

MASTER AGREEMENT

BETWEEN

JEFFERSON SCHOOLS, MONROE COUNTY, MICHIGAN

AND

THE INTERNATIONAL UNION OF

OPERATING ENGINEERS

LOCAL 547 A,B,C,E,G,H,P, AFL-CIO

CAFETERIA

JULY 1, 2007 – JUNE 30, 2009

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1 **Article I**

2 **Purpose**

3 It is the purpose of this Agreement to promote and insure harmonious relations,
4 cooperation and understanding between the Board and the employees covered hereby, to insure true
5 collective bargaining and to establish standards of wages, hours, working conditions, and other
6 conditions of employment.

7 The terms "employee" and "bargaining unit member" as used herein shall include all
8 personnel included in Article 2. Wherever in this Agreement the masculine pronoun or the feminine
9 pronoun is used, the reference is to all bargaining unit members, regardless of gender.

10
11 **Article II**

12 **Union Recognition, Agency Shop, Check Off**

13 **Section 1. Union Recognition**

14 (a) The Board hereby recognizes the International Union of Operating Engineers, Local 547,
15 AFL-CIO, hereinafter called the Union, as the sole and exclusive bargaining agent of the
16 employees covered by this Agreement for the purposes of collective bargaining with respect to
17 rates of pay, wages, hours of employment and other conditions of employment.

18 (b) The term "employee" as used herein shall include all Kitchen Heads, Cooks and Cafeteria
19 Helpers, excluding Supervisors, per diem substitutes, and all other employees.

20 **Section 2. Agency Shop**

21 (a) All employees employed in the bargaining unit, or who become employees in the bargaining
22 unit, who are not already members of the Union, shall within forty-five (45) working days of
23 this provision, or within forty-five (45) working days of their hire by the Board, whichever is
24 later, become members, or in the alternative, shall within forty-five (45) working days of their
25 hire by the Board, as a condition of employment, pay the Union a service charge in an amount
26 equal to the regular monthly dues uniformly required of employees of the Board who are
27 members.

28 (b) An employee who shall tender or authorize the deduction of membership dues (or service
29 fees) uniformly required as a condition of acquiring or obtaining membership in the Union,
30 shall be deemed to meet the conditions of this Article so long as the employee is not more
31 than sixty (60) calendar days in arrears in payment of such dues (or fees).

1 (c) Employees who fail to comply with the provisions of this Article shall be discharged by the
2 Board within thirty (30) calendar days after receipt of written notice of such default is delivered
3 to the Board by the Union.

4 (d) If any provision of this Article is deemed invalid under Federal or State law, said provision
5 shall be modified to comply with the provision of the law.

6 (e) The Union agrees that it will make membership in the Union available to all employees
7 covered by this Agreement on the same terms and conditions as are generally applicable to
8 other members of the Union.

9 (f) In the event that the Union refuses to accept any person so hired as a member, said person
10 may continue in employment by paying the monthly fees.

11 **Section 3. Check-Off**

12 (a) The Board shall deduct the initiation fee and Union dues or service fees from each employee's
13 pay and transmit the total deductions to the Financial Secretary of the Union on or before the
14 fifteenth (15th) day of the month following that month which said deductions were made
15 together with a listing of each employee's social security number, and the amount that is
16 deducted each month, provided however, that the employee shall have submitted to the Board
17 an authorization card signed by the employee from whose pay said deductions are to be made.

18 b) Such initiation fees, dues or service fees, as and when deducted shall be kept separate from the
19 Board's general funds, shall be deemed trust funds, and shall be forwarded to the Union
20 forthwith.

21
22 **Article III**

23 **Visitation**

24 Upon request by the Union and approval of the Building Principal or Director of Business &
25 Finance, and the presentation of proper credentials, officers or accredited representatives of the
26 Union shall be admitted onto the Board's premises during working hours for the purpose of
27 ascertaining whether or not this Agreement is being observed by the parties, or for assisting in the
28 adjusting of grievances, provided, said visitation shall not disrupt orderly operations.

1 Article IV

2 Stewards

- 3 (a) The employees will be represented by a Chief and an Alternate Steward, who shall be chosen
4 or selected in a manner determined by the employees and the Union, and whose names shall
5 be made known to the Board in writing.
- 6 (b) Reasonable arrangements may be made to allow the Chief or Alternate Steward released time
7 for the purpose of investigating grievances and to attend grievance and negotiating meetings.
8 Such arrangements must be made with the Director of Business & Finance as to the time and
9 reimbursement for such time off, should the time off fall within the working hours of the
10 affected employee.
- 11 (c) During the Steward's term of office, he/she shall be deemed to head the seniority list for the
12 purpose of lay-off and recall only within his/her classification. Upon termination of his/her
13 term, he/she shall be returned to his/her regular seniority status.
- 14 (d) The Chief Steward shall be supplied the following information within a newly hired employee's
15 first week of employment: name, address, date of hire, social security number, classification
16 and job location.

17
18 Article V

19 Rights of the Board of Education

- 20 (a) The Board shall have the right to exercise customary and regular functions of management,
21 including the right to hire, promote, transfer, or to suspend, discharge, or demote employees
22 for just cause, subject however, to the employee's right to bring a grievance if any provision of
23 this Agreement is violated by the exercise of such management function.
- 24 (b) All rights, powers and interests which have not been expressly granted to the Union by the
25 provisions of this Agreement are reserved to the Board.

26
27 Article VI

28 Safety

29 The Board will take reasonable measures in order to prevent and eliminate any present or
30 potential job hazards which the employees encounter at their places of work in accordance with the
31 provisions of the Occupational Safety and Health Act, State and Local regulations.

32

1 **Article VII**

2 **Jurisdiction**

3 Persons not covered by the terms of this Agreement shall not perform work covered by this
4 Agreement, except for the purpose of instructional training, experimentation or in cases of
5 emergency.

6
7 **Article VIII**

8 **Contractual Work**

9 The right of contracting or subcontracting is vested in the Board. The right to contract or
10 subcontract shall not be used for the purpose of undermining the Union, nor to discriminate against
11 any of its members.

12
13 **Article IX**

14 **Seniority**

15 (a) A newly hired employee shall be on probationary status for a period of ninety (90) working
16 days, taken from and including the first day of employment. In the event that two or more
17 new employees share the same first day of employment, seniority among the new employees
18 will be determined by to the last four digits of the employees' Social Security Number, with
19 the higher numbers prevailing for greater seniority. If at any time prior to the completion of
20 the ninety (90) working days probationary period, the employee's work performance is
21 unsatisfactory, the employee may be dismissed by the Board during this period without appeal
22 by the Union. Probationary employees who are absent during the first ninety (90) working
23 days of employment, shall work additional days equal to the number of days absent and said
24 employee shall not have completed his/her probationary period until these additional days
25 have been worked.

26 (b) Upon satisfactory completion of the probationary period, the employee's seniority date shall
27 be retroactive to the employee's date of unit hire. Seniority shall be determined by the
28 employee's continuous service with the Board, subject to the provisions stated in this Article.

29 (c) Employees shall be laid off and recalled according to their seniority in their classification.

- 30 1. Employees in the unit may be on layoff status for a period not to exceed two (2)
31 consecutive years. After that time, employment with Jefferson Schools will be
32 terminated.

1 (b) **Breakfast Program** Notice of all vacancies in the breakfast program, with the exception of
2 Kitchen Heads, shall be posted on employee bulletin boards within one (1) pay period from the date
3 of the vacancy. Only Class II employees may apply. Class II employees shall be given five (5)
4 working days time in which to make application to fill the vacancy. The senior Class II employee,
5 from within the building where the vacancy exists, making application shall be awarded the position,
6 provided he/she has the necessary qualifications to perform the duties of the job. If there are no
7 applicants from within the building, then the senior Class II employee making application shall be
8 transferred to fill the vacancy, provided the employee has the necessary qualifications to perform the
9 duties of the job.

10 If the breakfast program is eliminated in a building, the Kitchen Head in that building may
11 bump the Kitchen Head with least seniority.

12 **Section 2. Probationary Period**

13 A transferred or promoted employee shall serve a probationary period of sixty (60) working
14 days at the base rate of pay for that position. During the sixty (60) working days probationary
15 period, the employee may request to return to his/her former position and the Board shall honor
16 such request, or in the event that the employee's work performance is unsatisfactory, the Board shall
17 have the right to return the employee to his/her former position. In the event that the Employer
18 returns the employee to his/her former position, the Board shall give the affected employee the
19 written reason or reasons why his/her work performance was not satisfactory. During the time
20 period that the employee is serving the sixty (60) working days probationary period, the Board may
21 fill the vacated position with a substitute employee. Upon satisfactory completion of the sixty (60)
22 working days probationary period, the vacated position shall then be posted for bidding and filled as
23 specified under Section 1, paragraphs (a) and (b) of this Article.

24 **Section 3. Temporary Transfers**

25 (a) An employee temporarily transferred from his/her classification to another classification
26 within the bargaining unit shall be paid the higher rate of the two (2) positions.

27 (b) Temporary transfers shall be for a period of no longer than sixty (60) calendar days except in
28 the event that both parties mutually agree to extend the temporary transfer beyond the sixty
29 (60) calendar days. In the event that it is not mutually agreeable to extend the temporary
30 transfer beyond the sixty (60) calendar days, the position shall then be considered an open
31 position and posted for bidding from interested employees.

1 temporary classification during the specified period of time, or as a result of final negotiations,
2 or upon resolving the matter through the grievance procedure, the classification shall be added
3 to and become a part of Schedule A of this Agreement.

4 **Article XII**

5 **Discipline/Discharge**

6 Dismissal, suspension and/or any other disciplinary action shall be only for just and stated
7 cause(s), which shall be given to the employee in writing, and a copy shall be sent to the Union. The
8 employee shall have the right to defend himself/herself against any and all charges. When the Board
9 feels disciplinary action is warranted, such action must be initiated within five (5) working days of
10 the date it is reasonable to assume that the Board became fully aware of the conditions giving rise to
11 the discipline. Among the causes which shall be deemed sufficient for dismissal, suspension,
12 demotion and/or other disciplinary action include but are not limited to: drunkenness, dishonesty,
13 insubordination, moral turpitude, or willful violation of agreed upon Board rules.
14

15 An employee may be dismissed, suspended, or disciplined pending investigation, and if the
16 dismissal, suspension, and/or disciplinary action is found to be without justification, the employee
17 shall be reinstated with full back pay, full seniority rights, and all fringe benefits that the employee
18 would have earned during the dismissal or suspension period. If the dismissal is sustained, or the
19 suspended employee is not reinstated through the grievance procedure, the employee shall be
20 deemed dismissed as of the date such action was taken.

21 All disciplinary records are to be removed from an employee's personnel file after a period
22 of four (4) years from the date of the occurrence that initiated the disciplinary action.
23

24 **Article XIII**

25 **Leave of Absence**

26 (a) An employee who because of illness or disability which is non-compensable under the
27 Worker's Compensation Law, is physically unable to report to work and has exhausted all
28 means of allowable compensation from the Board, shall be granted a leave of absence
29 provided the employee promptly notifies the Board of the necessity thereof, and provided
30 further, that the employee supplies the Board with a statement from his/her medical or
31 osteopathic doctor of the necessity and length of time for such absence and for the
32 continuation of such absence when the same is requested by the Board. Length of such leave

1 shall be governed by Paragraph (h) of this Article. However, failure to request such leave of
2 the Board within three (3) working days following the last paid day shall be cause for
3 termination unless the employee can show just cause for such failure.

4 (b) Leaves of absence shall be granted for physical or mental illness, prolonged serious illness in
5 the employee's immediate family, which includes husband, wife, children or parents of the
6 employee.

7 (c) Leaves of absence shall be granted for a specified period of time for training related to an
8 employee's regular duties in an approved educational institution.

9 (d) The reinstatement rights of any employee who enters the military service of the United States
10 by reason of an Act or law enacted by the Congress of the United States, or who may
11 voluntarily enlist during the effective period of such law, shall be determined in accordance
12 with the provisions of the law granting such rights.

13 (e) Unpaid leaves of absence will be granted to employees who are active in the National Guard
14 or a branch of the Armed Forces Reserves for the purpose of fulfilling their annual field
15 training obligations, or in the event the employees are ordered to active duty for the purpose
16 of handling a Civil Disorder, provided such employees make written request for such leave of
17 absence immediately upon receiving their orders to report for such duty.

18 (f) Any employee in the bargaining unit who is either elected or appointed to a full time position
19 or office in the Union, whose duties require his/her absence for one (1) term of office or three
20 (3) years for such office or position shall be granted an unpaid leave of absence for that period.

21 (g) All requests for leaves of absence shall be in writing, stating the reason for the request and the
22 approximate length of leave requested, with a copy of the request to be maintained by the
23 Board, a copy furnished to the employee, and a copy sent to the Union.

24 (h) An employee who meets all of the requirements as herein before specified in the above
25 provisions (parts (a) through (g)) shall be granted a leave of absence without pay, and shall
26 accumulate seniority during the leave of absence, and the employee shall be entitled to resume
27 his/her regular seniority status and all job and recall rights. Leaves of absence may be granted
28 at the discretion of the Board for reasons other than those listed above when they are deemed
29 beneficial to the employee and the Board. Such leaves will be renewable three (3) times on an
30 annual basis, with such request to be made prior to July 15, with the Director of Business &
31 Finance. Leaves granted under Section (b) of this Article shall be renewable once.

- 1 (j) Any employee on leave not notifying the Board in writing of his/her status by July 15 shall be
2 deemed a quit. Such notification shall be in the form of a request for additional leave if
3 permissible by contract or a desire to return to active status.
4

5 **Article XIV**

6 **Grievance Procedure**

7 **Definition:**

- 8 (a) A grievance shall be defined as an alleged violation, misinterpretation or misapplication of the
9 express terms of this Agreement.
- 10 (b) For the purpose of processing grievances, working days shall be defined as Monday through
11 Friday, excluding all days school is not in session.
- 12 (c) The time elements in the steps may be shortened, extended or waived but only upon written
13 mutual agreement between the parties.
- 14 (d) Any employee or Union grievance not presented for disposition through the grievance
15 procedure within five (5) working days of the occurrence of the condition giving rise to the
16 grievance, or within five (5) working days of the date that it is reasonable to assume the
17 employee or the Union, as the case may be, first became aware of the conditions giving rise to
18 the grievance, unless the circumstances made it impossible for the employee or the Union, as
19 the case may be, to know prior to that date, that there were grounds for such a claim, the
20 grievance shall not hereafter be considered a grievance under this Agreement.
- 21 (e) The failure of the Board, at any step level of the grievance procedure, to communicate the
22 decision on the grievance in writing to the Union within the prescribed time limits set forth in
23 that step level of the grievance procedure, shall permit the union to file an appeal of the
24 grievance at the next higher step of the grievance procedure, but shall not be deemed to be an
25 admission as to the substantive merits of said grievance. The time for filing such an appeal
26 shall be measured from the date on which the response to the grievance was due.

27 **Step 1:**

- 28 (a) Any employee having a grievance shall discuss the grievance with the Building Administrator
29 and then if the grievance is not settled orally, the employee may request to meet with the Chief
30 Steward to discuss the grievance.

1 (b) The Chief Steward then may submit the grievance in writing to the Building Administrator
2 stating the remedy or correction requested plus the facts upon which the grievance is based
3 and the alleged contract violation. The employee and the Steward shall sign the grievance.

4 **Step 2:**

5 (a) The Chief Steward shall meet with the Building Administrator to discuss the grievance within
6 five (5) working days of his/her meeting with the employee.

7 (b) The Building Administrator shall give his/her decision in writing relative to the grievance
8 within five (5) working days of his/her meeting with the Chief Steward.

9 **Step 3:**

10 (a) In the event that the decision of the Building Administrator is not satisfactory, the grievance
11 shall be appealed to the Director of Business & Finance within five (5) working days from the
12 date of receipt of the decision of the Building Administrator, and the Director of Business &
13 Finance shall meet with the Business Representative of the Union at a time mutually agreeable
14 to them.

15 (b) The Director of Business & Finance shall give his/her decision in writing within five (5)
16 working days of the meeting with the Business Representative of the Union.

17 **Step 4:**

18 (a) Any appeal of a decision rendered by Director of Business & Finance shall be presented in
19 writing to the Superintendent of Schools within five (5) working days from the date of receipt
20 of the answer given by the Director of Business & Finance, and the Superintendent of Schools
21 shall meet with the Business Representative of the Union at a time mutually agreeable to them.

22 (b) The Superintendent of Schools shall give his/her decision in writing relative to the grievance
23 within five (5) working days of the meeting with the Business Representative of the Union.

24 **Step 5:**

25 (a) Any appeal of a decision rendered by the Superintendent of Schools shall be presented in
26 writing to the Board of Education within five (5) working days from the date of receipt of the
27 decision rendered by the Superintendent of Schools, and the Board of Education shall meet
28 with the Business Representative of the Union at a time mutually agreeable to them.

29 (b) The Board of Education shall give their decision in writing relative to the grievance within ten
30 (10) working days of the date of their meeting at which a decision was reached.

31

32

1 **Step 6:**

- 2 (a) If the appealing party is not satisfied with the disposition of the grievance by the Board of
3 Education, then within fifteen (15) calendar days from the date of receipt of the answer given
4 by the Board of Education, the grievance may be submitted to arbitration.
- 5 (b) The appealing party shall request the Federal Mediation and Conciliation Services to submit a
6 list of five (5) persons to both parties. The representatives of the Board and the Union shall
7 return the submitted list of five (5) persons to the designated mailing address of the Federal
8 Mediation and Conciliation Services within the specified time period, as is furnished to the
9 parties by the Federal Mediation and Conciliation Services, and shall indicate as to their
10 individual preference of the arbitrator, by numbering of said arbitrators one (1 - high) through
11 five (5 - low). The Federal Mediation and Conciliation Services, upon receipt of the returned
12 list by the parties, shall assign the arbitrator based on the highest preference given by both
13 parties of the persons on said list. That person shall be accepted by both parties as the
14 arbitrator.
- 15 (c) In the event that neither party returns the listing of the arbitrators within the specified time
16 period, the Federal Mediation and Conciliation Services shall assign a person as an arbitrator,
17 or in the event that one (1) of the parties fails to return their listing within such time period,
18 the Federal Mediation and Conciliation Services shall assign the arbitrator based on the top
19 preference of the party who did return their listing within the specified time period. In either
20 of these cases, both parties shall accept that person as the Arbitrator.
- 21 (d) The Arbitrator, the Union or the Board may call any relevant person as a witness in any
22 arbitration hearing.
- 23 (e) Each party shall be responsible for the expenses of the witnesses that they call.
- 24 (f) The Arbitrator shall not have jurisdiction to subtract from, or modify any of the terms of this
25 Agreement, or any written amendments hereof, or to specify the terms of a new Agreement, or
26 to substitute his/her discretion for that of the parties hereto.
- 27 (g) The fees and expenses of the Arbitrator shall be borne equally by the parties.
- 28 (h) The Arbitrator shall render his/her decision, in writing, not later than thirty (30) calendar days
29 from the date of the conclusion of the arbitration hearing.
- 30 (i) The decision of the Arbitrator shall be final, conclusive, and binding upon all Employees, the
31 Board and the Union.
- 32

1 Article XV

2 Hours and Work Week

3 **Section 1. Work Week and Work Day**

- 4 (a) The regularly scheduled workweek shall consist of forty (40) hours, beginning at 12:01 a.m.
5 Monday and ending one hundred twenty (120) hours thereafter.
- 6 (b) The normal work day shall be eight (8) consecutive hours.

7

8 **Section 2. Overtime Rates Will be Paid as Follows:**

- 9 (a) Time and one-half (1.5) will be paid for all time worked in excess of forty (40) hours in one (1)
10 week for which overtime has not already been earned.
- 11 (b) Time and one-half (1.5) will be paid for all hours worked on Saturday.
- 12 (c) Double time (2) will be paid for all hours worked on Sunday.

13

14 **Section 3. Call Back**

15 Whenever an employee is called back to work after the completion of the employee's
16 regularly scheduled working hours, the employee shall receive pay for the actual time worked at the
17 appropriate rate of pay, or a minimum of two (2) hours pay at the employee's straight time hourly
18 rate, whichever is the greater. The provision shall not apply when an employee is requested to
19 substitute due to the absence of any employee covered by this Agreement.

20

21 **Section 4. Reporting Pay**

22 On days when school is closed due to an Act of God, employees called to work shall receive
23 a minimum of two (2) hours pay in addition to their regular pay. The decision to call employees to
24 work will be made by the Kitchen Head.

25

26 **Section 5. Distribution of Overtime**

27 Overtime shall be divided and rotated as equally as possible according to seniority within the
28 building, and among those employees who regularly perform such work.

29

30 **Section 6. Hours and Work Week**

31 All employees will be paid according to Schedule A of this contract. The number of hours
32 assigned to each employee will be made on a weekly basis and may vary from day to day. Such

1 assignments will be made by the Kitchen Heads through the Cafeteria Director. No employee will
2 be assigned less than three (3) hours per day.

3 Employees will be given a fifteen (15) minute break for every four (4) consecutive hours
4 worked. A fifteen (15) minute unpaid lunch will also be provided if so requested by the employee.

5 Class I employees shall be assigned a minimum of thirty-five (35) hours per week. Class II
6 employees shall be assigned a minimum of fifteen (15) hours per week. The above minimums are
7 based upon a five (5) day work week. Minimums will be prorated for weeks with less than five (5)
8 scheduled work days.

9 10 Article XVI

11 Sick Leave and Funeral Leave

12 **Section 1. Sick Leave**

13 (a) Each employee covered by this Agreement shall earn sick leave at the rate of one (1) day per
14 month ten (10) days leave per year. Employees may accumulate unused sick leave in an
15 individual sick leave bank with a maximum accumulation of sixty five (65) days. These days
16 shall be posted by bookkeeping on an hourly basis as determined by the Employee's
17 Classification as of the first (1st) day of school each year. Optionally, employee may be paid
18 for up to ten (10) earned sick days annually at one-half (50%) of their current compensation
19 rate. Payment for annual accumulated sick leave must be requested by the employee in writing
20 prior to December 1 following the work year within which the sick days were earned.

21 (i) Members with a current sick bank in excess of 65 days, but less than 180 days, at June
22 30, 2004 will receive one payment annually over three years for one third of the
23 aggregate value of the excess days based on one-half (50%) of their June 30, 2004
24 compensation rate.

25 (b) Sick leave shall be granted to an employee when he/she is unable to perform his/her normal
26 duties due to illness or disability. Sick leave shall also be granted when a member of the
27 immediate family of the employee requires the care and attendance of the employee due to
28 illness or injury up to a maximum of three (3) days. Immediate family for this Article shall
29 include spouse, mother, father, and children.

30 (c) Employees who are unable to perform their duties because of illness or disabilities should
31 notify their Supervisor before or at the start of the work day. If an illness or disability extends
32 beyond the first work day, the employee and the immediate supervisor(s) may make

1 arrangements as to the frequency of notification of the continued illness or disability. If the
2 employee is absent because of illness or disability for more than five (5) days, the employee
3 must submit to the Board a statement from a physician indicating the nature of the illness or
4 disability and that the employee is able to return to work according to health standards. The
5 Board reserves the right to refer the employee to the School Physician for verification of
6 illness or disability, and to determine if the employee is able to return to work.

- 7 (d) Records of sick leave accumulated and taken shall be furnished to the employees on or about
8 October 1st of each year.
9

10 **Section 2. Funeral Leave**

11 All employees covered by this Agreement shall be granted funeral leave, with earned
12 compensation for days the employee was scheduled to work, deductible from the employee's earned
13 allowable sick leave. The days must be consecutive with and include the day of the funeral. Funeral
14 leave with earned compensation shall be granted as follows:

- 15 1. A maximum of five (5) consecutive work days in the event of the death of the employee's
16 spouse, children, step-children, mother, father, step-mother, step-father, brother, or sister.
17 2. A maximum of three (3) consecutive work days in the event of the death of the employee's
18 mother-in-law, father-in-law, grandparents, or grandchildren.
19 3. One (1) work day in the event of the death of the employee's aunt, uncle, sister-in-law, or
20 brother-in-law.

21 Additional time, when required, to a maximum of five (5) work days, shall also be granted and such
22 additional time shall be charged to the employee's earned allowable sick leave.

23 In the event of the death of an employee of the Board, funeral leave shall be restricted to a
24 representative number of employees within each building to attend the funeral, with that number to
25 be mutually agreed upon between the Superintendent of Schools and the Chief Steward.

26 **Section 3. Personal Business Leave.**

- 27 1. The parties agree there may be personal conditions or circumstances which may require
28 employee absenteeism for reasons other than heretofore mentioned. The Board agrees that
29 such leave, which is not to be deducted from sick leave, may be used under the following
30 conditions:

- 31 a. Days Granted. All employees may use a maximum of two (2) leave days per year for
32 personal business.

- 1 (b) Carrier Plan Provisions - The Board shall choose an adequate carrier subject to review by the
2 Union. The plan provided shall be MESSA Choices II or comparable insurance. Only one
3 person of a family employed by the Board may enroll for hospitalization. The un-enrolled
4 spouse, or child (if employed) may elect, in lieu thereof, one of the specified insurance options
5 named below, subject to the conditions stated.
- 6 (c) The Board shall pay the full cost of the MESSA Choices II or comparable insurance for
7 Kitchen Head and first assistant to the Kitchen Head employees and their dependents.
8 Beginning June 30, 2006 enrolled employees shall contribute seventy-five (\$75.00) per month
9 toward the cost of the monthly health insurance premium. The annual value of the premium
10 contributions will be deducted on a pro rata basis each pay period. At the employees election,
11 contributions may be deducted on a pre-tax basis as may be allowed pursuant to §125 of the
12 I.R.S. Code as amended from time to time.
- 13 (d) Continuity – Changes to the group insurance will be patterned after negotiated settlement with
14 the Jefferson Education Association (JEA).

15
16 **Section 2. Long Term Disability**

17 The Board shall pay the full premium for a long-term disability insurance plan for each
18 employee covered by this Agreement.

19
20 **Section 3. Life Insurance**

21 The Board shall pay the full premium for a \$15,000.00 with AD&D term life insurance plan
22 for each employee covered by this Agreement.

23
24 **Section 4. Premium Payments**

25 The Board shall make payment of insurance premiums for each full time employee to assure
26 insurance coverage for the full twelve (12) month period. When necessary, premiums on behalf of
27 the employee shall be made retroactively to assure uninterrupted participation and coverage.

28
29
30 **Section 5. Unpaid Leave/Resignation**

31 If an employee is on an unpaid leave any part of the school year, the school will carry the
32 insurance for the remainder of the month in which the leave began and the employee shall then

1 assume the responsibility through the month in which he/she returns. Employees returning on or
2 before the seventh (7th) day of the month shall have their premiums paid for the month. An
3 employee who resigns shall have his/her insurance premiums paid through the month in which the
4 resignation becomes effective.

6 Article XVIII

7 General

8 **Section 1. Deductions**

9 The Board agrees to make available to the employees covered by this Agreement any payroll
10 deduction services which are available through the School District such as Savings Bonds, Credit
11 Union, Tax Sheltered Annuities, etc.

12 **Section 2. Continuing Education**

13 The Board agrees to pay the full tuition fee for any employee it so designates to attend a
14 workshop, in-service training seminar, self-improvement course or other related job training which
15 is specifically designed to provide on the job improvement, and/or training to enhance performance
16 of required duties as delineated in the job description. In addition, CPI/CPR training will be
17 provided periodically.

18 **Section 3. Physical Examinations**

19 The Board agrees to pay the full cost of any physical examinations which are required of the
20 employee in the performance of his/her job duties at a rate agreed to between the School District
21 and physician. All additional costs shall be paid by the employee.

22 **Section 4. Meal Allowance**

23 The Board shall reimburse each employee the cost of his/her meals if so charged.

24 **Section 5. Inclement Weather Days**

25 Whenever the schools are closed due to severe weather or other emergencies, the employees
26 covered by this Agreement shall not be required to report to work on all such days, and the
27 employees shall be paid their normal pay even though no work is performed by the employees. This
28 will apply to the first two (2) closings only.

29 **Section 6. Early Dismissal**

30 When students are dismissed early for the purpose of parent-teacher conferences, open
31 house programs, record days, or teacher in-service days, employees assigned to those kitchens where

1 no lunch is to be served will receive one-half (.5) of their minimum day's pay. Such employees may
2 be required to report for work for related job duties.

3 **Section 7. Holiday Pay**

4 Employees shall be entitled to holiday pay at their regular daily rate of pay. The holiday
5 schedule is included in Schedule B, Holidays. In order to receive the holiday pay, the employee must
6 work the day prior to and the day after the holiday or be on paid leave that day.

7 **Section 8. Labor Relations Committee**

8 A committee, consisting of two (2) members of the bargaining unit selected by the Union,
9 and two (2) members of the Administration selected by the District, shall meet, as needed, for the
10 purpose of addressing mutual concerns and problems that may arise.

11 **Section 9. Wearing Apparel & Personal Protection Items**

12 The district is responsible for policies related to employee wearing apparel and/or personal
13 protection items, and the associated employee compliance cost will be absorbed by the district.

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Article XIX

16

Jury Duty

17 Employees requested to appear for jury qualification or service shall receive their pay from
18 the Employer for such time lost as a result of such appearance or service, less any compensation
19 received for such jury service. In the event that an employee is subpoenaed as a witness in any case
20 connected with the employee's employment of the school district, he/she will be paid his/her full
21 pay.

22

Article XX

23

Classification and Compensation

24 The parties hereto agree that the employees covered by this Agreement shall be considered
25 engaged in the type of work and classification(s) as set forth on Schedule A, attached hereto and
26 made a part hereof by reference.

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Article XXI

Binding Effective Agreement

This Agreement shall be binding upon the parties hereto, their successors and assigns.

Article XXII

Scope, Waiver and Alteration of Agreement

Section 1.

No Agreement, alteration, understanding, variation, waiver or modification of any of the terms and conditions or covenants herein shall be made by any employee or group of employees with the Board, unless executed in writing between the parties hereto and the same has been ratified by the Union and the Board.

Section 2.

The waiver of any breach or condition of this Agreement by either party shall not constitute a precedent in the future enforcement of the terms and conditions herein.

Section 3.

If any Article or Section of this Agreement or any supplement thereto should be held invalid by operation of law or by any competent jurisdiction or tribunal, or if compliance with or enforcement of any Article or Section of this Agreement should be restrained by such tribunal, the remainder of this Agreement shall not be affected, thereby, and the parties shall enter into immediate collective bargaining negotiations for the purpose of arriving at a mutually satisfactory replacement for such Article or Section.

Article XXIII

Termination and Modification

- (a) This Agreement shall continue in full force and effect until June 30, 2009.
- (b) If either party desires to terminate this Agreement, it shall, ninety (90) calendar days prior to the termination date, give written notice of termination. If neither party shall give notice of termination or withdraws the same prior to the termination date of this Agreement, it shall continue in full force and effect from year to year thereafter subject to notice of termination by either party in ninety (90) calendar days written notice prior to the current year of termination.

- 1 (c) If either party desires to modify or change this Agreement, it shall, ninety (90) calendar days
2 prior to the termination date, or any subsequent termination date, give written notice of
3 amendment, in which the notice of amendment shall set forth the nature of the amendments
4 desired. If notice of amendment has been given in accordance with this paragraph, this
5 Agreement may be terminated by either party on ten (10) calendar days written notice of
6 termination. Any amendments that may be agreed upon shall become and be a part of this
7 Agreement without modifying or changing any of the other terms of this Agreement.
- 8 (d) Notice of termination or modification shall be in writing and shall be sufficient if sent by
9 Certified Mail to the Union, International Union of Operating Engineers, Local 547, AFL-
10 CIO, 24270 West Seven Mile Road, Detroit, Michigan 48219, and if to the Board, addressed to
11 the Jefferson Schools, 2400 North Dixie Hwy., Monroe, Michigan 48162, or to any other
12 address the Union or the Board may make available to each other.
- 13 (e) The effective date of this Agreement is July 1, 2007.

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Schedule A
Hourly Wage Schedule

<u>Classification</u>	<u>7/1/07 - 6/30/09</u>
Class I Employee	\$14.60
Class II Employee	\$11.96

Schedule B
Holidays

- Labor Day
- Thanksgiving
- Christmas Eve
- Christmas
- Good Friday
- Monday after Easter

1 IN WITNESS WHEREOF: the parties hereto have caused this instrument to be executed.

2

3 ***JEFFERSON SCHOOLS***

***INTERNATIONAL UNION OPERATING
ENGINEERS, LOCAL 547, AFL-CIO***

4

5

6 _____

7 Jeff Grodi, President

Douglas Fogleman,
IUOE Business Representative

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10 _____

11 Lori. Haskell, Vice-President

Joyce Raymond, Chief Steward

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13 _____

14 Nora Theisen, Treasurer

Pat Brazill, Alternate Steward

15

16 _____

17 Rick Kull, Secretary

18

19 _____

20 Dail Prucka, Parliamentarian

21

22 _____

23 Steve Bartman, Trustee

24

25 _____

26 Mark Wahlie, Trustee

27

28 _____

29 Tim Fitzpatrick, Superintendent

