provide a Seventy-five (\$75.00) Dollar shoe reimbursement for the following employees: Assistant Auto Mechanic; Auto Mechanic I & II; Groundskeeper; Groundswoker; Maintenance Helper; Maintenance Mechanic I & II, Custodial Worker, Custodian I, Custodian III.

ARTICLE IV – EXPENSE ALLOWANCE

The Board agrees to reimburse employees for mileage expense in accordance with Board policy for mileage driven in the course of BOCES employment. All claims for travel reimbursement shall be submitted on forms provided by the Board.

ARTICLE V – PROTECTION

- A. Employees will immediately report to the Director via their immediate Supervisor, in writing, all cases of assault suffered by them in connection with their employment.
- B. This report shall be forwarded to the District Superintendent and the Board, which will

comply with any reasonable request from the employee for information in its possession relating to the incident or the persons involved, and will act in appropriate ways as liaison between the employee, the police, and the courts.

- C. If criminal or civil proceedings are brought against an employee for alleged infraction of duties in connection with their employment, such employee may request, and the Board shall furnish, legal counsel to defend the employee in such proceeding. Counsel only will be provided for actions of the employee in the discharge of the employee's duties within the scope of said employment or for authorized and/or ordered duties.
- D. Whenever an employee is absent from work as a result of personal injury caused by unprovoked assault occurring in the course of their employment, the employee will be paid full salary for the period of such absence, or the period of 180 work days, whichever is less, and no part of such absence will be charged to annual sick leave.
- E. The employee shall be examined by a physician designated by the Board for the purpose of establishing the length of time during which the employee is temporarily disabled from performing the employee's duties, and the opinion of said physician as to the said period shall control.
- F. The Board shall reimburse an employee for reasonable cost of replacing or repairing dentures, eyeglasses, hearing aids, or similar bodily appurtenances, to extent not covered by personal insurance and Workers Compensation, which are damaged or destroyed while discharging the employee's duties within the scope of the employee's employment, provided such damage or destruction was not due to the employee's negligence. It is understood that property of an employee damaged or destroyed shall be limited to such property as is brought to the assigned place of employment by the employee in connection with the employee's duties in BOCES and reimbursement for such loss shall not exceed Two Hundred (\$200.00) Dollars per incident.

ARTICLE VI – WORK IN A HIGHER JOB CLASSIFICATION

Employees shall not be required to perform the duties of a higher rated job classification beyond one (1) work week without receiving the higher rate of compensation.

ARTICLE VII – INDIVIDUAL EVALUATION

Individual evaluation shall be conducted as follows:

All employees being evaluated shall receive a written copy of the evaluation in addition to being allowed to object, in writing, on the evaluation form.

ARTICLE VIII – EQUIPMENT TO BE OPERATED

- A. Defective Equipment: The Board shall not require any employee to, nor shall any employee, take out on the streets or highways any vehicle that is not in safe operating condition or equipped with the safety appliances prescribed by law. It shall not be a violation of this Agreement where employees refuse to operate such equipment, unless such refusal is unjustified. All equipment, which is, in the judgment of the Supervisor of

Transportation or designee, not mechanically sound, or is unsafe, shall be appropriately tagged so that it cannot be used by other employees until properly repaired.

- B. **Reports:** Employees shall immediately, or at the end of their shifts, report all defects of equipment. The Board shall not ask or require any employee to take out equipment that has been reported by any other employee as being in an unsafe operating condition, unless such equipment has been inspected by the Supervisor of Transportation or designee, and the defect repaired, or declared not to exist by the Supervisor of Transportation or designee. When employees report equipment as being unsafe pursuant to this section, a work report shall be completed, stating what was done or not done to the equipment in question before again being certified safe.

ARTICLE IX - POSITION VACANCIES

- A. All vacancies and positions, whether replacement or newly created positions, shall be adequately publicized, which shall mean that notice setting forth a description of the qualifications for the position shall be posted on bulletin boards in all buildings where supervisors (i.e. their office) are located. Such notice shall include job title, salary or salary range, work location and supervisor.
- B. Such notices shall be posted at least five (5) working days before the final date when applications must be submitted. However, the employer shall have the right to fill the position on an interim basis immediately.
- C. Employees who desire to apply for such vacancies shall submit their applications in writing to the District Superintendent or the authorized agent of the Superintendent within the time specified in the notice.
- D. Vacancies in positions in the competitive class shall be filled whenever possible by employees within the staff who meet the qualifications set by the Board and whose names are reachable on Civil Service Eligible Lists, or who meet the qualifications set by the Board, are in the direct line of promotion, and are eligible to take the Civil Service Promotional Examination. Vacancies in positions in the non-competitive class shall be filled whenever possible by employees within the staff who meet the qualifications for the position set by the Rockland County Personnel Officer.

Vacancies in positions in the labor class shall be filled, whenever possible, by employees within the staff who meet the qualifications set by the Board which may in some instances require a test of fitness or skill when deemed practicable by the Rockland County Personnel Officer.

- E. Having met applicable qualifications above, determination as to which volunteer shall be employed for a position shall be based on employee's competency and efficiency in the employee's present assignment, and qualifications, including personal characteristics, for the position for which transfer or reassignment is contemplated. These factors being equal, the senior employee shall be appointed.
- F. When it is necessary for the Board to hire part-time summer assistance, 10-month and 11-month permanent employees will be given consideration to work. Equal con-

sideration will be given to minority applicants and handicapped applicants under the Board's Affirmative Action Policy, if qualified.

ARTICLE X – TRANSFERS AND REASSIGNMENTS

The Board and the Union recognize that some transfers of employees from one building or department to another and/or reassignment from one position to another may be unavoidable. They also recognize that frequent transfers or reassignments of employees are disruptive and interfere with employee performance. Therefore, both parties agree to the following:

Notice of pending transfers and/or reassignment shall be given to affected employees not later than 15 working days before such transfer and/or reassignment would take place. All notices of transfer and/or reassignment shall contain a list of open positions and locations.

ARTICLE XI – ABSENCES

A. Personal Illness

1. Personal Illness – Cumulative

Personnel will accumulate 2 days per month worked from date of employment to a Maximum of 185 days except otherwise specified within this contract. A physician's statement may be required after 3 consecutive days absence.

2. Personal Illness – Transportation Employees – Cumulative to 185 Days

Persons employed as hourly bus drivers or hourly bus attendants shall receive sick days each contract year (July 1, to June 30) as follows: (a) During the employee's first year of service, four (4) days; (b) During the employee's second year of service five (5) days; (c) During the employee's third year of service and during each year thereafter, six (6) days. Part-time persons employed as hourly bus drivers or hourly bus attendants shall be entitled to accumulate sick days to a maximum of 185 days. In the granting of sick days, new employees will be administratively pro-rated for the initial period of their employment to July 1 of the following year. Initial placement (i.e. July 1, 2000) will take into account previous continuous-service credit as an hourly bus driver or bus attendant (ex. an hourly bus driver working continuously for six (6) years will be allocated six (6) days effective July 1, 2000).

3. Personal Illness – Teachers Registry – No Accumulation

Persons employed in the Teacher's Registry shall receive sick days each year as follows: (a) During the employee's first year of service, 4 days; (b) During the employee's second year of service – 5 days; (c) During the employee's third year of service or each year thereafter – 6 days. If any days are not utilized during a particular year, the entitlement of the employee to use such days shall be lost; such days shall not be carried forward to the following year. In the granting of sick days, new employees will be administratively pro-rated for the initial period of their employment to July 1 of the following year. Initial placement (i.e. July 1, 2000) will take into account previous continuous service credit as a teacher registry assistant

(ex. a teacher registry assistant working continuously for eight (8) years will be allocated on a non-accumulation basis, six (6) days effective July 1, 2000).

B. Illness in Family – Non-Cumulative

Allowable leaves of absence shall be granted in case of illness of members of the employee's immediate family up to 3 days annually. Immediate family is defined as: parent, child, brother, brother-in-law, sister, sister-in-law, grandparents, grandchild, husband, wife, parent of husband or wife, or any person residing in the personal household of the employee.

C. Bereavement

1. In the case of death in the immediate family as defined in B above, a maximum of 5 days will be allowed with no salary deduction.
2. In the case of death of a relative not in the immediate family, a maximum of one day shall be allowed with no salary deduction.
3. In extenuating circumstances the above time may be extended at the discretion of the District Superintendent.

D. Jury Duty

Absence is allowed for jury duty. The employee shall receive regular salary. Any fee received for jury duty shall be returned to BOCES by the employee. Any employee "on call" shall report to BOCES for regular employment.

E. Other Just Cause – Non-Cumulative

1. Employees shall be granted two (2) working days annually with prior approval of the District Superintendent for personal business which cannot be transacted outside of school hours, such as legal transactions, civil service examinations, and other reasons deemed valid by the District Superintendent. Such paid leave may not be used for religious purposes of observances.

In addition to the above, unit members shall be granted one (1) day annually for personal business without regard to the reason therefore. Preapproval for such day must be obtained from the District Superintendent or his/her designee for the sole purpose of insuring that there will be sufficient coverage for each building and for each program on the day in question. The criteria used for determining sufficient coverage will include the safety of the students, the integrity of the program and the availability of substitutes. In the event that a request for a personal day must be denied for lack of coverage, the unit member or unit members who are denied shall be determined on a first come first served basis, with unit members whose requests are received on the same day considered to be tied. Seniority shall be used to determine which unit member or unit members will have their request for coverage purposes denied when there is a tie.

2. Notification for personal leave shall be made through the District Superintendent or designee at least five (5) working days prior to the date leave. In the event of an

emergency, this requirement will be waived.

3. Personal leave days may not be taken a day adjacent to a holiday or school recess, except in verifiable emergencies.
- F. Allowable absences for employees working less than full-time will be pro-rated according to the percent of time worked per year except as otherwise specified within this contract.
- G. Absences beyond allowed absences will result in deduction in salary at the per diem rate of $1/260^{\text{th}}$ of the employee's salary (12-month rate). For clinical psychologists, the per diem rate is $1/184^{\text{th}}$ of the employee's salary.
- H. Employee's absences beyond the allowable days may be extended at the discretion of the District Superintendent, and without approval of the Board.

ARTICLE XII – EXTENDED ABSENCES

- A. Military leave will be granted to any member of the Union who is inducted or enlists in any branch of the Armed Forces of the United States. Upon return from such leave, the employee will be placed on the salary schedule at the level which the employee would have achieved had the employee remained actively employed in the system during the period of the employee's absence, up to a maximum of four (4) years.
- B. Child care leave of one (1) year, including the legal adoption of a child, will be granted without pay or increment to any employee. A unit member who becomes a parent (including the legal adoption of a child) shall notify the District Superintendent in writing at a reasonable time prior to the commencement of such leave. Appropriate medical evidence of fitness may be required prior to return from such leave.
- C. A leave of absence without pay or increment of up to one (1) year may be granted for the purpose of caring for a sick member of an employee's immediate family.
- D. All benefits to which an employee was entitled at the time the employee's leave of absence commenced, including unused sick leave, will be restored to the employee upon the employee's return.
- E. All requests for extended leaves will be applied for in writing.

ARTICLE XIII – VACATIONS

- A. All twelve (12) month employees as specified on Position Titles sheet on a full-time or less than full-time basis and on annual salary shall be entitled to a vacation. All temporary employees or those on a part-time (less than one-half time basis) shall not be entitled to a vacation.
- B. All ten (10) and eleven (11) month employees on a full-time or less than full-time basis shall be entitled to a vacation on a prorated basis. They will be required, however, to use such vacation during school recess periods.

C. Vacation shall accrue as follows (year beginning July 1):

<u>MONTHS WORKED</u>	<u>VACATION DAYS EARNED</u>
1	0
2	0
3	1
4	2
5	3
6	4
7	5
8	6
9	7
10	8
11	9
12	10

<u>IN</u>	<u>VACATION DAYS EARNED</u>
2-3 rd year	10/year
4 th year	12
5 th year	13
6 th year	14
7 th year	15

<u>IN</u>	<u>VACATION DAYS EARNED</u>
8 & 9 th year	16
10 th year	17
11 & 12 th year	18
13 & 14 th year	19
15 th year	20

Note: Vacation earned in year one may not be used until the following July 1.

Vacations earned in subsequent years shall be used in the year(s) following such accrual, i.e., vacation earned 7/1/92 – 6/30/93 = 10 days; may be used only between 7/1/93 – 6/30/94.

D. Termination: All employees so entitled to vacation time shall receive credit for any accrued time at the date of termination. For new hires, vacation time will be credited according to Paragraph C. For employees with one (1) or more full years of service, vacation will be prorated based on the number of months worked during that year to the nearest whole day.

E. Employees shall apply for vacation by May 15 of each year and shall receive notice of approval or disapproval by June 1st. In the event two (2) or more employees within the same department apply for the same vacation period and it is impossible to grant approval for all applicants, vacations will be approved on a basis of seniority. Those employees not receiving approval shall reapply by June 15, and at which time the supervisor in

conjunction with the employee shall establish the approved vacation period by June 30. A procedure will be established to permit the employee to request a modification to the approved vacation schedules subsequent to June 30.

- F. Vacation will not accrue from year to year. However, should an employee, due to a request of BOCES, not take a vacation, the employee shall be given the choice of either rescheduling the vacation within that work year or receiving compensation at the rate of the employee's normal daily earning times the number of vacation days not taken.
- G. Employees in the Business Office shall not take vacation days during the month of June unless special circumstances warrant an adjustment. This adjustment requires the approval of the District Superintendent or the authorized designee of the Superintendent upon special request by the employee and with the authorization of the immediate supervisor.
- H. The regular vacation period for twelve (12) months transportation employees is July 1 through August 31st. Transportation staff shall be allowed to use vacation credits during the recess periods, subject to the approval of the Assistant Superintendent for Business and Finance or the designee of the Assistant Superintendent for Business and Finance. Other circumstances that may warrant an adjustment in the vacation period would require the approval of the District Superintendent or the designee of the District Superintendent upon special request by the employee and with authorization of the immediate supervisor.

ARTICLE XIV – HOLIDAYS

All BOCES offices will be closed on the days listed on the holiday schedule. Holidays shall total 15 days during the fiscal year. The holiday schedule shall be published by the beginning of the fiscal year (July 1) and the Union shall have the opportunity to give input into the preparation of the holiday schedule.

ARTICLE XV

PARTIAL STAFF DAYS FOR CLERICAL EMPLOYEES & AUDIO VISUAL MECHANICS

- A. Definition: Partial staff days are those days that BOCES offices are open during the early winter and spring recesses.
- B. Each 12-month full-time clerical employee hired prior to June 30, 1992 will only work one-half of the partial staff days during the early winter and spring recesses, and up to a maximum of four (4) days during the mid-winter recess except for those persons set forth below in paragraph C who will work on all partial staff days.
- C. Partial staff days will not be granted or allowed to any employee (except a/v mechanics, electronic equipment mechanics, and employment assistants hired on or before May 14, 1986). All other employees will work on all days which are designated as partial staff days.
- D. An employee who resigns during the school year and who has taken, prior to their departure date, partial staff days in excess of one-half of the partial staff days observed up to the point of departure shall have the payment of these excessive days deducted from their final pay. Conversely, additional payment will be made to an employee's final pay for days not

taken up to one-half of the partial staff days observed up to the point of departure, provided such employee has completed one year of service.

ARTICLE XVI – WORK SCHEDULE

- A. The work week shall consist of five days per week. Each employee shall be entitled to a minimum of a duty-free 30 minute lunch period.
- B. All benefits shall accrue as of July 1 each year.
- C. Employees working less than 12 months shall use 22 days as equivalent to a month.
- D. Office clerical employees shall work seven (7) hours per day during the period 9/1 – 6/30 and six (6) hours per day during the period 7/1 – 8/31. The daily work schedule shall normally be 8:30 a.m. to 4:30 p.m.; except that the Assistant Superintendent for Business and Finance or the designee of the Assistant for Business and Finance may determine that more efficient operations may result through a changed daily work schedule. In that event, the work schedule may be changed up to a maximum of one hour from the normal starting time. However, such change shall occur only once during a school year, and only upon prior notice of at least 15 working days to the Union President and the employees involved. The Union President shall have the right to discuss the matter with the Assistant Superintendent for Business and Finance. This shall not apply to personnel employed at the Media Center; said personnel to be assigned by the Director of the Media Center.
NOTE: BOCES may staff shift changes through the use of employee volunteers.
- E. Maintenance employees shall work eight (8) hours per day each year during the period 9/1 – 6/30 and seven (7) hours per day each year during the period 7/1 – 8/31. Employees shall continue their current work schedule (7:30 a.m. – 4:00 p.m.) except that the Assistant Superintendent may determine to alter work schedules in the manner and to the extent permitted in Section D of this Article.
- F. Custodial department employees shall work eight (8) hours per day during the period 9/1 – 6/30 and seven (7) hours per day during the period 7/1 – 8/31. The daily work schedule shall be at the discretion of the Assistant Superintendent for Business and Finance or the designee of the Assistant Superintendent for Business and Finance.
- G. Full-time transportation department employees shall work eight (8) hours per day during the period 9/1 – 6/30 and seven hours per day during the period 7/1 – 8/31. Part-time transportation employees shall have their work schedules assigned by the Assistant Superintendent for Business and Finance or the designee of the Assistant Superintendent for Business and Finance.
- H. Cafeteria employees shall work for 190 days per year. Their work schedules shall be determined by the Assistant Superintendent for Business and Finance or his designee.
- I. Clinical psychologists' work year shall consist of not more than 1288 hours, based on the equivalent of 184 seven-hour days, to be worked between September 1 and June 30 of any given school year. Each clinical psychologist's specific work schedule shall be established

by their supervisor and will provide for parental counseling among other things as needed. Such activities may take place after the normal work day, on weekends, holidays, etc.

- J. The Employment Assistant shall work a regular 35 hour work week, ten (10) months – 9/1 – 6/30 and a 30 hour work week between 7/1 – 8/31. In the event that the Employment Assistant is required to work beyond the work day, on weekends or normal holidays, the employee may be provided time off in lieu of additional compensation.
- K. Summer employment: Clinical psychologists employed during the months of July and August shall be paid at the daily rate of 1/184 of Step 1 on the appropriate salary schedule, prorated to the actual hours worked.
- L. School Registry Assistants shall work not more than 190 days per school year between September 1 and June 30. This will include all regularly scheduled school days (plus any days school might have to be open because of unusual circumstances) and days before and after the school year for office work, record keeping, filing, etc. The normal assignment shall be four (4) hours per day, five (5) days per week. The specific schedule shall be determined by the District Superintendent or his designee. Additional time may be required beyond the normal four (4) hours per day on an exceptional basis. Employees will be paid on an hourly basis (time sheets) for the actual time worked.

ARTICLE XVII – INSURANCE

A. Health Insurance

- 1. Any person appointed to a position for a period of at least three months is eligible for enrollment immediately upon employment if:
 - a. The employee works a regularly scheduled work week of 20 hours or more;
 - or
 - b. The employee does not work a regularly scheduled work week of 20 hours or more but is paid \$5,000.00 per year on an annual salary basis.
- 2. The cost to the Board for employees who elect to enroll under other available health insurance options shall not exceed the cost of the plan currently in effect.
- 3. Employees who become employed subsequent to February 13, 1980, and who shall work less than full-time (defined below) shall contribute on a pro-rata basis the premium costs for health charges. (Full-time shall mean 12-month, 35 or 40 hour work week).
- 4. The district shall provide the same or equivalent health insurance benefits as provided by the statewide plan (currently Empire Plan, Core Plus), but may substitute carriers and/or self insure.

Claims of non-comparability of benefits shall be subject to provisions of Appendix “A” and Appendix “B” of this contract. Benefits offered to this employee unit shall be in accord with those enjoyed by other employee units within BOCES.

B. Dental Insurance

1. The Board agrees to provide the same or equivalent dental insurance benefits as specified in Appendix D but may substitute carriers or self insure.
2. The Board agrees to pay 100% of dental insurance coverage for eligible employees and 95% of the cost for eligible employees' dependents coverage for the term of this contract.
3. Employees who become employed subsequent to February 13, 1980, and who shall work less than full-time (defined below) shall contribute on a pro-rata basis the premium costs for dental charges. (Full-time shall mean 12-month, 35 or 40 hour work week).

C. Health Deduction

1. Full-time Employees

- a. Effective July 2, 2004, full-time employees hired prior to July 1, 2008 who contribute to health benefits shall have three percent (3%), of the total premium cost of health benefits deducted from their salary and paid to BOCES as a health insurance contribution.
- b. Full-time employees hired on or after July 1, 2008 who contribute to health benefits shall have ten percent (10%), of the total premium cost of health benefits deducted from their salary and paid to BOCES as a health insurance contribution.

2. Part-time Employees – Such employees participating in the Health Insurance Program, will be covered by the following language in any year they have not exercised their annual health buy-out:

- a. Effective July 1, 1992, the present health insurance contribution by part-time employees who were employed and participating in the BOCES Health Insurance Program on or before July 1, 1992 shall remain the same through June 30, 1995 (subject to individual FTE changes) (See article XXVII (A) (4)). Commencing July 1, 1995 and in subsequent fiscal years, pro-rata contribution will be based on the then current annual premium in effect unless modified by subsequent collective bargaining agreements.
- b. All other part-time employees will be governed by existing language to the effect that each employee shall contribute on a pro-rata basis the current premium cost for health coverage in accordance with Article XVII, subdivision (A) (4). As an example; if an employee is employed on a part-time basis for .9 FTE, the employee will pay the inverse or .1 of the annual health insurance premium in effect. All equivalents will be based on the pay schedule under which the specific job title is placed.

3. IRS-Section 125. Application to Health Contribution. All employees in the collective bargaining unit will be entitled to elect Internal Revenue Code Section 125 participation on forms provided by BOCES administration solely with regard to the health insurance premium contribution and the payment of same.

ARTICLE XVIII – PENSION BENEFIT

Each qualified employee will be provided a 1/60th pension benefit under a non-contributory plan for each year of employment from April 1, 1960 under the provisions of Chapter 1006 of the laws of 1966 (currently referred to as Section 75C) as presently or hereafter amended and entitled, "An Act to Amend the Retirement and Social Security Law, in relation to establishing non-contributory retirement plans and ordinary death benefits for State employees and members of participating employers."

Effective July 1, 1989, employees shall be entitled to retirement benefits under Sections 75E, 75G and 75I of the New York State Employees Retirement System. All entitlement to retirement benefits shall be in accordance with state requirements for such sections.

All participating employees covered by the pension benefits described above, except those employees hired after July 1, 1973, shall also be covered under the optional life insurance coverage provided by Section 60B of the New York State Employees Retirement System.

Upon approval by the New York State Employees Retirement System, all participating employees covered by the pension benefits described herein shall also be covered under Section 41J of the Retirement and Social Security Law of the State of New York.

ARTICLE XIX – ANNUITIES

The tax-sheltered annuity program is available to all personnel in the Board of Cooperative Educational Services.

ARTICLE XX - CHECKOFF

The Board agrees to provide dues and/or insurance deductions as authorized on authorization forms completed by employees and submitted to BOCES. All deductions shall be in equal bi-weekly installments.

ARTICLE XXI – LAYOFFS

In the event of a reduction of the work force in the competitive class, the Board will adhere to Civil Service Law, Rules and Regulations, including the Rules and Regulations of the Rockland County Personnel Officer.

It is understood that there will be adherence to the Board's policy on Equal Opportunity Employer and Affirmative Action and its policy on Title IX, Education Amendment 1972. Prohibiting Sex Discrimination in Education and implementation of the following provisions will not contravene adherence to these policies.

In the event of a reduction in work force in the non-competitive class, employees in the promotional scale of a category of employment shall be laid off in the inverse order of their seniority with BOCES, and shall have the right to the next lowest non-competitive position in direct line in the promotional scale of that category of employment, providing the employee meets Civil Service and/or other legal qualifications for the position.

In the event of a reduction of the work force in the labor class, employees in a specific job title will be laid off in inverse order of their seniority with BOCES.

In the event of reduction in the work force in the non-competitive class, employees in a specific job title in a category in which there is no direct line of promotion shall be laid off in inverse order of their seniority with BOCES.

Employees within the labor and non-competitive class, once laid off, shall have the right, in order of their seniority with BOCES, to recall to positions, when they become vacant, which the employees occupied at the time of termination. Such right shall exist for a period of one year from date of termination, except the right shall cease at time of refusal of a job offer.

In the event of a reduction in the work force, the affected employee shall receive written notice, no less than ten (10) days (2 weeks) prior to the date of termination.

ARTICLE XXII – PERMANENT STATUS

Persons employed by the Board from permanent Civil Service lists shall not be accorded permanent status until they complete a twenty-six (26) week probationary period.

If an employee in the labor class or non-competitive class has accumulated two years or more of continuous service with BOCES and it is proposed that said employee is to be demoted, suspended without pay or discharged, the employee shall be entitled to written notice of the action (and/or) the proposed penalty. The employee shall have five (5) working days to accept the proposed action and/or proposed penalty or to appeal to the District Superintendent of BOCES. The District Superintendent or the designee of the District Superintendent shall meet with the employee who may be accompanied by (not more than three) representatives of the Civil Service Employees Association. The District Superintendent in the sole exercise of his or her discretion shall accept or reject the appeal of the employee in writing. The determination of the District Superintendent shall not be subject to grievance or arbitration procedures. The foregoing procedure shall not apply to employees entitled to the protection of section 75 of the Civil Service Law.

ARTICLE XXIII – POSTING

The Union shall have the right to place notices, circulars, and other material on school bulletin boards, in employee mailboxes, and use salary mailings for the dissemination of information with the knowledge and consent of the building director or supervisor.

It is expressly understood that no member of the administration will assume responsibility for the posting or distribution of material for the unit.

ARTICLE XXIV – GRIEVANCE PROCEDURE

The Grievance Procedure is annexed hereto as Appendix "A."

ARTICLE XXV – ARBITRATION

The Arbitration Procedure is annexed hereto as Appendix “B.”

ARTICLE XXVI – GENERAL

- A. The Board shall not discriminate in any way against any employee by reason of the employee’s membership in or participation in the activities of the Union or the employee’s exercise of the employee’s rights granted under this agreement, or by law.
- B. If negotiation meetings between the Board and the Union are scheduled during normal working hours, representatives Union shall be relieved from all their regular duties without loss of pay, as is necessary in order to permit their attendance at such meetings.
- C. In the event that any article or section of this Agreement shall be determined to be null, void, or unenforceable, such decision shall not affect any of the other provisions of this Agreement which shall continue in full force and effect.
- D. This agreement shall constitute the sole and binding Agreement between the parties and shall not be altered, added to, deleted from, or modified except through the voluntary mutual consent of both parties by written and signed amendment to this Agreement. The Association agrees that all negotiable items have been discussed during the negotiations leading to this Agreement and agrees that negotiations shall not be reopened on any item for the life of this Agreement unless the Public Employment Relations Board finds that the Board has acted in violation of the Taylor Law and directs the Board to negotiate.
- E. The CSEA president shall receive written notification of all changes in titles and classification concerning positions within the unit.

ARTICLE XXVII – SECTION 204a – CIVIL SERVICE LAW

Section 204a – Agreements between public employers and employee organizations:

- A. Any written agreement between a public employer and an employee organization determining the terms and conditions of employment of public employees shall contain the following notice in type not smaller than the largest type used elsewhere in such agreement:

“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.”

- B. Every employee organization submitting such a written agreement to its members for ratification shall publish such notice, include such notice in the documents accompanying such submission and shall read it aloud at any membership meeting called to consider such ratification.

- C. Within sixty (60) days after the effective date of this act, a copy of this section shall be furnished by the chief fiscal officer of each public employer to each public employee. Each public employee employed thereafter shall, upon such employment, be furnished with a copy of the provisions of the section.

ARTICLE XXVIII – SECTION 210 – CIVIL SERVICE LAW

The Union, through its officers, agrees to comply with the provisions of Section 210, Article 14, of the Civil Service Law, and 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.

ARTICLE XXIX – MANAGEMENT RIGHTS

Except as specifically and expressly modified by the terms of this Agreement, the Board retains the sole and exclusive right to manage, direct and supervise the affairs of BOCES.

ARTICLE XXX – ADDITIONAL APPENDICES

The following appendices are expressly incorporated into this Collective Bargaining Agreement.

- Appendix A – Grievance Procedure
- Appendix B – Arbitration Procedure
- Appendix C – Salary Schedule, Longevity Provisions and Position Titles
- Appendix D – Group Dental Insurance Specifications
- Appendix E – Health Insurance Buy Out
- Appendix F – Salary Schedule 2007-08
- Appendix G – Salary Schedule 2008-09
- Appendix H – Salary Schedule 2009-10
- Appendix I – Salary Schedule 2010-11

ARTICLE XXXI – TERM OF AGREEMENT

This Agreement shall remain in full force from July 1, 2007 except as specifically modified herein, to June 30, 2011. This Agreement will continue in effect from year to year after June 30, 2011 unless either party is notified by the other of its desire to terminate, amend, or modify such Agreement, by the 1st of January preceding the expiration date. The parties agree that once negotiations have been completed and the Agreement ratified, negotiations will not be reopened during the life of the Agreement except by mutual agreement of the parties.

IN WITNESS WHEREOF, the parties hereunto set their hands and seals this 25th day of October, 2007.

BOARD OF COOPERATIVE EDUCATIONAL SERVICES

By James M. Ryan
James M. Ryan, District Superintendent/Chief Executive Officer

By Gail Koss
Gail Koss, President

CIVIL SERVICE EMPLOYEES ASSOCIATION, Inc., Local 1000, American Federation of State, County and Municipal Employees, AFL-CIO.

By Timothy Adams
Timothy Adams, President

By Fred Smith
Fred Smith, Collective Bargaining Specialist

APPENDIX "A"
GRIEVANCE PROCEDURE

A. Definitions

1. A "grievance" is a difference or dispute arising out of the application or interpretation of any of the terms or provisions of this agreement.
2. An aggrieved party is the person or persons making the claim, hereinafter referred to as the "employee."
3. A "party in interest" is the person or persons making the claim, any person who might be required to take action or against whom action might be taken in order to resolve the claim, and the President of the Union or his designee.
4. A "day" shall be understood to mean a day that the BOCES Central Administration Office is open to transact normal business.

B. Purpose

1. The purpose of this procedure is to secure, at the lowest possible administrative level, equitable solutions to the problems which may from time to time arise affecting the welfare or working conditions of employees. Both parties agree that these proceedings will be kept as informal and confidential as may be appropriate, at any level of the procedure, and that written copies of the grievance and decisions be kept to resolve any future problems.
2. Nothing herein contained will be construed as limiting the right of any employee having a grievance to discuss the matter informally with the appropriate member of the administration at level one, and having the grievance adjusted at the level, provided the adjustment is not inconsistent with the terms of this agreement.

C. Procedure

Since it is important that the grievances be processed as rapidly as possible, the number of days indicated at each level should be considered as a maximum; every effort should be made to expedite the process. The time limits may be extended, however, by written mutual agreement. The time limits throughout the grievance procedure shall be exclusive of paid leave times of aggrieved employees and/or BOCES administrators and supervisors.

If an employee does not file a grievance, in writing, within thirty (30) working days after the employee knew or should have known of the act or condition on which the grievance was based, then the grievance will be considered as waived.

It shall be understood that the employees involved in the dispute may be represented by a Union representative. It shall be further understood that the Superintendent or his designee shall represent the Administration at the appropriate stage in the grievance procedure, and it is hereinafter referred to as the Superintendent.

1. **Level One:** A grievance shall be reduced to a written statement covering the specific nature of the alleged grievance. The statement should include a description of the incident, the time and date of the occurrence, and the specific articles alleged to have been violated.

Four (4) copies of the statement signed and dated by the employee will be submitted to the employee's immediate superior. The immediate superior shall meet with the employee within four (4) days after receipt of the written grievance. A written decision shall be submitted to the employee within three (3) working days after the meeting. One (1) copy of the decision shall be filed with the Union president, and one copy filed with the aggrieved person or persons.

2. **Level Two:** If the employee is not satisfied with the decision rendered at level one, or if no decision has been reached within the time limits imposed in level one, the employee may file a copy of the grievance with the Superintendent within five (5) days following the deadline imposed in level one.

The Superintendent or the designee of the Superintendent shall, within five (5) days of receipt of the grievance, meet with the employee in an attempt to resolve said grievance. A written decision shall be rendered within five (5) days of the meeting. One (1) copy of the decision shall be given to the aggrieved employee, and one (1) copy to the Union president or designee.

3. **Level Three:** If the grievance is not resolved in level two, it shall be filed with the President of the Board of Education within five (5) working days of the time frame imposed in level two.

The Board of Education shall meet in executive session at its next regularly scheduled meeting to consider all grievances which may have been submitted to it since its last meeting. Any party in interest shall have the right to appear before the Board and to be heard. Copies of the decision shall be filed with the President of the Union and the Superintendent. One (1) copy of the decision shall be given to the employee.

APPENDIX "B" **ARBITRATION**

- A. If a grievance cannot be settled in the third level of the grievance procedure, either party may submit the matter to arbitration. This notice must be served on the other party within ten (10) days after the failure of settlement of level three of the grievance procedure.
- B. Any request for the submission to arbitration by either party shall be in writing and signed by an authorized representative of the party requesting arbitration. The written statement shall restate the grievance as originally submitted in level three along with any further reference to this Agreement, and shall certify that the parties failed to reach an agreement in the grievance procedure set forth herein.
- C. A written stipulation defining the dispute may serve as the basis for proceedings in the arbitration and shall be signed by both parties if the parties agree that the subject matter is properly referable to arbitration. If either party claims that the subject is not properly referable to arbitration under the terms of this Agreement, such disagreement shall constitute a dispute subject to determination by arbitration proceedings as set forth herein. If the decision of the

arbitrator is that the matter is arbitratable, the arbitrator shall then proceed to determine the matter on its merits.

Within ten (10) working days after such written notice of arbitration, representatives of the Board and the Union shall agree upon an arbitrator or arbitrators. If the parties cannot agree upon an arbitrator, or arbitrators, the Union shall make a request to the American Arbitration Association to name a panel within twenty (20) working days.

1. Selection shall be made in accordance with the rules of the American Arbitration Association or by such procedures as may be mutually agreed upon by the parties involved.
 2. In the event, however, if the arbitrator is unavailable within twenty (20) calendar days after selection, an alternate shall be named. Hearing shall be started as soon as possible after the selection of the arbitrator.
 3. The expenses incurred in the procuring of an arbitrator and any miscellaneous expenses incurred by the arbitrator shall be borne equally by both parties.
- D. The arbitrator shall have jurisdiction and authority only to interpret, apply, or determine Compliance with the provisions of this Agreement or any agreement made supplementary hereto, and to render decision of award, but shall not have jurisdiction to add to, subtract from, or modify or alter in any way any of these terms. Further, the arbitrator shall be limited in its authority to a review and determination of the specific grievance submitted for arbitration in each individual instance.
- E. Lawfully rendered decision of the arbitrator shall not be inconsistent with the provisions of Agreement, and shall be final and binding upon both parties.
- F. No reprisals of any kind will be taken by the Board or any member of the administration against any party in interest, any school representative, any member of the Union or any other participant in the grievance procedure by reason of such participation.
- G. Any party in interest may be represented at any or all stages of the grievance procedure by a person of the of the parties own choosing, except that the party may not be represented by a representative or an officer of any organization other than the Rockland County BOCES Unit of the Union.
- H. Miscellaneous: If, in the judgement of the Union, a grievance affects a group or class of employees, the Union may submit such grievance, in writing, to the District Superintendent or his/her designee of the District Superintendent directly and the grievance will commence at level two. The Union may process such a grievance through all levels of the grievance procedure, even though the aggrieved employee does not wish to do so.
1. All documents, communications and records dealing with the processing of a grievance will be filed separately from the personnel files of the participants.
 2. Forms for filing grievances, serving notices, taking appeals, making reports and

recommendations, and other necessary documents will be jointly prepared by the District Superintendent or the his/her designee of the District Superintendent and the Union, and will be reproduced and given appropriate distribution by the Superintendent or his/her designee of the District Superintendent, so as to facilitate operation of the grievance procedure.

3. The Board agrees to make available to the employee and/or the employee's representative all the information not privileged under the law in its possession or control and which is relevant to the issue raised in the grievance.

APPENDIX "C"

SALARY SCHEDULES

The listing of titles on salary schedules constitutes the bargaining unit as constituted as of date of the execution this Agreement. The parties further agree that any new titles created falling within the bargaining unit shall be included within these schedules. In addition, negotiations shall be commenced by the parties in order to negotiate the terms and conditions of employment for all newly created titles.

LONGEVITY

Longevity shall be based on calendar years of service with the Board. This longevity increment is to start on the completion of the tenth, fifteenth and twentieth years of service, to become effective on the anniversary date. This in no way shall be construed to back-date a claim for longevity increments, i.e., a less than full-time employee now becoming eligible or actually eligible to receive longevity increments under the old formula (based on hours of service) shall not be allowed to back-date longevity increments based on calendar years of service.

Schedule "A": Effective July 1, 2004 all position titles shall be entitled to a \$700 longevity payment after the 10th, 15th, and 20th year of service with BOCES. Longevity payments shall be prorated based on an annual F.T.E.

Schedule "B": Effective July 1, 2004 all position titles included in lines 1-11 shall be entitled to a \$700 longevity payment after the 10th, 15th, and 20th year of service with BOCES. Longevity payments shall be prorated based on annual F.T.E.

Schedule "C": Effective July 1, 2004 all position titles shall be entitled to a \$.42 per hour longevity payment after the 10th, 15th, and 20th year of service with BOCES.

APPENDIX "D"

GROUP DENTAL INSURANCE SPECIFICATIONS

ELIGIBLE EMPLOYEES

All employees on a regularly scheduled work week, minimum 2-1/2 days per week on a ten-month basis, and earning at least \$5,000.00 per year on a salary schedule.

ELIGIBLE DEPENDENTS

An insured's spouse and unmarried children to age 19 and unmarried children of the insured who are full-time students under age 23.

POLICY YEAR

September 1 through August 31st.

EFFECTIVE DATE

Waiting period – one year; effective date – the first day of month following end of waiting period.

DEDUCTIBLE

Individual - \$25.00

Maximum per family – two \$25.00

Common Accident Provision included

CARRY-OVER PROVISION

All or part of a deductible satisfied in the last three months of a policy year will be used to satisfy the deductible in the next policy year.

MAXIMUM BENEFIT

\$1,000 maximum for each insured and PER POLICY YEAR. \$1,000 for each dependent with the exception of orthodontics, which is a separate \$500 maximum for each insured and each dependent.

CO-INSURANCE

All charges - 75% by insurance company of regular and customary charges of a dentist; 25% by insured.

COVERED CHARGES

All dental services and supplies, including but not limited to loss of fillings (including gold), x-rays, cleaning, crowns, pontics, inlays, bridgework, dentures. Repair and replacement of the bridgework and dentures. Prescribed drugs, periodontal, oral surgery, root canal therapy. Extractions and space maintainers.

PRE-EXISTING CONDITIONS

Covered in full, as long as work has not started.

COURSES OF ORTHO-DONTIC TREATMENT

Covered for charges after the effective date with no reduction of benefits on STARTED BEFORE work completed before the effective date.

EFFECTIVE DATE OF INSURANCE

EXTENDED BENEFITS

All benefits lapse on final date of employment.

APPENDIX "E" HEALTH INSURANCE BUY-OUT

1. Any unit member employed and actively enrolled in the Empire Health Insurance Program through the Rockland BOCES on June 1, 1992 will be eligible for an annual \$800 payment for waiving his/her coverage during the following school year, if he/she is employed for that entire school years.
2. This waiver must be executed and filed in the Office of Human Resources no later than November 20, 1992. Subsequent waivers must be executed and filed by July 1st of each school year.
3. This waiver will remain in effect unless expressly rescinded by the unit member due to a major family crisis/incident (i.e., spouse loses job/health insurance, loss of coverage due to death of spouse, etc.).
4. The \$800 payment for waiving the health insurance program will be paid in two equal payments during the months of January and June or prorated if the unit member is no longer eligible for health insurance. Such payment will be processed through payroll and subject to tax withholding.
5. If a unit member rescinds the waiver under Item #3, that unit member will be required to reimburse any prorated monies given to him/her participating in the waiver program. Their entrance back into the Rockland Empire Health Plan will be subject to the rules and regulations of this Plan.
6. Unless the waiver is expressly withdrawn in writing by the participating unit member, the BOCES will continue the unit member in the waiver program in subsequent years.
7. The health insurance waiver program will commence January 1, 1993, subject to paragraph #2 above.

POSITION TITLES

The following represent those titles which constitute the bargaining unit as of the date of ratification of this agreement.

SCHEDULE A

<u>Line</u>	<u>Title</u>	<u>Vacation</u>	<u>Partial Staff Days</u>
4	Account Clerk-Typist		* (new after 6/30/92)
13	Accountant I		* (new after 6/30/92)
13	Administrative Assistant (Schools)		* (new after 6/30/92)
10	Assistant Purchaser		* (new after 6/30/92)
11	Audio Visual Mechanic		* (new after 5/14/86)
2	Clerk-Typist		* (new after 6/30/92)
13b	Computer Network Specialist		* (new after 6/30/92)
10	Computer Systems Trainer		*
3	Courier		*
4	Duplicating Machine Operator		*
5	Duplicating Machine Operator II		*
12	Electronic Equipment Mechanic I		* (new after 5/14/86)
9	Employee Benefits Clerk-Typist		* (new after 6/30/92)
7	Employment Assistant (Schools)		* (new after 5/14/86)
9	Health & Safety Technician		* (new after 6/30/92)
4	Payroll Clerk		* (new after 6/30/92)
9	Principal Account Clerk		* (new after 6/30/92)
9	Principal Clerk		* (new after 6/30/92)
9	Principal Clerk-Typist		* (new after 6/30/92)
9	Principal Purchasing Clerk		* (new after 6/30/92)
10	Program Liaison Assistant		*
10	Program Assistant		*
10	Public Information Assistant		* (new after 6/30/92)
2	Receptionist Typist		*
6	School Nurse	*	*
9	Secretarial Assistant I		* (new after 6/30/92)
7	Secretarial Typist		* (new after 6/30/92)
7	Senior Account Clerk		*
7	Senior Account Clerk-Typist		* (new after 6/30/92)
4	Senior Clerk-Typist		* (new after 6/30/92)
13A	Senior Health & Safety Technician		* (new after 6/30/92)
8	Senior Payroll Clerk		* (new after 6/30/92)
2	Telephone Operator-Typist		* (new after 6/30/92)

*Not entitled to vacation or partial staff days.

SCHEDULE B

<u>Line</u>	<u>Title</u>	<u>Partial Staff Days</u>
5	Assistant Automotive Mechanic	*
5	Assistant Maintenance Mechanic	*
10	Auto Mechanic I	*
13	Auto Mechanic II	*
6	Bus Driver	*
9	Chief Dispatcher	*
3	Custodial Worker	*
4	Custodian I	*
8	Custodian II	*
12	Custodian III	*
4	Groundskeeper	*
3	Groundswoker	*
1	Maintenance Helper	*
11	Maintenance Mechanic	*
12	Maintenance Mechanic II	*
13	Maintenance Supervisor	*
2	Stock Clerk	*

SCHEDULE C

<u>Line</u>	<u>Title</u>	<u>Vacation</u>	<u>Partial Staff Days</u>
8	Bus Driver, Small Bus	*	*
9	Bus Driver, Physically Handicapped	*	*
1	Food Service Helper	*	*
11	Licensed Practical Nurse	*	*
6	Lifeguard	*	*
3	School Bus Attendant	*	*
11	School Registry Assistant	*	*
5	School Health Aide	*	*

*Not entitled to vacation or partial staff days.

CSEA SALARY SCHEDULES, 2007-2008

LINE 1 2 3 4 5 6 7

SCHEDULE "A" 35 HOUR WEEK 1,820 HOURS

1	\$25,681	\$26,435	\$27,193	\$27,947	\$28,703	\$29,459	\$30,343
2	\$30,375	\$31,740	\$33,089	\$34,446	\$35,796	\$37,165	\$38,280
3	\$32,768	\$34,174	\$35,571	\$36,958	\$38,358	\$39,728	\$40,920
4	\$34,081	\$35,627	\$37,165	\$38,708	\$40,244	\$41,785	\$43,039
5	\$35,450	\$37,019	\$38,594	\$40,170	\$41,740	\$43,320	\$44,620
6	\$35,944	\$37,458	\$38,973	\$40,484	\$41,999	\$43,518	\$44,824
7	\$37,157	\$38,732	\$40,310	\$41,886	\$43,456	\$45,037	\$46,388
8	\$38,176	\$40,184	\$42,193	\$44,203	\$46,215	\$48,225	\$49,672
9	\$40,642	\$42,263	\$43,869	\$45,483	\$47,091	\$48,715	\$50,176
10	\$46,439	\$48,457	\$50,472	\$52,489	\$54,506	\$56,524	\$58,220
11	\$49,103	\$51,100	\$53,091	\$55,096	\$57,093	\$59,092	\$60,865
12	\$51,150	\$53,150	\$55,139	\$57,145	\$59,143	\$61,141	\$62,975
13	\$53,200	\$55,197	\$57,189	\$59,194	\$61,191	\$63,189	\$65,085
13A	\$55,331	\$57,324	\$59,316	\$61,316	\$63,311	\$65,308	\$67,267
14	\$74,167	\$77,136	\$80,106	\$83,070	\$86,040	\$89,007	\$91,677

SCHEDULE "B" 40 HOUR WEEK 2080 HOURS

1	\$25,049	\$25,749	\$26,472	\$27,221	\$27,966	\$28,713	\$29,574
2	\$30,464	\$32,010	\$33,555	\$35,046	\$36,594	\$38,135	\$39,279
3	\$33,158	\$34,639	\$36,093	\$37,555	\$39,016	\$40,504	\$41,719
4	\$36,143	\$37,675	\$39,217	\$40,760	\$42,307	\$43,849	\$45,164
5	\$37,354	\$39,194	\$41,014	\$42,860	\$44,684	\$46,518	\$47,914
6	\$41,253	\$42,463	\$43,675	\$44,886	\$46,091	\$47,303	\$48,722
7	\$40,188	\$41,342	\$42,497	\$43,646	\$44,802	\$45,952	\$47,331
8	\$41,263	\$42,806	\$44,352	\$45,898	\$47,433	\$48,981	\$50,450
9	\$43,961	\$45,204	\$46,463	\$47,705	\$48,963	\$50,222	\$51,729
10	\$45,325	\$47,323	\$49,331	\$51,323	\$53,333	\$55,270	\$56,928
11	\$46,693	\$49,442	\$52,197	\$54,951	\$57,703	\$60,441	\$62,254
12	\$51,814	\$54,564	\$57,321	\$60,068	\$62,827	\$65,564	\$67,531
13	\$57,807	\$60,875	\$63,947	\$67,015	\$70,088	\$73,144	\$75,338

SCHEDULE "C" HOURLY RATE

1	\$11.03	\$11.45	\$12.03	\$12.61	\$13.06	\$13.75	\$14.16
2	\$12.41	\$13.06	\$13.68	\$14.29	\$14.97	\$15.56	\$16.03
3	\$12.05	\$12.41	\$12.79	\$13.13	\$13.48	\$13.87	\$14.29
4	\$13.06	\$13.82	\$14.34	\$15.08	\$15.80	\$17.24	\$17.76
5	\$13.38	\$14.11	\$14.83	\$15.55	\$16.27	\$16.98	\$17.49
6	\$14.28	\$15.01	\$15.75	\$16.47	\$17.19	\$17.90	\$18.44
7	\$17.63	\$18.74	\$19.83	\$20.93	\$22.04	\$23.15	\$23.84
8	\$16.50	\$16.96	\$17.48	\$18.04	\$18.58	\$19.04	\$19.61
9	\$18.81	\$19.30	\$19.83	\$20.47	\$20.93	\$21.54	\$22.19
10	\$19.07	\$19.89	\$20.70	\$21.52	\$22.31	\$23.13	\$23.82
11	\$20.40	\$21.27	\$22.17	\$23.02	\$23.88	\$24.75	\$25.49

CSEA SALARY SCHEDULES, 2008-2009

LINE 1 2 3 4 5 6 7 8

SCHEDULE "A" 35 HOUR WEEK 1,820 HOURS

1	\$26,451	\$27,228	\$28,009	\$28,785	\$29,564	\$30,343	\$31,253	\$32,191
2	\$31,286	\$32,692	\$34,082	\$35,479	\$36,870	\$38,280	\$39,428	\$40,611
3	\$33,751	\$35,199	\$36,638	\$38,067	\$39,509	\$40,920	\$42,148	\$43,412
4	\$35,103	\$36,696	\$38,280	\$39,869	\$41,451	\$43,039	\$44,330	\$45,660
5	\$36,514	\$38,130	\$39,752	\$41,375	\$42,992	\$44,620	\$45,959	\$47,338
6	\$37,022	\$38,582	\$40,142	\$41,699	\$43,259	\$44,824	\$46,169	\$47,554
7	\$38,272	\$39,894	\$41,519	\$43,143	\$44,760	\$46,388	\$47,780	\$49,213
8	\$39,321	\$41,390	\$43,459	\$45,529	\$47,601	\$49,672	\$51,162	\$52,697
9	\$41,861	\$43,531	\$45,185	\$46,847	\$48,504	\$50,176	\$51,681	\$53,231
10	\$47,832	\$49,911	\$51,986	\$54,064	\$56,141	\$58,220	\$59,967	\$61,766
11	\$50,576	\$52,633	\$54,684	\$56,749	\$58,806	\$60,865	\$62,691	\$64,572
12	\$52,685	\$54,745	\$56,793	\$58,859	\$60,917	\$62,975	\$64,864	\$66,810
13	\$54,796	\$56,853	\$58,905	\$60,970	\$63,027	\$65,085	\$67,038	\$69,049
13A	\$56,991	\$59,044	\$61,095	\$63,155	\$65,210	\$67,267	\$69,285	\$71,364
14	\$76,392	\$79,450	\$82,509	\$85,562	\$88,621	\$91,677	\$94,427	\$97,260

SCHEDULE "B" 40 HOUR WEEK 2080 HOURS

1	\$25,800	\$26,521	\$27,266	\$28,038	\$28,805	\$29,574	\$30,461	\$31,375
2	\$31,378	\$32,970	\$34,562	\$36,097	\$37,692	\$39,279	\$40,457	\$41,671
3	\$34,153	\$35,678	\$37,176	\$38,682	\$40,186	\$41,719	\$42,971	\$44,260
4	\$37,227	\$38,805	\$40,394	\$41,983	\$43,576	\$45,164	\$46,519	\$47,915
5	\$38,475	\$40,370	\$42,244	\$44,146	\$46,025	\$47,914	\$49,351	\$50,832
6	\$42,491	\$43,737	\$44,985	\$46,233	\$47,474	\$48,722	\$50,184	\$51,690
7	\$41,394	\$42,582	\$43,772	\$44,955	\$46,146	\$47,331	\$48,751	\$50,214
8	\$42,501	\$44,090	\$45,683	\$47,275	\$48,856	\$50,450	\$51,964	\$53,523
9	\$45,280	\$46,560	\$47,857	\$49,136	\$50,432	\$51,729	\$53,281	\$54,879
10	\$46,685	\$48,743	\$50,811	\$52,863	\$54,933	\$56,928	\$58,636	\$60,395
11	\$48,094	\$50,925	\$53,763	\$56,600	\$59,434	\$62,254	\$64,122	\$66,046
12	\$53,368	\$56,201	\$59,041	\$61,870	\$64,712	\$67,531	\$69,557	\$71,644
13	\$59,541	\$62,701	\$65,865	\$69,025	\$72,191	\$75,338	\$77,598	\$79,926

SCHEDULE "C" HOURLY RATE

1	\$11.36	\$11.79	\$12.39	\$12.99	\$13.45	\$14.16	\$14.58	\$15.02
2	\$12.78	\$13.45	\$14.09	\$14.72	\$15.42	\$16.03	\$16.51	\$17.01
3	\$12.41	\$12.78	\$13.17	\$13.52	\$13.88	\$14.29	\$14.72	\$15.16
4	\$13.45	\$14.23	\$14.77	\$15.53	\$16.27	\$17.76	\$18.29	\$18.84
5	\$13.78	\$14.53	\$15.27	\$16.02	\$16.76	\$17.49	\$18.01	\$18.55
6	\$14.71	\$15.46	\$16.22	\$16.96	\$17.71	\$18.44	\$18.99	\$19.56
7	\$18.16	\$19.30	\$20.42	\$21.56	\$22.70	\$23.84	\$24.56	\$25.30
8	\$17.00	\$17.47	\$18.00	\$18.58	\$19.14	\$19.61	\$20.20	\$20.81
9	\$19.37	\$19.88	\$20.42	\$21.08	\$21.56	\$22.19	\$22.86	\$23.55
10	\$19.64	\$20.49	\$21.32	\$22.17	\$22.98	\$23.82	\$24.53	\$25.27
11	\$21.01	\$21.91	\$22.84	\$23.71	\$24.60	\$25.49	\$26.25	\$27.04

CSEA SALARY SCHEDULES, 2009-2010

LINE	1	2	3	4	5	6	7	8
SCHEDULE "A" 35 HOUR WEEK 1,820 HOURS								
1	\$27,245	\$28,045	\$28,849	\$29,649	\$30,451	\$31,253	\$32,191	\$33,157
2	\$32,225	\$33,673	\$35,104	\$36,543	\$37,976	\$39,428	\$40,611	\$41,829
3	\$34,764	\$36,255	\$37,737	\$39,209	\$40,694	\$42,148	\$43,412	\$44,714
4	\$36,156	\$37,797	\$39,428	\$41,065	\$42,695	\$44,330	\$45,660	\$47,030
5	\$37,609	\$39,274	\$40,945	\$42,616	\$44,282	\$45,959	\$47,338	\$48,758
6	\$38,133	\$39,739	\$41,346	\$42,950	\$44,557	\$46,169	\$47,554	\$48,981
7	\$39,420	\$41,091	\$42,765	\$44,437	\$46,103	\$47,780	\$49,213	\$50,689
8	\$40,501	\$42,632	\$44,763	\$46,895	\$49,029	\$51,162	\$52,697	\$54,278
9	\$43,117	\$44,837	\$46,541	\$48,252	\$49,959	\$51,681	\$53,231	\$54,828
10	\$49,267	\$51,408	\$53,546	\$55,686	\$57,825	\$59,967	\$61,766	\$63,619
11	\$52,093	\$54,212	\$56,325	\$58,451	\$60,570	\$62,691	\$64,572	\$66,509
12	\$54,266	\$56,387	\$58,497	\$60,625	\$62,745	\$64,864	\$66,810	\$68,814
13	\$56,440	\$58,559	\$60,672	\$62,799	\$64,918	\$67,038	\$69,049	\$71,120
13A	\$58,701	\$60,815	\$62,928	\$65,050	\$67,166	\$69,285	\$71,364	\$73,505
14	\$78,684	\$81,834	\$84,984	\$88,129	\$91,280	\$94,427	\$97,260	\$100,178

SCHEDULE "B" 40 HOUR WEEK 2080 HOURS

1	\$26,574	\$27,317	\$28,084	\$28,879	\$29,669	\$30,461	\$31,375	\$32,316
2	\$32,319	\$33,959	\$35,599	\$37,180	\$38,823	\$40,457	\$41,671	\$42,921
3	\$35,178	\$36,748	\$38,291	\$39,842	\$41,392	\$42,971	\$44,260	\$45,588
4	\$38,344	\$39,969	\$41,606	\$43,242	\$44,883	\$46,519	\$47,915	\$49,352
5	\$39,629	\$41,581	\$43,511	\$45,470	\$47,406	\$49,351	\$50,832	\$52,357
6	\$43,766	\$45,049	\$46,335	\$47,620	\$48,898	\$50,184	\$51,690	\$53,241
7	\$42,636	\$43,859	\$45,085	\$46,304	\$47,530	\$48,751	\$50,214	\$51,720
8	\$43,776	\$45,413	\$47,053	\$48,693	\$50,322	\$51,964	\$53,523	\$55,129
9	\$46,638	\$47,957	\$49,293	\$50,610	\$51,945	\$53,281	\$54,879	\$56,525
10	\$48,086	\$50,205	\$52,335	\$54,449	\$56,581	\$58,636	\$60,395	\$62,207
11	\$49,537	\$52,453	\$55,376	\$58,298	\$61,217	\$64,122	\$66,046	\$68,027
12	\$54,969	\$57,887	\$60,812	\$63,726	\$66,653	\$69,557	\$71,644	\$73,793
13	\$61,327	\$64,582	\$67,841	\$71,096	\$74,357	\$77,598	\$79,926	\$82,324

SCHEDULE "C" HOURLY RATE

1	\$11.70	\$12.14	\$12.76	\$13.38	\$13.85	\$14.58	\$15.02	\$15.47
2	\$13.16	\$13.85	\$14.51	\$15.16	\$15.88	\$16.51	\$17.01	\$17.52
3	\$12.78	\$13.16	\$13.57	\$13.93	\$14.30	\$14.72	\$15.16	\$15.61
4	\$13.85	\$14.66	\$15.21	\$16.00	\$16.76	\$18.29	\$18.84	\$19.41
5	\$14.19	\$14.97	\$15.73	\$16.50	\$17.26	\$18.01	\$18.55	\$19.11
6	\$15.15	\$15.92	\$16.71	\$17.47	\$18.24	\$18.99	\$19.56	\$20.15
7	\$18.70	\$19.88	\$21.03	\$22.21	\$23.38	\$24.56	\$25.30	\$26.06
8	\$17.51	\$17.99	\$18.54	\$19.14	\$19.71	\$20.20	\$20.81	\$21.43
9	\$19.95	\$20.48	\$21.03	\$21.71	\$22.21	\$22.86	\$23.55	\$24.26
10	\$20.23	\$21.10	\$21.96	\$22.84	\$23.67	\$24.53	\$25.27	\$26.03
11	\$21.64	\$22.57	\$23.54	\$24.42	\$25.34	\$26.25	\$27.04	\$27.85

CSEA SALARY SCHEDULES, 2010-2011

LINE	1	2	3	4	5	6	7	8
SCHEDULE "A" 35 HOUR WEEK 1,820 HOURS								
1	\$28,062	\$28,886	\$29,714	\$30,538	\$31,365	\$32,191	\$33,157	\$34,152
2	\$33,192	\$34,683	\$36,157	\$37,639	\$39,115	\$40,611	\$41,829	\$43,084
3	\$35,807	\$37,343	\$38,869	\$40,385	\$41,915	\$43,412	\$44,714	\$46,055
4	\$37,241	\$38,931	\$40,611	\$42,297	\$43,976	\$45,660	\$47,030	\$48,441
5	\$38,737	\$40,452	\$42,173	\$43,894	\$45,610	\$47,338	\$48,758	\$50,221
6	\$39,277	\$40,931	\$42,586	\$44,239	\$45,894	\$47,554	\$48,981	\$50,450
7	\$40,603	\$42,324	\$44,048	\$45,770	\$47,486	\$49,213	\$50,689	\$52,210
8	\$41,716	\$43,911	\$46,106	\$48,302	\$50,500	\$52,697	\$54,278	\$55,906
9	\$44,411	\$46,182	\$47,937	\$49,700	\$51,458	\$53,231	\$54,828	\$56,473
10	\$50,745	\$52,950	\$55,152	\$57,357	\$59,560	\$61,766	\$63,619	\$65,528
11	\$53,656	\$55,838	\$58,015	\$60,205	\$62,387	\$64,572	\$66,509	\$68,504
12	\$55,894	\$58,079	\$60,252	\$62,444	\$64,627	\$66,810	\$68,814	\$70,878
13	\$58,133	\$60,316	\$62,492	\$64,683	\$66,866	\$69,049	\$71,120	\$73,254
13A	\$60,462	\$62,639	\$64,816	\$67,002	\$69,181	\$71,364	\$73,505	\$75,710
14	\$81,045	\$84,289	\$87,534	\$90,773	\$94,018	\$97,260	\$100,178	\$103,183

SCHEDULE "B" 40 HOUR WEEK 2080 HOURS

1	\$27,371	\$28,137	\$28,927	\$29,745	\$30,559	\$31,375	\$32,316	\$33,285
2	\$33,289	\$34,978	\$36,667	\$38,295	\$39,988	\$41,671	\$42,921	\$44,209
3	\$36,233	\$37,850	\$39,440	\$41,037	\$42,634	\$44,260	\$45,588	\$46,956
4	\$39,494	\$41,168	\$42,854	\$44,539	\$46,229	\$47,915	\$49,352	\$50,833
5	\$40,818	\$42,828	\$44,816	\$46,834	\$48,828	\$50,832	\$52,357	\$53,928
6	\$45,079	\$46,400	\$47,725	\$49,049	\$50,365	\$51,690	\$53,241	\$54,838
7	\$43,915	\$45,175	\$46,438	\$47,693	\$48,956	\$50,214	\$51,720	\$53,272
8	\$45,089	\$46,775	\$48,465	\$50,154	\$51,832	\$53,523	\$55,129	\$56,783
9	\$48,037	\$49,396	\$50,772	\$52,128	\$53,503	\$54,879	\$56,525	\$58,221
10	\$49,529	\$51,711	\$53,905	\$56,082	\$58,278	\$60,395	\$62,207	\$64,073
11	\$51,023	\$54,027	\$57,037	\$60,047	\$63,054	\$66,046	\$68,027	\$70,068
12	\$56,618	\$59,624	\$62,636	\$65,638	\$68,653	\$71,644	\$73,793	\$76,007
13	\$63,167	\$66,519	\$69,876	\$73,229	\$76,588	\$79,926	\$82,324	\$84,794

SCHEDULE "C" HOURLY RATE

1	\$12.05	\$12.50	\$13.14	\$13.78	\$14.27	\$15.02	\$15.47	\$15.93
2	\$13.55	\$14.27	\$14.95	\$15.61	\$16.36	\$17.01	\$17.52	\$18.04
3	\$13.16	\$13.55	\$13.98	\$14.35	\$14.73	\$15.16	\$15.61	\$16.08
4	\$14.27	\$15.10	\$15.67	\$16.48	\$17.26	\$18.84	\$19.41	\$19.99
5	\$14.62	\$15.42	\$16.20	\$17.00	\$17.78	\$18.55	\$19.11	\$19.68
6	\$15.60	\$16.40	\$17.21	\$17.99	\$18.79	\$19.56	\$20.15	\$20.75
7	\$19.26	\$20.48	\$21.66	\$22.88	\$24.08	\$25.30	\$26.06	\$26.84
8	\$18.04	\$18.53	\$19.10	\$19.71	\$20.30	\$20.81	\$21.43	\$22.07
9	\$20.55	\$21.09	\$21.66	\$22.35	\$22.88	\$23.55	\$24.26	\$24.99
10	\$20.84	\$21.73	\$22.62	\$23.53	\$24.38	\$25.27	\$26.03	\$26.81
11	\$22.29	\$23.25	\$24.25	\$25.15	\$26.10	\$27.04	\$27.85	\$28.69