

**RED HOOK SCHOOL SUPPORT STAFF
ASSOCIATION
and
RED HOOK CENTRAL SCHOOL DISTRICT
COLLECTIVE BARGAINING AGREEMENT**

July 1, 2022 - June 30, 2026

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TERM OF AGREEMENT

This Agreement was ratified and approved respectively on March 22, 2023, effective July 1, 2022, to June 30, 2026, between the **RED HOOK SCHOOL SUPPORT STAFF ASSOCIATION** (hereinafter referred to as the "UNION") and the **RED HOOK CENTRAL SCHOOL DISTRICT** (hereinafter referred to as the "DISTRICT").

PREAMBLE

WHEREAS, the Union and the District recognize and declare that providing quality education for the children of the Red Hook Central School District is a mutual concern and the character of such education depends predominantly upon the quality and morale of the non-instructional staff, and

WHEREAS, the District recognizes its obligation to assure equitable treatment of its employees through collective negotiations,

NOW THEREFORE, in consideration of the mutual promises hereinafter set forth the parties hereto agree as follows:

ARTICLE I - UNION RECOGNITION

The District recognizes the Union as the sole and exclusive bargaining representative of the bargaining unit hereinafter more particularly described:

A. **Inclusions**: Custodian, Custodial Worker/Substitute Bus Driver, Bus Driver, Senior Maintenance Mechanic, Maintenance Worker, Assistant Mechanic/Relief Bus Driver, Head Mechanic, Custodial Worker/Courier/Daily Driver/Groundskeeper, Senior Typist, LPN, Clerk, Teacher Aide, Bus Monitor, Assistant Cook Manager, Cook, Food Service Helper, Typist, Typist Monitor, Custodial Worker, Groundskeeper, and Information Services Specialist.

Salary schedules shall apply to the following titles and be lettered as follows:

<u>Schedule</u>	<u>Title</u>
A	Head Mechanic
B	Custodian, Assistant Mechanic/Relief Bus Driver, Maintenance Worker
C	Custodial Worker
D	Custodial Work/Courier/Daily Driver/Groundskeeper
E	Custodial Worker/Sub Driver
F	Typist (12 month)

G	Hourly Employees: Teacher Aide, Bus Monitor, Groundskeeper
G2	LPN
H	Hourly Employees: Cook
I	Hourly Employees: Food Service Helper, Senior Food Service Helper
J	Bus Driver
K	Senior Typist
L	Intentionally Left Blank
M	Typist (10 month), Clerk (10 month), Typist Monitor (10 month)
N	Information Services Specialist
O	Senior Maintenance Mechanic
P	Assistant Cook Manager

B. Exclusions: The secretaries to the Superintendent of Schools and the Business Administrator, Typist, District Treasurer, Head Bus Driver, bus driver/dispatcher, and any and all other employees assigned to the Superintendent's Office or Business Administrator's Office on a permanent basis. Substitute employees (those taking the place of a regular employee who is expected to return) are not members of the unit and shall not be afforded any benefits of this Agreement except as specifically set forth below in section C.

C. Substitute Employees: Substitute employees shall be members of the bargaining unit and afforded the following terms and conditions of employment only as described below.

1. A contract substitute who takes the place of a single employee who is on a leave of absence of a known specific duration for ninety (90) calendar days or more, shall be a member of the unit from the first day of employment. Such an employee shall be afforded the rights under Articles I, II, III, V.A, B, and C, IX, Article XXIV.A, and Article XXVIII.A and B (pro-rated). Such an employee shall be compensated in accordance with the applicable salary schedules as placed by the School District. Such substitute employee shall only be afforded the above specifically listed terms and conditions of employment and may only grieve issues pertaining to these specific provisions.

2. A contract substitute who takes the place of a single employee who is on a leave of absence of a known specific duration for more than thirty (30) calendar days but less than ninety (90) calendar days, shall be a member of the unit from the thirty-first (31st) day of employment. Such an employee shall be compensated in accordance with the applicable salary schedule as placed by the School District and shall have dues deducted,

each commencing on the thirty-first (31st) calendar day of employment. Such substitute employee shall only be afforded the pay and dues terms set forth herein and may only grieve issues pertaining to these specific provisions.

3. A per diem substitute hired to take the place of a single employee on an unknown leave of absence shall become a member of the unit upon ninety (90) calendar days of consecutive employment for the same absent employee. Such substitute employee shall be afforded the terms and conditions of employment more specifically set forth in paragraph (1) above commencing upon the ninety-first (91st) day of employment for the same absent employee. Such an employee shall be compensated in accordance with the applicable salary schedules as placed by the School District commencing on the ninety-first (91st) day of employment for the same employee. Such substitute employee shall only be afforded the above specifically listed terms and conditions of employment and may only grieve issues pertaining to these specific provisions.

ARTICLE II – Dues Deduction

A. The District agrees to deduct from the salaries of its employees dues and assessments for the Union and its affiliates, as said employees individually and voluntarily authorize the District to deduct, and to forward said dues to the Union within fourteen (14) calendar days of the time of the deduction.

B. The Union shall submit to the District by September 1 of each school year the amounts of dues and assessments to be deducted from each employee. Deductions shall commence in the second pay check in September and shall be deducted in each pay check, as indicated by the Union, throughout the employee's work year.

C. The Union will notify the District of any changes in said deductions no less than fourteen (14) calendar days prior to the pay period in which the deduction changes are to take place.

D. Any employee may withdraw his/her authorization for dues deduction at any time by informing the District in writing of such an election at least ten (10) calendar days prior to the pay date for which the revocation is to be effective.

ARTICLE III - GRIEVANCE PROCEDURE

A. Grievant Rights - An employee shall have the right to present grievances in accordance with these procedures free from coercion, interference, restraint, discrimination or reprisal.

B. Grievance Definition - "Grievance" shall mean any claimed violation, misinterpretation, or inequitable application of a provision of this agreement initiated by an employee covered by the unit and/or the Union provided, however, that such term shall not include any matter involving an employee's rate of compensation (unless the employee is claiming that he/she is denied his/her proper compensation under the terms of this agreement), retirement benefits, (except as to the plan provided herein), disciplinary proceedings (except as expressly set forth herein) and any other matter which is otherwise reviewable pursuant to law or any rule or regulation having the force and effect of law, unless the same constitutes a breach of this Agreement.

C. Procedure - A grievance shall be processed in the following stages:

1. Timeliness

a. No grievance as described herein will be entertained and such grievance will be deemed waived, unless the grievance is forwarded at the first available date within thirty (30) calendar days after the employee/or Union knew or should have known of the act or condition on which the grievance is based.

b. The time limits specified in this Article may be modified only by mutual agreement.

c. If a decision at one stage is not appealed to the next stage of the procedure within the time limit specified, the grievance will be deemed to be discontinued and further appeal under this Agreement shall be barred.

2. Stage I: Immediate Supervisor Level

An aggrieved party shall present a grievance in writing specifying the provisions of the contract alleged to have been breached, to his or her immediate supervisor who shall render a written determination to the aggrieved party within a period of five (5) calendar days.

3. Stage II: Superintendent of Schools Level

Within ten (10) calendar days of the disposition of the grievance at Stage I, the grievant may appeal in writing to the Superintendent of Schools. A meeting of the parties for the purpose of presenting mutual positions shall be held on three (3) days' notice at Stage II within ten (10) days of the receipt of the grievance at those levels. A written decision with supporting reasons shall be rendered to the grievant and the Union in each instance within five (5) calendar days of such meeting. The grievant shall also have the right to appeal to the next stage if no meeting is held within the time allowed or if no decision is rendered within fifteen (15) days thereof.

4. Stage III: Board Level

The Board of Education (or a committee thereof) shall have the option of hearing the appeal or refusing to hear the appeal and denying the same. Thereupon the Union may seek arbitration of the appeal. When the Board expresses its option to hear the appeal, the Board shall provide the employee or Union with an opportunity to be heard. Said hearing shall be held within ten (10) days of the date of the appeal from Level II. The Board shall return its decision within ten (10) days of the date of the hearing. In the event the Board does not hear the appeal, the Board shall notify the Union within five (5) days of the date of the appeal.

5. Stage IV: Arbitration

If the Union is not satisfied with the decision at Stage III, it may submit the grievance to arbitration within twenty (20) calendar days of the decision at Stage III.

a. The Rules for voluntary labor arbitration of the American Arbitration Association shall be followed.

b. The decision of the Arbitrator shall be final and binding. However, the Arbitrator shall be without authority to add to, change or modify the terms and provisions of this Agreement, or to make any decision which requires the commission of an act prohibited by Law, or rule or regulation having the force and effect of law, or which violates the terms and provisions of this Agreement.

c. The costs of the services of the arbitrator, including expenses, if any, will be borne equally by both parties.

d. Arbitration shall be limited to terms covered in this contract and the Union shall specify in the demand for arbitration (or the notice of intent to arbitrate) the specific contract provisions alleged to have been breached.

6. System-Wide Grievances

If a grievance affects a group of employees or appears to be associated with system-wide policies, or arises from action of the Board of Education, it may be submitted by the Union directly at Stage II described above.

7. Informal Resolution

Nothing contained herein shall be construed as limiting the right of the individual having a grievance to discuss the matter informally and/or to have the grievance adjusted without intervention of the Union, provided that the adjustment is not inconsistent with the terms of the collective bargaining contract, provided further, that the bargaining representative has been given opportunity to be present at such adjustment.

ARTICLE IV - JUST CAUSE - DISCHARGE AND DISCIPLINE

Discipline and Discharge: All Unit Members holding permanent appointment for one year or more will be vested with the rights of Civil Service Law Sections 75 and 76.

ARTICLE V - LEAVE OF ABSENCE

A. Sick Leave: Each employee shall be granted fifteen (15) days of sick leave each year. Said fifteen (15) days will be credited to each employee on the employee's first day of service in each fiscal year. During an employee's first year of employment, said fifteen (15) days shall be earned on a pro rata basis of one and one-quarter (1-1/4) days per month. For new employees to earn the pro rata amount during their first month of employment, said employment must have commenced on or before the fifteenth of the month. For new employees whose employment commences after the fifteenth of the month, said pro rata sick leave days shall be earned beginning with the month subsequent to their date of employment.

1. Family Sickness: Any number of the fifteen (15) days of sick leave per year may be used for illness in the employee's family. As used in this paragraph, "family" is defined as meaning parent, spouse and children. It is understood and agreed that no part

of an employee's accumulated sick leave may be used for family illness as it is for personal illness only.

2. No sick leave time will accrue while an employee is on a leave of absence.

B. Personal Leave: Entitlement - Each employee shall receive in the beginning of each school year two (2) days for said school year (one day if the employee is employed after February 1st of said school year) for the purpose of personal business. Request for such leave must be made three (3) days in advance (except in emergencies) on a personal leave form, developed in consultation with the Association. Personal leave shall be granted to conduct business that can only be conducted on a work day. Recreation shall not be a basis for the grant of personal days. Personal days shall not be used for the purpose of extending a vacation or holiday. Unused personal leave time shall accumulate at the end of each school year to an employee's sick leave.

C. Bereavement Leave: Each employee shall be entitled to five (5) days for each occurrence of a death in the employee's immediate family or a death in the immediate family of an employee's spouse. The immediate family shall also include a son-in-law or daughter-in-law, a step parent or foster parent. Each employee shall be entitled to three (3) days for each occurrence of the death of a grandparent, grandchild, aunt, uncle, niece or nephew. Unused bereavement days shall not accumulate as sick leave days.

D. Jury Duty: There shall be no reduction in pay or leave time for performance of jury duty. The District will pay the employee his regular wages during jury duty. The employee thereafter shall endorse over any jury duty pay paid to him to the District. Employees will retain reimbursements for mileage or other expenses related to jury duty.

E. Unpaid Leaves: The Board and the Superintendent, or his/her designee, may, in their sole discretion, grant a leave of absence without pay for any purpose or reason they may deem to be appropriate for a period of up to one year. However, it is understood that employees are expected to be at work at all required times to perform their duties unless circumstances warrant the use of paid leave provided for elsewhere in the Agreement. Unpaid leave is an exception which will be considered in accordance with the following proceedings:

1. Requests for unpaid leave shall be divided into those which are for one month or less and those which are for more than one month. Leaves for one month or less shall be submitted to the Superintendent, or his/her designee, for his/her approval. Leaves

for more than one month shall be submitted to the Superintendent for his recommendation and submission to the Board.

2. Requests for leave must be submitted in writing two weeks in advance of the requested leave for leaves of one month or less and 60 days in advance of the requested leave for leaves of more than one month. These time periods may be waived by the District.

3. Requests shall state the reason for the leave and be submitted through the employee's supervisor(s) for approval.

4. Employees granted an unpaid leave of six months or more shall notify the Superintendent of his/her intent to return not less than sixty (60) days prior to the termination of unpaid leave of any duration of absence. Failure to so notify or failure to return to work immediately upon termination of said unpaid leave shall constitute voluntary resignation of his/her employment.

5. Subsequent requests for unpaid leave or an extension of a previously approved leave beyond one year may be made in writing. Approval of such requests is within the sole discretion of the Superintendent and Board.

F. Military Leave: Employees shall be offered military leave benefits as provided by Sec. 243 of the Military Law.

G. Child Care Leave

1. An employee may apply for pregnancy related disability, adoption or child rearing leave as soon as practicable following the determination of the need for such leave. Such leave shall not be extended beyond one (1) year duration, except at the discretion of the District and upon application by the employee for an extension of up to one additional year.

2. The employee may be required to supply to the District any such records as are necessary to determine the nature of the leave at the time the employee makes application for a leave under this section. In cases of medical leave, the District shall have the right to require an employee to be examined by a District physician at District expense. The employee, at their own expense, has the right to have a physician of his/her own choosing present for such examination.

3. An employee granted child care leave shall notify the District in writing of their intent to return to work, at least sixty (60) days prior to the termination of such leave.

Failure to so notify the School District shall constitute a termination of the right of the employee to return to employment.

4. An employee shall be entitled to sick pay for periods of illness or disability arising from pregnancy. Such leave will be administered in compliance with the law, Civil Service Regulations, and the court decisions having jurisdiction over the Red Hook Central School District and regulations on the subject set forth by the Commissioner of Education of the State of New York. Said employee shall be entitled to commence an unpaid child rearing leave after such period of disability as set forth in "2" above. During such unpaid child rearing leave, the employee shall not be entitled to use sick leave.

H. Sick Leave Bank: A sick leave bank shall be established and administered by a committee consisting of two members appointed by the Superintendent and two members appointed by the Association President. The sick leave bank committee shall develop written guidelines governing participation in and operation of the sick leave bank. The sick leave bank shall be funded by employee contribution of leave days.

I. Holidays

1. All twelve-month employees shall be entitled to fifteen (15) paid holidays. Negotiations between the District and the Union as to when the holidays occur shall take place prior to June 30 of each year of the contract.

2. All ten-month hourly employees shall be entitled to eleven (11) paid holidays with pay per year. Five days of this holiday pay shall be given to employees in their last pay check before the Christmas recess. Six days of their holiday pay should be given to employees in their last pay check prior to June 30th of each year. Any employee who is separated from the District prior to the Christmas recess or prior to the last student attendance day in June shall have his last pay check adjusted by a pro rata share of this holiday pay. Such pro rata share shall be one paid holiday per month for each month of employment.

ARTICLE VI - ASSOCIATION RIGHTS

A. Bulletin Board - The District shall provide a location in each of the school buildings for the Union to erect a bulletin board for exclusive use of the Union for the posting of Union notices relating to Union business.

B. Right to Distribute Notices - The Union shall have the right to distribute notices, circulars and other materials to its members, at reasonable times, so long as said distribution does not interrupt the business of the School District. Notices of meetings and similar matters may be distributed by the Union on the District's global email system with the prior approval of the Superintendent of Schools or Assistant Superintendent for Business.

C. School Buildings - The Union shall have the exclusive right of use of school buildings upon prior notification to Superintendent or designee to transact business. The Union shall make such application upon sufficient prior notice.

D. Board Proceedings - The District will provide the Union with an agenda and minutes of each official Board of Education meeting as soon as they become available.

E. President - The President of the Union shall be permitted to meet at least monthly, with the Superintendent of Schools at a time mutually convenient to discuss items of mutual concern relating to the terms and provisions of the contract.

F. Use of District Equipment - The Union shall have the exclusive right of use of designated District equipment, such as copy equipment, typewriters, telephones, and where there is an expense to the District for the use of such equipment, the Union shall reimburse the District for the cost of such expense, if any.

G. The Term "exclusive" - The term "exclusive" herein above set forth is intended to limit the foregoing rights to the Union and no other competing Union.

H. Release Time - The Association shall be granted release time to conduct Union business not to exceed six (6) days, four (4) of which will be with pay and two (2) of which will be without pay.

ARTICLE VII - NO DISCRIMINATION

There shall be no discrimination in hiring or in conditions of employment based upon race, religion, color, age, sex, creed, national origin. The District agrees that its obligation includes, but is not limited to, the following: hiring, placement, up-grading, transfer or demotion, recruitment, advertising or solicitation for employment, treatment during employment.

ARTICLE VIII - POSTING OF VACANCIES

Any unit vacant positions shall be posted at job locations no less than ten (10) calendar days before the position is filled, if possible. The President of the Union shall simultaneously receive notification of such posting by mail. Qualifications for the position and a job description shall be included in the posting. The President of the Union shall be notified of the filling of a unit position within five (5) calendar days after the filling of such position.

For vacant position(s) that occur during July and August, Unit Member(s) shall be notified by mail providing said member(s) have filed a letter of intent by June 15th, with the District, indicating their desire to be considered for a vacant position.

The School District will post positions as soon as reasonable and practicable. When incumbent employees apply for a vacancy (for which they meet the minimum qualifications, including if applicable, being reachable on the eligible Civil Service List), they shall be granted an interview. If the incumbent employee is not selected he/she may request and shall be provided in writing the reasons why the employee was not selected.

ARTICLE IX - PERSONNEL FILES AND EVALUATION

A. There shall be one official District employee personnel file which shall be maintained in a central office. Employees shall have the right, upon request and reasonable notice, to review the contents of their files excluding confidential references pertaining to hiring or promotion. Employees shall be entitled to representation of his/her choosing during such review. The employee shall be given a copy of all materials which may affect his/her employment status in the District, prior to insertion in his/her file. The employee shall have the right to reply in writing to any material placed in the personnel file. The reply shall be attached to the material and filed in the official District personnel file.

B. Evaluation:

1. The purpose of evaluation and observation is the improvement of employee performance. To this end, the guidelines as set forth below shall be understood to be a minimum.

2. All observations of work performance shall be conducted openly with full knowledge of the employee that he/she is being observed or evaluated.

3. The use of surveillance and/or monitoring equipment shall be prohibited.

4. Evaluations shall be conducted by supervisory personnel designated by the District who are not members of the bargaining unit.

5. The form attached hereto as Appendix B shall be used for the evaluation of employees. The same form will be used for all bargaining Unit Members. Should either party identify the need to change the form, that party shall so notify the other with suggestions for the change. The final decision as to the structure and content of any changes to the form shall be made by the District after consultation with the Association and with at least two months' notice.

C. Evaluation Procedure:

1. All employees will be evaluated at least once annually. If an employee receives an unfavorable evaluation, at least one follow-up evaluation will be performed during the same year. The evaluation procedure shall be conducted during the period September through June for all employees.

2. A copy of the written evaluation shall be given to the employee no later than fifteen (15) work days after the evaluation. The employee may, within ten (10) work days of receiving the written evaluation, request a meeting to discuss the evaluation with the evaluator. If the employee chooses not to request a meeting, the employee shall sign the written evaluation no later than fifteen (15) work days after receiving it, and return it to the Business Office for placement in the employee's personnel file. The signature shall be considered acknowledgment of receipt of the report and not acceptance of its contents. A copy of the final evaluation will be provided to the employee.

3. If the employee requests a meeting, it shall be held within ten (10) work days of receipt of the request for such meeting. At the meeting, the employee shall have the opportunity to discuss the evaluation with the evaluator.

4. As soon as possible but within ten (10) work days after the meeting, the employee shall sign the evaluation and return it to the Business Office for placement in the employee's personnel file. The signature shall be considered acknowledgment of receipt of the report and not acceptance of its contents.

5. The employee shall have the right to respond to the evaluation. The written response must be provided to the District no later than ten (10) work days after receipt of the evaluation if no meeting is requested or ten (10) work days after the meeting with the

evaluator. The response shall be attached to the evaluation and then placed in the personnel file.

6. If the employee fails to sign and return the evaluation to the Business Office within the applicable time period set forth above, the evaluation shall be placed in the employee's personnel file with a notation that the employee did not sign it within the time provided.

7. No evaluation of an employee shall be placed in the file unless the employee is given the opportunity to read the material and provide a written response to it.

8. All reasonable efforts shall be made by the District to help an employee improve performance if there is evidence of need for such assistance. However, the responsibility to meet job performance expectations rests with the employee.

9. If the evaluation indicates that the employee's performance is unsatisfactory, the employee and a representative at the employee's option, the employee's immediate supervisor and the Superintendent or the Superintendent's designee shall meet. During this meeting, they will discuss expectations and methods of performance improvement which, if implemented by the employee, could result in improved performance.

10. Nothing in this evaluation procedure shall diminish or affect rights under Article III or IV.

ARTICLE X - WORKERS' COMPENSATION

Employees covered hereunder who are injured at school in the course of their employment and thus entitled to Workers' Compensation payments shall be compensated in the following manner:

Any payment received as Workers' Compensation benefits for absence for which the employee also receives full sick leave pay will be returned to the District so long as the employee receives full salary. In the event the employee has not accumulated sufficient sick leave, the employee shall be entitled to retain any Workers' Compensation benefits for any period for which sick leave pay is not paid or payable. An employee shall be refunded sick days at a rate equal to the daily rate of pay in effect at the time of the injury. The number of sick days credited shall be

equal to the dollar amount of the insurance compensation received by the District divided by the daily rate of pay in effect at the time the sick days were used by the employee.

ARTICLE XI - MEAL ALLOWANCE/LODGING EXPENSES

A. Upon presentation of receipts, all employees assigned to overnight trips shall be reimbursed reasonable lodging expenses and maximum meal allowances as follows so long as the right to incur expenses has written prior approval of the District.

Breakfast:	\$6.50
Lunch:	\$9.00
Dinner:	\$15.00

Any member requesting reimbursement shall submit a monthly voucher to the business office on the District voucher form along with supporting documentation (e.g., receipts). The payment for approved vouchers will be made monthly. Monthly vouchers not submitted within sixty (60) calendar days of the end of the month in which the expense was incurred will not be paid. For example, expenses incurred for November must be submitted by or on January 30. In no case will a voucher be paid if received after June 30th.

B. Bus Drivers who accrue six (6) hours of continuous work time under the following conditions will be eligible for reimbursement for meal expenses to the maximum rates specified above:

1. a separate special trip with continuous duty in excess of six (6) hours.
2. a separate special trip that is extended and results in continuous duty in excess of six (6) hours.
3. due to unforeseen circumstances, the normally scheduled district bus route is immediately followed by a special trip that results in a continuous duty in excess of six (6) hours.

ARTICLE XII - PAYROLL SAVINGS PLAN

A. Savings Accounts - The District shall make available a payroll deduction savings plan to be held by one lending institution, chosen by the Union, in the Red Hook area. Each employee who wishes to participate in said plan shall file with the District an authorization form indicating the amount to be deducted.

I, _____ authorize the Red Hook School District to deduct from each paycheck \$ __ to be deposited in accordance with Article XII of the Agreement between the Red Hook School Support Staff Association and the Red Hook School District.

Signature

Date

B. Availability - The foregoing shall be granted if the District can make the same available under the exigencies of the current payroll procedure and system or under a new payroll procedure and system if adopted.

ARTICLE XIII - COPIES OF AGREEMENT

The District agrees to supply two hundred (200) copies of this Agreement to the Union. When the District hires new employees that are members of this bargaining unit, the District shall provide said employees with a copy of this Agreement.

ARTICLE XIV - PERSONAL MILEAGE

Any employee requested to use his personal vehicle for district business shall be compensated at the prevailing IRS rate per mile.

ARTICLE XV - OVERTIME

A. Rotation - Overtime shall be rotated equitably within the employee's job classification. The system for implementation of the foregoing shall be developed by the administration; the Union may consult with the administration in the development of said system. (For purposes of this provision only, work by bus drivers in excess of 4.5 hours in one day shall be determined overtime. However, for pay purposes the provisions of section C below only shall apply.)

B. Sundays - Holidays - Work performed on a Sunday or district holiday (a day designated a holiday or floating holidays by Article V of this contract) shall be paid for double time.

C. Calculation - Overtime shall be defined and compensated for when an employee's total amount of hours in one week exceeds forty (40). When an employee is designated as receiving paid lunch as set forth in Article XVII, said paid lunch shall be computed for calculation of eligibility for overtime, i.e., toward achievement of forty (40) hours. The base hourly rate for calculation of the overtime pay for combination positions will be determined by dividing the calculated annualized salary for the position by the total rated hours for the position.

D. Call-In Guarantee - Any individual called in to perform duties not coincident with their normal schedule shall be guaranteed at least two (2) hours pay. Custodians or other employees who are required to routinely check school buildings as part of their assignment, shall be guaranteed at least two (2) hours pay. Notwithstanding the foregoing, any hours worked immediately preceding or immediately succeeding an employee's regular starting or ending time respectively, shall be clocked for the actual number of hours worked. Overtime payment shall be paid for actual hours worked beyond forty (40) hours per week.

E. Refusal - An individual employee may refuse to perform overtime, however, in the event the administration cannot find volunteers to perform overtime, work may be assigned in reverse order of seniority by job classification. Employees responding to emergency calls (e.g. boiler failure, alarm malfunction, vandalism, etc.) shall be paid an additional stipend of \$20 (twenty dollars) per call.

F. Scheduling of Extra Bus Runs

1. For all extra, regularly scheduled bus runs outside of the typical two shifts (commonly called "Bid Runs") the District will prominently post the availability of such runs 48 hours in advance. However, runs that are known at the beginning of the school year will be presented to drivers at the September safety meeting. A response will be required by 3:00 p.m. on that day. Substitute drivers shall not be eligible for extra runs, on a regular basis, until such time that the 48 hour deadline has passed and all regular drivers canvassed have not responded.

Extra bus runs will be awarded by use of the seniority rotation system. Each employee on the list shall not have the opportunity for an additional run prior to any other employee on the list being granted a second run.

In the event that a driver possesses a bid run that pays a two hour minimum call-in guarantee and the employee works less than the two hours, the District will have the right to extend that run up to two hours prior to creating a new run.

2. An employee who has been awarded an extra run pursuant to this section of the contract may, upon one week's notice to the district, withdraw from said run.

G. Snow Plowing: Snow plowing shall be performed by the maintenance department. Additional personnel will be called on the basis of seniority from the custodial classifications. Any maintenance department employee called in to provide snow plowing or snow removal duties prior to his/her normal work time, shall receive one-half hour pay in addition to pay for time actually worked. In addition, up to three (3) days each school year when the District Office is physically closed, Facilities & Operations Department staff who are called into work to perform snow removal will be paid at time-and-a-half pay for all time worked clearing/removing snow in addition to their regular day's pay.

ARTICLE XVI - SENIORITY

A. Definition and Applicability - Seniority shall be determined in accordance with total District service within the job classification in the bargaining unit, excluding substitute service, and shall be applied to all promotions, layoffs and recalls. Promotion shall mean an advance in the Civil Service line of promotion for appointees meeting the appropriate Civil Service qualification. Ability to perform the work shall be the basis for determining promotions and when this is relatively equal, seniority shall govern. In the case of layoffs and recall, seniority shall be the sole factor. It is understood and agreed, however, that where Civil Service Law requires filling of a competitive class positions by appointment from District or County lists, seniority shall be considered to the extent permitted by law.

Seniority shall be measured from the date of appointment to a probationary position. Employees with the same hiring date shall be placed on the seniority list in the following order:

1. Those having prior service with the District
2. The senior employee shall be the employee who possesses the lowest last four (4) digit Social Security number.

B. Part Time Employees - All part time employees shall accrue seniority in accordance with the following table:

Seniority Credit

No. of Hours Normally Assigned Per Week (Per Calendar Month)

1 - 20 hours	.5 months
21-30 hours	.75 months
31 or more	Full time

C. Rehired Employees Considered as New Employees - If any employee quits, retires or is discharged for just cause, he shall lose his seniority, and if rehired at a later date shall be considered as a new employee.

D. Seniority Lost When Period of Layoff Exceeds Continuous Service or When Layoff Exceeds Thirty-Six Months, Whichever is Less - an employee's seniority shall terminate if: He/she has been laid off for a period equal to his length of continuous service in the unit covered by this Agreement or for a period exceeding three years whichever is less. Laid off employees must register with the District, either in person or in writing, once every twelve months following date of layoff indicating their continued availability for recall. In the event of refusal of preferred employment for a similar position from which he/she was laid off, any recall rights herein provided shall terminate.

E. Seniority Accumulates for Thirty-Six Months - The seniority of an employee shall continue to accumulate while he/she is absent because of illness (while on paid sick leave) or other paid leave. However, if an employee is absent because of a job incurred injury, seniority shall accumulate during the entire period of disability.

F. Change to Lower Pay Classification or Promotions

1. Employees shall not lose seniority in one classification when said employees are appointed or promoted to other classifications. Employees shall date their seniority in the new classification from the date of appointment to the new classification.

2. Employees of the District appointed from non-bargaining unit positions to jobs within the bargaining unit, shall date their seniority from the date of appointment.

3. If, however, an employee is laid off from a bargaining unit position, having previously served in a bargaining unit position immediately before being appointed to the non-unit position, said employee shall have seniority rights based on unit service for recall provided that the service in the non-bargaining unit position was no greater than twelve (12) months.

G. Layoff and Recall - Employees, if laid off, shall be laid off in reverse order of seniority and recalled in order of seniority according to the following job classifications:

- I. Clerks
- II. Bus Drivers,
- III. Auto Mechanics (Auto Mechanics may bump into Category II)
- IV. Custodians, Custodial Workers, Courier, Groundskeepers,
Assistant Maintenance Workers
- V. Food Service Helper, Senior Food Service Helper, Cook, Assistant
Cook Manager
- VI. Teacher Aides
- VII. LPN's
- VIII. Maintenance (maintenance employees may bump into
Category IV)
- IX. Typist and Typist Monitors (may bump into Category I)
- X. Bus Monitors
- XI. Senior Typist (may bump into Classification VIII)
- XII. Information Services Specialist

H. Transfer: Management has the right to transfer unit employees consistent with its operational needs. Transfer is defined as any movement of any employee within his/her job classification. In the case of an involuntary transfer, an employee shall not suffer any reduction in the number of their working hours. In the event of a voluntary transfer, the employee shall receive the number of hours listed in the posting.

ARTICLE XVII - WORK DAY

A. Senior Typists, Typists, and Typist Monitors: shall work a seven and one-half hour day (7.5) plus a half hour paid lunch for days when teachers are required to be in attendance. During periods of time when teachers are not required to be in attendance, the work day shall be a total of six (6) hours, plus a half hour paid lunch. There may be flexible scheduling of work times during the summer by mutual agreement between the supervisor and employee. On days designated as Superintendent's Conference Days, Senior Typists, Typists, and Typist Monitors shall be required to report to work no earlier than 8:00 a.m. and shall thereafter work the seven

and one-half hour day (7.5) plus a half hour paid lunch. On a snow delay, these employees will be permitted to delay their arrival at work by the same length of the school delay opening. On those school days when school is initially subject to a delay which is later changed to a closed snow day, the total work day for 12-month Typists and Senior Typists shall remain six and one-half (6.5) hours less the length of the delay. On days school is closed early due to weather and as deemed by District Administration, such employees will be allowed early dismissal only after buses and students are accounted for. This provision does not apply to snow days.

B. Maintenance Workers, Couriers, Custodians and Custodial Workers: shall work seven-and-a-half-hour day plus a half hour (1/2) paid lunch.

C. Head Mechanics and Assistant Mechanics (Ten Month): (including relief bus drivers) shall work seven and a half (7.5) hour day plus a one-half hour (1/2) paid lunch except for days of inclement weather necessitating a "swing shift" of four hours, a one-hour unpaid lunch and another four-hour shift (the total nine hour day shall be continuous).

D. Bus Drivers (Ten Month): shall work a four-and-a-half-hour day, not necessarily continuous but no more than two shifts a day. The driver day includes pre-trip inspection, checking fluids, fueling and cleaning/washing their assigned vehicle.

The following definitions will apply:

1. Route Time: Additional time paid to a driver when the driver's day exceeds 4-1/2 hours due to regular transportation requirements.

2. Trip Time: Additional time paid to a driver for transportation to and from Athletic and Field Trips. For purposes of calculation, Trip Time is payable after a basic driver day of 4-1/2 hours.

E. Typist, Typist Monitors, Clerks, Aides, Part-time Custodial Workers, Cafeteria Workers, Building Monitors and Groundskeepers: shall be paid a half-hour lunch provided that they are scheduled to work five consecutive hours (5) or more in a day. Although all Food Service staff observe delayed openings, certain Mill Road staff may be deemed essential to prepare lunch based on the day's menu, may be directed by the supervisor to report at a time earlier than the delayed opening, and will receive compensation of the regular hourly rate for time worked prior to the delayed opening in addition to their regular pay.

F. Bus Monitors: Except for days that school is closed because of inclement weather or other emergencies, bus monitors will be guaranteed a minimum of two hours pay for each shift

they work unless notified by the District of the cancellation of the shift by 4:30 p.m. of the preceding day for the morning shift or 12:00 noon for the afternoon shift.

G. Calculating Overtime: For purposes of calculating eligibility for overtime (40 hours) all work and lunch time shall be included provided the lunch is designated as paid. For purposes of calculating the rate for overtime, paid lunch shall be included in the total number of hours of work.

H. Overtime/Compensatory Time: When employees are required to work overtime they shall be paid the overtime rate of pay or receive compensatory time off (1-1/2 hours for each hour of overtime over 40 hours per week). The choice as to whether an employee receives overtime pay or compensatory time off is in the discretion of the District, subject to the following conditions:

1. Compensatory time off will not accrue from year to year. At the end of each school fiscal year (June 30th), all employees will be paid for all accrued compensatory time off at the rate of pay of the year in which it is earned. Such payment shall be made in the employee's first paycheck of the new fiscal year; and,

2. The District shall maintain a record of compensatory time off for all employees in accordance with its procedures. The procedures are attached hereto as Appendix A. The Association understands that it is within the prerogative of the District to discontinue the use of compensatory time and proceed with overtime payment at any time.

I. Covering for an Absent Teacher

1. At the beginning of each school year, the Association shall provide to the District lists of Teacher Aide volunteers for each building who individually may be notified of the opportunity to cover for an absent teacher.

2. In the event a substitute is not available through the substitute-finder system, the District will first contact the Unit Members on the applicable building volunteer list for the purpose of assigning coverage. In the event no volunteer is available, the District may assign a Teacher Aide.

3. A Teacher Aide who covers for an absent teacher shall be paid an additional \$25 for coverage up to three hours in duration and \$50 for coverage of three hours or more in duration. These are daily rates.

ARTICLE XVIII - MANAGEMENT RIGHTS

District Authority Rights and Responsibilities - Except as limited by other provisions of this Agreement, all of the authority rights and responsibilities possessed by the District are retained by it.

ARTICLE XIX - REORGANIZATION OF POSITIONS

The District shall not divide positions into part-time positions in order to avoid contractual benefits. It reserves the right, based on educational needs, to reorganize positions.

ARTICLE XX - WORK WEEK

The work week shall be five consecutive days for all employees. When necessary for educational or operational reasons or to avoid a reduction in staff, the District may assign an employee a work week that includes a Saturday provided that the work week remains five (5) consecutive days.

ARTICLE XXI - 10 MONTH WORK YEAR

The following 10-month hourly employees (Schedules G and G2, except Groundskeeper, Schedule H, and Schedule I) shall have annualized salaries developed to cover their work year for pay purposes utilizing the hourly rates by schedule, regular assigned hours for the year for each employee, and based on a 180 day work year. The work year for 10-month employees shall be a minimum of 180 work days, which shall be based on student attendance days. If 10-month hourly employees are required to work more than 180 days, they will be paid for such days. The Superintendent of Schools may identify up to two Superintendent's Conference Days or training days that employees will have added to the work year. Such days will be identified when the District calendar is adopted. Unit Members will work their regular hours on such conference or training day. Unit Members will be provided with the topics to be covered on the conference or training day at least one week prior to the conference or training day. If circumstances result in fewer than 180 student attendance days, the 10-month employees shall have no reduction in pay of the 180-day work year. It is understood that delayed openings and early dismissals due to weather or other emergency conditions will not result in deductions from compensation.

ARTICLE XXII - EMPLOYEE PROTECTION

All employees shall be afforded the rights under Section 3028 and 3023 of the New York State Education Law.

ARTICLE XXIII - PAY PERIODS

A. All employees covered by this unit shall be paid bi-weekly. Newly hired employees shall be paid as soon as possible but no later than the second regular bi-weekly pay day following employment after the commencement of their employment with the District.

B. All adjustments to a Unit Member's regular pay, including adjustments made for leave without pay, will be made as soon as possible, but no later than the second pay period following the overtime work, or leave.

C. Consistent with Article XXII, employees who are paid on an hourly basis will receive paychecks calculated on an annualized basis for the convenience of the employee based upon rated hours of employment at the beginning of the school year. The District reserves the right to increase or decrease the rated hours of any position during the school year. Annualized pay and consequent bi-weekly pay checks for hourly employees will be adjusted as a function at revised rated hours.

D. It is agreed that, due to calendar considerations, a pay adjustment is required every five or six years which requires the payroll to be other than bi-weekly.

E. Ten month employees shall be afforded the option of receiving their pay over a twelve month basis (September 1st to August 31st) in a manner consistent with District practices concerning such payments to other ten (10) month employees. Once an employee elects a twelve month pay for a year it may not be rescinded until the following year. This provision shall first become available as of September 1, 1999.

F. Effective July 1, 2016, all members of the Unit are required to elect direct deposit of their pay to a bank and/or credit Union of their choice.

ARTICLE XXIV - VACATIONS

A. Allotment -

1. At the end of the first school year of credit service, all twelve-month employees shall be entitled to ten days of vacation (prorated to the amount of service, in

the first year of service) to be taken during the second school year of service and accordingly as follows:

At the end of the 2nd school year ten days taken in the third year of service

3rd	11 days to be taken in the 4th year
4th	12 days to be taken in the 5th year
5th	13 days to be taken in the 6th year
6th	14 days to be taken in the 7th year
7th	15 days to be taken in the 8th year
8th	15 days to be taken in the 9th year
9th	16 days to be taken in the 10th year
10th	17 days to be taken in the 11th year
11th	18 days to be taken in the 12th year
12th	19 days to be taken in the 13th year
13th	20 days to be taken in the 14th year
14-25th years	20 days to be taken in the 15-25th years
25th	25 days to be taken in the 26th year

B. Accrual - During their first year of employment, each twelve-month employee shall accrue vacation time at the rate of five-sixth ($5/6$) day for each month of employment. When employment commences on or before the fifteenth of the month, the pro rata credit of vacation time shall count for the entire month. When employment commences after the fifteenth of the month, the pro rata credit of vacation time shall commence beginning with the month subsequent to the date of employment. Thereafter, vacation time earned in the prior fiscal year shall be credited on the first day of service in each fiscal year of employment. During an employee's first year of employment vacation time shall not be granted until the July 1st following the date of employment. In the event of discharge or termination, vacation time shall be pro-rated based upon said employee's annual salary.

C. Initial Employment Later than July 1 - An individual who is initially employed later than July 1st of any year and who accrues vacation pay for his first year shall on June 30th following his initial employment, be credited with one year of service for purposes of determining which category of entitlement (set forth in A above) that the employee falls within and June 30th shall become the anniversary day for credit years of service.

D. Scheduling:

1. Twelve-month employees' vacations will be arranged insofar as possible, at a time which will not interfere with District operations. Insofar as possible, the District will arrange the vacation of each employee at a time which suits the employee's request. Employees having the greatest seniority will be given first choice in selecting their vacation periods.

2. There will be no carryover of vacation time. Members will not have the ability to request carryover, and the District will not have the ability to make an exception to allow carryover.

a. Members will be required to use at least half of their July 1st vacation balance.

b. For 2014-15, members' July 1st balance will be made up of days carried over from 2013-14 plus their annual allotment provided on July 1, 2014. For 2015-16 and beyond, members' July 1st balance will be just that year's allotment since no further carryover will be permitted.

c. If a Unit Member uses at least half of his or her annual vacation balance, he or she will be paid out for any unused days. For example, an employee with an annual allotment of 25 days could use 12.5 days and be paid out at the end of the year for the other 12.5 days. That same individual could use all 25 days or could use 15 days and be paid out for the remaining 10 or any other combination that involves using at least half of the allotment. If a Unit Member fails to use at least half of the annual allotment, those days will be forfeited and disappear. For example, an employee who has an annual allotment of 25 days uses only 10 of those days will be paid out for 12.5 days and will lose the 2.5 days that were not taken as required. Any vacation payout will be paid in the separate year-end clean-up paycheck.

d. If an employee is denied the opportunity to take requested vacation days and as a result is not able to use at least half of his or her annual allotment, then those "denied" days will be paid out at the end of the year, but only after reasonable attempts have been made to use the vacation days at another time during the year. In no case will the days be carried over. Only the Superintendent or the

Business Official will have the ability to deny vacation days and only for good cause as provided by the department supervisor of the department in which the employee is being denied days.

3. If a paid holiday falls during an employee's vacation, the employee shall receive a floating holiday during the work year as a substitute for that paid holiday. That day will be determined mutually by the District and the employee.

ARTICLE XXV - RETIREMENT

A. Retirement Plan - The District shall provide current plan 75g of the New York State Employees Retirement system to all eligible employees. Effective July 1, 2016, or as soon thereafter as can be implemented, the District shall participate in and make available to members of the unit the benefits of New York State Retirement and Social Security Section 41-j, consistent with any applicable laws and regulations. A member may elect to use all or a portion of accumulated sick leave toward the maximum allowable service credit. Where there is a balance of accumulated sick leave days, the member may exercise the sick leave buy-out provisions set forth below. A member electing 41-j service credit for all or a portion of accumulated sick leave must provide the ninety (90) days' notice set forth below.

B. Retirement Incentive - The District shall provide a retirement incentive as set forth below for employees who satisfy the conditions set forth in section C below:

1. Sick Leave Buy-Out - Payment of fifty percent (50%) of daily rate of pay for each day of accumulated sick leave day over and above thirty (30) days. In no case shall the total amount of payment per individual be more than the cap set forth below. The amount for the sick leave buy-out cap shall be \$8,200.

C. Retirement Incentive Conditions - In order to qualify for the retirement incentives set forth in section B above, an employee must meet the following conditions:

1. Submit an irrevocable letter of resignation for the purpose of retirement with an effective date at least ninety (90) days later than the date the letter is submitted. Said notice period may be waived at the discretion of the District in appropriate circumstances;

2. An employee must be eligible for retirement under the New York State Employees Retirement System and be 55 years of age or older.

3. An employee must have been continuously employed by the District for a period of at least ten (10) years immediately preceding the effective date of the resignation; and

4. An employee electing to participate in this retirement incentive waives any right to participate in any early retirement incentive plan which may be offered by New York State and participated in by the District.

ARTICLE XXVI - CLOTHING ALLOWANCE

A. All mechanics, maintenance workers and custodial personnel will be provided with seven changes of shirts and pants per week at District expense. The cleaning and replacement of the shirt and pants shall be the responsibility of the District. Uniforms shall be worn by employees while working. Uniforms are not to be worn by employees while not performing work for the District except for reasonable travel to and from work.

B. Five summer T-shirts every two years for custodial workers and maintenance workers, maintenance department - five pairs of jeans per year.

C. The District, at its discretion, shall provide protective clothing for any employee assigned by the District to perform work that necessitates protective clothing.

D. Coats and Shoes - Custodians, Custodial Workers, Bus Mechanics, and Maintenance Workers shall be provided one winter coat per year. The same employees shall also be provided work shoes annually. The District shall select and provide such clothing. The coats and work shoes are only to be worn by employees while working for the District or reasonable travel to and from work. Each Mechanic, Maintenance Worker and Custodial Personnel will be provided with a Coat and Shoe Allowance. With this allowance each employee may make a selection from the available options listed on the District provided Order Sheet. With pre-approval from the District, the employee may also choose shoes from a vendor of the employee's choice and be reimbursed by the District in an amount that remains within the annual limit. Effective with the 2013-2014 school year, the annual allowance is one hundred dollars (\$100). Effective with the 2016-2017 school year, the annual allowance is one hundred twenty-five dollars (\$125).

E. A Labor/Management Committee will be formed to recommend changes in uniforms. The provisions of sections A, B, and D shall continue until such time as the parties amend them by mutual agreement.

F. Unit Members of the Food Service Department who have completed one year of employment with the District will be provided with an annual clothing and shoe allowance of one-hundred twenty-five dollars (\$125) with which the Unit Member may make a selection from available options listed on a District-provided Order Sheet.

ARTICLE XXVII - INSURANCE

A. Coverage:

1. The District shall provide for a health insurance benefit program at a level substantially equivalent to the Dutchess Educational Health Insurance Consortium (DEHIC) Alternative PPO Plan as it exists as of July 1, 2014, for each Unit Member employed for more than twenty (20) hours per week. Effective January 1, 2019 the District shall provide for a health insurance benefit program at a level substantially equivalent to the Dutchess Educational Health Insurance Consortium (DEHIC) Healthy Advantage Plan as it exists as of January 1, 2019, for each member employed for more than twenty (20) hours per week. Effective July 1, 2017, any member eligible for health insurance shall contribute nine percent (9%) towards individual cost and twelve percent (12%) towards dependent cost towards premium. Effective January 1, 2019, the District will offer Domestic Partnership Health Insurance coverage subject to the requirements and procedures established by the DEHIC under the Empire Blue Cross Blue Shield Rider, or as may otherwise exist under DEHIC and insurance provided by the District pursuant to this article. Effective upon approval of this Agreement by the Board of Education, the DEHIC EPO 20 health insurance plan referenced in Subsection 5 shall be the base plan for all Unit Members hired on or after the Board-approval date who are eligible to receive health insurance benefits from the District. Unit Members shall contribute five percent (5%) toward the selected individual or family coverage under the Plan's premium cost.

2. Employee contributions toward health insurance premiums shall be by payroll deductions. Any contribution to health insurance shall be a true percentage of the entire annual premium.

3. For bargaining Unit Members hired before July 1, 2016, having at least five years of continuous District service immediately prior to retirement in accordance with the terms and conditions of the New York State Retirement System (or, if the employee is not

in the NYS Retirement System, as if eligible under that system), the District shall provide in retirement the same health insurance benefit program for retired members of the unit, having at least five years of District service, at a rate of 90% of the individual cost and 70% of the additional dependent cost. Such contributions to be a true percentage of the entire annual premium. For bargaining Unit Members hired on or after July 1, 2016, having at least ten years of District service, the District shall provide in retirement the same health insurance benefit program at a rate of 90% of the individual cost and 70% of the additional dependent cost. Such contributions to be a true percentage of the entire annual premium. A Unit Member who may have been off payroll for reasons such as extended medical illness immediately prior to retirement would be deemed to satisfy this requirement.

4. Any Food Service department employee hired on or after January 1, 2016, employed for thirty (30) or more hours per week shall be eligible for health insurance. Food Service department employees employed prior to January 1, 2016, who have health insurance coverage, shall retain such coverage. Current Food Service department employees, who do not have health insurance coverage on January 1, 2016, shall qualify for health insurance when employed for thirty (30) or more hours per week.

5. Effective July 1, 2016, or as soon as an open enrollment period is scheduled for the 2016-2017 school year, the District shall make available the DEHIC EPO 20 health insurance plan to members and retirees eligible for health insurance who may enroll in this plan on a voluntary basis. Members electing this plan shall contribute five percent (5%) of individual cost and five percent (5%) of dependent cost towards premium. Retirees who elect the DEHIC EPO 20 health insurance plan shall contribute five percent (5%) of individual cost and twenty percent (20%) of dependent cost towards premium. Members and retirees may switch plans at any open enrollment period or as allowed under the plan, law, rule and regulation.

6. Prior to any change in health insurance carriers, the District and the Union will mutually agree that the substantially equivalent criteria have been met.

7. Any employee receiving coverage as of January 1, 1988, under the previous agreement shall continue to be eligible for coverage at District expense regardless of the number of work hours per week.

8. Health Insurance: Any Unit Member selecting a health insurance plan which may be offered by the District other than that set forth in Article XVIII.A.1 (i.e., the base plan) and which has a higher premium cost shall be responsible for payment of the entire difference in the higher cost in addition to any applicable premium contribution. For example, if the other plan selected by the Unit Member is a family plan which is \$100 more in cost than the base plan, then the Unit Member shall pay the \$100 plus the employee premium contribution towards the base plan.

B. Buy-Out Option:

1. The District shall offer to each Unit Member that can document the fact that they are covered by health insurance under the plan of another person, the option to buy-out of the District's health insurance coverage.

2. The District shall offer the buy-out at a rate of 35% of the DEHIC Healthy Advantage plan family premium paid by the District in effect on July 1st of that calendar year, as currently held by said Unit Member eligible for coverage but not currently covered. Such payment shall not be below \$9,500. Such payment shall be made by the District in two installments, the first to be made on or before October 1st and the second to be made on or before April 15th of each year.

3. Eligible Unit Members must elect the buy-out option upon employment or on an annual basis thereafter. Said election must be executed by the Unit Member prior to June 1st of each year on forms provided by the District.

4. In the event a new Unit Member elects the buy-out option for a calendar year, July 1st through June 30th, the 35% rate will be pro-rated based on the remaining premiums due for said fiscal year. For new employees to receive the pro rata amount during their first month of employment, said employment must have commenced on or before the 15th of the month. For new employees whose employment commences after the 15th of the month, said pro rata amount shall begin with the month subsequent to their date of employment.

5. The tax and retirement system treatment of a Unit Member's election of the health insurance buy-out payment is subject to any then existing laws, rules, and regulations.

6. In the event an employee has an emergency and wishes to get back into a district sponsored health insurance plan, the following shall apply:

a. If a spouse of the employee is not currently in a district sponsored health insurance plan, there is a three month wait to begin coverage again, and the District must be refunded the pro-rated amount of the buy-out that covers the premiums remaining due for said calendar year.

b. If a spouse of the employee is currently in a district sponsored health insurance plan and has family coverage, there is also a three month wait to be covered again, and the District must be refunded the pro-rated amount of the buy-out that covers the premiums remaining due for said calendar year.

c. If a spouse of the employee is currently in a district sponsored health insurance plan and has, or is willing to change to individual coverage, the employee can begin coverage on the day after the transaction form is signed.

ARTICLE XXVIII - SALARIES

A. The District shall have the right to place newly hired employees at any step on the salary schedule in effect at the time of hire. In the event said newly hired employee is placed on a step higher than other current employees in the same job classification, any affected current employees with more than one year of District service shall have their salary step placement increased to one step above the newly hired employee and any affected current employee with less than one year of service shall have their salary step placement increased to the same step as the newly hired employee. The job classifications of Auto Mechanic (Category III) and Maintenance (Category VII) are excepted from the requirements of the preceding sentence. However, in the event that the Superintendent intends to appoint a new employee in the job classifications of Auto Mechanic or Maintenance at a step higher than any current employee in the same job classification, then he/she shall so notify the Association President. Upon request, the Association President may meet with the Superintendent who shall provide his/her reasons for placing the newly hired employee on the higher step. The term "newly hired" in this provision refers to a new employee to the District and not to an existing employee selected for a new appointment.

B. No employee may grieve or claim a higher salary step than that assigned through this collective bargaining agreement during the life of this agreement or subsequent agreements extending these schedules.

C. 1. Effective July 1, 2022, all steps on all existing salary schedules will be increased by three dollars (\$3.00) per hour.

a. There will be no step movement on July 1, 2022. Any Unit Member who advanced a step on July 1, 2022, will be returned to their prior step, which is now improved by \$3.00 per hour. Their retroactive pay will be adjusted by the difference between the \$3.00 improvement and the step amount they received.

b. Unit Members who were moved on the salary schedule due to the state-mandated minimum wage increase recently implemented will not be returned to their proper step.

c. Unit Members newly hired by the District after July 1, 2022, who were placed on a step that is greater than \$3.00 above step 1 shall be moved to a step that is closest to but not less than their current hourly rate. Those who were hired at a rate less than \$3.00 above step 1 shall be placed at a step most of at least a \$3.00 increase.

d. Any Unit Members who were moved up on step as a result of the District hiring an employee will be placed on a step that will most closely approximates but not be less than a total hourly rate of pay of \$3.00 per hour.

e. In order to be eligible for a retroactive salary payment, a Unit Member must be employed at the time the Board of Education approves this Memorandum of Agreement or be a member who retired or transferred from the bargaining unit between July 1, 2022, and the date the Memorandum of Agreement is approved by the Board of Education. Retroactive payment will be made within two pay periods after approval of the Agreement.

2. There will be no step movement on July 1, 2023.

3. Service credit, seniority and longevity will not be impacted by the lack of step movement on July 1, 2022, and July 1, 2023.

4. Effective July 1, 2024, step movement will resume.

5. Effective July 1, 2024, all steps on all existing salary schedules will be increased by three percent (3%).

6. Effective July 1, 2025, all steps on all existing salary schedules will be increased by three percent (3%).

D. For the purpose of salary adjustments, the daily rate of pay for twelve (12) month salaried personnel shall be 1/260 of said employee's annual salary.

E. Upon Board approval, when an individual currently employed by the District is transferred to a different job classification, that individual will remain on their current salary step when the transfer necessitates changing salary schedules.

F. The current longevity is earned after the completion of the 16th year of service and is paid starting in the 17th year of service and shall remain in effect until the dates instituting the new longevity system set forth below.

1. Effective July 1, 2019, upon completion of eleven (11) years of service to the District, all full-time employees (defined as 30 or more hours of work per week), except bus drivers as not covered by this shall be paid longevity as follows:

Upon completion of eleven (11) years of service to the District, a longevity payment of \$1,000 shall be paid starting in the twelfth (12th) year. In addition, upon completion of sixteen (16) years of service to the District, an additional longevity payment of \$1,000 shall be paid starting in the seventeenth year. These longevity payments are cumulative. For example, an employee with more than 16 years of service in 2019-2020 and thereafter will receive a payment of \$2,000. The transition of the increase in longevity for the 2018-2019 school year is reflected on the attached chart.

2. Effective July 1, 2019, all part-time employees (defined as less than 30 hours per week as of the commencement of the school year), shall be paid longevity as follows:

Upon completion of eleven (11) years of service to the District, a longevity payment \$350 shall be paid starting in the twelfth (12th) year. In addition, upon completion of sixteen (16) years of service to the District, an additional longevity payment of \$350 shall be paid effective July 1, 2019 and thereafter starting in the seventeenth (17th) year. These longevity payments are cumulative. For example, an employee with more than 16 years of service in 2019-2020 and thereafter will receive a payment of \$700. The transition of the increase in longevity for the 2018-2019 school year is reflected on the attached chart.

3. Effective July 1, 2020, all bus drivers on Schedule "J" shall be paid

longevities as follows:

Those members on Step 12 or higher as of June 30, 2018, shall be grandfathered to receive a longevity payment upon completion of eleven (11) years of service to the District, of \$750 starting in the twelfth (12th) year and an additional longevity payment of \$750 upon completion of sixteen (16) years of service to the District paid starting in the seventeenth (17th) year. These payments are cumulative. For example, a member in this grandfathered group will receive a total of \$1,500 in 2020-2021 upon completion of sixteen years of service to the District. The transition of the increase in longevity for this group for the 2018-2019 and 2019-2020 school years is reflected on the attached chart.

4. All longevity are determined and added to an employee's salary as of July 1st of each school year.

Other than the specific areas set forth above or specifically addressed below, there are no other changes in the areas of compensation for the duration of the new agreement.

Any retroactive payments shall only be made to members of the bargaining unit employed at the time the Board of Education approves the Memorandum of Agreement and members who may have retired between July 1, 2022 and the date the Memorandum of Agreement is approved by the Board of Education.

G. Section 125 Plan - If the District elects to offer an IRC 125 Plan, then such plan shall be offered to the members of the Association. The District shall select the administrator of the plan and be responsible for payment of the administrative fees.

H. Welfare Trust Fund - Pursuant to the conditions set forth below, the District will contribute to the Welfare Trust Fund a contribution per employee per year of \$825.00. Effective July 1, 2018, this sum shall be increased to \$1,000. Effective July 1, 2020, this sum shall be increased to \$1,200. Effective July 1, 2021, this sum shall be increased to \$1,300.

1. The Association shall create a trust fund pursuant to the laws and rules of the State of New York, the IRS, and any other applicable laws and rules and present to the District documentation that such a legal trust fund exists.

2. The Association shall administer the trust fund, provided however, that the District's contribution shall be used for purchasing benefits for members and their dependents such as dental, life, disability, or income protection insurance, group legal services, or other allowable benefits.

3. The Association shall inform the District of the usage of the trust fund upon request of the District. The Association shall provide appropriate accounting records as to the use and disposition of the monies in the trust fund. In addition, the Association is required to notify the District no later than December 10th of each year whether any portion of the District contribution toward the trust fund should be treated as taxable to any employee or member of the trust fund. Members of the bargaining unit may elect payroll deductions for their individual contributions to the trust fund and the District will credit the trust fund with the amount of the member's contributions each payroll date.

4. For a member of the bargaining unit to be eligible to become a member of the trust fund, he/she must be regularly employed to work for two hours or more per day in a regular appointed position (i.e., not a substitute employee).

5. The District shall determine the total amount of its contribution to the trust fund for any school year (i.e., July 1st through June 30th) based on the number of eligible members of the bargaining unit employed as of October 1st and April 1st each year. One half of the total amount determined as of October 1st shall be paid during October and one-half of the total amount determined as of April 1st shall be paid in April of each year. There shall be no reconciliations of amounts or totals at any time other than October 1st and April 1st.

ARTICLE XXIX - LEGISLATIVE CLAUSE

It is agreed by and between the parties that any provision of this Agreement requiring legislative action to permit its implementation by amendment of Law or by providing the additional funds therefore, shall not become effective until the appropriate legislative body has given approval.

ARTICLE XXX - ASBESTOS AND HAZARDOUS MATERIALS WORKERS

A. A custodial employee who is required to become a licensed pesticide applicator and assigned such duties shall receive a stipend of \$1,250.

B. A custodial employee who is assigned duties in the District's Asbestos and Hazardous Materials Management Program will be compensated in the manner prescribed below. Employees assigned such duties will be paid a \$1,250 stipend for performing the following duties.

1. Agree to be available for work and training when needed and to perform the duties set forth in this memo.
2. Complete the required training.
3. Participate in the District's required inspection of the facilities. It is understood that said inspection is to be performed once every six months to determine the condition of the ACBM.
4. Once trained, the individuals will assist with the required labeling of the ACBM.
5. Payments for the above will be made in lump sums on or before December 31st and June 30th. The stipend will be paid and prorated, if necessary, only for the period of time that an employee functions in this capacity.
6. It is understood that availability for work shall be based on seniority.
7. Employees involved in the District's asbestos program will retain all vacation rights.
8. Employees will perform the following work at the prevailing Dutchess County rate schedule established by the State of New York Department of Labor. It is agreed that any work performed from July 1, 1998 until September 14, 1998 shall be compensated at the rate of \$26.80. Henceforth, such work shall be compensated at the prevailing Dutchess County rate schedule established by the State of New York Department of Labor in existence at the time the work is performed.
 - a. Repairs to friable asbestos that currently exists within District facilities. Such repairs shall be limited pursuant to 29 CFR 1977.12 (b)(2) OSHA, AHERA Section 211.
 - b. The preparation of work sites for maintenance staff. This includes the removal of asbestos prior to executing a repair.
 - c. Responding to fiber release episodes.
 - d. Involved in assisting the designee with the monitoring of all asbestos abatement projects.
9. Seniority as an asbestos worker shall be determined by the following consecutive order:
 - a. Length of continuous service as an asbestos worker

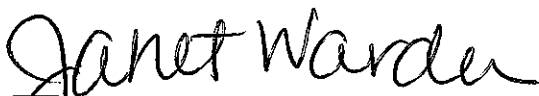
- b. Overall bargaining unit seniority.

ARTICLE XXXI - DURATION

This provision of this Agreement shall be effective July 1, 2022 and shall remain in full force and effect until June 30, 2026. Either party wishing to amend or modify this Agreement shall give written notice not less than sixty (60) days prior to the expiration date. In the event such written notice is given, negotiations shall begin prior to April 30th. At the opening of such negotiations, both parties shall present to each other in writing their proposed changes to said Agreement.

DATED: November 20, 2023

FOR THE SCHOOL DISTRICT:



**Dr. Janet Warden
Superintendent of Schools**



**Bruce Martin
Assistant Superintendent for Business**

FOR THE ASSOCIATION:



**Mary Coon
President**



**Lynette Dow
Bargaining Team Member**

APPENDIX A

Consistent with Article XVII.H, the following guidelines shall be in place for the accumulation and use of compensatory time:

1. Only 12-month, 40 hour a week employees can accrue and use compensatory time.
2. All accumulated compensatory time shall be recorded on the bi-weekly time sheets.
3. There shall be no accumulation of compensatory time beyond 24 hours.
4. All compensatory time remaining at June 30 of each fiscal year shall be paid for and the balance of compensatory time reduced to zero.
5. The employee's immediate supervisor must approve the accumulation of compensatory time in advance.
6. The employee's immediate supervisor must approve the use of compensatory time in advance.

APPENDIX B

RED HOOK CENTRAL SCHOOL DISTRICT 9 Mill Road Red Hook, New York 12571

Janet Warden, Ed.D., *Superintendent*
Bruce T. Martin, *Assistant Superintendent for Business*

Phone: (845) 758-2241
Fax: (845) 758-3366

CONFIDENTIAL PERFORMANCE APPRAISAL EVALUATION GUIDE

Name: _____ Position/Title: _____

Department: _____

Period covered by evaluation: _____ to _____

While this performance appraisal is intended to provide for an individual employee's growth and development and to serve as a means for encouraging improvement in performance, the primary purpose is to point out areas of improvement needed in the job performance and to comment on any areas of high performance. Another purpose served by the evaluation process is to express the District's and the employee's objectives and expectations regarding the job.

The evaluator must indicate by a check mark the description which most nearly fits the employee's performance. A rating of needs improvement, unsatisfactory, or outstanding should be followed with a clarifying comment.

Each category will be rated as follows:

- (1) Outstanding (OA)
- (2) Satisfactory (S)
- (3) Need Improvement (NI)
- (4) Unsatisfactory (US)

RATING LEGEND:

OA - Outstanding Ability; S - Satisfactory; NI - Needs Improvement; US - Unsatisfactory

1. JOB SKILLS

Definition - Necessary duties for the performance of job.

OUTSTANDING (requires comment)	SATISFACTORY	NEEDS IMPROVEMENT (requires comment)	UNSATISFACTORY (requires comment)
	Produces work which is reliable and acceptable. Does not repeat mistakes. Constantly seeks methods to improve.	Displays any or all of the following: - Performances can be satisfactory when given specific instructions - Additional skills and knowledge needed for some or all phases of the job	
Supervisor Comments:			

2. RELIABILITY

Definition - Carries out routine duties promptly and satisfactorily.

OUTSTANDING (requires comment)	SATISFACTORY	NEEDS IMPROVEMENT (requires comment)	UNSATISFACTORY (requires comment)
	Carries out assignments in satisfactory manner. Needs only occasional follow-ups. Adheres to rules.	Does not complete tasks or needs some supervision to complete tasks. Does not consistently adhere to school rules.	
Supervisor Comments:			

3. COMMUNICATES and INTERACTS EFFECTIVELY with DISTRICT EMPLOYEES, STUDENTS, and the PUBLIC

OUTSTANDING (requires comment)	SATISFACTORY	NEEDS IMPROVEMENT (requires comment)	UNSATISFACTORY (requires comment)
	Works well with others. Interprets assignments effectively most of the time. Is generally tactful and courteous.	Needs improvement in working with others, interpreting assignments, expressing disagreement appropriately.	
Supervisor Comments:			

4. PUNCTUALITY and ATTENDANCE

OUTSTANDING (requires comment)	SATISFACTORY	NEEDS IMPROVEMENT (requires comment)	UNSATISFACTORY (requires comment)
	Rate of absenteeism and/or tardiness consistently acceptable. Never absent or tardy without good cause. Generally provides appropriate notice of absence/tardiness.	Absent/tardy too often without good cause or without sufficient notice.	
Supervisor Comments:			

5. INITIATIVE (independent thinking)

OUTSTANDING (requires comment)	SATISFACTORY	NEEDS IMPROVEMENT (requires comment)	UNSATISFACTORY (requires comment)
	Seeks additional tasks when work is complete. Keeps busy at useful work.	Requires follow-up if assignment is not routine. Rarely seeks additional tasks.	
Supervisor Comments:			

6. ATTITUDE

OUTSTANDING (requires comment)	SATISFACTORY	NEEDS IMPROVEMENT (requires comment)	UNSATISFACTORY (requires comment)
	Usually accepts direction and/or change well. Accepts criticism well most of the time.	Does not accept criticism well. Finds it difficult to adjust to changes	
Supervisor Comments:			

Employee Comments:

Signature of Supervisor (evaluator): _____

Date: _____

I have reviewed this appraisal and have had the opportunity to discuss the contents with my supervisor. My signature indicates that I have received this report and does not necessarily imply that I agree with the appraisal or the contents. I have the right to submit a written response which shall be attached to this report and placed in my personnel file.

Employee Signature: _____

Date: _____

Please return completed form to District office.

C: Employee
 Supervisor
 District Office

Appendix C

**Memorandum of Agreement
By and Between
The Red Hook Central School District
And
The Red Hook School Support Staff Association
January 23, 2020**

WHEREAS, the Red Hook Central School District ("School District") and the Red Hook School Support Staff Association ("Association") are parties to a collective bargaining agreement for the period July 1, 2018, through June 30, 2022 ("Agreement"); and,

WHEREAS, the Association has filed an improper practice charge identified as PERB Case No. U-36918 to challenge the District's use of bargaining unit members in record keeping through a daily written record and QWare electronic entry,

WHEREAS, the parties are resolving the issues within the charge,

IT IS HEREBY AGREED AS FOLLOWS:

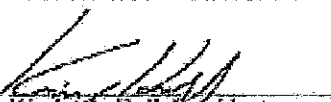
1. The District will cease having bargaining unit members in the Facilities and Operations Department (hereinafter F & O or Department) complete a record of their daily activities and other information.
2. All District employees will enter work order requests using the QWare software. This includes the Custodians and the Senior Maintenance Mechanic for work outside the regular day-to-day assignments.
3. The Department Director is responsible for overseeing the QWare queue and providing respective access specific to each Custodian and the Senior Maintenance Mechanic for them to review the queue for their respective building or project.
4. A Custodian will review the work orders that the Director has sent to them in the queue to coordinate work that can be done in the same location and the like. They will assign the work as appropriate.
5. Once the work is completed, the Custodian will change the status of the work order in the QWare system to completed.
6. The Senior Maintenance Mechanic will review the work order requests in his queue and assign them as appropriate.
7. Once the work is complete, the Senior Maintenance Mechanic will change the status of the work order in the QWare system to completed.

8. The Custodians and the Senior Maintenance Mechanic shall continue to assign work as each has done in the past. If a written assignment was given, that will continue. If a verbal assignment was given, that shall continue. If either a written assignment or a verbal assignment could be given, that will continue.
9. The Custodians and the Senior Maintenance Mechanic shall give updates to the Department Director as they have in the past, including verbally or by e-mail or by text using the District-provided phone.
10. The number of times that the Custodians and the Senior Maintenance Mechanic will check the QWare queue depends on the day. There is no specific number of times that they will do so.
11. The F & O office staff will interview custodial and maintenance personnel as necessary to collect pertinent information for the purposes of the F & O office staff entering completion data into the software.
12. The information may be collected by verbally asking each bargaining unit member to confirm the special work performed, the time it took, and any remarks about the work itself.
13. Such information may not be used to evaluate the work performance of any bargaining unit member and may not be used for time management or as a punch clock.
14. This agreement shall be part of the parties' collective bargaining agreement.
15. This agreement shall be subject to the parties' contractual grievance procedure.
16. Upon the execution of this agreement, the Association will request permission to withdraw the improper practice charge.

FOR THE DISTRICT:

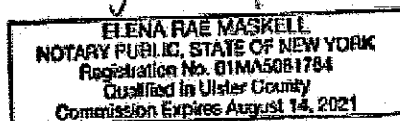

Paul Finch, Superintendent

FOR THE ASSOCIATION:


Kimberly Hall, President

Signed before me 23 January 2020

E. Maske



Schedule A

RED HOOK CENTRAL SCHOOL
RED HOOK SCHOOL SUPPORT STAFF ASSOCIATION

SCHEDULE A - HEAD MECHANIC

12 Month Salaried-base of 2080 Annual Hours-Paid 1/2 Hour Lunch-Vacation Entitlement

A	2021-2022	Base	6,240.00	103.00%	103.00%	
2021-2022	Step	Increment	All Steps Increased By Annual Percentage Shown			
Step	Salary	Percent	22-23	23-24	24-25	25-26
1	46,244	N/A	52,484	52,484	54,059	55,681
2	46,938	1.50%	53,178	53,178	54,773	56,416
3	47,643	1.50%	53,883	53,883	55,499	57,164
4	48,361	1.51%	54,601	54,601	56,239	57,926
5	49,089	1.51%	55,329	55,329	56,989	58,699
6	49,824	1.50%	56,064	56,064	57,746	59,478
7	51,782	3.93%	58,022	58,022	59,763	61,556
8	53,307	2.95%	59,547	59,547	61,333	63,173
9	54,878	2.95%	61,118	61,118	62,952	64,841
10	55,956	1.96%	62,196	62,196	64,062	65,984
11	57,055	1.96%	63,295	63,295	65,194	67,150
12	58,216	2.03%	64,456	64,456	66,390	68,382
13	59,405	2.04%	65,645	65,645	67,614	69,642
14	60,618	2.04%	66,858	66,858	68,864	70,930
15	61,831	2.00%	68,071	68,071	70,113	72,216
16	65,060	5.22%	71,300	71,300	73,439	75,642
Avg. Incre.		2.31%				

Schedule B

RED HOOK CENTRAL SCHOOL
RED HOOK SCHOOL SUPPORT STAFF ASSOCIATION

SCHEDULE B - CUSTODIAN, ASSISTANT MECHANIC/RELIEF BUS DRIVER, MAINTENANCE WORKER
12 Month Salaried-base of 2080 Annual Hours-Paid 1/2 Hour Lunch-Vacation Entitlement

B 2021-2022 Step	2021-2022	Base	6,240.00		103.00%	103.00%
	Step Salary	Increment Percent	All Steps Increased By 22-23	Annual Percentage Shown 23-24	24-25	25-26
1	39,848	N/A	46,088	46,088	47,471	48,895
2	40,450	1.51%	46,690	46,690	48,091	49,534
3	41,058	1.50%	47,298	47,298	48,717	50,179
4	41,672	1.50%	47,912	47,912	49,349	50,829
5	42,295	1.50%	48,535	48,535	49,991	51,491
6	43,957	3.93%	50,197	50,197	51,703	53,254
7	45,248	2.94%	51,488	51,488	53,033	54,624
8	46,580	2.94%	52,820	52,820	54,405	56,037
9	47,497	1.97%	53,737	53,737	55,349	57,009
10	48,421	1.95%	54,661	54,661	56,301	57,990
11	49,413	2.05%	55,653	55,653	57,323	59,043
12	50,421	2.04%	56,661	56,661	58,361	60,112
13	51,451	2.04%	57,691	57,691	59,422	61,205
14	52,557	2.15%	58,797	58,797	60,561	62,378
15	55,771	6.12%	62,011	62,011	63,871	65,787
16	57,100	2.38%	63,340	63,340	65,240	67,197
	Avg. Incre.	2.43%				

Schedule C

RED HOOK CENTRAL SCHOOL
RED HOOK SCHOOL SUPPORT STAFF ASSOCIATION

SCHEDULE C - CUSTODIAL WORKER

12 Month Salaried-base of 2080 Annual Hours-Paid 1/2 Hour Lunch-Vacation Entitlement

C 2021-2022 Step	2021-2022 Step Salary	Base Increment Percent	6,240.00 All Steps Increased By Annual Percentage Shown				103.00% 25-26
			22-23	23-24	24-25	25-26	
1	31,995	N/A	38,235	38,235	39,382	40,563	
2	32,456	1.44%	38,696	38,696	39,857	41,053	
3	32,916	1.42%	39,156	39,156	40,331	41,541	
4	33,396	1.46%	39,636	39,636	40,825	42,050	
5	34,634	3.71%	40,874	40,874	42,100	43,363	
6	35,605	2.80%	41,845	41,845	43,100	44,393	
7	36,601	2.80%	42,841	42,841	44,126	45,450	
8	37,282	1.86%	43,522	43,522	44,828	46,173	
9	37,982	1.88%	44,222	44,222	45,549	46,915	
10	38,912	2.45%	45,152	45,152	46,507	47,902	
11	39,875	2.47%	46,115	46,115	47,498	48,923	
12	40,863	2.48%	47,103	47,103	48,516	49,971	
13	42,065	2.94%	48,305	48,305	49,754	51,247	
14	46,404	10.31%	52,644	52,644	54,223	55,850	
15	47,678	2.75%	53,918	53,918	55,536	57,202	
16	48,991	2.75%	55,231	55,231	56,888	58,595	
Avg. Incre.		2.90%					

Schedule D

RED HOOK CENTRAL SCHOOL
RED.HOOK SCHOOL SUPPORT STAFF ASSOCIATION

SCHEDULE D - CUSTODIAL WORKER/COURIER/DAILY DRIVER/GROUNDSKEEPER
12 Month Salaried-base of 2080 Annual Hours-Paid 1/2 Hour Lunch-Vacation Entitlement

D 2021-2022 Step	2021-2022	Base	6,240.00		103.00%	103.00%
	Step Salary	Increment Percent	All Steps Increased By Annual Percentage Shown			
			22-23	23-24	24-25	25-26
1	33,195	N/A	39,435	39,435	40,618	41,837
2	33,656	1.39%	39,896	39,896	41,093	42,326
3	34,116	1.37%	40,356	40,356	41,567	42,814
4	34,596	1.41%	40,836	40,836	42,061	43,323
5	35,834	3.58%	42,074	42,074	43,336	44,636
6	36,805	2.71%	43,045	43,045	44,336	45,666
7	37,801	2.71%	44,041	44,041	45,362	46,723
8	38,482	1.80%	44,722	44,722	46,064	47,446
9	39,182	1.82%	45,422	45,422	46,785	48,189
10	40,112	2.37%	46,352	46,352	47,743	49,175
11	41,075	2.40%	47,315	47,315	48,734	50,196
12	42,063	2.41%	48,303	48,303	49,752	51,245
13	43,265	2.86%	49,505	49,505	50,990	52,520
14	47,604	10.03%	53,844	53,844	55,459	57,123
15	48,878	2.68%	55,118	55,118	56,772	58,475
16	50,191	2.69%	56,431	56,431	58,124	59,868
	Avg. Incre.	2.81%				

Schedule E

RED HOOK CENTRAL SCHOOL
RED HOOK SCHOOL SUPPORT STAFF ASSOCIATION

SCHEDULE E - CUSTODIAL WORKER/SUB DRIVER

12 Month Salaried-base of 2080 Annual Hours-Paid 1/2 Hour Lunch-Vacation Entitlement

E 2021-2022 Step	2021-2022 Step Salary	Base Increment Percent	6,240.00 All Steps Increased By Annual Percentage Shown			
			22-23	23-24	103.00% 24-25	103.00% 25-26
1	31,103	N/A	37,343	37,343	38,463	39,617
2	31,574	1.51%	37,814	37,814	38,948	40,116
3	32,044	1.49%	38,284	38,284	39,433	40,616
4	32,529	1.51%	38,769	38,769	39,932	41,130
5	33,797	3.90%	40,037	40,037	41,238	42,475
6	34,780	2.91%	41,020	41,020	42,251	43,519
7	35,800	2.93%	42,040	42,040	43,301	44,600
8	36,502	1.96%	42,742	42,742	44,024	45,345
9	37,206	1.93%	43,446	43,446	44,749	46,091
10	38,163	2.57%	44,403	44,403	45,735	47,107
11	39,141	2.56%	45,381	45,381	46,742	48,144
12	40,149	2.58%	46,389	46,389	47,781	49,214
13	41,376	3.06%	47,616	47,616	49,044	50,515
14	45,806	10.71%	52,046	52,046	53,607	55,215
15	47,106	2.84%	53,346	53,346	54,946	56,594
16	48,443	2.84%	54,683	54,683	56,323	58,013
Avg. Incre.		3.02%				

Schedule F

RED HOOK CENTRAL SCHOOL
RED HOOK SCHOOL SUPPORT STAFF ASSOCIATION

SCHEDULE F - TYPIST (12 MONTH)

12 Month Salaried-base of 1982.5 Annual Hours-Vacation Entitlement-(130 Hours added for 1/2 Hour paid lunch)

F 2021-2022 Step	2021-2022 Step Salary	Base Increment Percent	5,948.00 All Steps Increased By Annual Percentage Shown				103.00% 25-26
			22-23	23-24	24-25	25-26	
1	33,822	N/A	39,770	39,770	40,963	42,192	
2	34,330	1.50%	40,278	40,278	41,486	42,731	
3	34,848	1.51%	40,796	40,796	42,020	43,281	
4	35,371	1.50%	41,319	41,319	42,559	43,836	
5	35,900	1.50%	41,848	41,848	43,103	44,396	
6	36,440	1.50%	42,388	42,388	43,660	44,970	
7	37,859	3.89%	43,807	43,807	45,121	46,475	
8	38,972	2.94%	44,920	44,920	46,268	47,656	
9	40,112	2.93%	46,060	46,060	47,442	48,865	
10	40,896	1.95%	46,844	46,844	48,249	49,696	
11	41,694	1.95%	47,642	47,642	49,071	50,543	
12	42,754	2.54%	48,702	48,702	50,163	51,668	
13	43,854	2.57%	49,802	49,802	51,296	52,835	
14	44,976	2.56%	50,924	50,924	52,452	54,026	
15	46,310	2.97%	52,258	52,258	53,826	55,441	
16	51,029	10.19%	56,977	56,977	58,686	60,447	
	Avg. Incre.	2.80%					

Schedule G

RED HOOK CENTRAL SCHOOL
RED HOOK SCHOOL SUPPORT STAFF ASSOCIATION

SCHEDULE G - TEACHER AIDE, BUS MONITOR, GROUNDSKEEPER

10 Month Hourly-Variable Hours According to Position-Paid 1/2 Hour Lunch for over 5 hrs. per day

Base of 180 work days per year plus 11 days additional pay in lieu of holidays.

G 2021-2022 Step	2021-2022 Step Salary	Base Increment Percent	All Steps Increased By Annual Percentage Shown			
			3.00 22-23	103.00% 23-24	103.00% 24-25	103.00% 25-26
1	13.62	N/A	16.62	16.62	17.12	17.63
2	13.85	1.69%	16.85	16.85	17.36	17.88
3	14.02	1.23%	17.02	17.02	17.53	18.06
4	14.29	1.93%	17.29	17.29	17.81	18.34
5	14.46	1.19%	17.46	17.46	17.98	18.52
6	14.72	1.80%	17.72	17.72	18.25	18.80
7	15.30	3.94%	18.30	18.30	18.85	19.42
8	15.71	2.68%	18.71	18.71	19.27	19.85
9	16.19	3.06%	19.19	19.19	19.77	20.36
10	16.45	1.61%	19.45	19.45	20.03	20.63
11	16.79	2.07%	19.79	19.79	20.38	20.99
12	17.24	2.68%	20.24	20.24	20.85	21.48
13	17.70	2.67%	20.70	20.70	21.32	21.96
14	18.11	2.32%	21.11	21.11	21.74	22.39
15	18.68	3.15%	21.68	21.68	22.33	23.00
16	20.78	11.24%	23.78	23.78	24.49	25.22
Avg. Incre.		2.88%				

Schedule G2

RED HOOK CENTRAL SCHOOL
RED HOOK SCHOOL SUPPORT STAFF ASSOCIATION

SCHEDULE G2 - Licensed Practical Nurse (LPN)

10 Month Hourly-Variable Hours According to Position-Paid 1/2 Hour Lunch for over 5 hrs. per day

Base of 180 work days per year plus 11 days additional pay in lieu of holidays.

G2 2021-2022 Step	2021-2022 Step Salary	Base Increment Percent	All Steps Increased By Annual Percentage Shown			
			22-23	23-24	24-25	25-26
	1	N/A	N/A	26.80	27.60	28.43
	2	N/A	N/A	27.35	28.17	29.02
	3	N/A	N/A	27.91	28.75	29.61
	4	N/A	N/A	28.48	29.33	30.21
	5	N/A	N/A	29.06	29.93	30.83
	6	N/A	N/A	29.65	30.54	31.46
	7	N/A	N/A	30.25	31.16	32.09
	8	N/A	N/A	30.87	31.80	32.75
	9	N/A	N/A	31.50	32.45	33.42
	10	N/A	N/A	32.13	33.09	34.08
	11	N/A	N/A	32.77	33.75	34.76
	12	N/A	N/A	33.43	34.43	35.46
	13	N/A	N/A	34.10	35.12	36.17
	14	N/A	N/A	34.78	35.82	36.89
	15	N/A	N/A	35.48	36.54	37.64
	16	N/A	N/A	36.19	37.28	38.40

Schedule H

RED HOOK CENTRAL SCHOOL
RED HOOK SCHOOL SUPPORT STAFF ASSOCIATION

SCHEDULE H - COOK

10 Month Hourly-Variable Hours According to Position-Paid 1/2 Hour Lunch for over 5 hrs. per day
Base of 180 work days per year plus 11 days additional pay in lieu of holidays.

H 2021-2022 Step	2021-2022 Step Salary	Base Increment Percent	All Steps Increased By Annual Percentage Shown			
			22-23	23-24	24-25	25-26
			3.00		103.00%	103.00%
1	15.40	N/A	18.40	18.40	18.95	19.52
2	15.63	1.49%	18.63	18.63	19.19	19.77
3	16.15	3.33%	19.15	19.15	19.72	20.31
4	16.50	2.17%	19.50	19.50	20.09	20.69
5	16.92	2.55%	19.92	19.92	20.52	21.14
6	17.22	1.77%	20.22	20.22	20.83	21.45
7	17.50	1.63%	20.50	20.50	21.12	21.75
8	17.89	2.23%	20.89	20.89	21.52	22.17
9	18.30	2.29%	21.30	21.30	21.94	22.60
10	18.73	2.35%	21.73	21.73	22.38	23.05
11	19.26	2.83%	22.26	22.26	22.93	23.62
12	19.74	2.49%	22.74	22.74	23.42	24.12
13	20.25	2.58%	23.25	23.25	23.95	24.67
14	20.76	2.52%	23.76	23.76	24.47	25.20
15	21.28	2.50%	24.28	24.28	25.01	25.76
16	23.39	9.92%	26.39	26.39	27.18	28.00
Avg. Incre.		2.84%				

Schedule I

RED HOOK CENTRAL SCHOOL
RED HOOK SCHOOL SUPPORT STAFF ASSOCIATION

SCHEDULE I - FOOD SERVICE HELPER -- SENIOR FOOD SERVICE HELPER -- SCHEDULE I PLUS \$0.20 PER HOUR

10 Month Hourly-Variable Hours According to Position-Paid 1/2 Hour Lunch for over 5 hrs. per day

Base of 180 work days per year plus 11 days additional pay in lieu of holidays.

I	2021-2022	Base	3.00	103.00%	103.00%	
2021-2022	Step	Increment	All Steps Increased By Annual Percentage Shown			
Step	Salary	Percent	22-23	23-24	24-25	25-26
1	12.74	N/A	15.74	15.74	16.21	16.70
2	13.15	3.22%	16.15	16.15	16.63	17.13
3	13.51	2.74%	16.51	16.51	17.01	17.52
4	13.77	1.92%	16.77	16.77	17.27	17.79
5	14.06	2.11%	17.06	17.06	17.57	18.10
6	14.63	4.05%	17.63	17.63	18.16	18.70
7	15.21	3.96%	18.21	18.21	18.76	19.32
8	15.46	1.64%	18.46	18.46	19.01	19.58
9	15.81	2.26%	18.81	18.81	19.37	19.95
10	16.35	3.42%	19.35	19.35	19.93	20.53
11	16.80	2.75%	19.80	19.80	20.39	21.00
12	17.25	2.68%	20.25	20.25	20.86	21.49
13	17.71	2.67%	20.71	20.71	21.33	21.97
14	18.18	2.65%	21.18	21.18	21.82	22.47
15	18.68	2.75%	21.68	21.68	22.33	23.00
16	20.65	10.55%	23.65	23.65	24.36	25.09
Avg. Incre.		3.29%				

Schedule J

RED HOOK CENTRAL SCHOOL
RED HOOK SCHOOL SUPPORT STAFF ASSOCIATION

SCHEDULE J - BUS DRIVER

10 Month Salaried-base of 832.5 Annual Work Hours (185 Paid Days) - 4 1/2 Hrs/Day - 2 Shifts

J 2021-2022 Step	2021-2022 Step Salary	Base Increment Percent	All Steps Increased By Annual Percentage Shown			
			22-23	23-24	24-25	25-26
			2,498.00		103.00%	103.00%
1	15,777	N/A	18,275	18,275	18,823	19,388
2	16,488	4.51%	18,986	18,986	19,556	20,143
3	17,200	4.32%	19,698	19,698	20,289	20,898
4	17,914	4.15%	20,412	20,412	21,024	21,655
5	18,623	3.96%	21,121	21,121	21,755	22,408
6	19,334	3.82%	21,832	21,832	22,487	23,162
7	20,048	3.69%	22,546	22,546	23,222	23,919
8	20,761	3.56%	23,259	23,259	23,957	24,676
9	21,473	3.43%	23,971	23,971	24,690	25,431
10	22,180	3.29%	24,678	24,678	25,418	26,181
11	22,896	3.23%	25,394	25,394	26,156	26,941
12	23,632	3.21%	26,130	26,130	26,914	27,721
13	24,371	3.13%	26,869	26,869	27,675	28,505
14	25,128	3.11%	27,626	27,626	28,455	29,309
15	25,893	3.04%	28,391	28,391	29,243	30,120
16	26,672	3.01%	29,170	29,170	30,045	30,946
	Avg. Incre.	3.56%				

Schedule K

RED HOOK CENTRAL SCHOOL
RED HOOK SCHOOL SUPPORT STAFF ASSOCIATION

SCHEDULE K - SENIOR TYPIST

12 Month Salaried-base of 1982.5 Annual Hours-Vacation Entitlement-(130 Hours added for 1/2 Hour paid lunch)

K 2021-2022 Step	2021-2022	Base	5,948.00		103.00%	103.00%
	Step Salary	Increment Percent	All Steps Increased By Annual Percentage Shown			
			22-23	23-24	24-25	25-26
1	35,221	N/A	41,169	41,169	42,404	43,676
2	35,732	1.45%	41,680	41,680	42,930	44,218
3	36,247	1.44%	42,195	42,195	43,461	44,765
4	36,770	1.44%	42,718	42,718	44,000	45,320
5	37,302	1.45%	43,250	43,250	44,548	45,884
6	37,844	1.45%	43,792	43,792	45,106	46,459
7	39,262	3.75%	45,210	45,210	46,566	47,963
8	40,370	2.82%	46,318	46,318	47,708	49,139
9	41,511	2.83%	47,459	47,459	48,883	50,349
10	42,294	1.89%	48,242	48,242	49,689	51,180
11	43,095	1.89%	49,043	49,043	50,514	52,029
12	44,155	2.46%	50,103	50,103	51,606	53,154
13	45,254	2.49%	51,202	51,202	52,738	54,320
14	46,375	2.48%	52,323	52,323	53,893	55,510
15	47,711	2.88%	53,659	53,659	55,269	56,927
16	52,430	9.89%	58,378	58,378	60,129	61,933
	Avg. Incre.	2.71%				

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Schedule M

RED HOOK CENTRAL SCHOOL
RED HOOK SCHOOL SUPPORT STAFF ASSOCIATION

SCHEDULE M - TYPIST (10 MONTH), CLERK (10 MONTH), TYPIST MONITOR (10 MONTH)

10 Month Salaried as of 7/1/04 - Continuation of 180 day work year - Same work year as Teacher Aides

As of 7/1/04 Annual Salaries are Based on 180 work days of 8 hours each with 1/2 hour lunch.

Annual Salaries Pro rated for under 8 hours per day -- Paid 1/2 hour lunch for over 5 hours per day.

Base of 180 work days per year plus 11 days additional pay in lieu of holidays.

M	2021-2022	Base	4,320.00	103.00%	103.00%	
2021-2022	Step	Increment	All Steps Increased By Annual Percentage Shown			
Step	Salary	Percent	22-23	23-24	24-25	25-26
1	21,051	N/A	25,371	25,371	26,132	26,916
2	21,341	1.38%	25,661	25,661	26,431	27,224
3	21,611	1.27%	25,931	25,931	26,709	27,510
4	21,925	1.45%	26,245	26,245	27,032	27,843
5	22,236	1.42%	26,556	26,556	27,353	28,174
6	22,590	1.59%	26,910	26,910	27,717	28,549
7	23,420	3.67%	27,740	27,740	28,572	29,429
8	24,046	2.67%	28,366	28,366	29,217	30,094
9	24,707	2.75%	29,027	29,027	29,898	30,795
10	25,101	1.59%	29,421	29,421	30,304	31,213
11	25,579	1.90%	29,899	29,899	30,796	31,720
12	26,224	2.52%	30,544	30,544	31,460	32,404
13	26,866	2.45%	31,186	31,186	32,122	33,086
14	27,470	2.25%	31,790	31,790	32,744	33,726
15	28,282	2.96%	32,602	32,602	33,580	34,587
16	31,333	10.79%	35,653	35,653	36,723	37,825
Avg. Incre.		2.71%				

Schedule N

RED HOOK CENTRAL
SCHOOL
RED HOOK SCHOOL SUPPORT STAFF ASSOCIATION

SCHEDULE N - INFORMATION SERVICES SPECIALIST 12 Month Salaried-base of 2080 Annual Hours-Paid 1/2 Hour Lunch-Vacation Entitlement

N 2021-2022 Step	2021-2022 Step Salary	Base Increment Percent	6,240.00 All Steps Increased By Annual Percentage Shown				103.00% 25-26
			22-23	23-24	24-25	25-26	
1	49,032	N/A	55,272	55,272	56,930	58,638	
2	50,503	3.00%	56,743	56,743	58,445	60,198	
3	52,018	3.00%	58,258	58,258	60,006	61,806	
4	53,578	3.00%	59,818	59,818	61,613	63,461	
5	55,186	3.00%	61,426	61,426	63,269	65,167	
6	56,844	3.00%	63,084	63,084	64,977	66,926	
7	58,549	3.00%	64,789	64,789	66,733	68,735	
8	60,303	3.00%	66,543	66,543	68,539	70,595	
9	62,115	3.00%	68,355	68,355	70,406	72,518	
10	63,978	3.00%	70,218	70,218	72,325	74,495	
11	65,898	3.00%	72,138	72,138	74,302	76,531	
12	67,872	3.00%	74,112	74,112	76,335	78,625	
13	69,913	3.01%	76,153	76,153	78,438	80,791	
14	72,012	3.00%	78,252	78,252	80,600	83,018	
15	74,169	3.00%	80,409	80,409	82,821	85,306	
16	76,393	3.00%	82,633	82,633	85,112	87,665	
Avg. Incre.		3.00%					

Schedule O

RED HOOK CENTRAL SCHOOL
RED HOOK SCHOOL SUPPORT STAFF ASSOCIATION

SCHEDULE O - SENIOR MAINTENANCE MECHANIC

12 Month Salaried-base of 2080 Annual Hours-Paid 1/2 Hour Lunch-Vacation Entitlement

O	2021-2022	Base	6,240.00		103.00%	103.00%
2021-2022	Step	Increment	All Steps Increased By Annual Percentage Shown			
Step	Salary	Percent	22-23	23-24	24-25	25-26
1	44,496	N/A	50,736	50,736	52,258	53,826
2	45,163	1.50%	51,403	51,403	52,945	54,533
3	45,843	1.51%	52,083	52,083	53,645	55,254
4	46,533	1.51%	52,773	52,773	54,356	55,987
5	47,232	1.50%	53,472	53,472	55,076	56,728
6	47,942	1.50%	54,182	54,182	55,807	57,481
7	49,826	3.93%	56,066	56,066	57,748	59,480
8	51,293	2.94%	57,533	57,533	59,259	61,037
9	52,804	2.95%	59,044	59,044	60,815	62,639
10	53,843	1.97%	60,083	60,083	61,885	63,742
11	54,896	1.96%	61,136	61,136	62,970	64,859
12	56,018	2.04%	62,258	62,258	64,126	66,050
13	57,160	2.04%	63,400	63,400	65,302	67,261
14	58,329	2.05%	64,569	64,569	66,506	68,501
15	59,513	2.03%	65,753	65,753	67,726	69,758
16	62,737	5.42%	68,977	68,977	71,046	73,177
Avg. Incre.		2.32%				

Schedule P

RED HOOK CENTRAL SCHOOL
RED HOOK SCHOOL SUPPORT STAFF ASSOCIATION

SCHEDULE P - ASSISTANT COOK MANAGER

10 Month Hourly-Variable Hours According to Position-Paid 1/2 Hour Lunch for over 5 hrs. per day

Base of 180 work days per year plus 11 days additional pay in lieu of holidays.

P 2021-2022 Step	2021-2022 Step Salary	Base Increment Percent	3.00 All Steps Increased By Annual Percentage Shown				103.00% 25-26
			22-23	23-24	24-25	25-26	
1	18.22	N/A	21.22	21.22	21.86	22.52	
2	18.76	2.96%	21.76	21.76	22.41	23.08	
3	19.33	3.04%	22.33	22.33	23.00	23.69	
4	19.90	2.95%	22.90	22.90	23.59	24.30	
5	20.52	3.12%	23.52	23.52	24.23	24.96	
6	21.11	2.88%	24.11	24.11	24.83	25.57	
7	21.75	3.03%	24.75	24.75	25.49	26.25	
8	22.43	3.13%	25.43	25.43	26.19	26.98	
9	23.08	2.90%	26.08	26.08	26.86	27.67	
10	23.79	3.08%	26.79	26.79	27.59	28.42	
11	24.47	2.86%	27.47	27.47	28.29	29.14	
12	25.20	2.98%	28.20	28.20	29.05	29.92	
13	26.00	3.17%	29.00	29.00	29.87	30.77	
14	26.76	2.92%	29.76	29.76	30.65	31.57	
15	27.56	2.99%	30.56	30.56	31.48	32.42	
16	28.38	2.98%	31.38	31.38	32.32	33.29	

Avg. Incre. 3.00%

RED HOOK CENTRAL SCHOOL SUPPORT STAFF ASSOCIATION (R.H.S.S.A.)

SICK BANK REGULATIONS

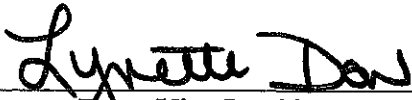
JULY 2017

(Reviewed/Revised March 2023)

1. Each employee willing to participate in the Sick Bank shall submit a waiver for two (2) days of sick leave. Only employees who contribute to the bank shall be eligible to receive time from the bank. Commencing September 1998, new employees shall contribute such days during the month of September or February following the anniversary of their first year of employment.
2. In order to be eligible to become a member of the Sick Bank, the employee shall have been employed by the district for at least one (1) service year and must have a minimum of five (5) accumulated sick days at the time they request to join the bank.
3. Employees who do not elect to join the bank within the time specified above shall not be eligible to join the bank until membership is re-opened to reconstitute the bank. At that time, the employee must have a minimum of five (5) accumulated sick days when they request to join the Sick Bank. The Sick Bank will reopen once every five (5) years in September (beginning September 1999) for any R.H.S.S.A. employee who is eligible to join should they choose to do so. The next re-opening will occur in September of 2024.
4. The Sick Bank shall be renewed when it has twenty-five (25) days remaining and in the same manner as set forth in numbers 1 and 2 above. Any employee enrolled in the Sick Bank at the time of renewal shall continue to be eligible for bank days and shall contribute two (2) days to the bank. If an employee does not have two (2) days available to donate to the Sick Bank may continue Sick Bank membership and the days will be deducted when they receive their next yearly sick leave allotment.
5. The Sick Bank shall be administered by a committee of two (2) administrators appointed by the Superintendent and two (2) employees appointed by the Association who shall act jointly upon withdrawals. The Sick Bank Committee has complete discretion as to whether any application to the Sick Bank is approved. Withdrawals from the bank shall be limited to employees suffering from catastrophic and life-threatening prolonged illnesses or catastrophic and life-threatening accidents who have exhausted their sick leave. Employees are not required to use personal days or vacation time before being eligible to borrow from the Sick Bank. A physicians' statement concerning the illness and/or disability shall be attached to the written application submitted by the employee to the Sick Bank Committee. The physician's note shall include the expected date employee will be able to return to work. The physician's note will not be the only deciding factor in whether the Sick Bank application is approved. The Sick Bank Committee may consider the applicant's history of leave usage, work record, and other factors in determining if an application should be granted even if a doctor seemingly indicates that the situation is of a catastrophic and life-threatening prolonged illness or accident. The application should be made to the Sick Bank Committee when you reach a balance of five (5) sick days in order for your application to be processed. If the employee is physically unable to file such application, they should contact a member of the Sick Bank Committee to submit the application for the employee, have the employee's physician mail, or fax their letter to the committee. Each Sick Bank participant shall be initially eligible for one-half (1/2) of their accumulated time as of July 1st (after receipt of their yearly sick leave allotment) of the current school year for that school year and may be granted up to a maximum of twenty (20) days per participation. After the employee's initial request is used, then a subsequent application may be submitted. Subsequent applications may be considered by the Sick Bank Committee in its discretion upon the submission of an updated physician's note. The Association appointed members of the Sick Bank Committee may consult with the Representative Council for guidance should they choose to do so. Any sick days granted by the

Sick Bank to an employee and were unused will be returned to the Sick Bank after the employee has returned to work.

6. Amendments to these regulations may be revised, if necessary, upon the approval from the Sick Bank Committee.



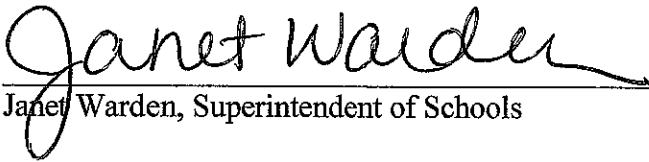
Lynette Dow, Vice President R.H.S.S.S.A., Sick Bank Chairperson



Mary Coon, President, R.H.S.S.S.A.



Bruce Martin, Business Administrator



Janet Warden, Superintendent of Schools

Longevity Detail
RHSSSA Negotiations 2022
Prepared September 1, 2023

<u>FULL TIME</u>	Longevity Value
Schedule A Longevity 17 (Cumulative)	1000
Schedule A Longevity 12	1000
Schedule B Longevity 17 (Cumulative)	1000
Schedule B Longevity 12	1000
Schedule C Longevity 17 (Cumulative)	1000
Schedule C Longevity 12	1000
Schedule D Longevity 17 (Cumulative)	1000
Schedule D Longevity 12	1000
Schedule E Longevity 17 (Cumulative)	1000
Schedule E Longevity 12	1000
Schedule F Longevity 17 (Cumulative)	1000
Schedule F Longevity 12	1000
Schedule G Longevity 17 (Cumulative)	1000
Schedule G Longevity 12	1000
Schedule H Longevity 17 (Cumulative)	1000
Schedule H Longevity 12	1000
Schedule I Longevity 17 (Cumulative)	1000
Schedule I Longevity 12	1000
Schedule K Longevity 17 (Cumulative)	1000
Schedule K Longevity 12	1000
Schedule M Longevity 17 (Cumulative)	1000
Schedule M Longevity 12	1000
Schedule N Longevity 17	1000
Schedule N Longevity 12	1000

Schedule O Longevity 17	1000
Schedule O Longevity 12	1000
Schedule P Longevity 17 (Non Cumulative Year 1 Then Cumulative)	1000
Schedule P Longevity 12	1000

PART TIME

Schedule A Longevity 17	350
Schedule A Longevity 12	350
Schedule B Longevity 17 (Cumulative)	350
Schedule B Longevity 12	350
Schedule C Longevity 17 (Cumulative)	350
Schedule C Longevity 12	350
Schedule D Longevity 17 (Cumulative)	350
Schedule D Longevity 12	350
Schedule E Longevity 17 (Cumulative)	350
Schedule E Longevity 12	350
Schedule F Longevity 17 (Cumulative)	350
Schedule F Longevity 12	350
Schedule G Longevity 17 (Cumulative)	350
Schedule G Longevity 12	350
Schedule H Longevity 17 (Cumulative)	350
Schedule H Longevity 12	350
Schedule I Longevity 17 (Cumulative)	350
Schedule I Longevity 12	350
Schedule K Longevity 17 (Cumulative)	350
Schedule K Longevity 12	350
Schedule M Longevity 17 (Cumulative)	350
Schedule M Longevity 12	350

Schedule N Longevity 17 (Cumulative)	350
Schedule N Longevity 12	350
Schedule O Longevity 17 (Cumulative)	350
Schedule O Longevity 12	350
Schedule P Longevity 17 (Cumulative)	350
Schedule P Longevity 12	350

BUS DRIVERS

Schedule J Longevity 17 (Cumulative)	750
Schedule J Longevity 12	750