
AGREEMENT

by and between the
BOARD OF EDUCATION

of the
**NORTH MERRICK UNION
FREE SCHOOL DISTRICT**

and
**CSEA, Local 1000 AFSCME,
AFL-CIO**



North Merrick UFSD Unit #7648-00
Nassau County Educational Local 865

July 1, 2021 - June 30, 2027

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AGREEMENT effective the ____ day of August 2024 by and between the NORTH MERRICK UNION FREE SCHOOL DISTRICT, Town of Hempstead (hereinafter referred to as the "Board") and the CIVIL SERVICE EMPLOYEES ASSOCIATION, LOCAL 1000, AFSCME, AFL-CIO NORTH MERRICK UNIT (hereinafter referred to as the "Association" or "CSEA").

ARTICLE I

RECOGNITION

The Board recognizes the Association as the sole and exclusive unchallenged representative for the maximum period provided by the Civil Service Law, Article 14, Section 208(c) for all employees in the buildings and grounds and clerical departments, (cafeteria and bus drivers if any) including regular part-time employees who regularly work twenty (20) or more hours per week, but excluding all supervisory, managerial and confidential relations employees, hereafter called "service employees".

ARTICLE II

NO STRIKES OR STOPPAGES

The Association and its members agree that they will not, under any circumstances, call, instigate or participate in any strike, walkout, mass resignation, slowdown in bad faith, or any other activity constituting a complete or partial work stoppage or denial of services. Any employee violating a court order injunction under this provision will be subject to summary dismissal or other disciplinary action without recourse to the grievance procedure established in this Agreement.

ARTICLE III

RIGHTS OF BOARD

Except as otherwise specifically set forth in this agreement, the Board and its designated supervisory officials will be solely responsible for the operation and control of the school system and its personnel.

ARTICLE IV

RIGHTS OF ASSOCIATION

Section 1: The Association shall be permitted the use of district facilities for meetings upon proper submission of school building request forms. The Association Building Representative may call a meeting of the association members at a time, which is approved by the Building Principal or his/her designated representative, such approval not to be unreasonably withheld.

Section 2: One Bulletin Board will be reserved at an accessible place in each school building for the use of the Association. The Bulletin Board will be used for the purpose of posting material dealing with proper and legitimate Association business. The Board will have the right to request the removal of any posted material which, in its opinion, is detrimental to the best interests of the District.

Section 3: The Board of Education reserves the right to see that generally accepted standards of good taste and honesty are maintained wherever the use of District facilities is involved.

Section 4: If and when negotiations or any step in the grievance procedure or any arbitration or court appearance is required to be conducted during the school day, such representative of the Union necessary for the process shall be permitted to do so without loss of salary or benefits.

ARTICLE V

ASSOCIATION DUES DEDUCTION

Section 1: The Board agrees to deduct from the salaries of its employees' dues for the Association and to transmit such monies to the Association.

Section 2: Deductions will be made uniformly and consistently on each pay day of the month and will be transmitted within one (1) month directly to the Treasurer of the Association at the CSEA office in Albany.

Section 3: The Association assumes full responsibility for the disposition of the funds deducted once they have been turned over to the Treasurer of the Association at the CSEA office in Albany.

Section 4: The Board agrees to deduct from the salaries of employees' automobile insurance, homeowners' insurance, and credit union contributions, as the employees individually and voluntarily authorize and transmit such monies, as directed.

ARTICLE VI

SALARIES, SALARY SCHEDULE CREDITS, IN-SERVICE COURSES, LONGEVITY,

SHIFTS AND SHIFT DIFFERENTIAL

Section 1: Appendix D shall be revised to provide for the following salary increases:

- (a) Retroactive to July 1, 2021, the salary schedule shall be increased by 2.0% plus step.
- (b) Retroactive to July 1, 2022, the salary schedule shall be increased by 2.0% plus step.
- (c) Retroactive to July 1, 2023, the salary schedule shall be increased by 2.0% plus step.

- (d) Effective July 1, 2024, the salary schedule shall be increased by 3.0% plus step.
- (e) Effective July 1, 2025, the salary schedule shall be increased by 3.0% plus step.
- (f) Effective July 1, 2026, the salary schedule shall be increased by 2.75% plus step.

Retroactivity of the payments in Article VI(1)(a)-(c) shall apply only to those unit members employed with the District as of November 15, 2023.

Section 2: Longevity for years of service in the Unit shall be paid to full-time employees according to the following schedule:

		Effective July 1, 2024
For 10 years of service:	\$750	\$750
For 15 years of service:	\$400	\$400
For 20 years of service:	\$650	\$650
For 25 years of service:	\$750	\$1,250
For 30 years of service:	\$750	\$1,250
For 35 years of service:	\$750	\$1,250

Longevity increases shall be cumulative.

Section 3: (a) Service Employees, new to the District and appointed by the Board, may be granted credit for prior related full-time work experience, as the Board may decide.

(b) All Service Employees will be hired under Civil Service laws and regulations.

Section 4: (a) Service Employees who have served honorably in the Armed Forces of the United States will be entitled to a maximum of three (3) years veteran's credit on the pay scale as follows: one (1) year of service credit for at least 305 days of active military duty; two (2) years credit for at least 640 days; and three (3) years credit for at least 975 days.

(b) Service Employees on regular appointment called to Federal military duty will be credited upon their honorable discharge with the same amount of sick leave or salary

increment allowance for the period of their military service, providing they return to their position within ninety (90) days after discharge.

Section 5: Any employee covered by this Agreement may apply to the Board to attend “in-service” or “growth” courses, and if, in the discretion of the Board, any such course will be of benefit to the employee, and to the District, the Board will approve such course and pay for the cost thereof. It is understood, however, that attendance and approval of such courses is solely within the discretion of the Board.

Section 6: A newly hired employee in any buildings and grounds classification will be assigned to a day shift for a maximum of ten (10) working days. If there is a day shift position available, then a night shift employee, according to seniority, will be given the opportunity to work days and the newly hired employee, after the ten (10) day period, will be assigned to the night shift. Nothing in this section shall be construed as to create in any employee any right to bump another employee.

Section 7: Any full-time Buildings and Grounds employee assigned to a steady night shift will be paid, in addition to the salary required by Appendix “A”, a night shift differential premium of five percent (5%) per hour for all hours worked on such shift.

Section 8: Buildings and Grounds employees who are regularly assigned to a night shift during the school year will, during the summer vacation and all recesses, be assigned to a day shift at their applicable rate and will not then be entitled to receive the night shift differential required by Section 7 of this Article. Upon their reassignment to a night shift at the opening of the school year, they will be entitled again to receive the night shift differential.

Section 9: No shift differential required by this Article may be considered a part of an employee's salary for purposes of computing his/her vacation pay.

Section 11: The District will request volunteers to be available for occasional bus driving at a stipend of \$50 per day up to the maximum of \$1,000 in a fiscal year. The District will pay fees for certification and will designate substitute drivers from the volunteer list.

ARTICLE VII

WORKING HOURS AND OVERTIME

Section 1: Clerical

The workday for clerical employees shall be eight (8) hours, less a one (1) hour lunch period. The workday will commence at 7:00 a.m. and conclude no later than 5:00 p.m., with the specific hours for each clerical employee to be determined by the Building Principal after consultation with the employee. The employee's schedule will be established at the beginning of the school year, in September, and may be changed only once during the course of the school year, except in an emergency. In no event will the change in starting times, either in September or during the course of the school year, vary more than one (1) hour from the schedule in effect on June 30, 1977, which was 8:00 a.m. to 4:00 p.m. The work week will be forty (40) hours, five (5) consecutive eight-hour days, less a one (1) hour lunch period, Monday through Friday.

The schedule for the President's Week break (break being defined as a period when school is not in session) is as follows: Wednesday through Friday, six (6) hours from 8:00 a.m. to 2:00 p.m. inclusive of a thirty (30) minute lunch period, but with no other breaks.

Effective July 1, 2018, during the months of July and August, twelve-month clerical employees shall work from Monday through Thursday, 7:30 a.m. to 3:00 p.m. or 8 a.m. to 3:30 p.m. inclusive of a thirty (30) minute lunch period, but with no other breaks. Leave time taken during the month of July and August shall be charged at a rate of 1¼ days.

Section 2: Buildings and Grounds

(a) The workday for buildings and grounds employees will be nine (9) hours, less a one (1) hour lunch period. The work week will be forty-five (45) hours, five (5) consecutive nine (9) hour days, less a one (1) hour daily lunch period. The day shifts will be between 6:00 a.m. and 8:00 p.m., and the night shift will be between 1:00 p.m. and 1:00 a.m., with the specific hours for each custodial employee to be determined by the Director of Facilities after consultation with the Building Principal and the employee. The employee's schedule will be established at the beginning of the school year, in September, and may be changed only once during the course of the school year, except in an emergency. In no event will the change in starting times, either in September or during the course of the school year, vary more than two (2) hours for the day shift and one (1) hour for night shift from the schedule in effect at each school on June 30, 1977.

The hours for the Head Custodian will be from 7:00 a.m. to 4:00 p.m. or as mutually agreed upon.

(b) The workday, when school is not in session will be from 7:00 a.m. to 3:30 p.m. with thirty (30) minutes for lunch, except that this section shall not apply to the last week in June and any Superintendent conference days in August, wherein custodial staff must work a full workday. The foregoing is considered obsolete effective November 15, 2023, and shall be removed from the successor collective bargaining agreement.

(c) Effective November 15, 2023, at the discretion of the Director of Facilities, a split schedule will be implemented when school is not in session during the Summer break, except two (2) weeks prior to the start of the school year, with a shift from 7:00 a.m. to 3:30 p.m. and a shift from 8:30 a.m. to 5:00 p.m. with thirty (30) minutes for lunch. Day shift employees shall be

assigned to the 7:00 a.m. to 3:30 p.m. shift and night shift employees shall be assigned to the 8:30 a.m. to 5:00 p.m. shift.

(d) Effective November 15, 2023, at the discretion of the Director of Facilities, a day and night shift will be implemented for the two (2) weeks prior to the start of the school year for buildings and grounds employees, as needed. The shift assignment will be determined by the Director of Facilities. Day and midday shift employees shall be assigned to the day shift and night shift employees shall be assigned to the night shift.

(e) The Head Custodian will be required to work a regular night shift for eight (8) days each year, randomly scheduled by the Director of Facilities after consultation with the Building Principal and Head Custodian. The night differential premium of 5% will apply.

(f) Effective November 15, 2023, building checks are to be made by Head Custodians or Custodians on Saturdays, Sundays and designated holidays. Any Head Custodian or Custodian assigned to perform building checks shall receive two (2) hours pay at the applicable premium rate (one and one-half hours or double time). If the Head Custodian declines the assignment, the Head Custodian shall offer the assignment to a Custodian in the building on a rotating basis by seniority. If a building Custodian declines the assignment, then the Head Custodian shall offer the assignment to a District Maintainer on a seniority basis. If the Head Custodian, Custodian, or District Maintainer declines the assignment, the Director of Facilities may designate a Head Custodian or Custodian in the building on a reverse seniority basis.

Section 3: Overtime

(a) Time and one-half (1½) pay will be paid for all overtime work for all full-time buildings and grounds employees beyond the regular hours in any given day or for all work prior to regular starting time.

(b) Effective July 1, 2018, and thereafter, all unit members shall have paid time off from work during the Christmas break and Spring break(s).

(c) Double-time pay will be paid for all overtime work performed on Sunday by full-time buildings and grounds employees.

(d) The clerical employees will receive (straight time pay) for any time worked up to 40 hours. Over 40 hours, they will receive time and a half pay.

Section 4: Pay for all overtime work will be computed in fifteen-minute (15) units.

Section 5: Any employee who works on a “call out” overtime basis will be guaranteed a minimum of three (3) hours overtime pay for such work. The foregoing applies only when the call out is made to address an emergency situation as determined by the Director of Facilities.

Section 6: Buildings and Grounds employees who are required to work on snow days when schools are closed, will be entitled to a compensatory day at straight time to be taken at the discretion of the Director of Facilities and Operations. The foregoing is considered obsolete effective November 15, 2023, and shall be removed from the successor collective bargaining agreement.

ARTICLE VIII

HOLIDAYS

Section 1: (a) The following holidays will be considered non-working time for buildings and grounds staff, paid on an annual basis:

Independence Day	New Year's Day
Labor Day	Martin Luther King's Birthday
Columbus Day	(effective 1985) for all 12-month employees
Yom Kippur	Lincoln's Birthday
Veteran's Day	Washington's Birthday
Thanksgiving Day	Thanksgiving Friday
Christmas Day	Good Friday
Memorial Day	Juneteenth (effective July 1, 2024)
Lunar New Year (effective July 1, 2024)	Eid al-Fitr and Eid al-Adha (effective July 1, 2024; only paid if school is not in session – refer to school calendar)

(b) The Buildings and Grounds staff is entitled to one holiday before New Year's Day and one holiday before Christmas, to be taken at the discretion of the Director of Facilities and Operations, and one full day for each school day closed because of religious holidays.

(c) Election Day shall be a full workday for those Association members who are assigned to the Buildings and Grounds staff.

(d) When the Independence Day holiday falls on a Saturday or Sunday, Friday or Monday will be considered the holiday day for all Bargaining Unit members.

(e) The Monday following Easter Sunday will be treated as a holiday only when and only if school is not in session. In the event that school is in session on the Monday following Easter Sunday, such Monday shall not be deemed, construed or be considered a holiday: In which event such Monday following Easter Sunday shall constitute an ordinary, regular workday.

(f) Effective November 15, 2023, buildings and grounds staff who are at work when the school buildings are closed for a holiday that is not a legal holiday (e.g., the day after Thanksgiving) shall be paid at a rate of time and one-half.

Section 2: (a) The following days will be considered non-working time for 12-month clerical employees who are paid on an annual basis:

Independence Day	Christmas Day
Labor Day	New Year's Day
Yom Kippur	Martin Luther King's Birthday
Columbus Day	
Veteran's Day	(effective 1985) all 12-month employees
Thanksgiving Day	Thanksgiving Friday
Memorial Day	*Lincoln's Birthday
Good Friday	*Washington's B-day/Pres. Day
Juneteenth (effective July 1, 2024)	Lunar New Year (effective July 1, 2024)
Eid al-Fitr and Eid al-Adha (effective July 1, 2024; only paid if school is not in session – refer to school calendar)	

(b) When school is held on any of these days, all 12-month clerical employees will work on that day at straight time rates and receive a compensatory day.

(c) 12-month clerical employees will not be required to report for work on snow days and will not thereby suffer any deduction from their pay. If a 12-month employee works on a snow day when schools are closed, they will be entitled to a compensatory day to be taken at the discretion of their Supervisor.

(d) The twelve month (12) clerical staff is entitled to one holiday before New Year's Day and one holiday before Christmas, to be taken at the discretion of their Supervisor, and one full day for each day school is closed because of religious holidays.

(e) The Monday following Easter Sunday will be treated as a holiday only when and only if school is not in session. In the event that school is in session on the Monday following Easter Sunday, such Monday shall not be deemed, construed or be considered a holiday: In which event such Monday following Easter Sunday shall constitute an ordinary, regular workday.

Section 3: (a) Any employee will be entitled to a compensatory day, to be taken at the discretion of his/her supervisor, for a holiday not worked, if the holiday falls outside the employee's normal five-day work week, and if other employees are scheduled to work.

*(b) When school is held on Lincoln's or Washington's Birthday, 12-month clerical and buildings and grounds employees will be entitled to ONE day for President's Day and ONE additional day to be taken at a time mutually scheduled.

(c) Whenever a holiday falls on a Monday, buildings and grounds employees whose normal five-day work week runs from Tuesday through Saturday, will be granted the Tuesday following the holiday as their holiday.

Whenever a holiday falls on Saturday, buildings and grounds employees whose normal five-day work week runs from Monday through Friday will be granted a compensatory day to be taken at the discretion of the Director of School Facilities and Operations.

(d) Twelve (12) month clerical employees shall be given a compensatory day off for any holiday listed in Section 2 above which falls on a Saturday or Sunday and is not celebrated on the preceding Friday or the following Monday, as the case may be.

Section 4: All Buildings and Grounds employees required to work on his/her holiday will be paid at straight time for all hours worked, in addition to the pay for the holiday.

ARTICLE IX

VACATIONS

Section 1: Buildings and Grounds

With the conclusion of the first year of service, each regular member of the buildings and grounds staff, including twelve (12) month regular part-time employees, will be entitled to two (2) week summer vacation. New employees in service prior to July first and less than one year will be eligible for one day of vacation for each month of service not in excess of ten (10) working days in total. The schedule for vacations will be arranged by the Director of School Facilities and Operations and approved by the Superintendent. A vacation of more than two (2) weeks during the summer shall not be allowed. Seniority will be one of the factors in determining preferences and prevails only on first choice. After five (5) years of uninterrupted service in the District, a building and grounds employee, including twelve (12) month regular part-time employees, will be entitled to fifteen (15) working days' vacation, and twenty (20) working days after ten (10) years of service in the District; the last five (5) of those days may be taken only at a time agreed upon by Director of School Facilities and Operations and the employee. The total vacation period will not exceed twenty (20) school days. No vacation may be taken the two weeks preceding Labor Day, without approval of the Superintendent. Credit for a full year of service will be given if the service is completed by July first and not later than September thirtieth. Any person who separates

from the school district before the end of the school year will receive only pro-rated vacation time.

Section 2: Clerical

(a) With the conclusion of the first year of service, each member of the twelve (12) month clerical staff, including twelve (12) month regular part-time employees, will be entitled to ten (10) working days' vacation during the summer and five (5) working days during the school year. New employees in service prior to July first with less than one (1) year of service will be eligible for one (1) day of summer vacation for each month of service, not in excess of ten (10) working days in total. The schedule of vacations will be arranged by the Business Manager and approved by the Superintendent. Seniority will be one of the factors in determining preference. After each ten (10) years of uninterrupted service in the District, a member of the twelve (12) month clerical staff will be entitled to an additional five (5) working days of vacation. Credit for a full year of service in any school year will be given if service is completed between July first and September thirtieth. Part-time twelve (12) month employees, paid on an annual basis or working at least twenty (20) hours per week, will receive vacation time at a rate proportionate to that which the time they work bears to a full-time employee.

(b) Any person who separates from the school district before the end of the school year will receive only pro-rated vacation time.

Section 3: Buildings and Grounds and Clerical: If a holiday falls during vacation period for members of the twelve (12) month buildings and grounds and clerical staffs, including twelve (12) month regular part-time employees, the vacation will be either extended one day or taken at a later date at the discretion of the supervisor.

Section 4: Neither vacation time nor compensatory ("comp") time may be accrued beyond the end of any fiscal year. Any and all unused vacation time shall be deemed expired and extinguished

as of June 30 of each fiscal year. All members of the unit shall submit their proposed vacation schedule(s) on the District's prescribed forms, to their immediate supervisors for recommendation, which forms shall thereupon be forwarded to the assistant Superintendent for Business for consideration and then to the Superintendent for his/her final approval. All vacation schedules for members of the unit must be approved by the Superintendent of Schools or his/her designee.

Seniority among building and ground employees and seniority among twelve (12) month clerical employees shall be considered in determining employee vacation scheduling employees. In the event that an employee is requested, by administration, in writing, to forgo his/her vacation and such employee so agrees, and such vacation cannot be rescheduled prior to the end of that fiscal year, such employee shall be entitled to receive his/her vacation pay for the period worked, in addition to his/her regular pay for the period worked.

With the exception of the provisions of Article VII, Section 6, and Article VIII, Section 3, there shall be no granting of compensatory time in the absence of the written approval of the Superintendent or his/her designee. Any compensatory time accrued by any buildings or grounds employee pursuant to Article VII, Section 6 or any member of the unit pursuant to Article VIII, Section 3, must be used by the end of the fiscal year in which it was earned or, in the alternative, such employee shall receive payment therefore at straight time, in accordance with the salary schedule in effect at the time that it was earned.

ARTICLE X

SENIORITY, LAYOFF, RECALL, AND PROMOTION

Section 1: Seniority, based on the date of commencement of last employment, will be on the basis of group classification at all times.

Section 2: If layoffs become necessary, provisional and probationary employees within a group classification will be laid off before any permanent employee loses any time. If, after all provisional and probationary employees in a particular group have been laid off, other reductions in the work force are necessary, the Board will lay off in accordance with the principles of seniority within the group classification, (i.e., the last person hired shall be the first person laid off and last shall be the first person rehired).

Section 3: Before any new service employees are hired, the available job must first be offered to an employee laid off in the prior six (6) months by sending a written notice to the employee by certified mail, return receipt requested, directing him/her to return to work at a date and time not less than seven (7) days from the date of the mailing of such notice.

Section 4: Promotions: All openings for promotional positions and for positions paying higher salary differentials will be adequately publicized in every school or Bulletin Board and all qualified service personnel will be given reasonable opportunity to make application for such positions.

Section 5: The Board agrees to consult with the Association with respect to terms- and conditions of employment for any new job titles.

ARTICLE XI

TRANSFER, REASSIGNMENT, & WORK ABOVE TITLE

Section 1: The Board recognizes that frequent reassignment and/or transfer of service employees from one school to another is disruptive to the efficiency of the operation of the District and interferes with the optimum employee performance. Similarly, the Association recognizes that some flexibility in regard to employees' transfers must remain with the Administration.

Section 2: Lists of service employee vacancies and/or new service employee positions created in the District will be made available to all service employees. In filling such positions, where

practical, preference will be given to presently employed persons having the greater length of service in the District.

Section 3: When transfer or reassignment of employees becomes necessary, to the extent possible, the transfer or reassignment will be made on the basis of years of service to the District. All things being equal, those lowest in the service will be reassigned first.

Section 4: If any employee is required to work above his/her title for more than five (5) consecutive working days, except when the condition is caused by other employee's vacations, he/she will be paid at the rate of the higher title retroactively to the first day of such work.

ARTICLE XII

ABSENCES AND LEAVES

Section 1: Sick Leave

(a) In the event of sickness during the first year of service, service employees will be allowed twelve (12) days absence without deduction of salary for full-year employees. With each year of additional service, twelve (12) days will be added to the unused days, excluding the (12) days of the current year. New employees will be allowed sick leave at the rate of one (1) day per month for the remainder of the school year. At the end of each school year, any unused personal leave referred to in Section 2, paragraph (a) of the Article will be converted to and allowed as sick leave.

(b) Each employee, at the commencement of each school year, will be credited with the number of days of current and accumulated sick leave to which such employee is entitled as above provided, which shall in no event exceed one hundred eighty (180) days. In the event a person separates from the School District before the end of the school year, the current year's Sick Leave will be pro-rated at the rate of one (1) day for each month of service. No use of such leave

will be made except for bona fide illnesses requiring an employee to absent himself or herself from school. The Superintendent may require a statement or affidavit of the absentee, or medical certificate in respect to each such illness after three (3) days of consecutive Sick Leave. After six (6) days in a six (6) month period the District may request a doctor's certificate for each illness thereafter.

(c) Sick Leave used during the current year may not be replenished by unused leave from prior years in excess of leave credited to the employee in accordance with paragraph (b) above.

(d) In the event any CSEA unit member has become seriously ill or disabled for thirty (30) consecutive calendar days or more and has exhausted his/her sick leave allowance, other CSEA unit members may contribute sick leave days from their current year's sick leave for his use. Leave to be paid retroactively after thirty (30) day period has occurred to the first day after sick leave allowance has expired. The consecutive period requirement of the thirty (30) day period shall not be applied where the cause of absence is due to the same or related illness or disability.

(e) Effective July 1, 1981, after giving proper notice in writing to the District of an employee's intention to retire and also proper written notice to the applicable State Retirement Organization, such employee shall be eligible for an increase in current salary equivalent to one day of current pay for each two days of accumulated sick leave in the District. The increase in salary will be paid in a lump sum upon the date of retirement.

If death should occur after proper written notice is given the District by the employee but before actual retirement, such increase in salary to which the employee would have been entitled to receive will be paid to the employee's beneficiary, if designated otherwise to the estate of the employee. Effective November 15, 2023, the foregoing sentence shall be considered obsolete and

shall be removed from the successor collective bargaining agreement.

Effective July 1, 1981, after giving proper notice in writing to the District of an employee's intention to leave the employ of the District for reasons other than retirement, involuntary separation or request for resignation by the District, such employee shall be granted an increase in current salary equivalent to current pay for accumulated Sick Leave in the District in accordance with the following schedule or, at the option of the employee, be paid a lump sum payment therefor:

- i. For employees effective July 1, 1977, from more than (5) years of service and up to fifteen (15) years of service - 20% of accumulated Sick Leave.
- ii. From more than fifteen (15) years to and including twenty (20) years of service - 30% of accumulated Sick-Leave.
- iii. From more than twenty (20) years of service - 50% of accumulated Sick Leave.

If death should occur while in the employ of the District, such increase in salary to which the employee would have been entitled to receive will be paid to the employee's beneficiary, if designated, otherwise to the estate of the employee. Effective November 15, 2023, the foregoing sentence shall be considered obsolete and shall be removed from the successor collective bargaining agreement.

Effective November 15, 2023, the payment for sick leave at retirement or for reasons other than retirement shall be made as a non-elective employer contribution into the employee's 403(b) account.

(f) Regular part-time employees will receive Sick Leave and Personal Leave at a rate proportionate to that which the time they work bears to full time position.

Section 2: Leave for Personal Reasons

(a) Service employees will be allowed five (5) days leave without loss of salary in each school year for personal reasons. This leave is in addition to the Sick Leave referred to in Section 1 and will be non-cumulative. It will be pro-rated for employees whose employment in this District commences after the beginning of the school year. Any unused personal days shall be converted to sick days at the end of each school year.

(b) In addition to the five (5) days leave without loss of salary for personal reasons each employee shall be allowed up to two (2) additional days leave without loss of salary for bereavement for loss of the following members of his family: spouse, legal partner, children parent, natural, foster or step children, brother, sister, mother or father-in-law, sister-in-law, brother-in-law, grandparents, and any other relative.

(c) When days allowed for Sick Leave have expired due to illness, personal leave days may be substituted at the discretion of the Superintendent. However, Sick Leave may not be used for absences for personal reasons.

(d) Personal Leave days may not be used for a honeymoon during a non-vacation period.

(e) Regular part-time employees will receive Sick Leave and Personal Leave at a rate proportionate to that which the time they work bears to a full-time position.

Section 3: Jury Duty

Any absence due to Jury Duty will be considered an excused absence will not be charged against Sick or Personal Leave. In granting this paid leave the Board will pay the absentee performing such duty only part of his salary, the difference being made up by the employee's receipt of jury fees.

Section 4: Clerical Conferences

On a rotating basis to be determined by the CSEA Unit, subject to approval of the Superintendent of Schools, two clerical personnel will be allowed to attend conferences each school year. Two (2) days conference leave will be granted during school time. Reimbursement will be made for such a conference, not to exceed \$100 per person.

Section 5: Leaves of Absence

(a) Pregnancy and Childcare: Upon request, employees will be granted leaves of absence for pregnancy and childcare, without pay, not to exceed two (2) years and shall be reinstated in the same or comparable positions upon return.

(b) Leave for Personal Health and Family Hardship Service employees are eligible to request in writing leaves, without pay, not in excess of one (1) year in length for rest, restoration of health, or the alleviation of hardship involving themselves or their immediate family.

Section 6: Effective July 1, 2008, family medical leave shall be in accordance with District Policy # 4152.

ARTICLE XIII

HEALTH INSURANCE

Section 1: Effective July 1, 1992, the Board shall provide at its own cost and expense individual and family coverage pursuant to the EMPIRE Plan plus all possible enhancements in effect on July 1, 1992. Any member of the Association who is eligible for health insurance shall be responsible for and pay up to twenty-three percent (23%) of the annual the insurance premium in accordance with the following schedule:

<u>Unit members hired after March 13, 2018</u>	<u>23.00%</u>
<u>Unit members hired after March 10, 2016</u>	<u>20.00%</u>
<u>Unit members hired after July 1, 2012</u>	<u>16.00%</u>
<u>Unit members hired before July 1, 2012</u>	<u>14.00%</u>

Section 2: Upon an employee's retirement, however, the Board will thereafter pay 50% of the cost of the individual coverage and 35% of the cost of the family coverage.

Effective November 15, 2023, unit members who are employed as of November 15, 2023 who retire with no less than twenty (20) years of service to the District, shall have their contribution toward the District's health insurance program reduced by \$1,250.00 a year for ten (10) years following retirement or until age 65, whichever is sooner.

Section 3: A health insurance plan providing a total benefits package comparable to the plan in existence on June 30, 1993 or the plan at the time of the alternative proposal may be instituted by the District upon written notice to the Association, which notice shall include a copy of the plan including costs and premiums. The Association shall have sixty (60) days to review and analyze such plan. The District shall cooperate in providing all relevant information requested by the Association. Should the Association object to the institution of the new plan, the matter shall be submitted to an impartial panel which shall be appointed within sixty (60) days of the original date of Board presentation of the plan to the Association. The panel shall be comprised of three people with expertise in health insurance. Each party shall designate one member of the panel. These two members shall select the third. If they are unable to agree, the third member shall be selected through the procedures of the American Arbitration Association. The impartial panel shall have the authority to hold hearings and review submissions of the parties and shall render a decision sixty (60) days following their appointment. The decision of the panel shall be final and binding on the District and the Association. The new plan shall not become effective unless and until either the Association agrees that benefits are comparable, or the impartial panel so holds.

Section 4: Employees shall have the option to withdraw from participation in the Health Insurance Plan or change coverage from family to individual. Employees who exercise these

options must notify the Board in writing by May 1st of their intentions. An employee who exercises the option to withdraw shall receive two (2) payments totaling 30% of the premium. Those employees who exercise the option to change from family to individual coverage shall likewise receive two (2) payments totaling 30% of the difference between the premiums. Payment for half of the amount will occur in the first paycheck in January and the other half in the last paycheck in June.

Section 5: Employees who have withdrawn from the District's Health Insurance Plan shall, upon request, be reinstated to coverage under the District's Health Insurance Plan subject to the rules and regulations of the Health Insurance Plan in effect. If the employee requests reinstatement during a school year, the employee shall receive a prorated portion of the amount designated in Section 4. This change can be made once a year.

Section 6: Upon the execution hereof, any new employee whose spouse is working in the District, or is working elsewhere in the State of New York for a public employer, and who is afforded family coverage under the Empire Plan or its successor, shall not be eligible to receive the health insurance benefits hereunder. However, should the spouse be required to contribute to the cost of paying the premium for said coverage, the District will reimburse the employee accordingly, but in no event should that reimbursement exceed the amount of money the District pays employees who exercise the option to change from family coverage to individual coverage, as set forth herein. Should such employee's spouse no longer be afforded the aforesaid coverage, the employee shall be entitled to the health insurance benefits hereunder pursuant to the rules and regulation of the Empire plan or its successor.

ARTICLE XIV

DENTAL INSURANCE

In each year of this Agreement, the Board shall pay the full monthly premium for individual dental insurance coverage for each employee.

ARTICLE XV

RETIREMENT BENEFIT

Section 1: The Board agrees to continue to provide the service employees with the retirement plan of the New York State Employees Retirement System under Section 75-i.

Section 2: Subject to the approval of the New York State Employees' Retirement System, members who retire from the District shall be entitled to one day of additional service credit for each day of accumulated sick leave which he or she has at the time of retirement for service, but such credit shall not exceed ninety (90) days, it being the intention of the parties that retiring members be given the benefit of Retirement & Social Security Law Section 41(j) with, however, a contractual limitation of the aforementioned ninety (90) day period.

ARTICLE XVI

WORKER'S COMPENSATION

An employee on Worker's Compensation will be paid his/her full salary for the first ninety (90) days of time lost, and will thereafter be placed on Sick Leave, if any. Section 2: If an employee becomes entitled to weekly benefits under the Worker's Compensation Law for any period*for which he/she has received salary, including Sick Leave, the Board will be entitled to receive credit against the employee's salary for these weekly benefits, but pro-rate the Sick Leave to the employee's credit depending upon the amount of money received from the compensation carrier.

ARTICLE XVII

GENERAL CONDITIONS

Section 1: In the event a buildings and grounds employee is absent, the other personnel on the shift will perform the necessary work to the best of their abilities. In the event the work is not completed during the regular work period, the buildings and grounds employees agree to complete the work as directed by the supervisor on overtime at time and one-half.

Section 2: It will be the duty of members of the Unit to see that all working conditions are safe from unnecessary hazards. Unsafe and hazardous conditions should be reported to the school Principal or his/her designee, for appropriate action.

Section 3: Vehicle Operation

(a) Service employees shall not be required to use their personal vehicle on District business.

(b) If employees use their personal vehicles in order to do their duties, they shall receive a mileage reimbursement equivalent to the amount authorized by the Internal Revenue Service regulations at the time the mileage was accumulated

(c) A vehicle will be considered as defective when it is unable to pass the New York State Motor Vehicle Inspection.

Section 4: Breaks

All full-time service employees will receive a break not in excess of fifteen (15) minutes in the morning and in the afternoon. There will be similar provisions for the evening shift.

Break and/or lunch time cannot be accumulated for purposes of accruing compensatory ("comp") time or vacation time in the absence of the written approval of the Superintendent or his/her designee.

Section 5: Uniforms

(a) Those members of the Association who are assigned as cleaners, maintainers, custodians, bus driver messengers, and groundskeepers (“facilities staff”) shall be provided uniforms by the District at no expense to the Association or its members. Members issued uniforms shall be required to clean and maintain said uniforms.

(b) Association members on the facilities staff shall, on an annual basis, be furnished with three (3) pairs of pants, three (3) button down or golf-style shirts with pocket, three (3) t-shirts to be utilized only when school is not in session, and one pair of work shoes not to exceed the sum of \$150. Effective November 15, 2023, this subparagraph shall be considered obsolete and shall be removed from the successor collective bargaining agreement.

(c) Effective November 15, 2023, Association members on the facilities staff shall, on an annual basis, receive a \$400.00 stipend to be spent on uniforms (\$150.00 for shoes and \$250.00 for clothing). The uniform items may be of each individual’s own choosing but are subject to supervisor approval.

(c) Wherever practicable, the district shall provide uniforms for the Head Custodians, Custodians, Full time Cleaners, Full time Maintainer, Groundskeeper, Bus Driver Messenger and the regular part-time Maintenance Person by September 1st during each year of the contract, to the following extent, and subject to the following conditions:

(i) All facilities staff members shall be entitled to one (1) of the following uniform items: one (1) windbreaker or sweat-jacket, or one (1) set of foul weather rain gear (i.e., "yellow suit"); or one (1) winter coat, at no expense to the member or the Association. These items may be exchanged for a

replacement upon return and inspection by the District of the member's existing item in cases where the item has become worn out.

- (ii) The District agrees to make uniform items available during a member's probationary period, however, members are responsible for returning all issued uniforms items prior to termination or separation from the District prior to receipt of a final paycheck, together with any other outstanding District property such as identification card and keys.
- (iii) Any adjustments to any District issued uniform item due to a member's mistake as to size, texture, fit, style or- embroidery may result in a charge to the member for the correct replacement item(s).
- (iv) All uniforms are to be cleaned and maintained by the employee.
- (v) The District agrees to consult with the Head Custodians prior to purchase of uniforms by the District as provided above. The District agrees that to the extent possible, within the limits of the budgetary allotment for uniforms, to provide uniforms of a quality satisfactory to the Custodians.

Section 6: "ID" Cards shall be issued to all employees.

Section 7: Personnel Files

Upon request by a service employee, he/she will be permitted to examine his/her official employment and personnel file.

Section 8: Assistance in Assault or Civil Case

(a) Service employees will immediately submit a written report of any incident involving accident and/or assault suffered by a service employee and/or civil action filed against any said employee in connection with his/her employment. Service employees, within ten (10)

days from the time served with any summons, complaint, process, notice or demand or pleading that pertains to employment deliver the original or a copy of the same to the Superintendent. The Superintendent will give written acknowledgment of each report within a reasonable time thereafter.

(b) The Board carries insurance protecting the legal liability of the Board and its employees as more particularly described in the policy. Therefore, any such notice will be referred to the Liability Insurance Company, which will have the obligation to proceed with the handling of the matter pursuant to the terms of its contract with the Board.

Section 9: All members of the unit will be accorded the same rights with respect to removal and other disciplinary action as each other as set forth in Section 75 of the Civil Service Law as such provision now exists or as same may hereafter be amended.

ARTICLE XVIII

GRIEVANCE PROCEDURE

Section 1: The parties adopt the grievance procedure contained in Article IX of the Board's By-Laws, attached to this Agreement as Appendix C. Members of the unit shall be entitled to union representation in connection with the grievance procedure.

ARTICLE XIX

403B PLAN

To the extent that the Association membership or any member(s) thereof shall elect either an elective or non-elective 403b plan, the parties agree that neither the Board nor the District is in any way responsible for the tax ramifications resulting there from and the Board and District shall be held harmless from any claim, loss or damage resulting there from.

ARTICLE XX

LEGISLATIVE ACTION

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.

ARTICLE XXI

MERGER AND FINALITY

Section 1: This Agreement represents the entire understanding of the parties and there are no promises or representations made or intended other than those set forth herein that can add to, change or modify a provision of this Agreement. The parties hereto have had a full and complete opportunity to negotiate and present proposals and counter proposals. It is, accordingly, agreed that during the term of the Agreement, neither party is bound to negotiate any addition to, change, or modification of this Agreement provided for above. It is further agreed that in the event any provision of this Agreement is declared invalid or if a change in the Agreement is required by law, the parties will negotiate the same in good faith and incorporate it into the Agreement.

Section 2: Before the Board adopts a change in policy, which affects salaries, fringe benefits or working conditions, which are not covered by the terms of this contract, the Board will grant the Association an opportunity to present its views on the policy change before it is announced to the public. The Board agrees to give due consideration to such views in arriving at its decisions on any such policy change. However, no change will be made unless consented to in writing by both parties.

ARTICLE XXII

SNOW REMOVAL

Section 1: Snow removal for all Buildings and Grounds staff is mandatory.

Section 2: Staff shall be paid at a rate of time and ½ for such work completed outside of regular work hours. The foregoing is considered obsolete effective November 15, 2023, and shall be removed from the successor collective bargaining agreement.

Section 3: Effective November 15, 2023, buildings and grounds staff working on snow days when school buildings are closed will be guaranteed a minimum of three (3) hours pay for the period of time they are working onsite. For snow removal performed onsite on a weekday (when school buildings are closed) and Saturday, the rate for such work shall be time and one-half (1½) and on Sunday it shall be double time. If an employee calls out sick on a day in which snow removal is required, the employee must present a doctor's note.

ARTICLE XXIII

TERM OF AGREEMENT

The term of this Agreement shall be six (6) years from July 1, 2021 through June 30, 2027.

IN WITNESS WHEREOF, THE PARTIES HEREUNTO SET THEIR HAND AND

SEAL:

**NORTH MERRICK UNION FREE
SCHOOL DISTRICT**

X Meg Ryan
Megan Ryan, Esq.
President, Board of Education

10/15/24
Date

Cynthia Seniuk
Cynthia Seniuk, Ed.D.
Superintendent of Schools

9/25/24
Date

**CIVIL SERVICE EMPLOYEES
ASSOCIATION, LOCAL 1000,
AFSCME, AFL-CIO**

Babette Nicosia
Babette Nicosia
President, Association

9/25/24
Date

Patrick Nagleri
Patrick Nagleri
CSEA Labor Relations Specialist

09/25/24
Date

APPENDIX A

SALARY INFORMATION

A. Salary Payments:

1) Members of the CSEA Unit shall be paid biweekly on every other Friday (or Thursday if Friday is a recognized holiday). Deductions as required by law shall be taken from these payments.

2) If employment is terminated prior to the end of the school year, the total amount to be paid shall be determined by the final day of service.

B. A differential of five percent (5%) per hour shall be paid to any full-time Buildings and Grounds employee assigned to a steady night shift.

C. A Custodian (not a cleaner) who fills in for a Head Custodian for five or more consecutive days will be paid at the Head Custodian rate, retroactive to the first day.

APPENDIX B

NEW YORK STATE DISABILITY PLAN

By mutual agreement of the North Merrick Union Free School District and the North Merrick Unit of the Civil Service Employees Association, all of the members of the North Merrick Unit shall participate in the New York State Disability Plan. Bi-weekly payroll deductions of one dollar and twenty cents (\$1.20) shall be taken from the members' salaries, and the District shall forward these monies, in satisfaction of the premium.

Members will be covered by the plan during their contracted period of employment, i.e., a twelve (12) month employee will be covered for twelve (12) months.

District participation in the Disability Plan shall commence upon approval of application and receipt of same by the District. Any discontinuance of the District's participation in the Disability Plan shall be by mutual agreement and consent of the CSEA and the District.

APPENDIX C

GRIEVANCE PROCEDURE

Section 1: In order to continue harmonious and cooperative relationships between the District and its employees, it is hereby declared to be the purpose of these By-Laws to provide for the settlement of certain differences between employees and their employers through procedures under which employees may present grievances, free from coercion, interferences, restraint, discrimination or reprisal. Members of the unit shall be entitled to union representation in connection with the grievance procedure.

A grievance may be presented by either an employee who is a member of the collective bargaining unit or by the Association.

The provisions of these By-Laws shall be liberally construed for the accomplishment of this purpose.

Section 2: Definitions: As used herein, the following terms shall have the following meanings:

- (a) "Employer" shall mean the School District.
- (b) "Employee" shall mean any person directly employed and compensated by the District.
- (c) "Supervisor" shall mean any person, regardless of title, who is assigned to exercise any level of supervisory responsibility over school employees. The employee's immediate supervisor, in ascending order, shall be as follows:
 - (d) Buildings and Grounds: Custodian, Head Custodian, Director of School Facilities and Operations, Building Principal, Superintendent of Schools.
 - (e) Office Employees: Office employee, Business Manager or Director of School Facilities and Operations, Building Principal, Superintendent of Schools. Supervisory employees

will follow the same procedure through their immediate supervisors. (The informal stage shall comprise the Supervisory personnel up to the Superintendent of Schools.)

(f) "Grievance" shall mean any claimed violation by an employee as to the misinterpretation or inequitable application of the existing laws, rules, procedures, regulations, administrative orders or work rules of the School District, which relate to or involve employee health or safety; physical facilities, materials or equipment furnished to employees, or supervision of employees; provided, however, that such term shall not include any matter involving an employee's rate of compensation, retirement benefits, disciplinary proceeding or any matter which is otherwise reviewable pursuant to law or any rules or regulations having the force and effect of law.

Section 3: Basic Standards and Principles

(a) Every employee shall have the right to present his grievance to his employer in accordance with the provisions of this article, free from interference, coercion, restraint, discrimination or reprisal. The grievance procedure established under this article shall provide the right for all parties to be represented at all stages thereof.

(b) It shall be a fundamental responsibility of superiors at all levels, commensurate with the authority delegated to them by their supervisors, promptly to consider and take appropriate action upon grievances presented to them by employees under their supervision. To such extent as is practicable, appropriate authority shall be delegated to such supervisors to enable them to carry out the purposes of this article.

Section 4: Grievances; Procedural Requirements; Appeals

(a) The first procedural stage shall consist of the employee's presentation of his grievance to his immediate supervisor or supervisors. The first procedural step must be

commenced by an employee within fourteen (14) working days after the occurrence of the incident or knowledge of the incident complained of, whichever is later. The discussion and resolution of grievances at the first stage shall be on an informal and oral basis. If such grievance is not satisfactorily resolved at the first stage within five (5) working days of the presentation of the grievance, such employee may proceed to the second stage. In the event it becomes necessary to carry the grievance, such employee may proceed to the second stage. In the event it becomes necessary to carry the grievance to the next immediate supervisor(s), as listed in Section 2, paragraph (c), such procedures shall remain informal.

(b) The second procedural stage shall be instituted by the employee or the Association within ten (10) working days of the completion of the first procedural stage. It shall consist of a request by the aggrieved employee for a review and determination of his grievance by the Superintendent of Schools. In such case, the aggrieved employee and his immediate supervisor or supervisors shall submit to the Superintendent of Schools a written statement setting forth the specific nature of the grievance and the facts relating thereto. Thereupon, the Superintendent of Schools shall, at the request of the employee, hold an informal hearing within ten (10) working days at which the employee may appear and present oral and written statements or arguments. The final determination of the second stage of such grievance proceeding shall be made by the Superintendent of Schools in writing within ten (10) working days after the completion of the presentation of the grievance. If such grievance is not satisfactorily resolved at the second stage, such employees may proceed to the third stage.

(c) The third procedural stage shall be instituted by the employees within ten (10) working days of the completion of the second procedural stage. It shall consist of a written request by the aggrieved employee for a review and determination of his/her grievance by the Board of

Education. In such case the aggrieved employee and the Superintendent of Schools shall submit within ten (10) working days a written statement setting forth the specific nature of the grievance and the facts relating thereto. Thereupon, the Board of Education shall hold a hearing.

1. Any such hearing may be conducted by any members of the Board designated by the Board to act on its behalf; provided, however, that if less than the full board presides at such a hearing, the member or members thereof conducting such hearing, shall render a report thereon to the full Board and the full Board shall thereupon make its report.

2. The report of the Board shall contain a statement of the Board's findings of fact, conclusions and advisory recommendations. The Board shall send a copy of its report to each employee involved, his representatives, his representatives, if any, the immediate supervisor and to the Superintendent of Schools. The decision of the Board shall be made not later than the second regular monthly Board meeting after receipt of appeal.

APPENDIX D

SALARY SCHEDULES

2021-2022

Step	Typist Clerk	Sr. Typist Clerk	Acct Clerk Steno	Princ Acct Clerk	Sen Acct Clerk	Custodian	Grounds Keeper/Maintainer	Head Custodian	Full Time Cleaner	Hourly Cleaner	PT Maint
1	\$35,790	\$37,308	\$40,350	\$44,590	\$43,379	\$50,254	\$53,266	\$57,791	\$38,109	\$18.31	\$21.81
2	\$37,219	\$38,734	\$41,762	\$46,015	\$44,802	\$51,517	\$54,614	\$59,246	\$38,624	\$18.52	\$22.34
3	\$38,636	\$40,147	\$43,171	\$47,436	\$46,234	\$52,778	\$55,945	\$60,697	\$39,129	\$18.80	\$22.66
4	\$40,051	\$41,561	\$44,587	\$48,860	\$47,664	\$54,041	\$57,292	\$62,152	\$39,639	\$19.04	\$22.99
5	\$41,470	\$42,978	\$45,998	\$50,288	\$49,091	\$55,304	\$58,627	\$63,605	\$40,147	\$19.27	\$23.30
6	\$42,883	\$44,392	\$47,411	\$51,710	\$50,522	\$56,573	\$59,967	\$65,057	\$40,661	\$19.53	\$23.62
7	\$44,300	\$45,809	\$48,828	\$53,134	\$51,947	\$57,834	\$61,304	\$66,510	\$41,165	\$19.76	\$23.96
8	\$45,714	\$47,221	\$50,240	\$54,549	\$53,379	\$59,100	\$62,646	\$67,959	\$41,675	\$20.03	\$24.30
9	\$47,131	\$48,637	\$51,648	\$55,986	\$54,808	\$60,362	\$63,988	\$69,414	\$42,190	\$20.29	\$24.62
10	\$48,547	\$50,053	\$53,064	\$57,407	\$56,243	\$61,629	\$65,321	\$70,865	\$42,689	\$20.53	\$24.92
11	\$49,963	\$51,467	\$54,476	\$58,829	\$57,667	\$62,889	\$66,666	\$72,317	\$43,201	\$20.73	\$25.27
12	\$51,383	\$52,883	\$55,887	\$60,255	\$59,096	\$64,148	\$68,000	\$73,163	\$43,711	\$21.03	\$25.62
13	\$52,800	\$54,299	\$57,302	\$61,676	\$60,525	\$65,420	\$69,341	\$75,827	\$44,224	\$21.24	\$25.95
14	\$54,210	\$55,715	\$58,713	\$63,107	\$61,952	\$66,685	\$70,682	\$76,676	\$44,729	\$21.52	\$26.25
15	\$55,626	\$57,130	\$60,127	\$64,525	\$63,380	\$67,945	\$72,018	\$78,127	\$45,235	\$21.70	\$26.83
16	\$57,047	\$58,547	\$61,538	\$65,953	\$64,811	\$69,209	\$73,357	\$79,598	\$45,751	\$21.98	\$27.12
17	\$58,464	\$59,958	\$62,954	\$67,378	\$66,240	\$70,471	\$74,699	\$81,053	\$46,255	\$22.23	\$27.87
18	\$59,883	\$61,373	\$64,368	\$68,801	\$67,670	\$71,734	\$76,040	\$82,509	\$46,762	\$22.47	\$28.63
19	\$60,482	\$61,988	\$65,012	\$69,488	\$68,347	\$72,452	\$76,800	\$83,334	\$47,231	\$22.70	\$28.92
20	\$61,087	\$62,608	\$65,663	\$70,184	\$69,031	\$73,177	\$77,568	\$84,168	\$47,704	\$22.94	\$29.22

APPENDIX D

SALARY SCHEDULES

2022-2023

Step	Typist Clerk	Sr. Typist Clerk	Acct Clerk Steno	Princ Acct Clerk	Sen Acct Clerk	Custodian	Grounds Keeper/Maintainer	Head Custodian	Full Time Cleaner	Hourly Cleaner	PT Maint
1	\$36,506	\$38,055	\$41,157	\$45,482	\$44,247	\$51,260	\$54,332	\$58,947	\$38,872	\$18.68	\$22.24
2	\$37,964	\$39,509	\$42,598	\$46,936	\$45,699	\$52,548	\$55,707	\$60,431	\$39,397	\$18.89	\$22.78
3	\$39,409	\$40,950	\$44,035	\$48,385	\$47,159	\$53,834	\$57,064	\$61,911	\$39,912	\$19.17	\$23.11
4	\$40,853	\$42,393	\$45,479	\$49,838	\$48,618	\$55,122	\$58,438	\$63,396	\$40,432	\$19.42	\$23.45
5	\$42,300	\$43,838	\$46,918	\$51,294	\$50,073	\$56,411	\$59,800	\$64,878	\$40,950	\$19.65	\$23.77
6	\$43,741	\$45,280	\$48,360	\$52,745	\$51,533	\$57,705	\$61,167	\$66,359	\$41,475	\$19.92	\$24.09
7	\$45,186	\$46,726	\$49,805	\$54,197	\$52,986	\$58,991	\$62,531	\$67,841	\$41,989	\$20.16	\$24.43
8	\$46,629	\$48,166	\$51,245	\$55,640	\$54,447	\$60,282	\$63,899	\$69,319	\$42,509	\$20.43	\$24.79
9	\$48,074	\$49,610	\$52,681	\$57,106	\$55,905	\$61,570	\$65,268	\$70,803	\$43,034	\$20.70	\$25.11
10	\$49,518	\$51,055	\$54,126	\$58,556	\$57,368	\$62,862	\$66,628	\$72,283	\$43,543	\$20.94	\$25.42
11	\$50,963	\$52,497	\$55,566	\$60,006	\$58,821	\$64,147	\$68,000	\$73,764	\$44,066	\$21.14	\$25.77
12	\$52,411	\$53,941	\$57,005	\$61,461	\$60,278	\$65,431	\$69,360	\$74,627	\$44,586	\$21.45	\$26.13
13	\$53,856	\$55,385	\$58,449	\$62,910	\$61,736	\$66,729	\$70,728	\$77,344	\$45,109	\$21.67	\$26.47
14	\$55,295	\$56,830	\$59,888	\$64,370	\$63,192	\$68,019	\$72,096	\$78,210	\$45,624	\$21.95	\$26.78
15	\$56,739	\$58,273	\$61,330	\$65,816	\$64,648	\$69,304	\$73,459	\$79,690	\$46,140	\$22.14	\$27.36
16	\$58,188	\$59,718	\$62,769	\$67,273	\$66,108	\$70,594	\$74,825	\$81,190	\$46,667	\$22.42	\$27.66
17	\$59,634	\$61,158	\$64,214	\$68,726	\$67,565	\$71,881	\$76,193	\$82,675	\$47,181	\$22.68	\$28.43
18	\$61,081	\$62,601	\$65,656	\$70,178	\$69,024	\$73,169	\$77,561	\$84,160	\$47,698	\$22.92	\$29.20
19	\$61,692	\$63,228	\$66,313	\$70,878	\$69,714	\$73,902	\$78,336	\$85,001	\$48,176	\$23.16	\$29.50
20	\$62,309	\$63,861	\$66,977	\$71,588	\$70,412	\$74,641	\$79,120	\$85,852	\$48,659	\$23.40	\$29.81

APPENDIX D

SALARY SCHEDULES

2023-2024

Step	Typist Clerk	Sr. Typist Clerk	Acct Clerk Steno	Princ Acct Clerk	Sen Acct Clerk	Custodian	Grounds Keeper/ Maintainer	Head Custodian	Full Time Cleaner	Hourly Cleaner	PT Maint
1	\$37,237	\$38,817	\$41,981	\$46,392	\$45,132	\$52,286	\$55,419	\$60,126	\$39,650	\$19.05	\$22.69
2	\$38,724	\$40,300	\$43,450	\$47,875	\$46,613	\$53,599	\$56,822	\$61,640	\$40,185	\$19.27	\$23.24
3	\$40,198	\$41,769	\$44,916	\$49,353	\$48,103	\$54,911	\$58,206	\$63,150	\$40,711	\$19.56	\$23.57
4	\$41,671	\$43,241	\$46,389	\$50,835	\$49,591	\$56,225	\$59,607	\$64,664	\$41,241	\$19.81	\$23.92
5	\$43,146	\$44,715	\$47,857	\$52,320	\$51,075	\$57,540	\$60,996	\$66,176	\$41,769	\$20.05	\$24.24
6	\$44,616	\$46,186	\$49,328	\$53,800	\$52,564	\$58,860	\$62,391	\$67,687	\$42,305	\$20.32	\$24.58
7	\$46,090	\$47,661	\$50,802	\$55,281	\$54,046	\$60,171	\$63,782	\$69,198	\$42,829	\$20.56	\$24.92
8	\$47,562	\$49,130	\$52,270	\$56,753	\$55,536	\$61,488	\$65,177	\$70,706	\$43,360	\$20.84	\$25.28
9	\$49,036	\$50,603	\$53,735	\$58,249	\$57,024	\$62,802	\$66,574	\$72,220	\$43,895	\$21.11	\$25.62
10	\$50,509	\$52,077	\$55,209	\$59,728	\$58,516	\$64,120	\$67,961	\$73,729	\$44,414	\$21.36	\$25.93
11	\$51,983	\$53,547	\$56,678	\$61,207	\$59,998	\$65,430	\$69,360	\$75,240	\$44,948	\$21.56	\$26.29
12	\$53,460	\$55,020	\$58,146	\$62,691	\$61,484	\$66,740	\$70,748	\$76,120	\$45,478	\$21.88	\$26.66
13	\$54,934	\$56,493	\$59,618	\$64,169	\$62,971	\$68,064	\$72,143	\$78,891	\$46,012	\$22.10	\$27.00
14	\$56,401	\$57,967	\$61,086	\$65,658	\$64,456	\$69,380	\$73,538	\$79,775	\$46,537	\$22.39	\$27.31
15	\$57,874	\$59,439	\$62,557	\$67,133	\$65,941	\$70,691	\$74,929	\$81,284	\$47,063	\$22.58	\$27.91
16	\$59,352	\$60,913	\$64,025	\$68,619	\$67,431	\$72,006	\$76,322	\$82,814	\$47,601	\$22.87	\$28.21
17	\$60,827	\$62,382	\$65,499	\$70,101	\$68,917	\$73,319	\$77,717	\$84,329	\$48,125	\$23.13	\$29.00
18	\$62,303	\$63,854	\$66,970	\$71,582	\$70,405	\$74,633	\$79,113	\$85,844	\$48,652	\$23.38	\$29.79
19	\$62,926	\$64,493	\$67,640	\$72,296	\$71,109	\$75,381	\$79,903	\$86,702	\$49,140	\$23.62	\$30.09
20	\$63,556	\$65,139	\$68,317	\$73,020	\$71,821	\$76,134	\$80,703	\$87,570	\$49,633	\$23.87	\$30.40

APPENDIX D

SALARY SCHEDULES

2024-2025

Step	Typist Clerk	Sr. Typist Clerk	Acct Clerk Steno	Princ Acct Clerk	Sen Acct Clerk	Custodian	Grounds Keeper/Maintainer	Head Custodian	Full Time Cleaner	Hourly Cleaner	PT Maint
1	\$38,355	\$39,982	\$43,241	\$47,784	\$46,486	\$53,855	\$57,082	\$61,930	\$40,840	\$19.63	\$23.37
2	\$39,886	\$41,509	\$44,754	\$49,312	\$48,012	\$55,207	\$58,527	\$63,490	\$41,391	\$19.85	\$23.94
3	\$41,404	\$43,023	\$46,264	\$50,834	\$49,547	\$56,559	\$59,953	\$65,045	\$41,933	\$20.14	\$24.28
4	\$42,922	\$44,539	\$47,781	\$52,361	\$51,079	\$57,912	\$61,396	\$66,604	\$42,479	\$20.40	\$24.64
5	\$44,441	\$46,057	\$49,293	\$53,890	\$52,608	\$59,267	\$62,826	\$68,162	\$43,023	\$20.65	\$24.97
6	\$45,955	\$47,572	\$50,808	\$55,414	\$54,141	\$60,626	\$64,263	\$69,718	\$43,575	\$20.93	\$25.31
7	\$47,473	\$49,091	\$52,327	\$56,940	\$55,668	\$61,977	\$65,696	\$71,274	\$44,114	\$21.18	\$25.67
8	\$48,989	\$50,604	\$53,839	\$58,456	\$57,203	\$63,333	\$67,133	\$72,828	\$44,661	\$21.46	\$26.04
9	\$50,508	\$52,122	\$55,348	\$59,997	\$58,735	\$64,687	\$68,572	\$74,387	\$45,212	\$21.74	\$26.39
10	\$52,025	\$53,640	\$56,866	\$61,520	\$60,272	\$66,044	\$70,000	\$75,941	\$45,747	\$22.00	\$26.71
11	\$53,543	\$55,154	\$58,379	\$63,044	\$61,798	\$67,393	\$71,441	\$77,498	\$46,297	\$22.21	\$27.07
12	\$55,064	\$56,671	\$59,891	\$64,572	\$63,329	\$68,743	\$72,871	\$78,404	\$46,843	\$22.53	\$27.46
13	\$56,583	\$58,188	\$61,407	\$66,095	\$64,861	\$70,106	\$74,308	\$81,258	\$47,393	\$22.77	\$27.81
14	\$58,094	\$59,707	\$62,919	\$67,628	\$66,390	\$71,462	\$75,745	\$82,169	\$47,934	\$23.06	\$28.13
15	\$59,611	\$61,223	\$64,434	\$69,147	\$67,920	\$72,812	\$77,177	\$83,723	\$48,475	\$23.26	\$28.75
16	\$61,133	\$62,741	\$65,946	\$70,678	\$69,454	\$74,167	\$78,612	\$85,299	\$49,030	\$23.55	\$29.06
17	\$62,652	\$64,254	\$67,464	\$72,205	\$70,985	\$75,519	\$80,049	\$86,859	\$49,569	\$23.82	\$29.87
18	\$64,173	\$65,770	\$68,980	\$73,730	\$72,518	\$76,872	\$81,487	\$88,420	\$50,112	\$24.08	\$30.68
19	\$64,814	\$66,428	\$69,670	\$74,465	\$73,243	\$77,643	\$82,301	\$89,304	\$50,615	\$24.33	\$31.00
20	\$65,463	\$67,094	\$70,367	\$75,211	\$73,976	\$78,419	\$83,125	\$90,198	\$51,122	\$24.58	\$31.32

APPENDIX D

SALARY SCHEDULES

2025-2026

Step	Typist Clerk	Sr. Typist Clerk	Acct Clerk Steno	Princ Acct Clerk	Sen Acct Clerk	Custodian	Grounds Keeper/ Maintainer	Head Custodian	Full Time		PT Maint
									Cleaner	Cleaner	
1	\$39,506	\$41,182	\$44,539	\$49,218	\$47,881	\$55,471	\$58,795	\$63,788	\$42,066	\$20.21	\$24.07
2	\$41,083	\$42,755	\$46,097	\$50,792	\$49,453	\$56,864	\$60,283	\$65,395	\$42,633	\$20.44	\$24.65
3	\$42,647	\$44,314	\$47,652	\$52,360	\$51,034	\$58,256	\$61,752	\$66,997	\$43,191	\$20.75	\$25.01
4	\$44,210	\$45,876	\$49,215	\$53,932	\$52,612	\$59,650	\$63,238	\$68,603	\$43,754	\$21.01	\$25.38
5	\$45,775	\$47,439	\$50,772	\$55,507	\$54,187	\$61,046	\$64,711	\$70,207	\$44,314	\$21.27	\$25.72
6	\$47,334	\$49,000	\$52,333	\$57,077	\$55,766	\$62,445	\$66,191	\$71,810	\$44,883	\$21.56	\$26.07
7	\$48,898	\$50,564	\$53,897	\$58,649	\$57,339	\$63,837	\$67,667	\$73,413	\$45,438	\$21.81	\$26.44
8	\$50,459	\$52,123	\$55,455	\$60,210	\$58,920	\$65,233	\$69,147	\$75,013	\$46,001	\$22.10	\$26.82
9	\$52,024	\$53,686	\$57,009	\$61,797	\$60,498	\$66,628	\$70,630	\$76,619	\$46,569	\$22.40	\$27.18
10	\$53,586	\$55,250	\$58,572	\$63,366	\$62,081	\$68,026	\$72,100	\$78,220	\$47,120	\$22.66	\$27.51
11	\$55,150	\$56,809	\$60,131	\$64,936	\$63,652	\$69,415	\$73,585	\$79,823	\$47,686	\$22.88	\$27.89
12	\$56,716	\$58,372	\$61,688	\$66,510	\$65,229	\$70,806	\$75,058	\$80,757	\$48,249	\$23.21	\$28.28
13	\$58,281	\$59,934	\$63,250	\$68,078	\$66,807	\$72,210	\$76,538	\$83,696	\$48,815	\$23.45	\$28.65
14	\$59,837	\$61,499	\$64,807	\$69,657	\$68,382	\$73,606	\$78,018	\$84,635	\$49,373	\$23.75	\$28.98
15	\$61,400	\$63,060	\$66,368	\$71,222	\$69,958	\$74,997	\$79,493	\$86,235	\$49,930	\$23.96	\$29.61
16	\$62,967	\$64,624	\$67,925	\$72,799	\$71,538	\$76,393	\$80,971	\$87,858	\$50,501	\$24.26	\$29.93
17	\$64,532	\$66,182	\$69,488	\$74,372	\$73,115	\$77,785	\$82,451	\$89,465	\$51,057	\$24.54	\$30.77
18	\$66,099	\$67,744	\$71,050	\$75,942	\$74,694	\$79,179	\$83,932	\$91,073	\$51,616	\$24.81	\$31.60
19	\$66,759	\$68,421	\$71,761	\$76,699	\$75,441	\$79,973	\$84,771	\$91,984	\$52,134	\$25.06	\$31.93
20	\$67,427	\$69,107	\$72,479	\$77,468	\$76,196	\$80,772	\$85,619	\$92,904	\$52,656	\$25.32	\$32.26

APPENDIX D

SALARY SCHEDULES

2026-2027

Step	Typist Clerk	Sr. Typist Clerk	Acct Clerk Steno	Princ Acct Clerk	Sen Acct Clerk	Custodian	Grounds Keeper/Maintainer	Head Custodian	Full Time Cleaner		PT Maint
									Cleaner	Cleaner	
1	\$40,592	\$42,315	\$45,764	\$50,571	\$49,198	\$56,996	\$60,412	\$65,542	\$43,223	\$20.77	\$24.73
2	\$42,213	\$43,931	\$47,365	\$52,189	\$50,813	\$58,428	\$61,941	\$67,193	\$43,805	\$21.01	\$25.33
3	\$43,820	\$45,533	\$48,962	\$53,800	\$52,437	\$59,858	\$63,450	\$68,839	\$44,379	\$21.32	\$25.70
4	\$45,426	\$47,138	\$50,568	\$55,415	\$54,059	\$61,290	\$64,977	\$70,490	\$44,957	\$21.59	\$26.07
5	\$47,034	\$48,744	\$52,168	\$57,033	\$55,677	\$62,725	\$66,491	\$72,138	\$45,533	\$21.85	\$26.43
6	\$48,636	\$50,348	\$53,772	\$58,647	\$57,300	\$64,162	\$68,011	\$73,785	\$46,117	\$22.15	\$26.79
7	\$50,243	\$51,955	\$55,379	\$60,262	\$58,916	\$65,593	\$69,528	\$75,432	\$46,688	\$22.41	\$27.17
8	\$51,847	\$53,556	\$56,980	\$61,866	\$60,540	\$67,027	\$71,049	\$77,076	\$47,266	\$22.71	\$27.56
9	\$53,455	\$55,162	\$58,577	\$63,496	\$62,162	\$68,460	\$72,572	\$78,726	\$47,850	\$23.01	\$27.92
10	\$55,060	\$56,769	\$60,183	\$65,109	\$63,788	\$69,897	\$74,083	\$80,371	\$48,416	\$23.29	\$28.26
11	\$56,667	\$58,371	\$61,785	\$66,722	\$65,402	\$71,324	\$75,609	\$82,018	\$48,997	\$23.51	\$28.65
12	\$58,276	\$59,977	\$63,384	\$68,339	\$67,023	\$72,753	\$77,122	\$82,978	\$49,576	\$23.85	\$29.06
13	\$59,884	\$61,582	\$64,989	\$69,950	\$68,644	\$74,196	\$78,643	\$85,998	\$50,157	\$24.09	\$29.44
14	\$61,483	\$63,190	\$66,589	\$71,573	\$70,263	\$75,630	\$80,163	\$86,962	\$50,731	\$24.41	\$29.77
15	\$63,089	\$64,794	\$68,193	\$73,181	\$71,882	\$77,059	\$81,679	\$88,606	\$51,303	\$24.61	\$30.43
16	\$64,699	\$66,401	\$69,793	\$74,801	\$73,505	\$78,494	\$83,198	\$90,274	\$51,890	\$24.93	\$30.75
17	\$66,307	\$68,002	\$71,399	\$76,417	\$75,126	\$79,924	\$84,718	\$91,925	\$52,461	\$25.21	\$31.61
18	\$67,917	\$69,607	\$73,004	\$78,030	\$76,748	\$81,356	\$86,240	\$93,578	\$53,035	\$25.49	\$32.47
19	\$68,595	\$70,303	\$73,734	\$78,808	\$77,516	\$82,172	\$87,102	\$94,514	\$53,568	\$25.75	\$32.80
20	\$69,281	\$71,007	\$74,472	\$79,598	\$78,291	\$82,993	\$87,974	\$95,459	\$54,104	\$26.02	\$33.14



Local 1000, AFSCME, AFL-CIO
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Mary E. Sullivan, President

