
AGREEMENT

by and between the

BOARD OF COOPERATIVE
EDUCATIONAL SERVICES
OF NASSAU COUNTY

and

CSEA, Local 1000 AFSCME,
AFL-CIO



Nassau BOCES Unit #7212-00
Nassau County Educational Local 865

July 1, 2019 - June 30, 2021

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WITNESSETH:

ARTICLE 1 - RECOGNITION OF UNIT

Section 1.1 Recognition.

The Board of Cooperative Educational Services of Nassau County (hereinafter referred to as the "Board" or "Nassau BOCES") recognizes the Civil Service Employees Association (hereinafter referred to as "CSEA" or "Association") as the sole and exclusive representative of the employees defined in Section 1.2 of this Article in accordance with the provisions of the Civil Service Law for the term of this Agreement. The parties agree that the CSEA shall, in accordance with the Civil Service Law, have unchallenged representation status for the same period.

Section 1.2 Collective Bargaining Unit and Definition of "Employee."

Whenever used in this Agreement, the term "employee" or "employees" shall mean all personnel engaged in the maintenance of buildings and grounds in the agency, including cleaners, custodians, maintenance personnel, and head custodians, except for administrative and supervisory personnel such as, but not limited to, the manager of buildings and grounds and the manager of buildings and grounds assistants, and to include all office, secretarial, and clerical employees, teacher aides, monitors, motor vehicle operators, bus drivers, food service personnel, and all other Civil Service employees who are not in any other unit, except for confidential, administrative, and supervisory employees and occupational and physical therapists employed in the school system.

Part-time employees working a minimum of twenty (20) hours per week and at least forty (40) weeks per year are included in the unit. Part-time employees, including, but not limited to, part-time teacher aides working less than twenty (20) hours per week and/or less than forty (40) weeks per year shall be a part of the unit, but shall be excluded from provisions of this contract relating to wages, hours, fringe benefits, etc., unless expressly included. Said wages, hours, fringe benefits, etc. of part-time employees working less than twenty (20) hours per week and/or less than forty (40) weeks per year shall be established in the discretion of the Nassau BOCES. The unit shall not include substitute personnel.

Section 1.3 Quarterly Listing of New Hires.

The Nassau BOCES shall supply the CSEA, on a quarterly basis, with a list of newly hired employees who fall within the defined bargaining unit.

Section 1.4 Union Application Card.

The Nassau BOCES shall include the Union Application Card in the benefits packet given to new employees, provided the union provides the cards to the Nassau BOCES for that purpose.

ARTICLE 2 - CSEA DUES

Section 2.1 Payroll Deduction Authorization.

The Board shall deduct from the wages of employees and remit to the CSEA (143 Washington Avenue, Albany, NY 12224), regular membership dues for those employees who sign authorizations permitting such payroll deductions. An employee may revoke their dues deduction authorization by submitting a revocation, in writing, to the Department of Human Resources at least five (5) days prior to the end of the payroll period after which the revocation is to become effective.

ARTICLE 3 - COMPENSATION

Section 3.1 Purpose of Article.

The sole purpose of this article is to provide a basis for the computation and payment of straight time and overtime wages. Nothing in this Agreement shall be construed as a guarantee by the Board of hours to be worked per day, per week, or per year. The Board's pay practices and procedures shall govern the calculation and computation of all wages.

Section 3.2 Regular Rate.

"Regular rate" of pay is defined as the straight time rate of pay per hour or per annum for an employee's pay within the salary range assigned to the employee's regular job classification as set forth in Appendices I - II, which are attached hereto and hereby made a part of this Agreement.

Section 3.3 Salary Increases.

The salary system shall provide, effective on each July 1st, that new full-time employees with two and one-half (2 ½) years of service at the Nassau BOCES who receive two (2) years of satisfactory evaluations from the Nassau BOCES will have their salary adjusted (if necessary) to be paid at the eighth point of the salary range for their position. After five (5) years of satisfactory evaluations from the Nassau BOCES, full-time employees will have their salary adjusted (if necessary) to be paid at the quarter point of the salary range for their position. After ten (10) full-time years of satisfactory evaluations, each employee's salary will be adjusted (if necessary) to the half-point of the salary range for

their position. After fifteen (15) full-time years of satisfactory evaluations, each employee's salary will be adjusted (if necessary) to the three quarter point of the salary range for their position.

Effective July 1, 2019, unit members, including part-time employees working less than twenty (20) hours per week, shall be granted an across-the-board increase of one and a half percent (1.5%) and any increase based upon continuing implementation of the eighth point/quarter point/three eighths point/half point/three quarter point system described above. Said increase(s) shall be based upon each unit member's total regular salary in effect on June 30, 2019, or regular hourly wage, if applicable, but not including any longevity amounts received.

Effective July 1, 2020, unit members, including part-time employees working less than twenty (20) hours per week, shall be granted an across-the-board increase of one and a quarter percent (1.25%) and any increase based upon continuing implementation of the eighth point/quarter point/three eighths point/half point/three quarter point system described above. Said increase(s) shall be based upon each unit member's total regular salary in effect on June 30, 2020, or regular hourly wage, if applicable, but not including any longevity amounts received.

All increases regarding the eighth point/quarter point/three eighths point/half point/three quarter point system will occur, consistent with the foregoing, on the July 1st next following the completion of two and one-half (2½), five (5), seven and one-half (7½), ten (10) or fifteen (15) years of annualized service. Point increases will be based on the employee's full-time equivalent status at the time of reaching a milestone.

Section 3.4 Forms and Procedures for Employee Evaluation.

The Nassau BOCES shall have the right to modify the forms used for employee evaluation provided that the Nassau BOCES consults with the CSEA prior to implementation of the new forms.

Employees who receive "unsatisfactory" evaluations may appeal that evaluation to the next level of supervisor.

Section 3.5 Salaries of New Hires.

In general, new hires will be appointed at salaries not exceeding the half points of the applicable salary ranges as set forth in Appendix I. However, the parties agree that it shall be within the discretion of the District Superintendent to appoint persons at salaries which exceed the half points, based on labor market conditions.

Based upon performance, the Nassau BOCES will have the right to adjust upward in the appropriate range the salary of a probationary employee in the clerical/support cluster and information technology cluster, only at the point that the employee receives Civil Service tenure (26 weeks for competitive positions). Said adjustments shall be in the amount of \$1,000.00 - \$5,000.00. Such increase shall not result in salaries greater than the half point of the applicable range.

Section 3.6 Longevity Salary Increments.

Longevity salary increments shall be awarded to employees who reached the following milestones in full-time, unbroken completed years of service as of July 1, 1990 or thereafter:

| <u>Years of Service</u> | <u>Amount</u> | |
|-------------------------|-----------------|-----------------|
| | <u>12 Month</u> | <u>10 Month</u> |
| 10 but less than 15 | \$558.00 | \$480.00 |
| 15 but less than 20 | \$633.00 | \$542.50 |
| 20 | \$708.00 | \$605.00 |
| 25 | \$782.00 | \$665.00 |
| 30 | \$857.00 | \$730.00 |

Upon implementation of this provision, there shall be no retroactive or cumulative longevity payments. Employees shall receive only the highest longevity increment for which they are eligible. Payment of longevity increases shall be cumulative, and shall be made to those employees who reach the 10, 15, 20, 25 or 30 service milestone on or before July 1st of the school year. Employees who reach a service milestone subsequent to July 1st of the school year shall receive longevity increments on the July 1st next following the achievement of eligibility. Employees whose only interruption in service is followed by reinstatement pursuant to regulations of the Civil Service Commission shall be considered to have unbroken service for purposes of this section.

Section 3.7 Abolition of Step Increments.

The parties acknowledge and agree that the salary structure set forth in Appendices I - II in all respects replaced, effective July 1, 1989, the step increment salary schedules included in prior contracts. The parties further agree that the salary structure set forth in Appendices I - II abolishes the concept of "step increment movement," and that the assignment of titles to ranges as established in Appendices I - II is a prerogative of the Nassau BOCES.

Section 3.8 Overtime Pay.

Hours worked in addition to the regularly scheduled hours must have prior approval from the supervisor in charge. After such prior approval, employees who work overtime shall be compensated for all time worked in excess of forty (40) hours per week at the rate of one and one-half (1 ½) times the employee's regular rate unless the employee elects to take the compensatory option provided under Section 3.10 of this Article.

Any employee who is required to work on a Saturday, Sunday, or contractual holiday, and who is not regularly scheduled to work on said days, shall receive compensation at the rate of one and one-half (1½) times the employee's regular rate for hours actually worked notwithstanding the fact that total hours worked in the week may be less than forty (40) hours.

Section 3.9 Call-Back Pay.

An employee who is required to work on a call-back basis after the employee has left the premises or job site shall receive compensation at the rate of one and one-half (1 ½) times the employee's regular rate for hours actually worked notwithstanding the fact that the total hours worked in the week may be less than forty (40) hours.

In the event that an employee is called back after the employee has left the premises or job site, the employee shall be guaranteed a minimum of three (3) hours overtime wages, notwithstanding the fact that the time actually worked may be less than three (3) hours.

A building check specifically requested by a supervisor (above the level of head custodian) shall be treated as a call-back.

Effective January 1, 2017, in the event an employee receives a telephone call from a supervisor or vendor after the employee's regularly scheduled hours of work, the employee shall be compensated for hours actually worked, in increments of 15 minutes, with a minimum credit of 15 minutes. The employee shall be compensated for such time at a rate of one and one-half (1 ½) times the employee's regular rate of pay notwithstanding the fact that the total hours worked in the week may be less than forty (40) hours.

Section 3.10 Compensatory Time Off.

Except for overtime work performed during the month of June, an employee may elect at the employee's option to take credit for overtime work in equivalent time off at the same ratio rather than in financial compensation as provided in Section 3.8 above. Overtime work performed during the month of June shall be paid in financial compensation only. All compensatory days shall be taken subject to the approval of the appropriate supervisor.

Employees electing this option shall not be permitted to accumulate compensatory time beyond May 31st of each year. An employee must use such compensatory time in the year in which it was earned, or take payment for such time at the end of the fiscal year.

Section 3.11 Dinner Allowance.

Unit members who work after 6:30 p.m., and are not regularly scheduled to do so, shall receive a dinner allowance not to exceed the sum of eight dollars (\$8.00).

Section 3.12 Shift Differential.

Employees regularly scheduled to work between 3:00 p.m. and 5:59 a.m. shall receive a shift differential of seven hundred and twenty-five dollars (\$725.00) per annum.

Section 3.13 Alternate Custodial, Grounds and/or Maintenance Shift.

The District Superintendent may establish Tuesday through Saturday regular shift assignments for custodial, grounds and/or maintenance personnel. The foregoing shall be applicable to grounds personnel. However, with regard to grounds personnel hired prior to October 20, 2016, assignment shall be voluntary. Grounds personnel hired on or after the above date may be mandatorily assigned. Persons assigned to such shifts shall receive a shift differential of five hundred dollars (\$500.00) per annum.

Section 3.14 Out-of-Title.

Effective January 1, 2007, custodial workers who are directed by their supervisor to perform the duties of another custodial worker with a higher Civil Service classification for a period of more than ten (10) consecutive workdays (the absence for which coverage is needed) shall be paid at the higher classifications (not the rate of pay of the covered employee) for only the specified period of the out-of-title work.

Section 3.15 Mileage.

The mileage reimbursement rate for unit members shall be the mileage rate established by the Internal Revenue Service (IRS) that is in effect at the time the mileage is traveled.

Section 3.16 Felon Clause.

In the event any unit member is convicted of a felony under NYS Penal Law related to work, the unit member forfeits payout of any leave accumulation under this Agreement upon separation from service.

Section 3.17 Length of Day and Compensation for Teacher Aides/Bus Drivers or Teacher Aides/Matrons.

Effective July 1, 2016, teacher aides, bus drivers, and/or matrons shall be guaranteed one and one-half (1 ½) hours before the morning session and one and one-half (1 ½) hours after the afternoon session.

Compensation for such guaranteed time shall be calculated in accordance with the practice in effect on June 30, 2015.

ARTICLE 4 - SICK LEAVE

Section 4.1 Rate of Accrual.

A. Full-Time Salaried Twelve (12) Month Employees. Full-time unit members in twelve (12) month positions who are in the employ of the Nassau BOCES on July 1st of any school year shall earn twelve (12) days of sick leave with pay annually. Such sick leave is accrued monthly (1/12th of annual sick leave time earned per month of employment or fraction thereof) commencing each July 1st. Persons who enter the employ of the Nassau BOCES after July 1st shall, during the first year of employment, earn paid sick leave on a pro rata basis.

B. Full-Time Salaried Ten (10) Month Employees. Full-time unit members in ten (10) month positions who are in the employ of the Nassau BOCES on September 1st of any school year shall be credited with ten (10) days of sick leave with pay annually. Such sick leave is accrued monthly (1/10th of annual sick leave time earned per month of employment or fraction thereof) commencing each September 1st. Persons who enter the employ of the Nassau BOCES after September 1st shall, during the first year of employment, be credited with paid sick leave on a pro rata basis.

C. Sick Leave Incentive. For full-time twelve (12) month and full-time ten (10) month unit members, if a unit member does not use any sick days during the applicable work year, the unit member will be credited with 2 additional sick days on June 30 of that year, which days will be included in the unit member's sick leave accumulation. If a unit member only uses one sick day during the applicable work year, the unit member will be credited with 1 additional sick day on June 30 of that year, which day will be included in the unit member's sick leave accumulation.

Section 4.2 Accumulation of Sick Leave.

Sick leave earned under Section 4.1 of this Article and not used in any fiscal year may be carried forward from year to year, subject to the following maximum accumulations:

| <u>ANNUAL ALLOTMENT</u> | <u>MAXIMUM ACCUMULATION</u> |
|-------------------------|-----------------------------|
| 12 days | 150 days |
| 10 days | 130 days |

Section 4.3 Retirement Adjustment.

Custodial, clerical, and teacher aide employees hired before July 1, 1981 shall, upon retirement, as certified by the New York State Employees Retirement System, be entitled to payment of accumulated sick leave in accordance with the following schedule:

| <u>Minimum Years Service</u> | <u>Minimum Accumulated Accrual</u> | <u>Payment</u> |
|------------------------------|------------------------------------|----------------|
| 10 | 60 days | \$1,000.00 |
| 12 | 68 days | \$1,200.00 |
| 15 | 80 days | \$1,500.00 |

Section 4.4 Sick Leave Bank.

- A. Effective October 20, 2016, a sick leave bank shall be established. The purpose of the sick leave bank shall be to permit application for a grant of sick leave bank days when an employee requires a catastrophic medical leave, which is defined as follows: "a full-time unit member's illness or injury of at least thirty (30) consecutive calendar days requiring hospitalization, institutionalization, confinement to bed or an illness or injury that has resulted in a full-time unit member's complete inability to perform each and every regular duty." Full-time unit members whose cumulative leave allowance is exhausted shall be eligible to request days from the sick bank.

- B. A Committee will be formed to act on Sick Leave Bank requests. The Committee will consist of the CSEA Unit President, two other full-time Bargaining Unit members appointed by the President and three Nassau BOCES administrators appointed by the District Superintendent or the District Superintendent's designee. Meetings will be held during work hours at the request of either Party, within three days of the request.

- C. Days from the Sick Leave Bank shall be accessed in the following manner:
1. Full-time unit members only shall be granted up to a maximum of fifty (50) days from the sick bank during the entirety of their employment with Nassau BOCES. Days can be used intermittently or on a reduced leave schedule basis.
 2. Notwithstanding the foregoing, a unit member may be granted additional days in excess of the fifty (50) day maximum, at the sole discretion of the Committee upon a unanimous vote of the Committee.
 3. The Committee in its sole unreviewable discretion shall determine the amount of days, if any, to be awarded to assist an employee suffering a catastrophic illness, as defined in Paragraph (A) of this Section 4.4 above. Decisions of the Committee must be carried by a vote of five (5).
 4. Decisions of the Committee are final and are not subject to the Grievance Process or Arbitration and shall not be appealable in any forum.
- D. Days for the Sick Leave Bank shall be obtained in the following manner:
1. Effective January 1, 2017 all full-time CSEA employees in the BOCES employ shall be required to donate one-half (1/2) day of sick leave to the CSEA sick leave bank. Full-time unit members who have no leave accruals on said date, shall be required to donate one-half day as soon as one full day has been accrued by said unit member.
 2. Upon retirement from the New York State Employees' Retirement System, retiring CSEA employees shall be permitted to contribute up to five (5) days of accumulated sick leave to the CSEA sick leave bank.
 3. After the initial donation of days in the 2016-2017 school year, effective July 1, 2017 and every year thereafter, every full-time unit member may donate to the bank. In addition, effective July 1, 2017, and thereafter, CSEA may accept donations from any Nassau BOCES employee.

ARTICLE 5 - LEAVES OF ABSENCE

Section 5.1 Bereavement Leave.

All full-time annual salaried twelve (12) month or ten (10) month employees shall be allowed five (5) days bereavement leave for death of a member of the immediate family (spouse, child, son-in-law, daughter-in-law, parent, parent-in-law, grandparent, grandchildren, brother, sister, brother-in-law, sister-in-law, and substitute parent). Said bereavement leave shall be taken on consecutive work days; the five (5) days granted

for death of someone in the immediate family shall not include legal holidays, snow days or weekends. Application for non-consecutive usage will be reviewed on a case-by-case basis by the Executive Director of Human Resources or the Executive Director of Human Resources' designee. Notwithstanding the foregoing, in the case of ten (10) month employees, all bereavement leave days respecting a particular death in the immediate family must be utilized before June 30 of the year of the death.

In the event of the death of any individuals other than members of the immediate family, the employee shall be entitled to one (1) day of bereavement leave. In any one fiscal year, bereavement leave taken for the deaths of persons other than members of the immediate family shall not exceed a cumulative total of three (3) days.

The parties understand and agree that "individuals other than members of the immediate family" shall be inapplicable in the event of the death of a Nassau BOCES employee. In such circumstances, unit members may make application for bereavement leave to their immediate supervisors, who will, in collaboration with the Executive Director in their respective departments, assess each application in view of the operational needs of the department and the Nassau BOCES and thereafter issue a decision. Said decision shall not be appealable.

Section 5.2 Personal Leave.

On July 1st, personal leave days shall be credited to those employees herein designated, for business reasons, subject to the approval of the appropriate supervisor.

Full-Time twelve (12) month employees: Four (4) personal days earned at the rate of one (1) day for each three (3) months of employment.

Full-Time ten (10) month employees: Three (3) personal days earned at the rate of one (1) day for each three and one-third (3 1/3) months of employment.

Except for emergencies, requests for personal days shall be made in writing, upon five (5) working days notice. Each such request shall state a reason for the request. If a unit member must use a personal day for an emergency, the unit member shall provide documentation upon the unit member's return regarding the absence, or if no supporting documentation is available, the unit member shall sign a written statement attesting to the reason for the absence within three (3) working days of the unit member's return.

At the conclusion of each school year, unused personal leave days shall be credited to the unit members' accumulated sick leave balances, provided that the contractual limitation on sick leave accumulation is not exceeded. Such conversions shall be limited to unused full days only - i.e., no fractions of days shall be converted.

The above-referenced personal days shall be credited as follows:

On July 1 of every school year, each unit member shall be credited with four (4) personal days (if the unit member is a twelve month employee) or three (3) personal days (if the unit member is a ten month employee).

Unit members whose hire date is after July 1 of the applicable school year will receive a pro-rated credit of such personal leave.

Unit members who separate from Nassau BOCES prior to the end of the school year and have utilized personal leave that was not yet earned as set forth above, shall have their final paycheck adjusted in order to repay Nassau BOCES for such days.

Section 5.3 Paid Vacation (Annual Leave).

All twelve (12) month annual salaried employees, as defined in Section 1.2 of Article 1, shall be entitled to paid vacation pursuant to the following:

- A. During their first two (2) years of service, employees shall be considered to accrue vacation days at the rate of five-sixths ($5/6$ ths) of a vacation day for each month of employment, not to exceed ten (10) vacation days in any fiscal year.
- B. During their third (3rd) through ninth (9th) years of service, employees shall be considered to accrue vacation days at the rate of one and one-quarter ($1\frac{1}{4}$) vacation days per month, not to exceed fifteen (15) vacation days in any fiscal year.
- C. Beginning in the tenth (10th) year of service, employees shall be considered to accrue vacation days at the rate of one and two-thirds ($1\frac{2}{3}$) vacation days per month, not to exceed twenty (20) vacation days in any fiscal year.

In the event a unit member is employed for a portion of a month, for purposes of the above-described accruals only, "month of employment" and "month" shall refer to each month in which the unit member (1) began employment on or before the 15th day of the month; or (2) left employment on or after the 16th day of the month.

All vacation time accrued in accordance with the above shall be earned from the anniversary date of employment. The accrual of leave as indicated above became effective July 1, 1978 after vacation time was posted for the 1977/78 year, in accordance with the terms of a prior agreement.

Unused vacation days may be accumulated from year to year, but in no event shall such accumulation exceed forty (40) days, or the amount of a staff member's accumulation on July 1, 1983, whichever amount is greater.

Vacation time will be granted upon approval of the supervisor in charge and the appropriate department head. Vacation schedules shall be determined by the Nassau BOCES at least thirty (30) days in advance and shall be subject to review with consideration provided for certain critical times of the year as determined by the supervisor.

If an employee is directed to return to work during a previously approved vacation period with less than fifteen (15) working days notice, the employee will be paid at the rate of one and one-half (1½) times the employee's rate of pay during the time of the recall. Such vacation day(s) will be re-credited and rescheduled.

Section 5.4 Jury Duty.

Employees who work less than a 12-month year shall make a good faith effort to request postponement of jury duty to a non-work week. (The term "non-work week" shall exclude periods of paid leave and include recess periods and the summer period after school ends when the employee is not scheduled to work.) The Nassau BOCES will pay full salary during jury duty only if the courts refuse a request for scheduling duty to a non-work week, or in the event that jury duty which begun during a "non-work week" extends into a period of time during which the employee has been scheduled to work.

Employees assigned to work the evening or night shifts who serve such jury duty for the full day shall not be required to work on the days of served jury duty and shall still be paid their regular daily rate by the Nassau BOCES. The employee must present proof of such service (not just summons) to receive this benefit.

In order for an employee to receive full compensation for jury duty, the employee must submit to the payroll department documentation from the court confirming jury service.

Section 5.5 All-Purpose Leave (Part-Time Employees).

Part-time employees covered under this Article pursuant to Article 1, Section 1.2, shall be granted three (3) all-purpose leave days annually on July 1st, following completion of one (1) year of employment. The three (3) all-purpose days can be utilized for any reason; however, if the reason is personal, the employee shall be required to follow the procedures applicable to personal leave. All-purpose leave days may be accumulated from year to year to a maximum of twenty-five (25) days.

Section 5.6 All-Purpose Day (Part-Time Employees Working Less than Twenty (20) Hours Per Week).

Part-time employees covered under this Article pursuant to Article 1, Section 1.2, working less than twenty (20) hours per week or forty (40) weeks per year, shall be paid for one (1) all-purpose day annually.

Section 5.7 Attendance Review.

In the event that the Nassau BOCES determines that a unit member has misused sick or personal leave, the following procedure may be invoked by the Nassau BOCES in its sole discretion:

- A. The unit member shall be notified in writing that their attendance is being placed under review. Said notification shall specify the nature of supervisory concerns about the employee's attendance and establish a conference date for discussion of the concerns. The conference shall be held by the department head or the department head's designee. The employee shall have the right of union representation at said meeting. Within fifteen (15) work days of the conference, a memorandum summarizing the conference shall be prepared by the department head or the department head's designee and provided to the employee. A copy of said memorandum shall be placed in the employee's personnel file. In the event that the procedure described in Paragraph B below is not invoked by the Nassau BOCES within two (2) years of the delivery of the memorandum referred to above, then said memorandum shall be removed from the employee's personnel file.
- B. Following the conference referred to in Paragraph A above, if the Nassau BOCES determines that no significant improvement in the employee's attendance has occurred, a second conference shall be held by the Executive Director of Human Resources or the Executive Director of Human Resources' designee and the department representatives to review the lack of improvement. The President of the Association shall be present during this second conference. The employee shall have the right of union representation at said meeting. Within fifteen (15) work days of the conference, the Executive Director of Human Resources shall issue a written determination as to whether the employee presented a satisfactory explanation for the lack of improvement in attendance. Copies of said determination, which may include a formal reprimand, shall be provided to the employee, the District Superintendent of Schools, and the department head. In addition, a copy shall be placed in the employee's personnel file.

- C. Effective July 1, 2019, following the second conference referred to in Paragraph B above, if the Nassau BOCES continues to observe no significant improvement in the employee's attendance, the Executive Director of Human Resources shall have the authority to assess a formal reprimand (which may be in addition to any reprimand received pursuant to Paragraph B above) and a fine not to exceed \$125. In the event that the employee has previously been subject to the attendance review procedure at any level (not including the immediately preceding application of Paragraphs A and B above), the fine may be increased to a maximum of \$200. The foregoing determination may be grieved in accordance with Section 8.3, except that the District Superintendent may appoint a designee to conduct the hearing provided for in Step 3 of the grievance procedure.
- D. Nothing hereinabove set forth shall be deemed a prerequisite to institution of disciplinary proceedings pursuant to law. The parties agree and acknowledge that the Nassau BOCES, in its discretion, may institute proceedings against employees under Section 75 of the Civil Service Law, or other applicable statutes, at any time before, during or after the invocation of these attendance review procedures. If the employee is not eligible for Section 75 rights, the Nassau BOCES, in its discretion, may terminate the employee's services at any time before, during or after the invocation of these attendance review procedures. The parties further agree and acknowledge that these procedures have been negotiated pursuant to the provisions of Section 76 of the Civil Service Law, and that, when invoked, the procedures shall obviate the necessity of institution of Section 75 and/or other statutory procedures before imposition of the disciplinary penalties hereinabove described.

ARTICLE 6 - CALENDAR AND HOLIDAY PAY

Section 6.1 Paid Holidays.

For purposes of this Agreement, holidays, which shall be not less than fourteen (14) in number during each fiscal year, shall be considered paid holidays for full-time twelve (12) month and ten (10) month employees, except for instructional support staff, unless otherwise stated herein. Holidays for the 2019-2020 and 2020-2021 school years shall be as listed in Appendix IV, which is attached hereto.

Section 6.2 Holiday-Work Pay.

Employees eligible for paid holidays as outlined in Section 6.1 above, who work on a scheduled holiday, shall be paid at the rate of one and one-half (1½) times their regular rate for all hours worked, in addition to the holiday pay as provided.

Section 6.3 Overtime Pay Credit.

For purposes of computing overtime pay, all holiday hours (whether or not actually worked) for which an employee is compensated shall be regarded as hours worked.

Section 6.4 Lost Income Due to Single-Day Holidays.

The Nassau BOCES will make every effort to allow part-time hourly employees who lose income due to the occurrence of a single-day holiday during a work week to make up the hours lost on said single-day holiday so as to restore the income lost. This provision shall not constitute a guarantee that additional work time will be provided to the extent of such lost hours and shall not apply to holiday periods of more than one (1) day. This provision shall not be subject to the contract grievance procedure set forth in Article 8.

ARTICLE 7 - FRINGE BENEFITS

Section 7.1 Health Insurance.

The Board's health insurance plan shall be made available to any full-time twelve (12) month or ten (10) month annual salaried employee who wishes to enroll in single or family coverage, including domestic partners, except that eligibility for domestic partners shall be subject to the rules for verification of domestic partnership as required by the New York State Health Insurance Plan.

Effective July 1, 2009, part-time employees who work a regularly scheduled work week of twenty-five (25) hours or more shall be eligible for health insurance coverage under the Board's health insurance plan except that part-time unit members already in the employ of the Nassau BOCES and receiving health benefits prior to July 1, 2009 shall not be affected by this provision.

Effective July 1, 2008, unit members shall annually contribute a sum equal to twenty percent (20%) of the applicable premium cost. For employees who elect coverage other than the New York State Government Employees' Health Insurance Program, the Board's contribution shall not exceed the Board's share of the premium cost of coverage in the New York State Plan.

Effective July 1, 2013, unit members appointed to a benefits-eligible position within the Nassau BOCES on or after, but not prior to, said date shall contribute twenty-five percent (25%) of the premium cost of individual/family coverage. This 5% increase shall not be relied upon by the Nassau BOCES at any time to permit a corresponding increase in retiree contributions for current retirees or for any future retirees who are current active employees as of June 30, 2013.

The CSEA recognizes that the selection of a health insurance carrier is a prerogative of the Nassau BOCES. In the event of a carrier change, previously existing benefit levels shall not be diminished, nor premium costs to the unit members increased as a result of the change.

Section 7.2 Health Insurance for Certain Part-Time Employees.

Part-time employees working less than twenty-five (25) hours per week but at least twelve (12) hours per week, and at least ten (10) months per year, shall be permitted to join a group health insurance plan (if allowed under the insurance carrier's rules) provided that such employees pay one hundred percent (100%) of the applicable premium cost.

Section 7.3 Life Insurance.

The Nassau BOCES shall provide to any full-time twelve (12) month or ten (10) month annual salaried employee who wishes to enroll, life insurance coverage in the amount of ten thousand dollars (\$10,000.00) at no cost to the employee. Unit members may elect to obtain additional life insurance coverage in the amount of fifteen thousand dollars (\$15,000.00), at their own cost and expense, subject to approval of the insurance carrier and provided that no additional premium cost to the Nassau BOCES shall occur as a result.

Section 7.4 Disability Insurance.

The Nassau BOCES shall provide the identical benefits of New York State Disability Insurance to all unit members effective the earliest date permitted by the New York State Disability Plan, or July 1999, whichever occurs first.

Section 7.5 Retirement Plan.

Members of the unit shall be eligible to join the New York State Retirement System. The Nassau BOCES shall adopt the retirement plan provided under Section 75(i) of the Retirement and Social Security Law, thereby providing enhanced pension benefits for Tier 1 and Tier 2 members of the retirement system. Unit members who are not in Tier 1 or Tier 2 shall continue to be provided pension benefits under the New York State Employees 1/60th retirement plan.

Section 7.6 Section 41-j.

Section 41-j of the Retirement and Social Security Law has been adopted by the Nassau BOCES and shall be available to eligible unit members.

Section 7.7 Tax Sheltered Annuities.

All full-time twelve (12) month or ten (10) month annual salaried employees shall be eligible to participate in tax-deferred annuity plans.

Section 7.8 Dental Insurance.

A dental insurance plan substantially equivalent to that offered to other employees of the Nassau BOCES shall be extended, at the option of the employee, to bargaining unit members represented by the CSEA. Effective July 1, 2013, and continuing through June 30, 2016, the Nassau BOCES shall contribute four hundred and fifty dollars (\$450.00) per unit member toward the cost of the group dental plan. Effective July 1, 2016, the Nassau BOCES shall contribute \$485.00 per unit member toward the cost of the group dental plan.

Section 7.9 Tax Code Plan.

The Nassau BOCES has established a "Salary Reduction Plan" pursuant to the Internal Revenue Service Code, Section 125, respecting the payment of the employee share of medical and dental premiums. In addition, the Nassau BOCES agrees to establish a committee composed of representatives of the CSEA and the Nassau BOCES to discuss the parameters for the implementation of a Section 125 Salary Reduction Plan for flexible spending accounts for health, child care, etc. The committee shall submit its recommendations to the District Superintendent for consideration and subsequent Nassau BOCES' Board approval.

To the extent that the Nassau BOCES offers a flexible spending plan to its employees, such plan shall be available, effective July 1, 2009, to all unit members who are health benefit eligible. The Nassau BOCES retains exclusive rights respecting said plan, and, in its sole discretion, may discontinue said plan at any time.

Section 7.10 Bonus for Waiver of Health Coverage.

Effective July 1, 2007, unit members who show evidence of dual coverage, who execute an appropriate Bonus Waiver Agreement to voluntarily waive or voluntarily change from family to individual health coverage, shall receive a bonus at the conclusion of the waived fiscal year of two thousand five hundred dollars (\$2,500.00) for waiver of individual coverage or four thousand dollars (\$4,000.00) for waiver of family coverage, as applicable. Only unit members hired on or before May 1, 2002 are eligible for the bonus for waiving family coverage. Those hired after May 1, 2002 shall be eligible for a bonus for waiving individual coverage. Unit members who changed coverage during the twelve (12) month period immediately preceding execution of this Agreement shall only be eligible for the bonus amount for waiving individual coverage; that is, two thousand five hundred dollars (\$2,500.00).

Bonuses paid pursuant to this Section 7.10 shall be paid in accordance with Section 125 regulations and shall not become part of the unit members' base salaries.

Subject to the insurance carrier's rules and regulations, employees who execute waivers pursuant to this Section 7.10 shall be permitted to rescind the waivers due to changes in personal circumstances, and to re-enter the health insurance plan, or to change back from individual coverage to family coverage prior to the expiration of a full fiscal year. In such instances, however, no bonus payment shall be made regardless of the length of the waiver period.

Section 7.11 Health Insurance in Retirement.

Unit members shall be eligible to receive health insurance through the Nassau BOCES upon retirement, subject to any applicable employee contribution amount, provided the following conditions are met: Unit members appointed prior to July 1, 2013 must serve ten (10) years at the Nassau BOCES to be eligible. Unit members appointed on or after July 1, 2013 shall be subject to a 15 year vesting requirement to be eligible.

For those unit members who are active employees as of May 15, 2013, the unit member's health insurance premium contribution in retirement shall, upon reaching Medicare eligibility, be fixed at 20% for the duration of the unit member's life.

Section 7.12 Workers' Compensation.

When a unit member is absent from employment and unable to perform their duties as a result of a personal injury occurring in the course of the unit member's employment, for which injury the unit member is eligible to receive Workers' Compensation payments, as certified by the Workers' Compensation Board, said unit member shall be granted a pro rata restoration of any sick, personal, or vacation days utilized by the unit member for said injury in an amount equal to the proportion that the Workers' Compensation income replacement award bears to the leave wages paid by the Nassau BOCES during the period of Workers' Compensation absence, so long as such unit member endorses over to the Nassau BOCES all payments in lieu of salary made on the case by the Workers' Compensation insurance administrator.

While excluded from the compensable period under Workers' Compensation law, the Nassau BOCES shall provide restoration of any sick, personal, or vacation days utilized by the unit member during the first seven (7) days of absence, upon a determination that said injury is compensable by the Workers' Compensation Board.

In the event that the unit member has no sick, personal, or vacation days to utilize during the absence, or exhausts all sick, personal, and vacation days and remains absent from work, the unit member shall be placed on unpaid Workers' Compensation leave. In the event the employee remains on Workers' Compensation leave following a determination that the injury or accident is compensable under Workers' Compensation, and is restored sick, personal, or vacation days in accordance with the foregoing, the employee may thereupon use any restored sick, personal, or vacation days in the manner set forth above.

Section 7.13 Leave for Injury by Nassau BOCES Student.

In the event a unit member is physically injured by a Nassau BOCES student during the workday, said unit member shall be eligible for six (6) days of leave paid by the Nassau BOCES.

Such physical injury must be immediately reported by the employee to the Building Administration and must thereafter be certified by the Building Principal, after an investigation of the incident for the unit member to be eligible for the aforementioned six (6) days of leave.

In the event the unit member is absent from employment for a period exceeding six (6) days due to a certified physical injury, such absences will be treated in accordance with Section 7.12 above.

ARTICLE 8 - GRIEVANCE PROCEDURE

Section 8.1 Definition of Grievance.

The term "grievance" shall mean any dispute between the parties hereto with respect to the meaning or interpretation of any provision of this Agreement.

Section 8.2 Exclusion of Certain Matters.

The provisions of Article 2 shall not be subject to this Article 8.

Section 8.3 Grievance Procedure.

All grievances shall be processed in the following manner:

Step 1: A unit member who claims to have a grievance shall present the grievance to the unit member's supervisor or department head, in writing, within ten (10) working days after the alleged grievance occurs, specifying the nature of the grievance and requesting a conference to discuss it.

The supervisor or department head shall discuss the grievance with the employee and make such investigation as the supervisor or department head deems appropriate.

Within ten (10) days after presentation of the grievance to the supervisor or department head, said supervisor or department head shall make their decision concerning the grievance and communicate same, in writing, to the employee who presented the grievance, to the Executive Director of Human Resources, and to the President of the CSEA bargaining unit.

The written description of the grievance shall state precisely the Article number(s) and section number(s) which is (are) alleged to have been violated.

Step 2: If the grievance is not resolved by the supervisor or department head on the basis of the first step in this procedure, the department head shall receive all records and reports relative to the grievance.

The employee may request of the department head a review of the determination made by the supervisor or department head in the first step of this procedure. Said request for review by the department head shall be submitted, in writing, within seven (7) days after the receipt of the determination issued in the first step of this procedure. The department head will review the determination within twenty (20) days of the receipt of the request for review. The CSEA shall have the right to present a written brief to the department head outlining its views on the grievance. Said brief shall be presented within seven (7) days after receipt of the determination issued in the first step of this procedure.

Step 3: The unit member and/or the unit member's representative may request, in writing, a hearing with the District Superintendent of Schools to review the determinations made in the first and second steps of this procedure. Said request must be submitted to the District Superintendent of Schools within seven (7) days after receipt of the determination made in the second step of this procedure. The Office of the District Superintendent shall set a date for said hearing within five (5) days after receipt of the request and shall notify the appropriate individuals and the CSEA of this date. The hearing shall take place within fourteen (14) days of the receipt of the request. At the hearing, the CSEA shall have the right to present an oral or written brief, giving its views on the grievance. The District Superintendent of Schools shall submit to the unit member and/or the unit member's representative, the findings, in writing, of said hearing within twenty (20) days after the conclusion of the hearing.

Section 8.4 CSEA Representation.

A unit member instituting a grievance shall have the right at all steps to proceed personally, or through the CSEA representative, or through any other representative of the unit member's choice. If the employee does not designate the CSEA to represent them, the CSEA shall have the right to be present at all steps of the procedures hereinabove set forth.

ARTICLE 9 - ADVISORY ARBITRATION

Section 9.1 Appeal Procedure.

Either party to this Agreement may appeal from the determination of the District Superintendent after completion of the first step, second step, and third step, as outlined under the procedure in Section 8.3 of Article 8, upon written notice, within five (5) days after receipt of the determination of the District Superintendent.

Section 9.2 Selection of Arbitrator.

An appeal under Section 9.1 above shall be taken to an impartial arbitrator selected pursuant to the Voluntary Arbitration Rules of the American Arbitration Association.

Section 9.3 Arbitrator's Jurisdiction.

The award of such arbitrator shall not be final or binding, but shall be advisory only in nature, and shall include a statement of the arbitrator's findings of fact, conclusion, and recommendations.

The Board has the legal responsibility to make a determination in these cases. However, the Board pledges to give careful consideration to the recommendations of the arbitrator in exercising this responsibility. Action by the Board will be taken within forty-five (45) days after receipt of the arbitrator's report and recommendation.

Section 9.4 Arbitration Expenses.

The cost of such arbitration shall be borne equally by the Board and the CSEA.

ARTICLE 10 - NO STRIKES OR LOCKOUTS

Section 10.1 Strike Action Forbidden.

The parties recognize that strikes and other forms of work stoppages by the Nassau BOCES' employees are contrary to law and public policy. The CSEA and the Board

subscribe to the principle that differences shall be resolved by peaceful and approved means without interruption of the Nassau BOCES' programs. The CSEA therefore agrees that there shall be no strikes, work stoppages or other concerted refusals to perform work by employees covered by this Agreement, or any instigation thereof by the CSEA or its agents and/or representatives.

ARTICLE 11 - BOARD FUNCTIONS

Section 11.1 Board Functions.

It is expressly understood and agreed that the Board, except as to those matters herein provided, reserves exclusively to itself the right to cancel, amend, change, modify, or revise any and all existing rules and policies, and/or to institute or adopt new rules, regulations, orders, and policies on any and all matters and subjects. The provisions of Article 8 shall not apply to this Article.

ARTICLE 12 - LABOR-MANAGEMENT COMMITTEE

Section 12.1 Labor-Management Committee.

A Labor-Management Committee consisting of a CSEA field representative, the Unit President, two of the Unit President's officers, the District Superintendent of Schools or the Deputy Superintendent of Schools, the Executive Director of Human Resources and such other administrators designated from time to time by the District Superintendent, shall meet at mutually convenient times to discuss contract or policy matters affecting the bargaining unit.

ARTICLE 13 - PRE-TERMINATION CONFERENCE

Section 13.1 Pre-Termination Conference for Certain Employees.

Those unit members not subject to termination procedures under Section 75 of the Civil Service Law will be entitled to a pre-termination conference to include the affected employee, a representative of the Department of Human Resources, and a representative of the administrator recommending termination. The employee may be accompanied to the pre-termination conference by a union representative. The employee will be informed of the reason(s) for termination and will be afforded an opportunity to respond. Unit members who fail to appear for such pre-termination conference, scheduled within two weeks of receiving notification of termination, shall be deemed to have waived the right to such a conference. If within five (5) calendar days of the missed pre-termination conference a unit member submits satisfactory documentation demonstrating their failure to appear was due to a medical emergency, the pre-termination conference will be rescheduled.

ARTICLE 14 - RANDOM DRUG AND ALCOHOL TESTING

Section 14.1 Random Drug and Alcohol Testing.

Any employee who drives, or is authorized to drive, a Nassau BOCES vehicle shall be subject to random drug and/or alcohol testing. Procedures for implementation of such drug and alcohol testing are set forth in the Appendix III: Alcohol and Drug Testing Procedures, attached hereto.

ARTICLE 15 - MISCELLANEOUS

Section 15.1 Fingerprinting.

The Nassau BOCES will pay the cost of fingerprinting employees when such fingerprinting is directed by the Nassau BOCES.

Section 15.2 Uniforms.

It is agreed that the Board, in its sole discretion, may require certain custodial, maintenance, grounds, security, warehouse and cleaner employees to wear uniforms. In such event, said uniforms will be provided and maintained at the Nassau BOCES' expense.

Section 15.3 Teacher Aide Faculty Meeting Attendance.

Teacher Aides may be required to attend up to five (5) faculty meetings per year. Time at said faculty meetings will be compensated at an hourly rate. Employees will be given ten (10) working days advance notice of such meetings.

ARTICLE 16 - DURATION OF AGREEMENT

Section 16.1 Effective Period.

This Agreement shall become effective July 1, 2019 and shall continue in full force and effect through June 30, 2021.

Section 16.2 Taylor Law Requirement.

PURSUANT TO SECTION 204-a OF ARTICLE 14 OF THE CIVIL SERVICE LAW, 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 THEREFOR, SHALL NOT BECOME EFFECTIVE UNTIL THE APPROPRIATE LEGISLATIVE BODY HAS GIVEN APPROVAL.

After approval by the Board of Cooperative Educational Services of Nassau County, and ratification by the membership of CSEA, Inc., Local 1000 AFSCME, AFL-CIO, the parties have executed this Agreement and hereunto affixed their signatures on this 16th day of Dec., 2022.

BOARD OF COOPERATIVE EDUCATIONAL SERVICES OF NASSAU COUNTY

Dated: 12/15/22

By: [Signature]
ROBERT R. DILLON
District Superintendent of Schools

Dated: 12/15/22

By: [Signature]
SUSAN BERGTRAUM
Board President

CIVIL SERVICE EMPLOYEES ASSOCIATION

Dated:

By: [Signature]
ANNEMARIE MAHON
Unit President, CSEA

Dated:

By: [Signature]
Labor Relations Specialist, CSEA, Inc.

Appendix I - Salary Schedule 7/1/19 - 6/30/20

| RANGE | TITLE | YEARS: | | | | | HR MIN | HR MAX | | |
|-------------------------|-------------------------|----------|----------|-----------|-----------|-----------|----------|----------|---------|---------|
| | | MINIMUM | MAXIMUM | 1/8 Point | 1/4 Point | 3/8 Point | | | | |
| CLERICAL | | | | | | | | | | |
| C01 | SPEC CLERICAL AIDE | \$33,590 | \$37,515 | \$36,705 | \$35,821 | \$28,937 | \$28,052 | \$30,284 | \$13.90 | \$19.17 |
| C02 | AUDIO VIS HELPER | \$29,943 | \$45,410 | \$31,876 | \$33,809 | \$35,743 | \$37,676 | \$41,543 | \$17.65 | \$26.77 |
| C02 | CLERK | \$29,943 | \$45,410 | \$31,876 | \$33,809 | \$35,743 | \$37,676 | \$41,543 | \$17.65 | \$26.77 |
| C02 | ILLUSTRATOR AIDE | \$29,943 | \$45,410 | \$31,876 | \$33,809 | \$35,743 | \$37,676 | \$41,543 | \$17.65 | \$26.77 |
| C02 | MESSENGER | \$29,943 | \$45,410 | \$31,876 | \$33,809 | \$35,743 | \$37,676 | \$41,543 | \$17.65 | \$26.77 |
| C02 | MOTOR VEHICLE OPR | \$29,943 | \$45,410 | \$31,876 | \$33,809 | \$35,743 | \$37,676 | \$41,543 | \$17.65 | \$26.77 |
| C03 | SR. LIBRARY CLK | \$31,756 | \$52,223 | \$34,315 | \$36,873 | \$39,431 | \$41,990 | \$47,106 | \$18.72 | \$30.78 |
| C03 | TELEPHONE OPER | \$31,756 | \$52,223 | \$34,315 | \$36,873 | \$39,431 | \$41,990 | \$47,106 | \$18.72 | \$30.78 |
| C03 | TYP CLK/TEL OPER | \$31,756 | \$52,223 | \$34,315 | \$36,873 | \$39,431 | \$41,990 | \$47,106 | \$18.72 | \$30.78 |
| C04 | ACCOUNT CLK | \$33,570 | \$57,220 | \$36,526 | \$39,483 | \$42,439 | \$45,395 | \$51,308 | \$19.79 | \$33.73 |
| C04 | MULTIKEYBOARD OP | \$33,570 | \$57,220 | \$36,526 | \$39,483 | \$42,439 | \$45,395 | \$51,308 | \$19.79 | \$33.73 |
| C04 | SR. TELEPHONE OPER | \$33,570 | \$57,220 | \$36,526 | \$39,483 | \$42,439 | \$45,395 | \$51,308 | \$19.79 | \$33.73 |
| C04 | TYPIST CLERK | \$33,570 | \$57,220 | \$36,526 | \$39,483 | \$42,439 | \$45,395 | \$51,308 | \$19.79 | \$33.73 |
| C04 | TYPIST CLERK BILINGUAL | \$33,570 | \$57,220 | \$36,526 | \$39,483 | \$42,439 | \$45,395 | \$51,308 | \$19.79 | \$33.73 |
| C05 | PERSONNEL CLERK | \$35,385 | \$58,126 | \$38,228 | \$41,070 | \$43,913 | \$46,755 | \$52,441 | \$20.86 | \$34.26 |
| C05 | SR. LIB CLK BRAILLE | \$35,385 | \$58,126 | \$38,228 | \$41,070 | \$43,913 | \$46,755 | \$52,441 | \$20.86 | \$34.26 |
| C05 | STENOGRAPHER | \$35,385 | \$58,126 | \$38,228 | \$41,070 | \$43,913 | \$46,755 | \$52,441 | \$20.86 | \$34.26 |
| C05 | SENIOR TYPIST CLK | \$35,385 | \$58,126 | \$38,228 | \$41,070 | \$43,913 | \$46,755 | \$52,441 | \$20.86 | \$34.26 |
| C05 | VOC PLACEMENT ASST | \$35,385 | \$58,126 | \$38,228 | \$41,070 | \$43,913 | \$46,755 | \$52,441 | \$20.86 | \$34.26 |
| C05 | VOC TEST AIDE | \$35,385 | \$58,126 | \$38,228 | \$41,070 | \$43,913 | \$46,755 | \$52,441 | \$20.86 | \$34.26 |
| C06 | DRAFTING AIDE | \$39,014 | \$66,755 | \$42,481 | \$45,949 | \$49,417 | \$52,884 | \$59,820 | \$23.00 | \$39.35 |
| C06 | EDITORIAL AIDE | \$39,014 | \$66,755 | \$42,481 | \$45,949 | \$49,417 | \$52,884 | \$59,820 | \$23.00 | \$39.35 |
| C06 | PRIN CLK | \$39,014 | \$66,755 | \$42,481 | \$45,949 | \$49,417 | \$52,884 | \$59,820 | \$23.00 | \$39.35 |
| C06 | PRIN LIBRARY CLK | \$39,014 | \$66,755 | \$42,481 | \$45,949 | \$49,417 | \$52,884 | \$59,820 | \$23.00 | \$39.35 |
| C06 | PUBLIC INFORMATION AIDE | \$39,014 | \$66,755 | \$42,481 | \$45,949 | \$49,417 | \$52,884 | \$59,820 | \$23.00 | \$39.35 |
| C06 | RECREATION ASST | \$39,014 | \$66,755 | \$42,481 | \$45,949 | \$49,417 | \$52,884 | \$59,820 | \$23.00 | \$39.35 |
| C06 | SENIOR ACCT CLK | \$39,014 | \$66,755 | \$42,481 | \$45,949 | \$49,417 | \$52,884 | \$59,820 | \$23.00 | \$39.35 |
| ABOVE BASED ON 12 MONTH | | | | | | | | | | |

Appendix I - Salary Schedule 7/1/19 - 6/30/20

| RANGE | TITLE | MINIMUM | YEARS: | | | | | HR MIN | HR MAX | |
|----------|----------------------------|----------|----------|-----------|-----------|-----------|-----------|----------|---------|---------|
| | | | MAXIMUM | 1/8 Point | 1/4 Point | 3/8 Point | 1/2 Point | | | |
| CLERICAL | | | | | | | | | | |
| C07 | CHILD CARE WORKER | \$28,655 | \$71,674 | \$34,208 | \$39,560 | \$44,912 | \$50,265 | \$60,969 | \$17.01 | \$42.25 |
| C07 | CHILD CARE WORKER - 10 MO | \$24,046 | \$59,729 | \$28,507 | \$32,567 | \$37,427 | \$41,869 | \$50,608 | \$18.50 | \$45.95 |
| C07 | LIBRARY ASST | \$42,643 | \$69,026 | \$45,941 | \$49,239 | \$52,537 | \$55,835 | \$62,430 | \$25.14 | \$40.69 |
| C07 | PRIN TYPIST CLK | \$42,643 | \$69,026 | \$45,941 | \$49,239 | \$52,537 | \$55,835 | \$62,430 | \$25.14 | \$40.69 |
| C07 | SENIOR STENO | \$42,643 | \$69,026 | \$45,941 | \$49,239 | \$52,537 | \$55,835 | \$62,430 | \$25.14 | \$40.69 |
| C07 | SR. STENO BILINGUAL | \$42,643 | \$69,026 | \$45,941 | \$49,239 | \$52,537 | \$55,835 | \$62,430 | \$25.14 | \$40.69 |
| C07 | SR. PERSONNEL CLERK | \$42,643 | \$69,026 | \$45,941 | \$49,239 | \$52,537 | \$55,835 | \$62,430 | \$25.14 | \$40.69 |
| C08 | ASST BUYER | \$47,182 | \$77,656 | \$50,992 | \$54,801 | \$58,610 | \$62,419 | \$70,038 | \$27.81 | \$45.77 |
| C08 | EDITORIAL ASST | \$47,182 | \$77,656 | \$50,992 | \$54,801 | \$58,610 | \$62,419 | \$70,038 | \$27.81 | \$45.77 |
| C08 | JOB DEVELOPER | \$47,182 | \$77,656 | \$50,992 | \$54,801 | \$58,610 | \$62,419 | \$70,038 | \$27.81 | \$45.77 |
| C08 | JOB TRAINING RECRUITER | \$47,182 | \$77,656 | \$50,992 | \$54,801 | \$58,610 | \$62,419 | \$70,038 | \$27.81 | \$45.77 |
| C08 | PHOTOGRAPHIC SPECIAL | \$47,182 | \$77,656 | \$50,992 | \$54,801 | \$58,610 | \$62,419 | \$70,038 | \$27.81 | \$45.77 |
| C08 | PUBLIC INFORMATION ASST | \$47,182 | \$77,656 | \$50,992 | \$54,801 | \$58,610 | \$62,419 | \$70,038 | \$27.81 | \$45.77 |
| C08 | STENOGRAPHIC SECRETARY | \$47,182 | \$77,656 | \$50,992 | \$54,801 | \$58,610 | \$62,419 | \$70,038 | \$27.81 | \$45.77 |
| C09 | ADMINISTRATIVE ASSISTANT | \$51,718 | \$81,740 | \$55,471 | \$59,224 | \$62,976 | \$66,729 | \$74,235 | \$30.49 | \$48.18 |
| C09 | ARCH DRAFTER | \$51,718 | \$81,740 | \$55,471 | \$59,224 | \$62,976 | \$66,729 | \$74,235 | \$30.49 | \$48.18 |
| C09 | PRIN ACCT CLK | \$51,718 | \$81,740 | \$55,471 | \$59,224 | \$62,976 | \$66,729 | \$74,235 | \$30.49 | \$48.18 |
| C09 | PRIN PERSONNEL CLERK | \$51,718 | \$81,740 | \$55,471 | \$59,224 | \$62,976 | \$66,729 | \$74,235 | \$30.49 | \$48.18 |
| C09 | SENIOR PUBLIC INFO ASSIST. | \$51,718 | \$81,740 | \$55,471 | \$59,224 | \$62,976 | \$66,729 | \$74,235 | \$30.49 | \$48.18 |
| C09 | ILLUSTRATOR | \$51,718 | \$81,740 | \$55,471 | \$59,224 | \$62,976 | \$66,729 | \$74,235 | \$30.49 | \$48.18 |
| C10 | ASSISTANT PAY SUPV | \$56,256 | \$91,278 | \$60,634 | \$65,012 | \$69,389 | \$73,767 | \$82,523 | \$33.16 | \$53.80 |
| C10 | AUDITOR | \$56,256 | \$91,278 | \$60,634 | \$65,012 | \$69,389 | \$73,767 | \$82,523 | \$33.16 | \$53.80 |
| C10 | BUYER | \$56,256 | \$91,278 | \$60,634 | \$65,012 | \$69,389 | \$73,767 | \$82,523 | \$33.16 | \$53.80 |
| C10 | INFORMATION SPEC I | \$56,256 | \$91,278 | \$60,634 | \$65,012 | \$69,389 | \$73,767 | \$82,523 | \$33.16 | \$53.80 |
| C10 | JUNIOR ACCOUNTANT | \$56,256 | \$91,278 | \$60,634 | \$65,012 | \$69,389 | \$73,767 | \$82,523 | \$33.16 | \$53.80 |
| C10 | LEGAL SECRETARY | \$56,256 | \$91,278 | \$60,634 | \$65,012 | \$69,389 | \$73,767 | \$82,523 | \$33.16 | \$53.80 |
| C10 | SECRETARIAL ASSISTANT | \$56,256 | \$91,278 | \$60,634 | \$65,012 | \$69,389 | \$73,767 | \$82,523 | \$33.16 | \$53.80 |
| C10 | SENIOR ILLUSTRATOR | \$56,256 | \$91,278 | \$60,634 | \$65,012 | \$69,389 | \$73,767 | \$82,523 | \$33.16 | \$53.80 |

ABOVE BASED ON 12 MONTH

Appendix I - Salary Schedule 7/1/19 - 6/30/20

| RANGE | TITLE | YEARS: | | | | | 1/2 Point | 3/4 Point | HR MIN | HR MAX |
|-------------------------|-------------------------------|----------|-----------|-----------|-----------|-----------|-----------|-----------|---------|---------|
| | | MINIMUM | MAXIMUM | 1/8 Point | 1/4 Point | 3/8 Point | | | | |
| FOOD SERVICE | | | | | | | | | | |
| FD1 | FOOD SVC HELPER | \$17,238 | \$22,248 | \$17,865 | \$18,491 | \$18,117 | \$19,743 | \$20,996 | \$13.26 | \$17.11 |
| FD2 | ASST COOK | \$19,062 | \$27,246 | \$20,076 | \$21,100 | \$22,124 | \$23,149 | \$25,197 | \$14.66 | \$20.96 |
| FD3 | COOK | \$21,774 | \$33,152 | \$23,158 | \$24,618 | \$26,041 | \$27,463 | \$30,307 | \$16.75 | \$25.50 |
| FD4 | COOK MANAGER | \$23,590 | \$38,144 | \$25,409 | \$27,226 | \$29,048 | \$30,867 | \$34,525 | \$18.15 | \$29.34 |
| ABOVE BASED ON 10 MONTH | | | | | | | | | | |
| INSTRUCTIONAL | | | | | | | | | | |
| I01 | SCHOOL MONITOR | \$17,239 | \$26,338 | \$18,376 | \$19,514 | \$20,651 | \$21,788 | \$24,063 | \$13.26 | \$20.25 |
| I02 | TEACHER AIDE FT HS | \$22,681 | \$45,410 | \$25,522 | \$26,363 | \$31,204 | \$34,046 | \$39,728 | \$17.45 | \$34.93 |
| I02 | TEACHER AIDE/BUS DRIVER FT HS | \$22,681 | \$45,410 | \$25,522 | \$26,363 | \$31,204 | \$34,046 | \$39,728 | \$17.45 | \$34.93 |
| I03 | TEACHER AIDE FT AA | \$23,861 | \$48,134 | \$26,895 | \$29,929 | \$32,963 | \$35,997 | \$42,066 | \$18.35 | \$37.03 |
| I03 | TEACHER AIDE/BUS DRIVER FT AA | \$23,861 | \$48,134 | \$26,895 | \$29,929 | \$32,963 | \$35,997 | \$42,066 | \$18.35 | \$37.03 |
| I04 | TEACHER AIDE FT BA | \$25,134 | \$50,862 | \$28,350 | \$31,566 | \$34,782 | \$37,998 | \$44,430 | \$19.33 | \$39.12 |
| I04 | TEACHER AIDE/BUS DRIVER FT BA | \$25,134 | \$50,862 | \$28,350 | \$31,566 | \$34,782 | \$37,998 | \$44,430 | \$19.33 | \$39.12 |
| I05 | BOODLY HYGIENE AIDE | \$27,219 | \$52,674 | \$30,401 | \$33,583 | \$36,765 | \$39,947 | \$46,310 | \$20.94 | \$40.52 |
| I06 | ADAPTIVE EQUIP CRAFT | \$33,570 | \$54,494 | \$36,186 | \$38,801 | \$41,417 | \$44,032 | \$49,263 | \$25.82 | \$41.92 |
| I06 | NATURALIST | \$33,570 | \$54,494 | \$36,186 | \$38,801 | \$41,417 | \$44,032 | \$49,263 | \$25.82 | \$41.92 |
| I06 | INTERP. FOR THE DEAF | \$33,570 | \$54,494 | \$36,186 | \$38,801 | \$41,417 | \$44,032 | \$49,263 | \$25.82 | \$41.92 |
| I6A | LIC PRAC NURSE | \$34,469 | \$55,854 | \$37,142 | \$39,816 | \$42,489 | \$45,162 | \$50,508 | \$26.51 | \$42.96 |
| I07 | RECREATIONAL THER | \$35,365 | \$57,220 | \$38,114 | \$40,844 | \$43,573 | \$46,302 | \$51,781 | \$27.22 | \$44.02 |
| I08 | OCCUP THER ASST | \$42,643 | \$65,847 | \$45,544 | \$48,444 | \$51,345 | \$54,245 | \$60,046 | \$32.80 | \$50.85 |
| I08 | PHYS THER ASST | \$42,643 | \$65,847 | \$45,544 | \$48,444 | \$51,345 | \$54,245 | \$60,046 | \$32.80 | \$50.85 |
| I8A | REG PROF NURSE | \$46,642 | \$75,446 | \$50,243 | \$53,843 | \$57,444 | \$61,044 | \$68,245 | \$35.88 | \$58.04 |
| I09 | ORIEIN & MOB TRNR | \$50,810 | \$85,375 | \$55,131 | \$59,451 | \$63,772 | \$68,092 | \$76,734 | \$38.08 | \$65.67 |
| I09 | VOC REHAB COUNS | \$50,810 | \$85,375 | \$55,131 | \$59,451 | \$63,772 | \$68,092 | \$76,734 | \$38.08 | \$65.67 |
| I8a | VOC REHAB COUNS-12 MO | \$60,974 | \$102,446 | \$68,158 | \$71,342 | \$76,526 | \$81,710 | \$92,078 | \$35.94 | \$60.39 |
| I10 | CHILD CARE AIDE | \$14,145 | \$30,878 | \$16,237 | \$18,328 | \$20,420 | \$22,512 | \$26,695 | \$10.88 | \$23.75 |
| ABOVE BASED ON 10 MONTH | | | | | | | | | | |

Appendix I - Salary Schedule 7/1/19 - 6/30/20

| RANGE | TITLE | MINIMUM | YEARS: | | | | | HR MIN | HR MAX | |
|-------------------------|------------------------------|----------|-----------|------------------|-------------------|---------------------|---------------------|-----------|---------|------------------|
| | | | MAXIMUM | 2.5 1/8 Point | 5-7+ 1/4 Point | 7.5-9+ 3/8 Point | 10-14+ 1/2 Point | | | 15+ 3/4 Point |
| CUSTODIAL/MAINT/TRANS. | | | | | | | | | | |
| M01 | CLEANER | \$30,650 | \$58,581 | \$34,316 | \$37,783 | \$41,249 | \$44,715 | \$51,848 | \$14.77 | \$28.06 |
| M01 | LABORER | \$30,650 | \$58,581 | \$34,316 | \$37,783 | \$41,249 | \$44,715 | \$51,848 | \$14.77 | \$28.06 |
| M01 | SECURITY AIDE | \$30,650 | \$58,581 | \$34,316 | \$37,783 | \$41,249 | \$44,715 | \$51,848 | \$14.77 | \$28.06 |
| M02 | AUTOMOTIVE SERVICER | \$33,570 | \$62,214 | \$37,151 | \$40,731 | \$44,312 | \$47,892 | \$55,053 | \$16.08 | \$29.80 |
| M02 | BUS DRIVER | \$33,570 | \$62,214 | \$37,151 | \$40,731 | \$44,312 | \$47,892 | \$55,053 | \$16.08 | \$29.80 |
| M02 | BUS DRIVER ATTENDANT | \$33,570 | \$62,214 | \$37,151 | \$40,731 | \$44,312 | \$47,892 | \$55,053 | \$16.08 | \$29.80 |
| M02 | BUS DRIVER/CLEANER | \$33,570 | \$62,214 | \$37,151 | \$40,731 | \$44,312 | \$47,892 | \$55,053 | \$16.08 | \$29.80 |
| M02 | BUS DRIVER 10 MO | \$27,974 | \$51,847 | \$30,958 | \$33,943 | \$36,927 | \$39,911 | \$45,879 | \$16.04 | \$29.73 |
| M02 | GROUNDSKEEPER | \$33,570 | \$62,214 | \$37,151 | \$40,731 | \$44,312 | \$47,892 | \$55,053 | \$16.08 | \$29.80 |
| M02 | MAINTAINER HELPER | \$33,570 | \$62,214 | \$37,151 | \$40,731 | \$44,312 | \$47,892 | \$55,053 | \$16.08 | \$29.80 |
| M02 | MOTOR EQUIP OPER | \$33,570 | \$62,214 | \$37,151 | \$40,731 | \$44,312 | \$47,892 | \$55,053 | \$16.08 | \$29.80 |
| M02 | STOCK ASSISTANT | \$33,570 | \$62,214 | \$37,151 | \$40,731 | \$44,312 | \$47,892 | \$55,053 | \$16.08 | \$29.80 |
| M03 | ASSIST. BUS DISPATCHER | \$36,928 | \$69,026 | \$40,940 | \$44,952 | \$48,965 | \$52,977 | \$61,001 | \$17.69 | \$33.06 |
| M03 | CUSTODIAN | \$36,928 | \$69,026 | \$40,940 | \$44,952 | \$48,965 | \$52,977 | \$61,001 | \$17.69 | \$33.06 |
| M03 | MAINTAINER | \$36,928 | \$69,026 | \$40,940 | \$44,952 | \$48,965 | \$52,977 | \$61,001 | \$17.69 | \$33.06 |
| M03 | SECURITY GUARD | \$36,928 | \$69,026 | \$40,940 | \$44,952 | \$48,965 | \$52,977 | \$61,001 | \$17.69 | \$33.06 |
| M03 | STORES CLERK | \$36,928 | \$69,026 | \$40,940 | \$44,952 | \$48,965 | \$52,977 | \$61,001 | \$17.69 | \$33.06 |
| M04 | ASST HEAD CUST | \$41,738 | \$71,750 | \$45,489 | \$49,241 | \$52,992 | \$56,744 | \$64,247 | \$19.99 | \$34.36 |
| M04 | AUTO MECHANIC AIDE | \$41,738 | \$71,750 | \$45,489 | \$49,241 | \$52,992 | \$56,744 | \$64,247 | \$19.99 | \$34.36 |
| M04 | BUS DISPATCHER | \$41,738 | \$71,750 | \$45,489 | \$49,241 | \$52,992 | \$56,744 | \$64,247 | \$19.99 | \$34.36 |
| M04 | SENIOR MAINTAINER | \$41,738 | \$71,750 | \$45,489 | \$49,241 | \$52,992 | \$56,744 | \$64,247 | \$19.99 | \$34.36 |
| M04 | SENIOR STORES CLK | \$41,738 | \$71,750 | \$45,489 | \$49,241 | \$52,992 | \$56,744 | \$64,247 | \$19.99 | \$34.36 |
| M05 | AUTO MECHANIC | \$46,275 | \$84,465 | \$51,049 | \$55,822 | \$60,596 | \$65,370 | \$74,917 | \$22.16 | \$40.45 |
| M05 | PROJ MAINTAINER | \$46,275 | \$84,465 | \$51,049 | \$55,822 | \$60,596 | \$65,370 | \$74,917 | \$22.16 | \$40.45 |
| M05 | MAINTAINER ELECTRICIAN | \$46,275 | \$84,465 | \$51,049 | \$55,822 | \$60,596 | \$65,370 | \$74,917 | \$22.16 | \$40.45 |
| M05 | SCHOOL BUS SAFE COOR | \$46,275 | \$84,465 | \$51,049 | \$55,822 | \$60,596 | \$65,370 | \$74,917 | \$22.16 | \$40.45 |
| M06 | HD CUSTODIAN I | \$49,905 | \$88,554 | \$54,736 | \$59,567 | \$64,398 | \$69,229 | \$78,892 | \$23.90 | \$42.41 |
| M06 | AUTOMOTIVE PARTS STOREKEEPER | \$49,905 | \$88,554 | \$54,736 | \$59,567 | \$64,398 | \$69,229 | \$78,892 | \$23.90 | \$42.41 |
| M06 | PROJ LEAD MAINTAINER | \$49,905 | \$88,554 | \$54,736 | \$59,567 | \$64,398 | \$69,229 | \$78,892 | \$23.90 | \$42.41 |
| M06 | SUPV SECURITY GUARD | \$49,905 | \$88,554 | \$54,736 | \$59,567 | \$64,398 | \$69,229 | \$78,892 | \$23.90 | \$42.41 |
| M06 | SUPV GROUNDSKEEPER | \$49,905 | \$88,554 | \$54,736 | \$59,567 | \$64,398 | \$69,229 | \$78,892 | \$23.90 | \$42.41 |
| M07 | HEAT/VENT/AC TECH | \$54,439 | \$90,824 | \$58,987 | \$63,535 | \$68,083 | \$72,631 | \$81,728 | \$26.07 | \$43.50 |
| M07 | HD CUSTODIAN II | \$54,439 | \$90,824 | \$58,987 | \$63,535 | \$68,083 | \$72,631 | \$81,728 | \$26.07 | \$43.50 |
| M08 | HD CUSTODIAN III | \$58,978 | \$93,551 | \$63,299 | \$67,621 | \$71,943 | \$76,264 | \$84,968 | \$28.25 | \$44.80 |
| M09 | MOTOR REPAIR SUPV | \$77,612 | \$135,371 | \$84,832 | \$92,052 | \$99,272 | \$106,491 | \$120,931 | \$37.17 | \$64.83 |
| ABOVE BASED ON 12 MONTH | | | | | | | | | | |

Appendix I - Salary Schedule 7/1/19 - 6/30/20

| RANGE | TITLE | MINIMUM | YEARS: | | | | | HR MIN | HR MAX | |
|-------------------------|------------------------|----------|-----------|-----------|-----------|-----------|-----------|-----------|---------|---------|
| | | | MAXIMUM | 2-5 | 5-7+ | 7.5-9+ | 10-14+ | | | >=15 |
| | | | | 1/8 Point | 1/4 Point | 3/8 Point | 1/2 Point | 3/4 Point | | |
| TECHNICAL | | | | | | | | | | |
| T01 | TELE EQUIP TESTER TRN | \$29,943 | \$40,052 | \$31,206 | \$32,470 | \$33,734 | \$34,997 | \$37,525 | \$17.65 | \$23.61 |
| T02 | TELE EQUIP TESTER | \$33,117 | \$66,300 | \$37,265 | \$41,415 | \$45,561 | \$49,709 | \$58,004 | \$19.52 | \$39.08 |
| T03 | ASST ELECTRONIC TECH | \$38,960 | \$67,209 | \$42,491 | \$46,022 | \$49,553 | \$53,084 | \$60,147 | \$22.96 | \$39.62 |
| T03 | AUDIO VISUAL TECH | \$38,960 | \$67,209 | \$42,491 | \$46,022 | \$49,553 | \$53,084 | \$60,147 | \$22.96 | \$39.62 |
| T03 | COMM TECH AIDE | \$38,960 | \$67,209 | \$42,491 | \$46,022 | \$49,553 | \$53,084 | \$60,147 | \$22.96 | \$39.62 |
| T03 | DUPL MACH OPR | \$38,960 | \$67,209 | \$42,491 | \$46,022 | \$49,553 | \$53,084 | \$60,147 | \$22.96 | \$39.62 |
| T04 | COMMUNICATION TECH | \$43,551 | \$73,565 | \$47,302 | \$51,054 | \$54,806 | \$58,558 | \$66,061 | \$25.67 | \$43.36 |
| T04 | SR. DUPL. MACHINE OPER | \$43,551 | \$73,565 | \$47,302 | \$51,054 | \$54,806 | \$58,558 | \$66,061 | \$25.67 | \$43.36 |
| T04 | ELEC TECHNICIAN | \$43,551 | \$73,565 | \$47,302 | \$51,054 | \$54,806 | \$58,558 | \$66,061 | \$25.67 | \$43.36 |
| T4A | DUPLICAT MACHINE SUPV | \$47,810 | \$78,891 | \$51,669 | \$55,527 | \$59,386 | \$63,245 | \$70,963 | \$28.18 | \$46.38 |
| T05 | SENIOR ELECTRONIC TECH | \$57,162 | \$88,100 | \$61,029 | \$64,896 | \$68,764 | \$72,631 | \$80,365 | \$33.69 | \$51.93 |
| T05 | SUP AUDIO VISUAL | \$57,162 | \$88,100 | \$61,029 | \$64,896 | \$68,764 | \$72,631 | \$80,365 | \$33.69 | \$51.93 |
| T05 | TELEVISION TECH | \$57,162 | \$88,100 | \$61,029 | \$64,896 | \$68,764 | \$72,631 | \$80,365 | \$33.69 | \$51.93 |
| T06 | BROADCAST MAIN SPEC | \$64,419 | \$118,072 | \$71,125 | \$77,532 | \$84,539 | \$91,246 | \$104,659 | \$37.97 | \$66.50 |
| ABOVE BASED ON 12 MONTH | | | | | | | | | | |

Appendix I - Salary Schedule 7/1/19 - 6/30/20

| RANGE | TITLE | YEARS: | | | | | | | HR MIN | HR MAX |
|------------------------|------------------------------|----------|-----------|-----------|-----------|-----------|-----------|-----------|---------|---------|
| | | MINIMUM | MAXIMUM | 1/8 Point | 1/4 Point | 3/8 Point | 1/2 Point | 3/4 Point | | |
| INFORMATION TECHNOLOGY | | | | | | | | | | |
| A01 | CONTROL CLERK | \$33,570 | \$57,220 | \$36,526 | \$39,483 | \$42,439 | \$45,395 | \$51,308 | \$19.79 | \$33.73 |
| A02 | SYSTEM CONTROL CLERK | \$39,015 | \$66,757 | \$42,482 | \$45,950 | \$49,418 | \$52,886 | \$59,821 | \$23.00 | \$39.35 |
| AA1 | COMPUTER OPERATOR AIDE | \$39,015 | \$66,757 | \$42,482 | \$45,950 | \$49,418 | \$52,886 | \$59,821 | \$23.00 | \$39.35 |
| AA1 | INFORMATION TECH AIDE I - A | \$39,015 | \$66,757 | \$42,482 | \$45,950 | \$49,418 | \$52,886 | \$59,821 | \$23.00 | \$39.35 |
| AB1 | INFORMATION TECH AIDE I - B | \$42,842 | \$69,025 | \$45,940 | \$49,238 | \$52,536 | \$55,834 | \$62,429 | \$25.14 | \$40.69 |
| AC1 | INFORMATION TECH AIDE I - C | \$47,182 | \$77,656 | \$50,992 | \$54,801 | \$58,610 | \$62,419 | \$70,038 | \$27.81 | \$45.77 |
| BA1 | INFORMATION TECH AIDE II - A | \$42,842 | \$69,025 | \$45,940 | \$49,238 | \$52,536 | \$55,834 | \$62,429 | \$25.14 | \$40.69 |
| BB1 | INFORMATION TECH AIDE II - B | \$47,182 | \$77,656 | \$50,992 | \$54,801 | \$58,610 | \$62,419 | \$70,038 | \$27.81 | \$45.77 |
| BO1 | DATA PROCESSING SERVICE REP | \$47,182 | \$77,656 | \$50,992 | \$54,801 | \$58,610 | \$62,419 | \$70,038 | \$27.81 | \$45.77 |
| BC1 | INFORMATION TECH AIDE II - C | \$56,256 | \$91,278 | \$60,634 | \$65,012 | \$69,389 | \$73,767 | \$82,523 | \$33.16 | \$53.80 |
| OC1 | COMPUTER OPERATOR I | \$42,842 | \$69,025 | \$45,940 | \$49,238 | \$52,536 | \$55,834 | \$62,429 | \$25.14 | \$40.69 |
| CA1 | INFORMATION TECH SPEC I - A | \$47,182 | \$77,656 | \$50,992 | \$54,801 | \$58,610 | \$62,419 | \$70,038 | \$27.81 | \$45.77 |
| CC2 | PC SPECIALIST I | \$51,718 | \$81,740 | \$55,471 | \$59,224 | \$62,976 | \$66,729 | \$74,235 | \$30.49 | \$48.18 |
| CB1 | INFORMATION TECH SPEC I - B | \$56,256 | \$91,278 | \$60,634 | \$65,012 | \$69,389 | \$73,767 | \$82,523 | \$33.16 | \$53.80 |
| CC3 | SR DATA PROCESSING SVC REP | \$56,256 | \$91,278 | \$60,634 | \$65,012 | \$69,389 | \$73,767 | \$82,523 | \$33.16 | \$53.80 |
| CC4 | NETWORK SPECIALIST I | \$61,698 | \$95,365 | \$65,906 | \$70,115 | \$74,323 | \$78,531 | \$86,948 | \$36.37 | \$56.21 |
| DC1 | INFORMATION TECH SPEC I - C | \$63,277 | \$109,982 | \$69,115 | \$74,953 | \$80,791 | \$86,630 | \$96,306 | \$37.30 | \$58.83 |
| DD1 | COMPUTER OPERATOR II | \$51,718 | \$81,740 | \$55,471 | \$59,224 | \$62,976 | \$66,729 | \$74,235 | \$30.49 | \$48.18 |
| DA1 | INFORMATION TECH SPEC II - A | \$56,256 | \$91,278 | \$60,634 | \$65,012 | \$69,389 | \$73,767 | \$82,523 | \$33.16 | \$53.80 |
| DD2 | PC SPECIALIST II | \$56,256 | \$91,278 | \$60,634 | \$65,012 | \$69,389 | \$73,767 | \$82,523 | \$33.16 | \$53.80 |
| DA1 | PROGRAMMER | \$56,256 | \$91,278 | \$60,634 | \$65,012 | \$69,389 | \$73,767 | \$82,523 | \$33.16 | \$53.80 |
| DA2 | DATA ANALYST A | \$61,698 | \$95,365 | \$65,906 | \$70,115 | \$74,323 | \$78,531 | \$86,948 | \$36.37 | \$56.21 |
| DA2 | PROGRAMMER ANALYST I | \$61,698 | \$95,365 | \$65,906 | \$70,115 | \$74,323 | \$78,531 | \$86,948 | \$36.37 | \$56.21 |
| DB2 | DATA ANALYST B | \$63,277 | \$109,982 | \$69,115 | \$74,953 | \$80,791 | \$86,630 | \$96,306 | \$37.30 | \$58.83 |
| DB1 | INFORMATION TECH SPEC II - B | \$63,277 | \$109,982 | \$69,115 | \$74,953 | \$80,791 | \$86,630 | \$96,306 | \$37.30 | \$58.83 |
| DC1 | INFORMATION TECH SPEC II - C | \$74,855 | \$133,445 | \$82,179 | \$89,503 | \$96,826 | \$104,150 | \$118,798 | \$44.12 | \$78.66 |
| DC2 | DATA ANALYST C | \$74,855 | \$133,445 | \$82,179 | \$89,503 | \$96,826 | \$104,150 | \$118,798 | \$44.12 | \$78.66 |
| DD3 | NETWORK SPECIALIST II | \$74,855 | \$133,445 | \$82,179 | \$89,503 | \$96,826 | \$104,150 | \$118,798 | \$44.12 | \$78.66 |

ABOVE BASED ON 12 MONTH

Appendix I - Salary Schedule 7/1/19 - 6/30/20

| RANGE | TITLE | MINIMUM | YEARS: | | | | | 3/4 Point | HR MIN | HR MAX |
|-------------------------|--------------------------------------|----------|-----------|-----------|-----------|-----------|-----------|-----------|---------|---------|
| | | | 2-5 | 5-7+ | 7.5-9+ | 10-14+ | over 15 | | | |
| | | | MAXIMUM | 1/8 Point | 1/4 Point | 3/8 Point | 1/2 Point | | | |
| INFORMATION TECHNOLOGY | | | | | | | | | | |
| EA1 | COMPUTER OPERATOR II | \$61,656 | \$95,365 | \$65,906 | \$70,115 | \$74,323 | \$78,531 | \$88,948 | \$36.37 | \$56.21 |
| EA1 | INFORMATION TECH SPEC III - A | \$63,277 | \$109,982 | \$69,115 | \$74,953 | \$80,791 | \$86,630 | \$98,306 | \$37.30 | \$64.63 |
| EB1 | INFORMATION TECH SPEC III - B | \$68,050 | \$127,607 | \$75,494 | \$82,939 | \$90,384 | \$97,828 | \$112,718 | \$40.11 | \$75.22 |
| EB2 | PC SPECIALIST III | \$68,050 | \$127,607 | \$75,494 | \$82,939 | \$90,384 | \$97,828 | \$112,718 | \$40.11 | \$75.22 |
| EB1 | SR PROGRAMMER | \$68,050 | \$127,607 | \$75,494 | \$82,939 | \$90,384 | \$97,828 | \$112,718 | \$40.11 | \$75.22 |
| EB1 | PROGRAMMER ANALYST II | \$68,050 | \$127,607 | \$75,494 | \$82,939 | \$90,384 | \$97,828 | \$112,718 | \$40.11 | \$75.22 |
| EB2 | INFORMATION TECH APPLICATION SPEC II | \$74,855 | \$133,445 | \$82,179 | \$89,503 | \$96,826 | \$104,150 | \$118,798 | \$44.12 | \$78.66 |
| EB2 | SYSTEM PROGRAMMER | \$74,855 | \$133,445 | \$82,179 | \$89,503 | \$96,826 | \$104,150 | \$118,798 | \$44.12 | \$78.66 |
| EC1 | INFORMATION TECH SPEC III - C | \$79,941 | \$139,432 | \$87,378 | \$94,814 | \$102,250 | \$109,687 | \$124,559 | \$47.12 | \$82.19 |
| EO3 | NETWORK SPEC II | \$79,941 | \$139,432 | \$87,378 | \$94,814 | \$102,250 | \$109,687 | \$124,559 | \$47.12 | \$82.19 |
| ABOVE BASED ON 12 MONTH | | | | | | | | | | |

Appendix II - Salary Schedule 7/1/20 - 6/30/21

| RANGE | TITLE | MINIMUM | MAXIMUM | YEARS: | | | | | HR MIN | HR MAX |
|-------------------------|-------------------------|----------|----------|----------|----------|----------|----------|----------|---------|---------|
| | | | | 2-5 | 5-7+ | 7.5-9+ | 10-14+ | >=15 | | |
| CLERICAL | | | | | | | | | | |
| CD1 | SPEC CLERICAL AIDE | \$23,834 | \$32,921 | \$25,014 | \$26,144 | \$27,273 | \$28,403 | \$30,662 | \$14.08 | \$19.81 |
| CD2 | AUDIO VIS HELPER | \$30,317 | \$45,978 | \$32,274 | \$34,232 | \$36,190 | \$38,147 | \$42,062 | \$17.87 | \$27.10 |
| CD2 | CLERK | \$30,317 | \$45,978 | \$32,274 | \$34,232 | \$36,190 | \$38,147 | \$42,062 | \$17.87 | \$27.10 |
| CD2 | ILLUSTRATOR AIDE | \$30,317 | \$45,978 | \$32,274 | \$34,232 | \$36,190 | \$38,147 | \$42,062 | \$17.87 | \$27.10 |
| CD2 | MESSENGER | \$30,317 | \$45,978 | \$32,274 | \$34,232 | \$36,190 | \$38,147 | \$42,062 | \$17.87 | \$27.10 |
| CD2 | MOTOR VEHICLE OPR | \$30,317 | \$45,978 | \$32,274 | \$34,232 | \$36,190 | \$38,147 | \$42,062 | \$17.87 | \$27.10 |
| CD3 | SR. LIBRARY CLK | \$32,153 | \$52,876 | \$34,744 | \$37,334 | \$39,924 | \$42,515 | \$47,695 | \$18.95 | \$31.17 |
| CD3 | TELEPHONE OPER | \$32,153 | \$52,876 | \$34,744 | \$37,334 | \$39,924 | \$42,515 | \$47,695 | \$18.95 | \$31.17 |
| CD3 | TYP CLK/TELOPER | \$32,153 | \$52,876 | \$34,744 | \$37,334 | \$39,924 | \$42,515 | \$47,695 | \$18.95 | \$31.17 |
| CD4 | ACCOUNT CLK | \$33,990 | \$57,935 | \$36,983 | \$39,976 | \$42,969 | \$45,963 | \$51,949 | \$20.04 | \$34.15 |
| CD4 | MULTI-KEYBOARD OP | \$33,990 | \$57,935 | \$36,983 | \$39,976 | \$42,969 | \$45,963 | \$51,949 | \$20.04 | \$34.15 |
| CD4 | SR. TELEPHONE OPER | \$33,990 | \$57,935 | \$36,983 | \$39,976 | \$42,969 | \$45,963 | \$51,949 | \$20.04 | \$34.15 |
| CD4 | TYPIST CLERK | \$33,990 | \$57,935 | \$36,983 | \$39,976 | \$42,969 | \$45,963 | \$51,949 | \$20.04 | \$34.15 |
| CD4 | TYPIST CLERK BILINGUAL | \$33,990 | \$57,935 | \$36,983 | \$39,976 | \$42,969 | \$45,963 | \$51,949 | \$20.04 | \$34.15 |
| CD5 | PERSONNEL CLERK | \$35,827 | \$58,853 | \$38,705 | \$41,584 | \$44,462 | \$47,340 | \$53,096 | \$21.12 | \$34.69 |
| CD5 | SR. LIB CLK BRAILLE | \$35,827 | \$58,853 | \$38,705 | \$41,584 | \$44,462 | \$47,340 | \$53,096 | \$21.12 | \$34.69 |
| CD5 | STENOGRAPHER | \$35,827 | \$58,853 | \$38,705 | \$41,584 | \$44,462 | \$47,340 | \$53,096 | \$21.12 | \$34.69 |
| CD5 | SENIOR TYPIST CLK | \$35,827 | \$58,853 | \$38,705 | \$41,584 | \$44,462 | \$47,340 | \$53,096 | \$21.12 | \$34.69 |
| CD5 | VOC PLACEMENT ASST | \$35,827 | \$58,853 | \$38,705 | \$41,584 | \$44,462 | \$47,340 | \$53,096 | \$21.12 | \$34.69 |
| CD5 | VOC. TEST AIDE | \$35,827 | \$58,853 | \$38,705 | \$41,584 | \$44,462 | \$47,340 | \$53,096 | \$21.12 | \$34.69 |
| CD6 | DRAFTING AIDE | \$39,501 | \$67,589 | \$43,012 | \$46,523 | \$50,034 | \$53,545 | \$60,567 | \$23.28 | \$39.84 |
| CD6 | EDITORIAL AIDE | \$39,501 | \$67,589 | \$43,012 | \$46,523 | \$50,034 | \$53,545 | \$60,567 | \$23.28 | \$39.84 |
| CD6 | PRIN CLK | \$39,501 | \$67,589 | \$43,012 | \$46,523 | \$50,034 | \$53,545 | \$60,567 | \$23.28 | \$39.84 |
| CD6 | PRIN LIBRARY CLK | \$39,501 | \$67,589 | \$43,012 | \$46,523 | \$50,034 | \$53,545 | \$60,567 | \$23.28 | \$39.84 |
| CD6 | PUBLIC INFORMATION AIDE | \$39,501 | \$67,589 | \$43,012 | \$46,523 | \$50,034 | \$53,545 | \$60,567 | \$23.28 | \$39.84 |
| CD6 | RECREATION ASST | \$39,501 | \$67,589 | \$43,012 | \$46,523 | \$50,034 | \$53,545 | \$60,567 | \$23.28 | \$39.84 |
| CD6 | SENIOR ACCT CLK | \$39,501 | \$67,589 | \$43,012 | \$46,523 | \$50,034 | \$53,545 | \$60,567 | \$23.28 | \$39.84 |
| ABOVE BASED ON 12 MONTH | | | | | | | | | | |

Appendix II - Salary Schedule 7/1/20 - 6/30/21

| RANGE | TITLE | MINIMUM | YEARS: | | | | | HR MDI | HR MAX | |
|-------------------------|----------------------------|----------|----------|-----------|-----------|-----------|-----------|----------|---------|-----------|
| | | | MAXIMUM | 1/8 Point | 1/4 Point | 3/8 Point | 1/2 Point | | | 3/4 Point |
| CLERICAL | | | | | | | | | | |
| C07 | CHILD CARE WORKER | \$29,216 | \$72,570 | \$34,635 | \$40,055 | \$45,474 | \$50,893 | \$61,731 | \$17.22 | \$42.78 |
| C07 | CHILD CARE WORKER - 10 MO | \$24,347 | \$60,475 | \$28,863 | \$33,379 | \$37,895 | \$42,411 | \$51,443 | \$16.73 | \$46.52 |
| C07 | LIBRARY ASST | \$43,176 | \$69,889 | \$46,515 | \$49,854 | \$53,193 | \$56,533 | \$63,211 | \$25.45 | \$41.20 |
| C07 | PRIN TYPIST CLK | \$43,176 | \$69,889 | \$46,515 | \$49,854 | \$53,193 | \$56,533 | \$63,211 | \$25.45 | \$41.20 |
| C07 | SENIOR STENO | \$43,176 | \$69,889 | \$46,515 | \$49,854 | \$53,193 | \$56,533 | \$63,211 | \$25.45 | \$41.20 |
| C07 | SR. STENO BILINGUAL | \$43,176 | \$69,889 | \$46,515 | \$49,854 | \$53,193 | \$56,533 | \$63,211 | \$25.45 | \$41.20 |
| C07 | SR. PERSONNEL CLERK | \$43,176 | \$69,889 | \$46,515 | \$49,854 | \$53,193 | \$56,533 | \$63,211 | \$25.45 | \$41.20 |
| C08 | ASST BUYER | \$47,772 | \$78,627 | \$51,629 | \$55,486 | \$59,343 | \$63,199 | \$70,913 | \$28.16 | \$46.35 |
| C08 | EDITORIAL ASST | \$47,772 | \$78,627 | \$51,629 | \$55,486 | \$59,343 | \$63,199 | \$70,913 | \$28.16 | \$46.35 |
| C08 | JOB DEVELOPER | \$47,772 | \$78,627 | \$51,629 | \$55,486 | \$59,343 | \$63,199 | \$70,913 | \$28.16 | \$46.35 |
| C08 | JOB TRAINING RECRUITER | \$47,772 | \$78,627 | \$51,629 | \$55,486 | \$59,343 | \$63,199 | \$70,913 | \$28.16 | \$46.35 |
| C08 | PHOTOGRAPHIC SPECIAL | \$47,772 | \$78,627 | \$51,629 | \$55,486 | \$59,343 | \$63,199 | \$70,913 | \$28.16 | \$46.35 |
| C08 | PUBLIC INFORMATION ASST | \$47,772 | \$78,627 | \$51,629 | \$55,486 | \$59,343 | \$63,199 | \$70,913 | \$28.16 | \$46.35 |
| C08 | STENOGRAPHIC SECRETARY | \$47,772 | \$78,627 | \$51,629 | \$55,486 | \$59,343 | \$63,199 | \$70,913 | \$28.16 | \$46.35 |
| C09 | ADMINISTRATIVE ASSISTANT | \$52,365 | \$82,762 | \$56,164 | \$59,964 | \$63,764 | \$67,563 | \$75,163 | \$30.87 | \$48.78 |
| C09 | ARCH DRAFTER | \$52,365 | \$82,762 | \$56,164 | \$59,964 | \$63,764 | \$67,563 | \$75,163 | \$30.87 | \$48.78 |
| C09 | PRIN ACCT CLK | \$52,365 | \$82,762 | \$56,164 | \$59,964 | \$63,764 | \$67,563 | \$75,163 | \$30.87 | \$48.78 |
| C09 | PRIN PERSONNEL CLERK | \$52,365 | \$82,762 | \$56,164 | \$59,964 | \$63,764 | \$67,563 | \$75,163 | \$30.87 | \$48.78 |
| C09 | SENIOR PUBLIC INFO ASSIST. | \$52,365 | \$82,762 | \$56,164 | \$59,964 | \$63,764 | \$67,563 | \$75,163 | \$30.87 | \$48.78 |
| C09 | ILLUSTRATOR | \$52,365 | \$82,762 | \$56,164 | \$59,964 | \$63,764 | \$67,563 | \$75,163 | \$30.87 | \$48.78 |
| C10 | ASSISTANT PAY SUP/ | \$56,960 | \$92,419 | \$61,392 | \$65,824 | \$70,257 | \$74,689 | \$83,554 | \$33.57 | \$54.48 |
| C10 | AUDITOR | \$56,960 | \$92,419 | \$61,392 | \$65,824 | \$70,257 | \$74,689 | \$83,554 | \$33.57 | \$54.48 |
| C10 | BUYER | \$56,960 | \$92,419 | \$61,392 | \$65,824 | \$70,257 | \$74,689 | \$83,554 | \$33.57 | \$54.48 |
| C10 | INFORMATION SPEC I | \$56,960 | \$92,419 | \$61,392 | \$65,824 | \$70,257 | \$74,689 | \$83,554 | \$33.57 | \$54.48 |
| C10 | JUNIOR ACCOUNTANT | \$56,960 | \$92,419 | \$61,392 | \$65,824 | \$70,257 | \$74,689 | \$83,554 | \$33.57 | \$54.48 |
| C10 | LEGAL SECRETARY | \$56,960 | \$92,419 | \$61,392 | \$65,824 | \$70,257 | \$74,689 | \$83,554 | \$33.57 | \$54.48 |
| C10 | SECRETARIAL ASSISTANT | \$56,960 | \$92,419 | \$61,392 | \$65,824 | \$70,257 | \$74,689 | \$83,554 | \$33.57 | \$54.48 |
| C10 | SENIOR ILLUSTRATOR | \$56,960 | \$92,419 | \$61,392 | \$65,824 | \$70,257 | \$74,689 | \$83,554 | \$33.57 | \$54.48 |
| ABOVE BASED ON 12 MONTH | | | | | | | | | | |

Appendix II - Salary Schedule 7/1/20 - 6/30/21

| RANGE | TITLE | MINIMUM | YEARS: | | | | | HR MIN | HR MAX | |
|-------------------------|-------------------------------|----------|-----------|-----------|-----------|-----------|-----------|-----------|---------|---------|
| | | | 2.5 | 5-7+ | 7.5-9+ | 10-14+ | >=15 | | | |
| | | | MAXIMUM | 1/8 Point | 1/4 Point | 3/8 Point | 1/2 Point | 3/4 Point | | |
| FOOD SERVICE | | | | | | | | | | |
| F01 | FOOD SVC HELPER | \$17,454 | \$22,526 | \$18,088 | \$18,772 | \$19,356 | \$19,990 | \$21,258 | \$13.43 | \$17.33 |
| F02 | ASST COOK | \$19,250 | \$27,587 | \$20,327 | \$21,364 | \$22,401 | \$23,438 | \$25,512 | \$14.84 | \$21.22 |
| F03 | COOK | \$22,046 | \$33,546 | \$23,486 | \$24,928 | \$26,366 | \$27,806 | \$30,686 | \$16.96 | \$25.82 |
| F04 | COOK MANAGER | \$23,884 | \$38,621 | \$25,727 | \$27,569 | \$29,411 | \$31,253 | \$34,937 | \$18.37 | \$29.71 |
| ABOVE BASED ON 10 MONTH | | | | | | | | | | |
| INSTRUCTIONAL | | | | | | | | | | |
| I01 | SCHOOL MONITOR | \$17,454 | \$26,667 | \$18,606 | \$19,757 | \$20,909 | \$22,061 | \$24,364 | \$13.43 | \$20.51 |
| I02 | TEACHER AIDE FT HS | \$22,965 | \$45,978 | \$23,841 | \$28,718 | \$31,595 | \$34,471 | \$40,224 | \$17.67 | \$35.37 |
| I02 | TEACHER AIDE/BUS DRIVER FT HS | \$22,965 | \$45,978 | \$23,841 | \$28,718 | \$31,595 | \$34,471 | \$40,224 | \$17.67 | \$35.37 |
| I03 | TEACHER AIDE FT AA | \$24,159 | \$48,736 | \$27,231 | \$30,303 | \$33,375 | \$36,447 | \$42,591 | \$18.58 | \$37.49 |
| I03 | TEACHER AIDE/BUS DRIVER FT AA | \$24,159 | \$48,736 | \$27,231 | \$30,303 | \$33,375 | \$36,447 | \$42,591 | \$18.58 | \$37.49 |
| I04 | TEACHER AIDE FT BA | \$25,449 | \$51,498 | \$28,705 | \$31,961 | \$35,217 | \$38,473 | \$44,965 | \$19.58 | \$39.61 |
| I04 | TEACHER AIDE/BUS DRIVER FT BA | \$25,449 | \$51,498 | \$28,705 | \$31,961 | \$35,217 | \$38,473 | \$44,965 | \$19.58 | \$39.61 |
| I05 | BODILY HYGIENE AIDE | \$27,560 | \$53,332 | \$30,781 | \$34,003 | \$37,224 | \$40,446 | \$46,889 | \$21.20 | \$41.02 |
| I06 | ADAPTIVE EQUIP CRAFT | \$33,990 | \$55,175 | \$36,638 | \$39,286 | \$41,934 | \$44,582 | \$49,879 | \$26.15 | \$42.44 |
| I06 | NATURALIST | \$33,990 | \$55,175 | \$36,638 | \$39,286 | \$41,934 | \$44,582 | \$49,879 | \$26.15 | \$42.44 |
| I06 | INTERP. FOR THE DEAF | \$33,990 | \$55,175 | \$36,638 | \$39,286 | \$41,934 | \$44,582 | \$49,879 | \$26.15 | \$42.44 |
| EA | LIC PRAC NURSE | \$34,900 | \$56,552 | \$37,607 | \$40,313 | \$43,020 | \$45,726 | \$51,139 | \$26.85 | \$43.50 |
| I07 | RECREATIONAL THER | \$35,827 | \$57,935 | \$38,591 | \$41,354 | \$44,118 | \$46,881 | \$52,408 | \$27.56 | \$44.57 |
| I08 | OCCUP THER ASST | \$43,176 | \$66,670 | \$46,113 | \$49,050 | \$51,986 | \$54,923 | \$60,797 | \$33.21 | \$51.28 |
| I08 | PHYS THER ASST | \$43,176 | \$66,670 | \$46,113 | \$49,050 | \$51,986 | \$54,923 | \$60,797 | \$33.21 | \$51.28 |
| I0A | REG PROF NURSE | \$47,225 | \$76,389 | \$50,871 | \$54,516 | \$58,162 | \$61,807 | \$69,098 | \$36.33 | \$56.76 |
| I09 | Orien & MOB TRNR | \$51,445 | \$86,442 | \$55,820 | \$60,194 | \$64,569 | \$68,944 | \$77,693 | \$38.57 | \$66.49 |
| I09 | VOC REHAB COUNS | \$51,445 | \$86,442 | \$55,820 | \$60,194 | \$64,569 | \$68,944 | \$77,693 | \$38.57 | \$66.49 |
| I09 | VOC REHAB COUNS-12 MO | \$61,736 | \$103,727 | \$66,985 | \$72,234 | \$77,483 | \$82,731 | \$93,229 | \$36.39 | \$61.14 |
| I10 | CHILDCARE AIDE | \$14,322 | \$31,264 | \$16,440 | \$18,557 | \$20,675 | \$22,793 | \$27,028 | \$11.02 | \$24.05 |
| I11 | AUDIOLOGIST | \$67,500 | \$96,600 | \$62,388 | \$67,275 | \$72,163 | \$77,050 | \$86,825 | \$44.33 | \$74.31 |
| ABOVE BASED ON 10 MONTH | | | | | | | | | | |

Appendix II - Salary Schedule 7/1/20 - 6/30/21

| RANGE | TITLE | MINIMUM | MAXIMUM | YEARS: | | | | | HR MBI | HR MAX |
|-------------------------|-------------------------------------|----------|-----------|-----------|-----------|-----------|-----------|-----------|---------|---------|
| | | | | 2-5 | 5-7+ | 7.5-9+ | 10-14+ | >=15 | | |
| | | | | 1/8 Point | 1/4 Point | 3/8 Point | 1/2 Point | 3/4 Point | | |
| CUSTODIAL/MAINT/TRANS. | | | | | | | | | | |
| MO1 | CLEANER | \$31,236 | \$59,313 | \$34,745 | \$38,255 | \$41,765 | \$45,274 | \$52,294 | \$14.96 | \$26.41 |
| MO1 | LABORER | \$31,236 | \$59,313 | \$34,745 | \$38,255 | \$41,765 | \$45,274 | \$52,294 | \$14.96 | \$28.41 |
| MO1 | SECURITY AIDE | \$31,236 | \$59,313 | \$34,745 | \$38,255 | \$41,765 | \$45,274 | \$52,294 | \$14.96 | \$28.41 |
| MO2 | AUTOMOTIVE SERVICER | \$33,990 | \$62,992 | \$37,615 | \$41,240 | \$44,866 | \$48,491 | \$55,741 | \$16.28 | \$30.17 |
| MO2 | BUS DRIVER | \$33,990 | \$62,992 | \$37,615 | \$41,240 | \$44,866 | \$48,491 | \$55,741 | \$16.28 | \$30.17 |
| MO2 | BUS DRIVER ATTENDANT | \$33,990 | \$62,992 | \$37,615 | \$41,240 | \$44,866 | \$48,491 | \$55,741 | \$16.28 | \$30.17 |
| MO2 | BUS DRIVER/CLEANER | \$33,990 | \$62,992 | \$37,615 | \$41,240 | \$44,866 | \$48,491 | \$55,741 | \$16.28 | \$30.17 |
| MO2 | BUS DRIVER 10 MO. | \$36,324 | \$62,992 | \$31,345 | \$34,367 | \$37,388 | \$40,410 | \$46,452 | \$16.24 | \$30.10 |
| MO2 | GROUNDSCKEEPER | \$33,990 | \$62,992 | \$37,615 | \$41,240 | \$44,866 | \$48,491 | \$55,741 | \$16.28 | \$30.17 |
| MO2 | MAINTAINER HELPER | \$33,990 | \$62,992 | \$37,615 | \$41,240 | \$44,866 | \$48,491 | \$55,741 | \$16.28 | \$30.17 |
| MO2 | MOTOR EQUIP OPER | \$33,990 | \$62,992 | \$37,615 | \$41,240 | \$44,866 | \$48,491 | \$55,741 | \$16.28 | \$30.17 |
| MO2 | STOCK ASSISTANT | \$33,990 | \$62,992 | \$37,615 | \$41,240 | \$44,866 | \$48,491 | \$55,741 | \$16.28 | \$30.17 |
| MO3 | ASSIST. BUS DISPATCHER | \$37,389 | \$69,889 | \$41,452 | \$45,514 | \$49,577 | \$53,639 | \$61,764 | \$17.91 | \$33.47 |
| MO3 | CUSTODIAN | \$37,389 | \$69,889 | \$41,452 | \$45,514 | \$49,577 | \$53,639 | \$61,764 | \$17.91 | \$33.47 |
| MO3 | MAINTAINER | \$37,389 | \$69,889 | \$41,452 | \$45,514 | \$49,577 | \$53,639 | \$61,764 | \$17.91 | \$33.47 |
| MO3 | SECURITY GUARD | \$37,389 | \$69,889 | \$41,452 | \$45,514 | \$49,577 | \$53,639 | \$61,764 | \$17.91 | \$33.47 |
| MO3 | STORES CLERK | \$37,389 | \$69,889 | \$41,452 | \$45,514 | \$49,577 | \$53,639 | \$61,764 | \$17.91 | \$33.47 |
| MO4 | ASST HEAD CUST | \$42,260 | \$72,647 | \$46,058 | \$49,856 | \$53,655 | \$57,453 | \$65,050 | \$20.24 | \$34.79 |
| MO4 | AUTO MECHANIC AIDE | \$42,260 | \$72,647 | \$46,058 | \$49,856 | \$53,655 | \$57,453 | \$65,050 | \$20.24 | \$34.79 |
| MO4 | BUS DISPATCHER | \$42,260 | \$72,647 | \$46,058 | \$49,856 | \$53,655 | \$57,453 | \$65,050 | \$20.24 | \$34.79 |
| MO4 | SENIOR MAINTAINER | \$42,260 | \$72,647 | \$46,058 | \$49,856 | \$53,655 | \$57,453 | \$65,050 | \$20.24 | \$34.79 |
| MO4 | SENIOR STORES CLK | \$42,260 | \$72,647 | \$46,058 | \$49,856 | \$53,655 | \$57,453 | \$65,050 | \$20.24 | \$34.79 |
| MO5 | AUTO MECHANIC | \$46,853 | \$85,521 | \$51,697 | \$56,520 | \$61,354 | \$66,187 | \$75,854 | \$22.44 | \$40.96 |
| MO5 | PROJ MAINTAINER | \$46,853 | \$85,521 | \$51,697 | \$56,520 | \$61,354 | \$66,187 | \$75,854 | \$22.44 | \$40.96 |
| MO5 | SCHOOL BUS SAFE COOR | \$46,853 | \$85,521 | \$51,697 | \$56,520 | \$61,354 | \$66,187 | \$75,854 | \$22.44 | \$40.96 |
| MO6 | HD CUSTODIAN I | \$50,528 | \$89,661 | \$55,420 | \$60,311 | \$65,203 | \$70,095 | \$79,878 | \$24.20 | \$42.94 |
| MO6 | AUTOMOTIVE PARTS STOREKEEPER | \$50,528 | \$89,661 | \$55,420 | \$60,311 | \$65,203 | \$70,095 | \$79,878 | \$24.20 | \$42.94 |
| MO6 | HEAT/VENTIAC TECH ¹ | \$50,528 | \$89,661 | \$55,420 | \$60,311 | \$65,203 | \$70,095 | \$79,878 | \$24.20 | \$42.94 |
| MO6 | MAINTAINER ELECTRICIAN ² | \$50,528 | \$89,661 | \$55,420 | \$60,311 | \$65,203 | \$70,095 | \$79,878 | \$24.20 | \$42.94 |
| MO6 | SUPV SECURITY GUARD | \$50,528 | \$89,661 | \$55,420 | \$60,311 | \$65,203 | \$70,095 | \$79,878 | \$24.20 | \$42.94 |
| MO6 | SUPV GROUNDSCKEEPER | \$50,528 | \$89,661 | \$55,420 | \$60,311 | \$65,203 | \$70,095 | \$79,878 | \$24.20 | \$42.94 |
| MO7 | PRCJ LEAD MAINTAINER ³ | \$55,119 | \$91,959 | \$59,724 | \$64,329 | \$68,934 | \$73,539 | \$82,749 | \$26.40 | \$44.04 |
| MO7 | HD CUSTODIAN II | \$55,119 | \$91,959 | \$59,724 | \$64,329 | \$68,934 | \$73,539 | \$82,749 | \$26.40 | \$44.04 |
| MO8 | HD CUSTODIAN III | \$59,715 | \$94,720 | \$64,050 | \$68,466 | \$72,882 | \$77,297 | \$85,969 | \$28.60 | \$45.36 |
| MO9 | MOTOR REPAIR SUPV | \$78,582 | \$137,063 | \$85,692 | \$93,202 | \$100,512 | \$107,822 | \$122,443 | \$37.64 | \$65.64 |
| ABOVE BASED ON 12 MONTH | | | | | | | | | | |

¹HEAT/VENTIAC TECH - Effective 1/1/21 - former range MO7
²MAINTAINER ELECTRICIAN - Effective 1/1/21 - former range MO5
³PRCJ LEAD MAINTAINER - Effective 1/1/21 - former range MO8

Appendix II - Salary Schedule 7/1/20 - 6/30/21

| RANGE | TITLE | MINIMUM | MAXIMUM | YEARS: | | | | | HR MIN | HR MAX |
|-------------------------|------------------------|----------|-----------|-----------|-----------|-----------|-----------|-----------|---------|---------|
| | | | | 2.5 | 5-7+ | 7.5-9+ | 10-14+ | 15+ | | |
| TECHNICAL | | | | | | | | | | |
| | | | | 1/8 Point | 1/4 Point | 3/8 Point | 1/2 Point | 3/4 Point | | |
| T01 | TELE EQUIP TESTER TRN | \$30,317 | \$40,552 | \$31,596 | \$32,876 | \$34,155 | \$35,434 | \$37,993 | \$17.87 | \$23.90 |
| T02 | TELE EQUIP TESTER | \$33,531 | \$67,128 | \$37,731 | \$41,931 | \$46,130 | \$50,330 | \$58,729 | \$19.77 | \$39.57 |
| T03 | ASST ELECTRONIC TECH | \$39,447 | \$68,049 | \$43,022 | \$46,597 | \$50,173 | \$53,748 | \$60,898 | \$23.25 | \$40.11 |
| T03 | AUDIO VISUAL TECH | \$39,447 | \$68,049 | \$43,022 | \$46,597 | \$50,173 | \$53,748 | \$60,898 | \$23.25 | \$40.11 |
| T03 | COMM TECH AIDE | \$39,447 | \$68,049 | \$43,022 | \$46,597 | \$50,173 | \$53,748 | \$60,898 | \$23.25 | \$40.11 |
| T03 | DUPL MACH OPR | \$39,447 | \$68,049 | \$43,022 | \$46,597 | \$50,173 | \$53,748 | \$60,898 | \$23.25 | \$40.11 |
| T04 | COMMUNICATION TECH | \$44,095 | \$74,484 | \$47,894 | \$51,692 | \$55,491 | \$59,289 | \$66,887 | \$25.99 | \$43.90 |
| T04 | SR. DUPL MACHINE OPER | \$44,095 | \$74,484 | \$47,894 | \$51,692 | \$55,491 | \$59,289 | \$66,887 | \$25.99 | \$43.90 |
| T04 | ELEC TECHNICIAN | \$44,095 | \$74,484 | \$47,894 | \$51,692 | \$55,491 | \$59,289 | \$66,887 | \$25.99 | \$43.90 |
| T4A | DUPLICAT MACHINE SUPV | \$48,407 | \$79,664 | \$52,314 | \$56,221 | \$60,128 | \$64,036 | \$71,850 | \$28.53 | \$46.96 |
| T05 | SENIOR ELECTRONIC TECH | \$57,876 | \$89,201 | \$61,792 | \$65,707 | \$69,623 | \$73,539 | \$81,370 | \$34.12 | \$52.58 |
| T05 | SUP AUDIO VISUAL | \$57,876 | \$89,201 | \$61,792 | \$65,707 | \$69,623 | \$73,539 | \$81,370 | \$34.12 | \$52.58 |
| T05 | TELEVISION TECH | \$57,876 | \$89,201 | \$61,792 | \$65,707 | \$69,623 | \$73,539 | \$81,370 | \$34.12 | \$52.58 |
| T06 | BROADCAST MAIN SPEC | \$65,224 | \$119,547 | \$72,015 | \$78,805 | \$85,595 | \$92,386 | \$105,966 | \$38.45 | \$70.47 |
| ABOVE BASED ON 12 MONTH | | | | | | | | | | |

Appendix II - Salary Schedule 7/1/20 - 6/30/21

| RANGE | TITLE | MINIMUM | YEARS: | | | | | HR MIN | HR MAX | |
|-------------------------------|------------------------------|----------|-----------|-----------|-----------|-----------|-----------|-----------|---------|---------|
| | | | 2-5 | 5-7 | 7.5-9 | 10-14 | 15+ | | | |
| | | | MAXIMUM | 1/8 Point | 1/4 Point | 3/8 Point | 1/2 Point | 3/4 Point | | |
| INFORMATION TECHNOLOGY | | | | | | | | | | |
| A01 | CONTROL CLERK | \$33,990 | \$57,935 | \$36,583 | \$39,976 | \$42,969 | \$45,962 | \$51,949 | \$20.04 | \$34.15 |
| A02 | SYSTEM CONTROL CLERK | \$39,502 | \$67,591 | \$43,013 | \$46,524 | \$50,036 | \$53,547 | \$60,569 | \$23.28 | \$39.84 |
| AA1 | COMPUTER OPERATOR AIDE | \$39,502 | \$67,591 | \$43,013 | \$46,524 | \$50,036 | \$53,547 | \$60,569 | \$23.28 | \$39.84 |
| AA1 | INFORMATION TECH AIDE I - A | \$39,502 | \$67,591 | \$43,013 | \$46,524 | \$50,036 | \$53,547 | \$60,569 | \$23.28 | \$39.84 |
| AB1 | INFORMATION TECH AIDE I - B | \$43,175 | \$69,887 | \$46,514 | \$49,853 | \$53,192 | \$56,531 | \$63,209 | \$25.45 | \$41.19 |
| AC1 | INFORMATION TECH AIDE I - C | \$47,772 | \$78,626 | \$51,629 | \$55,486 | \$59,342 | \$63,199 | \$70,913 | \$28.16 | \$46.35 |
| BA1 | INFORMATION TECH AIDE II - A | \$43,175 | \$69,887 | \$46,514 | \$49,853 | \$53,192 | \$56,531 | \$63,209 | \$25.45 | \$41.19 |
| BB1 | INFORMATION TECH AIDE II - B | \$47,772 | \$78,626 | \$51,629 | \$55,486 | \$59,342 | \$63,199 | \$70,913 | \$28.16 | \$46.35 |
| BB1 | DATA PROCESSING SERVICE REP | \$47,772 | \$78,626 | \$51,629 | \$55,486 | \$59,342 | \$63,199 | \$70,913 | \$28.16 | \$46.35 |
| BC1 | INFORMATION TECH AIDE II - C | \$56,960 | \$92,418 | \$61,392 | \$65,824 | \$70,256 | \$74,689 | \$83,553 | \$33.57 | \$54.48 |
| DC1 | COMPUTER OPERATOR I | \$43,175 | \$69,887 | \$46,514 | \$49,853 | \$53,192 | \$56,531 | \$63,209 | \$25.45 | \$41.19 |
| CA1 | INFORMATION TECH SPEC I - A | \$47,772 | \$78,626 | \$51,629 | \$55,486 | \$59,342 | \$63,199 | \$70,913 | \$28.16 | \$46.35 |
| CC1 | PC SPECIALIST I | \$52,365 | \$82,761 | \$56,164 | \$59,964 | \$63,763 | \$67,563 | \$75,162 | \$30.87 | \$48.78 |
| CB1 | INFORMATION TECH SPEC I - B | \$56,960 | \$92,418 | \$61,392 | \$65,824 | \$70,256 | \$74,689 | \$83,553 | \$33.57 | \$54.48 |
| CC3 | SR DATA PROCESSING SVC REP | \$56,960 | \$92,418 | \$61,392 | \$65,824 | \$70,256 | \$74,689 | \$83,553 | \$33.57 | \$54.48 |
| CC4 | NETWORK SPECIALIST I | \$62,469 | \$96,557 | \$66,730 | \$70,991 | \$75,252 | \$79,513 | \$88,035 | \$36.82 | \$56.92 |
| CC1 | INFORMATION TECH SPEC I - C | \$64,068 | \$111,356 | \$69,979 | \$75,890 | \$81,801 | \$87,712 | \$99,534 | \$37.76 | \$65.64 |
| DD1 | COMPUTER OPERATOR II | \$52,365 | \$82,761 | \$56,164 | \$59,964 | \$63,763 | \$67,563 | \$75,162 | \$30.87 | \$48.78 |
| DA1 | INFORMATION TECH SPEC II - A | \$56,960 | \$92,418 | \$61,392 | \$65,824 | \$70,256 | \$74,689 | \$83,553 | \$33.57 | \$54.48 |
| DD2 | PC SPECIALIST II | \$56,960 | \$92,418 | \$61,392 | \$65,824 | \$70,256 | \$74,689 | \$83,553 | \$33.57 | \$54.48 |
| DA1 | PROGRAMMER | \$56,960 | \$92,418 | \$61,392 | \$65,824 | \$70,256 | \$74,689 | \$83,553 | \$33.57 | \$54.48 |
| DA2 | DATA ANALYST A | \$62,469 | \$96,557 | \$66,730 | \$70,991 | \$75,252 | \$79,513 | \$88,035 | \$36.82 | \$56.92 |
| DA2 | PROGRAMMER ANALYST I | \$62,469 | \$96,557 | \$66,730 | \$70,991 | \$75,252 | \$79,513 | \$88,035 | \$36.82 | \$56.92 |
| DB2 | DATA ANALYST B | \$64,068 | \$111,356 | \$69,979 | \$75,890 | \$81,801 | \$87,712 | \$99,534 | \$37.76 | \$65.64 |
| DB1 | INFORMATION TECH SPEC II - B | \$64,068 | \$111,356 | \$69,979 | \$75,890 | \$81,801 | \$87,712 | \$99,534 | \$37.76 | \$65.64 |
| OC1 | INFORMATION TECH SPEC II - C | \$75,791 | \$135,113 | \$83,206 | \$90,621 | \$98,037 | \$105,452 | \$120,282 | \$44.67 | \$79.64 |
| DC2 | DATA ANALYST C | \$75,791 | \$135,113 | \$83,206 | \$90,621 | \$98,037 | \$105,452 | \$120,282 | \$44.67 | \$79.64 |
| DD3 | NETWORK SPECIALIST II | \$75,791 | \$135,113 | \$83,206 | \$90,621 | \$98,037 | \$105,452 | \$120,282 | \$44.67 | \$79.64 |
| ABOVE BASED ON 12 MONTH | | | | | | | | | | |

Appendix II - Salary Schedule 7/1/20 - 6/30/21

| RANGE | TITLE | MINIMUM | YEARS: | | | | | 1/2 Point | 3/4 Point | HR MIN | HR MAX |
|-------------------------|--------------------------------------|----------|-----------|----------|----------|-----------|-----------|-----------|-----------|---------|--------|
| | | | 2-5 | 5-7* | 7.5-9* | 10-14* | >=15 | | | | |
| INFORMATION TECHNOLOGY | | | | | | | | | | | |
| ED1 | COMPUTER OPERATOR III | \$62,469 | \$96,557 | \$66,730 | \$70,991 | \$75,252 | \$78,513 | \$88,035 | \$36.82 | \$56.92 | |
| EA1 | INFORMATION TECH APPLICATION SPEC I | \$64,088 | \$111,357 | \$69,979 | \$75,890 | \$81,801 | \$87,712 | \$99,535 | \$37.76 | \$65.64 | |
| EA1 | INFORMATION TECH SPEC III - A | \$64,068 | \$111,357 | \$69,979 | \$75,890 | \$81,801 | \$87,712 | \$99,535 | \$37.76 | \$65.64 | |
| EB1 | INFORMATION TECH SPEC III - B | \$68,900 | \$129,202 | \$76,438 | \$83,976 | \$91,513 | \$99,051 | \$114,127 | \$40.61 | \$76.16 | |
| EB2 | PC SPECIALIST III | \$68,900 | \$129,202 | \$76,438 | \$83,976 | \$91,513 | \$99,051 | \$114,127 | \$40.61 | \$76.16 | |
| EB1 | SR PROGRAMMER | \$68,900 | \$129,202 | \$76,438 | \$83,976 | \$91,513 | \$99,051 | \$114,127 | \$40.61 | \$76.16 | |
| EB1 | PROGRAMMER ANALYST II | \$68,900 | \$129,202 | \$76,438 | \$83,976 | \$91,513 | \$99,051 | \$114,127 | \$40.61 | \$76.16 | |
| EB2 | INFORMATION TECH APPLICATION SPEC II | \$75,791 | \$135,113 | \$83,206 | \$90,621 | \$98,037 | \$105,452 | \$120,283 | \$44.67 | \$79.64 | |
| EB2 | SYSTEM PROGRAMMER | \$75,791 | \$135,113 | \$83,206 | \$90,621 | \$98,037 | \$105,452 | \$120,283 | \$44.67 | \$79.64 | |
| EC1 | INFORMATION TECH SPEC III - C | \$80,941 | \$141,175 | \$88,470 | \$95,999 | \$103,529 | \$111,058 | \$126,116 | \$47.71 | \$83.22 | |
| ED3 | NETWORK SPEC III | \$80,941 | \$141,175 | \$88,470 | \$95,999 | \$103,529 | \$111,058 | \$126,116 | \$47.71 | \$83.22 | |
| ABOVE BASED ON 12 MONTH | | | | | | | | | | | |

APPENDIX III

ALCOHOL AND DRUG TESTING PROCEDURE

1. Any employee who drives, or is authorized to drive a Nassau BOCES vehicle shall be subject to random drug and/or alcohol testing. Blood tests will not be the usual requirement.
2. All costs for implementing the drug testing program will be borne by the Nassau BOCES, except as outlined below.
3. All screening and confirming tests shall be kept confidential by the independent testing laboratory and all Nassau BOCES personnel authorized to have knowledge thereof.
4. No record of tests conducted under these procedures shall be placed, or made reference to in any personnel file of the employee.
5. Employees shall be notified in writing within one (1) business day when records or other information related to this procedure are subpoenaed by a third party in the course of a legal or quasi-legal proceeding.
6. All testing will be done during work hours and the employees shall be paid for time spent on the testing and related procedures including traveling time to and from the test site. When employees are required to provide their own transportation, they will be reimbursed at the prevailing IRS mileage rate.
7. The following procedures shall be used for drug testing, along with any existing statutes:
 - A. The Nassau BOCES will use the split sample method. The initial screening test shall be made by the Enzyme-Multiplied Immunoassay Technique (EMIT); the confirming test shall be the Gas Chromatography/Mass Spectrometry (GC/MS) method.
 - B. In the event that the final result of the first drug test is positive, the employee shall have the option to request a test of the split sample within 72 hours.
 - C. Chain-of-Custody procedures will be implemented for samples which are transported between the collection site and the testing laboratory.
 - D. An initial positive test result will result in an immediate administrative leave.

- i. Where an employee chooses to have the split sample tested and those results are negative, the employee will be re-instated.
 - ii. Where an employee does not choose to have the split sample tested, or where an employee chooses to have the split sample tested and those results are positive, the employee shall be subject to a mandatory retest within a reasonable period of time following the initial test. Such retest shall be subject to the above-described split sample method.
 - E. A positive drug test at any time, or refusal to submit to such testing shall be cause for discipline, including termination, subject to law.
8. The following procedures shall be used for alcohol testing, along with existing statutes:
- A. Employees with a confirmed alcohol test between .02 and .039 may request to take a return-to-duty test from 8 to 24 hours after the first positives test, if the facility is open. This test will be paid for by the Nassau BOCES.
 - B. If the second test is negative and the employee's work has not been committed to another unit member, the employee may return to work prior to the 24-hour period.
 - C. Chain-of-Custody procedures will be implemented for samples which are transported between the collection site and the testing laboratory.
 - D. An alcohol test of .04 or higher at any time, or refusal to submit to such testing shall be cause for discipline, including termination, subject to law.
9. This provision shall not impair the right of the Nassau BOCES to require medical and/or drug testing of employees as permitted or required by law, including, but not limited to section 913 of the Education Law of the State of New York.
10. An Employee Assistance Program ("EAP") will be available to any employee who has been subject to random drug and/or alcohol testing pursuant to this procedure upon either the employee's request or recommendation of the Nassau BOCES administration.

APPENDIX IV

2019–20 Office Holiday Calendar for 12-month Employees

| DATE | HOLIDAY |
|-----------------------------------|----------------------------|
| July 4, 2019 | Independence Day |
| September 2, 2019 | Labor Day |
| September 30 and October 1, 2019 | Rosh Hashanah |
| October 9, 2019 | Yom Kippur |
| October 14, 2019 | Columbus Day |
| November 11, 2019 | Veterans Day |
| November 28 and 29, 2019 | Thanksgiving Recess* |
| December 23, 2019–January 1, 2020 | Christmas Recess |
| January 20, 2020 | Martin Luther King Jr. Day |
| February 17, 2020 | Presidents' Day |
| April 9–10, 2020 | Holy Thursday/Good Friday |
| May 25, 2020 | Memorial Day |

- *The office will close at 3 p.m. on **Wednesday, November 27, 2019**

DEPARTMENT OF
HUMAN RESOURCES

2020–21 Office Holiday Calendar for 12-month Employees

| DATE | HOLIDAY |
|-----------------------------------|----------------------------|
| July 3, 2020 | Independence Day |
| September 7, 2020 | Labor Day |
| September 28, 2020 | Yom Kippur |
| October 12, 2020 | Columbus Day |
| November 3, 2020 | Election Day |
| November 11, 2020 | Veterans Day |
| November 26 and 27, 2020 | Thanksgiving Recess* |
| December 21, 2020–January 1, 2021 | Christmas Recess |
| January 18, 2021 | Martin Luther King Jr. Day |
| February 15, 2021 | Presidents' Day |
| April 1 and 2, 2021 | Holy Thursday/Good Friday |
| May 31, 2021 | Memorial Day |

*The office will close at 3 p.m. on **Wednesday, November 25, 2020**



Local 1000, AFSCME, AFL-CIO
143 Washington Ave., Albany, NY 12210

Mary E. Sullivan, President

