

AGREEMENT

by and between the
BOARD OF EDUCATION

of the
**EAST MEADOW UNION
FREE SCHOOL DISTRICT**

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

CSEA

East Meadow UFSD Clerical Unit
Nassau County Educational Local 865

July 1, 2025 - June 30, 2029

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EAST MEADOW UNION FREE SCHOOL DISTRICT

CLERICAL PERSONNEL AGREEMENT

AGREEMENT effective as of July 1, 2025, by and between the Board of Education, EAST MEADOW UNION FREE SCHOOL DISTRICT, East Meadow, Town of Hempstead, County of Nassau, State of New York, hereinafter referred to as the "Board", and Civil Service Employees Association, Inc., Local 1000, AFSCME, AFL-CIO, East Meadow Unit, Clerical Section, hereinafter referred to as the "Association".

1.0 Recognition

1.1 The Board hereby acknowledges that the Association represents a majority of the Clerical Personnel employed by the Board. Accordingly, and in compliance with Article 14 of the Civil Service Law, the Board hereby recognizes the Association as the exclusive representative and negotiating agent for all clerical personnel with respect to wages, hours, and other terms and conditions of employment, and for the administration of grievances arising out of the terms and conditions of such employment during the period of this Agreement, ending June 30, 2029. The positions of Principal Account Clerk in the Budgetary Accounting Office and Principal Account Clerk in the Payroll Department are excluded from the CSEA East Meadow Clerical Unit. It is agreed that the title of Clerical Administrative Assistant shall be included in the unit and that districtwide, only one such position shall be established and exist in the office of Assistant Superintendent of Finance and Administration. It is agreed that the Benefits Specialist position shall be removed from the unit effective July 1, 2006.

2.0 Procedures

2.0a The parties shall furnish each other with such information as may be necessary to fulfill their respective obligations under the law.

2.0b Any negotiations conducted during school hours shall not result in lost wages to participating personnel.

2.0c The Agreement as approved by the Board and the Association, shall be reduced to writing, signed by the authorized representatives of the respective parties, and reproduced in sufficient numbers for distribution to the Clerical Personnel and such members of the supervisory staff as the Board may desire. The parties shall exchange signed copies of the Agreement.

2.1 No Strike

2.1a The Association shall not engage in a strike or cause, nor instigate or encourage a strike.

2.1b The Association shall exert its best efforts to prevent or terminate such strike.

2.1c Nothing contained in the Agreement shall be construed to limit the rights, remedies or duties of the Board or the rights, remedies, or duties of the Association employees under State Law.

3.0 Definitions

3.1 "Employer" shall mean Board of Education, East Meadow Union Free School District, East Meadow, Town of Hempstead, County of Nassau, State of New York.

3.2 "Chief School Administrator" shall mean the Superintendent of Schools, who is the executive officer of the Board of Education.

3.3 "Employee" shall mean full-time and part-time Clerical Personnel of the East Meadow Union Free School District, who are employed under Civil Service Regulations. Part-time clerical employees are those employees who are not full-time employees and who work not more than twenty (20) hours per week for the full school year.

3.4 "Supervisor" shall mean any person who is assigned to exercise any level of supervisory responsibility over Clerical Personnel.

3.5 "Grievance" shall mean any violations or misinterpretation of the existing rules which relate to or involve employee health and safety, physical facilities, materials or equipment furnished to employees or supervision of employees; provided, however, that such terms shall not include any matter involving an

employee's rate of compensation, retirement benefits or disciplinary proceedings.

4.0 Working Conditions

4.0a Full-time ten (10) and twelve (12) Month Clerical Personnel shall work a thirty-five workweek between September 1st and June 30th, except that for the three (3) work days during Easter Recess, said personnel shall work six (6) hours each day. Full-time ten (10) and twelve (12) Month Clerical personnel will not be required to report for work during the mid-winter (February) recess and shall not have any time deducted from their vacation accruals.

4.0b Clerical Personnel shall work a six (6) hour day, five (5) days per week, during the months of July and August.

The daily working period shall continue to be determined by administrative policy.

At the elementary school level, ten-month employees may work, subject to the approval of the building principal, additional days during the months of July and August. The maximum number of total clerical days of work per building during these months is 11. The building principal and the clerical staff, through mutual agreement, shall determine if these workdays are needed and, if so, how the workdays are to be divided among the clerical staff.

4.0c Employees who are required to work overtime will be compensated by straight compensatory time off for the first hour of overtime work or any part thereof if one (1) hour or less of overtime is worked in the day. If more than one (1) hour of overtime is worked, all overtime, retroactive to the first hour, shall be compensated by a time and one-half (1 ½) hourly rate of pay using 1/240 of the annual salary as the basis of the daily rate for 12-month employees and 1/200 for ten-month employees.

4.0d A fifteen (15) minute coffee break will be provided for each employee. The time of such break shall be determined by the immediate supervisor.

5.0 Promotions of Clerical Employees

5.1 All openings for promotional positions and for positions paying higher salary differentials shall be adequately noticed and shall be filled in accordance with applicable Civil Service Laws.

5.2 When an opening exists in a higher classification, the District shall first hire from an existing promotion exam list. If no such list exists, the District shall go to the open competitive list provided Civil Service Regulations are followed.

6.0 Protection of Clerical Employees

6.1 All employees who are appointed from a Civil Service List will be afforded the protection of applicable Civil Service Law, including, but not limited to, areas involving advancement, discipline, lay-offs and legal representation.

7.0 Personal Injury

7.1 Employees injured on the job shall be required to apply for Workers' Compensation benefits. Employees required to be absent because of an injury shall receive full salary during such absence, up to a maximum of one hundred twenty (120) calendar days. Such absence shall not be charged against the employee's sick leave. Only the weekly cash benefits paid by Workers' Compensation shall be turned over to the Board during the period when the employee is receiving full salary. For any intermittent absence over an extended period of time related to the same on-the-job injury, the maximum number of sick days to be returned to an individual's bank, shall be eighty (80) work days. To qualify for sick leave reimbursement, a doctor's note is required for each intermittent absence.

7.2 Limitation

At no time may an employee receive a combination of salary, Workers' Compensation, School District disability insurance or Social Security benefits which total in the aggregate more than 100% of his/her regular salary.

8.0 Health Insurance

8.1 It is agreed that effective February 1, 1992, the Board will pay eighty-five percent (85%) of the total cost of medical insurance premium for all full-time

employees. In addition, the Board will pay eighty-five percent (85%) of the total cost of medical insurance premium for all twenty (20) hour employees hired prior to July 1, 1988. It is agreed that the Board will pay sixty-five percent (65%) of the total cost of the medical insurance premium for twenty (20) hour employees hired on or after July 1, 1988. Employees hired after July 1, 1991, will be eligible for health insurance only if they work at least thirty-five (35) hours per week. Effective July 1, 2006, all active employees eligible for health insurance will contribute \$240 per annum toward the cost of health insurance in addition to the 15% per annum premium cost. After working seven (7) years for East Meadow Schools and retiring from the school district, the retiree will pay 15% and the district will continue to pay 85% of the cost of health insurance for the life of the retiree. The retiree is provided with spousal protection insurance. The Board reserves the right to self-insure or choose an alternate health plan subject to bargaining with the EMTA. The Board agrees to provide the unit president with a copy of relevant data regarding health benefits before selecting an alternative health plan and will provide an opportunity for input. A schedule of deductions is available in the Business Office.

Employees who qualify for enrollment in the District's health insurance program, as of September of each year, and who elect not to participate in same for the entire school year because of alternate coverage, shall receive a non-recurring payment of 40% of the premiums for participation in the family coverage or for participation in individual coverage, whichever is applicable. Payments under this program shall be made by separate check at the conclusion of each full school year coverage has been waived. Employees must notify the District by May 1st of the prior school year if they wish to participate in this program. Employees shall be able to reapply for insurance coverage at any time subject to the requirements and conditions specified in the New York State Health Insurance Program. Unit members whose non-participation is for less than a full school year shall receive a pro-rated amount of

such payment. Twenty (20) hour employees hired after July 1, 1988 will not be eligible for the opting out reimbursement.

8.2 Effective July 1, 2006, active employees who have seven (7) years in a New York State Health Insurance Program (NYSHIP) Plan with the District, but less than ten (10) years of participation in a NYSHIP health plan, and who retire at age fifty-five (55), or older, or younger if a disability retirement, and retire under the New York State Employees' Retirement System subsequent to February 1, 1992, will be guaranteed that the Board will contribute for the member's lifetime no less than eighty-five percent (85%) of the total cost of the applicable health insurance premiums into Retirement. Under these circumstances, upon the death of the retiree, the District Spousal Protection Program is not applicable and NYSHIP will not permit spousal benefits.

Health Insurance Spousal Protection- In order to qualify for the District Spousal Protection Program, the retiree or active employee must have participated in a NYSHIP health plan for a minimum of ten (10) years, seven (7) years of which must be with the District as a full time employee. Effective July 1, 2006, and upon the death of the active employee or retiree from the school district, the surviving spouse may continue to participate in the health insurance program at an annual cost of 15% of the premium. Participation in the health insurance program shall continue for the lifetime of the surviving spouse or until he or she remarries. The unit member and the District shall execute an individual contract as per the attached Appendix "A".

8.3 Effective July 1, 2025, the District shall cover each eligible, active full-time (35 ½ hours per week) unit member, with the following supplemental benefits: Annual Vision Care, Accident Insurance, Hospital Indemnity and Critical Illness. Employees receiving coverage shall contribute twenty-five percent (25%) toward the cost of such plan. The District shall pay the balance of the annual cost. The District reserves the right to self insure this benefit. If the District elects to self-insure, the twenty-five percent (25%) co-payment shall be converted to a

dollar amount which shall be fixed as the employee's amount of contribution while self insurance remains in effect.

8.4 The District has the right to offer alternative health plans in addition to the Empire Plan.

8.5 It is agreed that the District shall pay the cost of Medicare Part B reimbursement only if required to do so by law. This change will not be implemented until the District makes this change with all other bargaining unit employees eligible for health insurance.

9.0 Dental Insurance

9.1 Effective July 1, 2025, the District shall provide all full-time employees in the bargaining unit, and their spouses and dependents, dental plan coverage providing seventy percent (70%) of reasonable and customary expenditures. The dental plan will have no deductible but shall be subject to annual benefit maximum of four-thousand dollars (\$4,000). Said plan will be at no cost to the unit member. The district agrees to supply each unit member with a complete benefits schedule. The District guarantees the provisions of this plan and retains the right to select or change any insurance carrier, including other methods of providing such benefits.

The dependent coverage shall continue until age 19 or until age 23 for full-time students. Such coverage shall be available only after said spouse or dependent has applied and utilized their primary coverage, if any.

The District shall continue a Dental Provider program substantially equivalent to Stanis Self-Insured Plan.

10.0 Tax Sheltered Annuities

10.1 The Board agrees to deduct from the salary due to an employee such sum as may be authorized in writing by the employee for the purchase of a single premium tax-sheltered annuity policy at no cost or expense to the District.

11.0 Payment of Accumulated Sick Leave (All payments subject to the EGTRRA Agreement as attached.)

11.1 All full-time employees shall be entitled at the time of retirement under the New York State Employees' Retirement System to receive payment for accumulated sick leave as follows:

At the time of retirement, as above provided or in the event of an employee's death while in the employ of the Board, the cumulative unused sick leave days shall be totaled using last days first to a maximum cumulative limit of one hundred seventy (170) days. Sick leave days earned can be replenished with days accruing at a later date.

At the time of retirement, as above provided, the total number of unused sick days as above calculated shall be converted to dollars using a "value at the time of accrual" method and the amount of such monies, so determined, shall be paid to the retiring employee upon retirement or in the event of his/her death to his/her estate.

For the purposes of this provision, an employee's cumulative unused sick leave shall consist of the employee's most recently acquired unused sick leave days not to exceed one hundred seventy (170) days. Sick leave days in excess of the number allowable in any one (1) year shall be deducted from the cumulative unused sick leave by eliminating an equal number of the earliest acquired sick leave days.

When an employee shall retire or die while in the employ of the School District, the total number of days of cumulative unused sick leave shall be converted into dollars as follows:

Each sick day shall be valued at $1/200$ for 10-month employees and $1/240$ for 12-month employees, of the employee's annual salary at the time of accrual of the sick leave days. The total thereof shall be paid to the employee, or if the employee shall have died, to his or her estate.

12.0 Disability Insurance

12.1 The Board shall provide group long-term disability employee insurance in accordance with the provisions of Connecticut General Insurance Company, Policy No. 0426353, which is incorporated herein by reference solely for the

purpose of delineating benefits and not for the purpose of designation of carrier. Such carrier may be changed by the Board provided there is no change in benefits.

Employees receiving disability insurance shall have the option of (a) maintaining sick leave, unused, or (b) receiving that portion of their unused sick leave which will provide them with one hundred percent (100%) of their regular salary, exclusively from sick leave and no other source. The period of utilization of such sick leave precludes disability insurance payments.

13.0 Life Insurance

13.1 Effective July 1, 2006, all full-time unit members shall be provided with a fully paid group term life insurance in the amount of \$50,000 while they are in the employ of the District.

14.0 Retirement Benefits

14.1 The Board agrees to pay during the term of this contract the full cost of a retirement plan as provided in Section 75-1 of the New York State Retirement System. The 75-1 Plan shall be a non-contributory twenty (20) year career plan with a guaranteed minimum death benefit of three (3) times the annual salary up to the allowable maximum. It is understood that the New York State Employees Retirement System has the authority to modify the benefits payable under Section 75-1.

14.2 During the term of this contract, if a retirement incentive is offered to other units, some version, at district discretion, will be offered to the Clerical unit.

15.0 Vacations

15.0a Regularly employed full-time, twelve-month personnel shall be entitled to a vacation not to exceed thirteen (13) days per annum. For those employees who have been continuously employed for a period of five (5) years or more, one (1) additional vacation day will be allowed for each subsequent year of employment up to a maximum of five (5) additional days per year. Those persons employed less than one (1) year shall be allowed one (1) vacation day per full month of employment. The employees shall receive two

(2) additional vacation days during Easter Recess and three (3) additional days during Christmas Recess. Vacation schedules must be approved by the immediate supervisor and may be taken at any time during the year, with such approval. Vacation time is non-cumulative and must be taken within the appropriate fiscal year.

15.0b Vacation checks for employees will be generated prior to the vacation period provided that notification, in writing, is received by the immediate supervisor one (1) month prior to commencement of the vacation period.

15.1 Upon separation from employment, an employee shall be paid for unused vacation time not to exceed the amount of vacation time to which the employee is entitled annually based on their years of service in the district.

16.0 Personal Illness

16.1 Regularly employed personnel, after having been employed for one (1) year, shall be entitled to sick leave credits of thirteen (13) working days per year, cumulative to one hundred seventy (170) sick leave days, without loss of salary. Those persons employed less than one (1) year shall be allowed one (1) sick leave day per full month of employment, cumulative to a maximum of eleven (11) days for the first year of employment for full-time employees. During the final year of employment, sick leave days shall accrue on the basis of one (1) day per month of actual service.

16.1.1 Full-time employed personnel, after having been employed for (1) year, shall be entitled to a maximum of five days annually, under sick leave, for serious sickness in the immediate family or adoption. Immediate family shall include husband, wife, children, mother, father, brother and sister.

16.2 Employees absent for more than three (3) consecutive working days because of personal illness shall be required to submit a doctor's certificate as evidence of such illness. A combination of personal and sick leave days may not be utilized for a continuous absence.

16.3 If a clerical employee exhausts all accumulated sick leave, such employee, with the approval of the Superintendent, which approval shall not be unreasonably withheld, shall be authorized to borrow against future sick leave to a maximum of twenty-four (24) days. Employees shall be charged with having borrowed only those sick days that are used in a given school year. An employee leaving the District shall be obligated to repay such sick leave. Reimbursement shall be made to the District at the rate of 1/200 for 10-month employees, and 1/240 for 12-month employees, of annual salary in effect at the time the borrowed sick days were actually used and this may be deducted from the last paycheck. Employees who borrow sick leave subsequent to September 1, 1985, shall repay such sick leave at the rate of four (4) days per year.

17.0 Confession of Judgment – Borrowed Sick Time

All unit employees who borrow days will be required to sign a Confession of Judgment which states that any individual leaving the District's employ who has borrowed sick or vacation days must reimburse the District for those days.

18.0 Court and/or Governmental Agency Appearance

The number of days necessary will be allowed without loss of personal business days, sick leave or salary if one of the following conditions exists:

(a) The School District is involved and the employee is a party or witness to the action.

(b) The employee is required by court order or subpoena to appear in any federal, state, county, town or village judicial or quasi-judicial proceeding and the employee is not otherwise a party to such proceeding or personally involved therein.

(c) Selective Service examinations shall be excused without loss of pay for such purposes.

19.0 Jury Duty

19.1 Notice of Jury Duty must be submitted to the school principal or designated administrative officer at the earliest time possible.

19.2 The District will provide employees with the difference between their regular pay and any jury duty fees that are received.

20.0 Absences for Personal Business

20.1 For absences due to personal business, two (2) days' leave without loss of pay shall be allowed annually provided written notice, if practicable, without stating the reason, is given to the Assistant Superintendent for Personnel and Administration one (1) week in advance; it is understood that said leave will be charged against the employee's unused sick leave or vacation time. These personal days can be taken as (1/2) half or full days. Extension of weekend, holiday or school recess shall not constitute a personal reason under the terms of this provision. Bereavement leave up to five (5) days will be allowed for members of the immediate family to be charged against accumulated sick leave, and shall include husband, wife, children, mother, father, brother, sister, mother-in-law, father-in-law, brother-in-law, and sister-in-law.

21.0 Attendance Incentive

21.1 Effective July 1, 2025, full-time, 12-month employees (10-month employee will receive 10/12 of these sums) who take no sick or personal days (including days off for workers compensation) in the fiscal year (July 1 – June 30) shall receive \$1,258; employees who take one (1) such day off shall receive \$1,089; employees who take two (2) such days off in a fiscal year shall be entitled to \$920. Permanent part-time employees who take no days off will receive \$799; employees who take one (1) day off shall receive \$629; employees who take two (2) days off shall receive \$460. It is expressly agreed that bereavement days will not be counted as days off for the purposes of this incentive.

22.0 Child Care Leave

Upon request, a unit clerical employee will be granted a leave of absence, without pay, not to exceed one (1) year following the birth or adoption of a child less than two (2) years of age. Said employee shall specify when the date of leave is to commence and the date the leave is to terminate. The employee shall be reinstated in the same or comparable position upon

termination of said leave. The employee shall apply for childcare leave five (5) months prior to the commencement date of requested leave.

22.1 Other

Employees may request a leave of absence without pay not to exceed one (1) year due to illness or serious personal problem, according to Civil Service Laws with approval of the Board of Education. Said employee shall specify when the date of the leave is to commence and the date the leave is to terminate. The employee shall be reinstated in the same or comparable position upon termination of said leave. Employees shall apply in writing for such leave as soon as the circumstances become known. Approval of such leaves shall be at the discretion of the Board of Education.

23.0 Holidays

23.1 All full-time clerical personnel shall be entitled to the following holidays provided they occur on Sunday through Friday. If such holiday falls on a Saturday, all full-time clerical personnel shall be entitled to a compensatory day off.

1. New Year's Eve (Day before New Year's Day)
2. New Year's Day
3. Dr. Martin Luther King, Jr. Day
4. President's Day
5. Holy Thursday
6. Good Friday
7. Memorial Day
8. Juneteenth
9. Independence Day
10. Labor Day
11. Columbus Day
12. Election Day
13. Veterans' Day
14. Thanksgiving Day

15. Friday after Thanksgiving
16. Christmas Eve (Day before Christmas)
17. Christmas Day

If any of the aforementioned days should occur when school is in session, the employee will be required to remain on duty but will be entitled to a compensatory day, at a time of mutual agreement, when school is not in session. Said day must be taken within one (1) year of the holiday date.

23.2 If a declared holiday, as herein set forth in Section 23.1, falls during the vacation period of an employee, such employee will receive an additional day of vacation.

23.3 If the State of New York and/or the Federal Government declares a special holiday in which schools must be closed on a normal school day, all full-time clerical personnel shall have this day off. Should the State and Federal Governments set different dates for the same observance, the Board of Education will determine the holiday date for these employees. If the Board of Education closes school because of snow conditions, with teachers and students not in attendance, full-time clerical personnel shall have such day off without it being charged against vacation, sick leave or personal days. All full-time clerical personnel shall work on the conference day of district teachers. An annual conference day workshop shall be planned on a topic or topics important to East Meadow Schools and its clerical personnel. If the Board, in response to unanticipated circumstances, closes school and teachers are not required to be in attendance, all clerical personnel shall have the same day off which shall not be charged to vacation, sick leave or personal days. It is understood that any/all modifications of the teachers' work year, in order to satisfy Board of Education or State Education Department requirements or Board of Education work calendar preferences for teachers shall not result in time off with pay for clerical personnel.

24.0 Salary

24.0a The salaries to be paid to clerical personnel for the years July 1, 2025 – June 30, 2029 are the amounts specifically set forth in [Schedules "A" and "B" (1-4)] attached hereto.

24.0b New employees may be hired on Step 2 or 3 of the salary schedule at the discretion of the Superintendent of Schools provided they have the required experience.

24.0c Clerical employees working on an hourly basis and not on a full-time basis, shall receive the salaries specifically set forth in Schedule "C".

25.0 Longevity

25.1 Effective July 1, 2006, full-time unit members shall receive non-cumulative longevity payments, excluded from base salary, based on years of service as follows:

<u>After 10 years</u>	<u>After 15 years</u>	<u>After 20 years</u>	<u>After 25 years</u>
(Base salary)+\$850	(Base salary)+\$1,400	(Base salary)+\$2,075	(Base salary)+\$2,800

Effective July 1, 2025, part-time unit members shall receive non-cumulative longevity payments, excluded from base salary, based on years of service as follows:

<u>After 10 years</u>
(Base salary)+\$425

Longevity increments start at the anniversary date of employment. These payments are non-cumulative. If the anniversary date is before the 15th of the month, employees shall be given credit from the 1st of the month. If the employee's starting date is after the 15th of the month, longevity will commence on the 1st of the following month.

It is agreed that all outstanding litigation as of the signing of this agreement, relative to longevity, shall immediately cease and be withdrawn by CSEA.

26.0 Payroll Compensation

26.1 Payroll compensation for clerical employees shall be distributed on the 15th day of the calendar month or the immediately preceding working day if the 15th falls on a non-working day, and on the last working day of the calendar month.

27.0 Tuition Reimbursement

Each full-time unit member shall be eligible to receive up to \$800 per school year as a tuition reimbursement for courses that receive the pre-approval of the Superintendent and/or his/her designee. Subject to prior approval, expenses related to pre-approved skill improvement workshops or college courses, which take place after regular work hours, will be reimbursed.

28.0 Personnel Files

28.1 Upon request of the employee, the employee shall be permitted to examine the official employment and personnel file once annually.

28.2 The School District shall reproduce for the employee, upon request, one (1) copy of pertinent material in the file.

29.0 Association Business

29.1 Permission shall be granted to the Association for the reasonable use of District facilities for meetings upon written and timely application.

29.2 Bulletin board space shall be reserved at an accessible place in each school for the exclusive use of the Association for the purpose of posting material dealing with proper and legitimate Association business.

30.0 Dues Deduction

30.1 The Board agrees to deduct from the salaries of its employees dues for the Association as said employees individually and voluntarily authorize the Board to deduct and to transmit such monies on a monthly basis to the Civil Service Employees Association, Inc., 143 Washington Ave., Albany, New York. Employee authorization shall be in writing and in a manner consistent with Section 9-3B of the Municipal Law, Chapter 392 of the Laws of 1967.

30.2 Any employee shall have the right to payroll deduction of membership dues and insurance premiums as provided for under Chapter 392 of the Laws of 1967.

30.3 If an employee chooses to revoke the payroll deduction authority, it shall be done in writing and be received by the Superintendent of Schools at least one (1) month prior to the date on which said deduction is to become effective.

30.4 The employee has the prerogative to sign another new payroll deduction card, and renew the payroll deduction right. Such changes must be presented to the Superintendent of Schools in writing at least one (1) month prior to the date on which said change is to become effective.

30.5 The Association assumes full responsibility for the disposition of the funds so deducted once they have been turned over to the authorized representative.

31.0 Solicitation for Life Insurance

31.1 Representatives of the Civil Service Employees Association shall have the right to solicit all clerical employees for life insurance, and the Board agrees at the written request of any employee to make a payroll deduction for such life insurance.

32.0 Additional Compensation for Service in Higher Classification

32.1 In the event that a clerical employee is asked to perform the service rendered by an employee in a higher classification, compensation shall be paid to such employee at the higher classification rate after a period of twenty (20) consecutive working days and shall be retroactive to the first day provided that such payment does not violate any Civil Service regulations.

32.2 The minimum promotional increase from one full-time position to another shall be \$600.

33.0 Attendance at CSEA

33.1 Clerical employees who are authorized delegates of the Civil Service Employees Association, Clerical Section, shall be allowed a total of four (4) days without loss of pay for the purpose of attending CSEA conferences. The said

four (4) days may be allowed to one (1) person or additional persons provided, however, that the total number of days off shall not exceed four (4).

34.0 Benefits for Part-Time Employees and 10 Month Employees

34.1 Part-time employees as defined in Article 3.0 shall be entitled to the following holidays provided they occur on Sunday through Friday. However, if such holiday falls on a Saturday, all part-time employees as defined in Article 3.0 shall be entitled to a compensatory day off, to be determined by the Assistant Superintendent for Personnel and Administration.

1. New Year's Day
2. Dr. Martin Luther King, Jr. Day
3. President's Day
4. Memorial Day
5. Juneteenth
6. Fourth of July (12-month employees only)
7. Thanksgiving Day
8. Friday after Thanksgiving
9. Christmas Eve (Day before Christmas)
10. Christmas Day
11. New Year's Eve (Day before New Year's Day)

34.2 Benefits for 10-Month Full-Time Clerical Personnel

34.2a Holidays: Paid holidays are the same as those indicated for full-time, twelve-month employees except Independence Day. There are no holidays, benefits, or pay, other than what is specifically granted herein, for the period outside the ten specific months of employment, September through June. However, if the ten-month employee works a schedule other than September through June, such person shall be entitled to the same number of paid holidays as those working September through June, such person shall receive, for each day worked during July and August, a compensatory day which shall be scheduled during the school year or salary for time worked during

July and August. Salary shall not be available in lieu of compensatory days for such persons whose work year schedule is adjusted.

34.2b Sick Time: Sick time shall be accumulated on a pro-rated basis of the sick time given to full-time, twelve-month employees. There is a maximum of eleven (11) sick days per annum.

34.2c Personal Day: For absences due to personal business, Part-time employees as defined in Article 3.0 shall be entitled to one (1) day's leave without loss of pay provided written notice, if practicable, without stating the reason, is given to the Assistant Superintendent for Personnel and Administration one (1) week in advance. It is understood that said leave will NOT be charged against any of the employee's unused sick leave. This personal day can be taken as (1/2) half or full days. Extension of the weekend, holiday or school recess shall not constitute a personal reason under the terms of this provision. Use of a personal day under this provision shall not impact the employee's ability to earn the Attendance Incentive as set forth in paragraph 21.1 of this collective bargaining agreement.

34.2d Health Insurance and Other: Full twelve-month health insurance coverage is given under the same conditions as full-time employees. Workers' Compensation and Long-Term Disability are based on gross salary earned.

34.2e Vacation: Vacation shall be accumulated on a pro-rated basis of the vacation given to full-time, twelve-month personnel. Vacations must be taken during days when school is closed for recess (school calendar). Employees hired subsequent to December 19, 1997, shall be entitled to receive vacation as follows:

1-5 years	-	10 days
6 years	-	11 days
7+ years	-	13 days

34.2f Longevity: For longevity benefits, time accrued shall be calculated on the basis that one (1) full year of service is equivalent to twelve months' work.

34.2g Ten-month employees who are called in to work during days outside of their regular work year shall be compensated at their daily rate of pay or compensatory time at the employee's option.

35.0 Sick Leave

35.1 Part-time employees shall be allowed four (4) pro-rated sick days per year cumulative to twenty-five (25).

35.2 Part-time clerical personnel shall be paid on a pro-rated basis for all days that the schools are closed because of heavy snow.

35.3 If a part-time employee should change to a full-time employee, credit shall be given to such employee for vacation privilege and longevity pay on the basis of one (1) year of credit for each two (2) years of part-time service.

36.0 Grievance Procedure

36.1 In compliance with Article 16 of the General Municipal Law (Chapter 554 of the Laws of 1962), regarding the establishment of grievance procedures for public employees, and in order to establish the most harmonious and cooperative relationship between employees, supervisors, administrators and members of the Board of Education, the Board hereby incorporates in this Agreement the grievance procedures, rules and regulations attached hereto and made part hereof as Schedule "D".

37.0 Legal Representation

37.1 In the event that any civil or criminal proceeding is instituted against a clerical employee in connection with an act performed by the employee, in the course of their employment, the Board agrees to designate Counsel to represent the employee, at no expense to the employee, provided the employee gives proper notice to the Board of any such action or proceeding.

38.0 Mutuality of Obligation

38.1 In the event that any provision of this Agreement is or shall be at any time contrary to law, all other provisions of this Agreement shall continue in full force and effect.

38.2 The failure of either party to enforce any provisions of this Agreement shall not operate as a waiver thereof or any other provision herein, and the Agreement shall continue in full force and effect.

38.3 The within provisions constitute the entire Agreement between the parties and may not be modified or extended orally. Any changes or deletions herein must be accomplished by the same method expressed in writing and signed with the same formality. All of the provisions of the current administrative code of the Board with respect to clerical employees are hereby terminated and cancelled. Negotiations hereunder shall not be reopened unless by mutual agreement between the parties.

39.0 Managed Care Workers' Compensation

It's agreed that the District shall, as soon as practical, implement a managed care program for individuals who apply for workers' compensation benefits. Such a program is authorized by Section 126(B) of the New York State Workers' Compensation Law. All employees who are injured arising out of, or in the course of, their employment and who apply for workers' compensation benefits shall be immediately referred to the Managed Care Organization (MCO) selected by the District. Any employee referred to the MCO must remain under their care for a period of no less than thirty (30) days. If, after a period of thirty (30) days, the employee is not satisfied with the care received through the selected MCO, they may elect to receive treatment from another provider within the MCO, or receive treatment from any other health provider licensed by the New York State Workers' Compensation Board. The District reserves the right to change managed care providers and/or reintroduce a non-managed care, self-insured, Workers' Compensation program.

40.0 Taylor Law Requirement

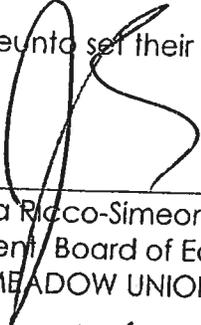
40.1 IN COMPLIANCE WITH SECTION 204a OF THE TAYLOR LAW, IT IS AGREED BETWEEN THE PARTIES THAT ANY PROVISION OF THIS AGREEMENT REQUIRING LEGISLATIVE ACTION TO PERMIT ITS IMPLEMENTATION BY AMENDMENT OF LAW OR

BY PROVIDING THE ADDITIONAL FUNDS THEREFORE, SHALL NOT BECOME EFFECTIVE UNTIL THE APPROPRIATE LEGISLATIVE BODY HAS GIVEN APPROVAL.

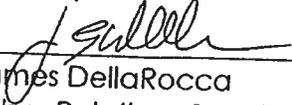
41.0 Duration

41.1 The provisions of this Contract shall remain in force and effect until June 30, 2029. Salary and longevity benefits shall be effective July 1, 2025.

IN WITNESS WHEREOF, the parties hereunto set their hands and seals this 8th day of October, 2025.



Jessica Ricco-Simeone
President, Board of Education
EAST MEADOW UNION FREE SCHOOL DISTRICT



James Della Rocca
Labor Relations Specialist
CIVIL SERVICE EMPLOYEES ASSOCIATION, INC.
LOCAL 1000, AFSCME, AFL-CIO
EAST MEADOW UNIT



Marisa Morgillo
President
EAST MEADOW UNIT
CLERICAL SECTION

Schedule A-1

CLERICAL 12 MONTH 2025/2026																
STK ASST	CLERK	TYP/CLK	SR TYP/CLK	PR TYP/CLK	PERS. SPEC. 1	STENO	ACCT/CLK	SR STENO	SR ACCT	CP OP/AIDE	INFO TECH 1	INFO TECH 2	PRACCT/CL	ASST P SUP	STENO SEC	ADMIN ASST
1	44,704	53,201	54,854	56,518	56,518	56,518	56,518	62,125	62,125	62,969	64,598	68,333	68,333	68,333	68,333	85,718
2	45,703	54,387	56,097	57,816	57,816	57,816	57,816	63,679	63,679	64,516	66,150	70,226	70,226	70,226	70,226	88,582
3	46,480	55,567	57,347	59,122	59,122	59,122	59,122	65,230	65,230	66,080	67,706	72,177	72,177	72,177	72,177	91,445
4	49,987	59,987	61,369	63,243	63,243	63,243	63,243	70,060	70,060	70,903	72,532	77,843	77,843	77,843	77,843	94,309
5	51,041	60,736	62,692	64,638	64,638	64,638	64,638	71,706	71,706	72,546	74,177	80,140	80,140	80,140	80,140	97,745
6	53,308	63,434	65,473	67,510	67,510	67,510	67,510	75,211	75,211	76,053	77,678	84,464	84,464	84,464	84,464	101,312
7	54,397	64,733	66,829	68,930	68,930	68,930	68,930	80,396	80,396	81,244	82,871	90,927	90,927	90,927	90,927	104,174
8	56,490	67,226	69,445	71,673	71,673	71,673	71,673	81,814	81,814	82,659	84,288	92,340	92,340	92,340	92,340	107,039
9	57,903	68,638	70,862	73,082	73,082	73,082	73,082	83,731	83,731	84,578	86,207	93,259	93,259	93,259	93,259	109,905
10	58,825	69,560	71,787	74,005	74,005	74,005	74,005	84,539	84,539	85,380	87,007	94,147	94,147	94,147	94,147	111,711
11	59,711	70,447	72,672	74,888	74,888	74,888	74,888	85,422	85,422	86,267	88,092	95,065	95,065	95,065	95,065	112,627
12	60,629	71,364	73,587	75,807	75,807	75,807	75,807	86,276	86,276	87,130	88,986	95,952	95,952	95,952	95,952	113,514
13	61,515	72,251	74,474	76,693	76,693	76,693	76,693	87,773	87,773	88,647	90,527	97,565	97,565	97,565	97,565	114,649
14	62,129	72,974	75,219	77,461	77,461	77,461	77,461	88,931	88,931	89,804	91,700	98,627	98,627	98,627	98,627	115,303
15	62,785	73,629	75,873	78,115	78,115	78,115	78,115	89,931	89,931	90,804	92,627	99,565	99,565	99,565	99,565	115,303

Schedule A-2

CLERICAL 12 MONTH 2026/2027																
STK ASST	CLERK	TYP/CLK	SR TYP/CLK	PR TYP/CLK	PERS. SPEC. 1	STENO	ACCT/CLK	SR STENO	SR ACCT	CP.OP/AIDE	INFO.TECH 1	INFO.TECH 2	PR ACCT/CL	ASST P SUP	STENO SEC	ADMIN ASST
1	45,553	54,212	55,896	57,592	57,592	57,592	57,592	63,305	63,305	64,165	65,825	69,631	69,631	69,631	69,631	87,347
2	46,571	55,420	57,163	58,915	58,915	58,915	58,915	64,889	64,889	65,742	67,407	71,560	71,560	71,560	71,560	90,265
3	47,363	56,623	58,437	60,245	60,245	60,245	60,245	66,469	66,469	67,336	68,992	73,548	73,548	73,548	73,548	93,182
4	50,937	60,613	62,535	64,445	64,445	64,445	64,445	71,391	71,391	72,250	73,910	79,322	79,322	79,322	79,322	96,101
5	52,011	61,890	63,883	65,866	65,866	65,866	65,866	73,068	73,068	73,924	75,586	81,663	81,663	81,663	81,663	99,602
6	54,321	64,639	66,717	68,793	68,793	68,793	68,793	76,640	76,640	77,498	79,154	86,069	86,069	86,069	86,069	103,237
7	55,431	65,963	68,099	70,240	70,240	70,240	70,240	78,545	78,545	79,398	81,059	88,552	88,552	88,552	88,552	106,153
8	57,563	68,503	70,764	73,035	73,035	73,035	73,035	81,924	81,924	82,788	84,446	92,655	92,655	92,655	92,655	109,073
9	59,003	69,942	72,208	74,471	74,471	74,471	74,471	83,368	83,368	84,230	85,889	94,094	94,094	94,094	94,094	111,993
10	59,943	70,882	73,151	75,411	75,411	75,411	75,411	84,303	84,303	85,166	86,826	95,031	95,031	95,031	95,031	112,929
11	60,846	71,785	74,053	76,311	76,311	76,311	76,311	85,209	85,209	86,069	87,728	95,936	95,936	95,936	95,936	113,834
12	61,781	72,720	74,985	77,247	77,247	77,247	77,247	86,145	86,145	87,002	88,660	96,871	96,871	96,871	96,871	114,767
13	62,684	73,624	75,889	78,150	78,150	78,150	78,150	87,045	87,045	87,906	89,566	97,775	97,775	97,775	97,775	115,671
14	63,309	74,361	76,648	78,933	78,933	78,933	78,933	87,915	87,915	88,785	90,460	98,752	98,752	98,752	98,752	116,827
15	63,978	75,028	77,315	79,599	79,599	79,599	79,599	88,583	88,583	89,452	91,126	99,419	99,419	99,419	99,419	117,494

Schedule A-3

CLERICAL 12 MONTH 2027/2028

STK ASST	CLERK	TYP/CLK	SR TYP/CLK	PR TYP/CLK	PERS. SPEC. 1	STENO	ACCT/CLK	SR STENO	SR ACCT	CP. OP/AIDE	INFO. TECH 1	INFO. TECH 2	PR ACCT/CL	ASST P SUP	STENO SEC	ADMIN ASST
1	46,419	55,242	56,958	58,686	58,686	58,686	58,686	64,508	64,508	65,384	67,076	70,954	70,954	70,954	70,954	89,007
2	47,456	56,473	58,249	60,034	60,034	60,034	60,034	66,122	66,122	66,991	68,688	72,920	72,920	72,920	72,920	91,980
3	48,263	57,699	59,547	61,390	61,390	61,390	61,390	67,732	67,732	68,615	70,303	74,945	74,945	74,945	74,945	94,952
4	51,905	61,765	63,723	65,669	65,669	65,669	65,669	72,747	72,747	73,623	75,314	80,829	80,829	80,829	80,829	97,927
5	52,999	63,066	65,097	67,117	67,117	67,117	67,117	74,456	74,456	75,329	77,022	83,215	83,215	83,215	83,215	101,494
6	55,353	65,867	67,985	70,100	70,100	70,100	70,100	78,096	78,096	78,970	80,658	87,704	87,704	87,704	87,704	105,199
7	56,484	67,216	69,393	71,575	71,575	71,575	71,575	80,037	80,037	80,907	82,599	90,234	90,234	90,234	90,234	108,170
8	58,657	69,805	72,109	74,423	74,423	74,423	74,423	83,481	83,481	84,361	86,050	94,415	94,415	94,415	94,415	111,145
9	60,124	71,271	73,580	75,886	75,886	75,886	75,886	84,952	84,952	85,830	87,521	95,882	95,882	95,882	95,882	114,121
10	61,082	72,229	74,541	76,844	76,844	76,844	76,844	85,905	85,905	86,784	88,476	96,837	96,837	96,837	96,837	115,075
11	62,002	73,149	75,460	77,761	77,761	77,761	77,761	86,828	86,828	87,704	89,395	97,759	97,759	97,759	97,759	115,997
12	62,955	74,102	76,410	78,715	78,715	78,715	78,715	87,782	87,782	88,655	90,345	98,712	98,712	98,712	98,712	116,948
13	63,875	75,023	77,331	79,635	79,635	79,635	79,635	88,699	88,699	89,576	91,268	99,633	99,633	99,633	99,633	117,869
14	64,512	75,774	78,104	80,433	80,433	80,433	80,433	89,585	89,585	90,472	92,179	100,628	100,628	100,628	100,628	119,047
15	65,194	76,454	78,784	81,111	81,111	81,111	81,111	90,266	90,266	91,152	92,857	101,308	101,308	101,308	101,308	119,726

Schedule A-4

STK ASST		CLERK	TYP/CLK	SR TYP/CLK	PR TYP/CLK	PERS. SPEC. 1	STENO	ACCT/CLK	SR STENO	SR ACCT	CP OP/AIDE	INFO TECH 1	INFO TECH 2	PR ACCT/CL	ASST P SUP	STENO SEC	ADMIN ASST
1	47,301	47,301	56,292	58,040	59,801	59,801	59,801	59,801	59,801	65,734	65,734	68,350	72,302	72,302	72,302	72,302	90,698
2	48,358	48,358	57,546	59,356	61,175	61,175	61,175	61,175	67,378	67,378	68,264	69,993	74,305	74,305	74,305	74,305	93,728
3	49,180	49,180	58,795	60,678	62,556	62,556	62,556	62,556	69,019	69,019	69,919	71,639	76,369	76,369	76,369	76,369	96,756
4	52,891	52,891	62,939	64,934	66,917	66,917	66,917	66,917	74,129	74,129	75,022	76,745	82,365	82,365	82,365	82,365	99,788
5	54,006	54,006	64,264	66,334	68,392	68,392	68,392	68,392	75,871	75,871	76,760	78,485	84,796	84,796	84,796	84,796	103,422
6	56,405	56,405	67,118	69,277	71,432	71,432	71,432	71,432	79,580	79,580	80,470	82,191	89,370	89,370	89,370	89,370	107,198
7	57,557	57,557	68,493	70,711	72,935	72,935	72,935	72,935	81,558	81,558	82,444	84,168	91,948	91,948	91,948	91,948	110,225
8	59,771	59,771	71,131	73,479	75,837	75,837	75,837	75,837	85,067	85,067	85,964	87,685	96,209	96,209	96,209	96,209	113,257
9	61,266	61,266	72,625	74,978	77,328	77,328	77,328	77,328	86,566	86,566	87,461	89,184	97,704	97,704	97,704	97,704	116,289
10	62,243	62,243	73,601	75,957	78,304	78,304	78,304	78,304	87,537	87,537	88,433	90,157	98,677	98,677	98,677	98,677	117,261
11	63,180	63,180	74,539	76,894	79,238	79,238	79,238	79,238	88,478	88,478	89,370	91,094	99,616	99,616	99,616	99,616	118,201
12	64,151	64,151	75,510	77,862	80,211	80,211	80,211	80,211	89,450	89,450	90,339	92,062	100,588	100,588	100,588	100,588	119,170
13	65,089	65,089	76,448	78,800	81,148	81,148	81,148	81,148	90,384	90,384	91,278	93,002	101,526	101,526	101,526	101,526	120,109
14	65,738	65,738	77,214	79,588	81,961	81,961	81,961	81,961	91,287	91,287	92,191	93,930	102,540	102,540	102,540	102,540	121,309
15	66,433	66,433	77,907	80,281	82,652	82,652	82,652	82,652	91,981	91,981	92,884	94,621	103,233	103,233	103,233	103,233	122,001

Schedule B-1

CLERICAL 10 MONTH 2025/26											
	STK. ASST.	CLERK	TYP./CLK	SR.TYP/CLK	PR TYP/CLK	STENO	SR. STENO	ACCT/CLK	SR.ACCTCLK		
1	37,256	37,256	44,331	45,711	47,099	47,099	51,773	47,099	51,773	47,099	51,773
2	38,084	38,084	45,321	46,748	48,179	48,179	53,064	48,179	53,064	48,179	53,064
3	38,733	38,733	46,307	47,790	49,269	49,269	54,364	49,269	54,364	49,269	54,364
4	41,660	41,660	49,570	51,142	52,705	52,705	58,389	52,705	58,389	52,705	58,389
5	42,536	42,536	50,613	52,244	53,863	53,863	59,758	53,863	59,758	53,863	59,758
6	44,428	44,428	52,862	54,558	56,256	56,256	62,669	56,256	62,669	56,256	62,669
7	45,330	45,330	53,943	55,692	57,441	57,441	64,233	57,441	64,233	57,441	64,233
8	47,077	47,077	56,023	57,874	59,729	59,729	67,001	59,729	67,001	59,729	67,001
9	48,251	48,251	57,199	59,056	60,902	60,902	68,176	60,902	68,176	60,902	68,176
10	49,019	49,019	57,967	59,821	61,672	61,672	68,945	61,672	68,945	61,672	68,945
11	49,758	49,758	58,706	60,557	62,411	62,411	69,683	62,411	69,683	62,411	69,683
12	50,675	50,675	59,622	61,476	63,327	63,327	70,599	63,327	70,599	63,327	70,599
13	51,564	51,564	60,509	62,364	64,212	64,212	71,489	64,212	71,489	64,212	71,489
14	52,079	52,079	61,114	62,986	64,855	64,855	72,203	64,855	72,203	64,855	72,203
15	52,733	52,733	61,767	63,641	65,510	65,510	72,857	65,510	72,857	65,510	72,857

Schedule B-2

CLERICAL 10 MONTH 2026/27										
STK. ASST.	CLERK	TYP./CLK	SR. TYP/CLK	PR TYP/CLK	STENO	SR. STENO	ACCT/CLK	SR. ACCTCLK		
1	37,964	37,964	45,173	46,580	47,994	47,994	52,757	47,994	52,757	52,757
2	38,808	38,808	46,182	47,636	49,094	49,094	54,072	49,094	54,072	54,072
3	39,469	39,469	47,187	48,698	50,205	50,205	55,397	50,205	55,397	55,397
4	42,452	42,452	50,512	52,114	53,706	53,706	59,498	53,706	59,498	59,498
5	43,344	43,344	51,575	53,237	54,886	54,886	60,893	54,886	60,893	60,893
6	45,272	45,272	53,866	55,595	57,325	57,325	63,860	57,325	63,860	63,860
7	46,191	46,191	54,968	56,750	58,532	58,532	65,453	58,532	65,453	65,453
8	47,971	47,971	57,087	58,974	60,864	60,864	68,274	60,864	68,274	68,274
9	49,168	49,168	58,286	60,178	62,059	62,059	69,471	62,059	69,471	69,471
10	49,950	49,950	59,068	60,958	62,844	62,844	70,255	62,844	70,255	70,255
11	50,703	50,703	59,821	61,708	63,597	63,597	71,007	63,597	71,007	71,007
12	51,638	51,638	60,755	62,644	64,530	64,530	71,940	64,530	71,940	71,940
13	52,544	52,544	61,659	63,549	65,432	65,432	72,847	65,432	72,847	72,847
14	53,069	53,069	62,275	64,183	66,087	66,087	73,575	66,087	73,575	73,575
15	53,735	53,735	62,941	64,850	66,755	66,755	74,241	66,755	74,241	74,241

Schedule B-3

CLERICAL 10 MONTH 2027/28

	STK. ASST.	CLERK	TYP./CLK	SR. TYP/CLK	PR TYP/CLK	STENO	SR. STENO	ACCT/CLK	SR. ACCTCLK
1	38,685	38,685	46,031	47,465	48,906	48,906	53,759	48,906	53,759
2	39,545	39,545	47,059	48,541	50,027	50,027	55,099	50,027	55,099
3	40,219	40,219	48,084	49,623	51,159	51,159	56,450	51,159	56,450
4	43,259	43,259	51,472	53,104	54,726	54,726	60,628	54,726	60,628
5	44,168	44,168	52,555	54,249	55,929	55,929	62,050	55,929	62,050
6	46,132	46,132	54,889	56,651	58,414	58,414	65,073	58,414	65,073
7	47,069	47,069	56,012	57,828	59,644	59,644	66,697	59,644	66,697
8	48,882	48,882	58,172	60,095	62,020	62,020	69,571	62,020	69,571
9	50,102	50,102	59,393	61,321	63,238	63,238	70,791	63,238	70,791
10	50,899	50,899	60,190	62,116	64,038	64,038	71,590	64,038	71,590
11	51,666	51,666	60,958	62,880	64,805	64,805	72,356	64,805	72,356
12	52,619	52,619	61,909	63,834	65,756	65,756	73,307	65,756	73,307
13	53,542	53,542	62,831	64,756	66,675	66,675	74,231	66,675	74,231
14	54,077	54,077	63,458	65,402	67,343	67,343	74,973	67,343	74,973
15	54,756	54,756	64,137	66,082	68,023	68,023	75,652	68,023	75,652

Schedule B-4

CLERICAL 10 MONTH 2028/29										
STK. ASST.	CLERK	TYP./CLK	SR. TYP/CLK	PR TYP/CLK	STENO	SR. STENO	ACCT/CLK	SR. ACCTCLK		
1	39,420	46,906	48,367	49,835	49,835	54,780	49,835	54,780		
2	40,296	47,953	49,463	50,978	50,978	56,146	50,978	56,146		
3	40,983	48,998	50,566	52,131	52,131	57,523	52,131	57,523		
4	44,081	52,450	54,113	55,766	55,766	61,780	55,766	61,780		
5	45,007	53,554	55,280	56,992	56,992	63,229	56,992	63,229		
6	47,009	55,932	57,727	59,524	59,524	66,309	59,524	66,309		
7	47,963	57,076	58,927	60,777	60,777	67,964	60,777	67,964		
8	49,811	59,277	61,237	63,198	63,198	70,893	63,198	70,893		
9	51,054	60,521	62,486	64,440	64,440	72,136	64,440	72,136		
10	51,866	61,334	63,296	65,255	65,255	72,950	65,255	72,950		
11	52,648	62,116	64,075	66,036	66,036	73,731	66,036	73,731		
12	53,619	63,085	65,047	67,005	67,005	74,700	67,005	74,700		
13	54,559	64,025	65,986	67,942	67,942	75,641	67,942	75,641		
14	55,104	64,664	66,645	68,623	68,623	76,397	68,623	76,397		
15	55,796	65,356	67,338	69,315	69,315	77,089	69,315	77,089		

Schedule C

Clerical Part Time

2025/2026

DAY HOURRIGHT HOURS

# Steps	# Steps
6	7
1	\$ 24.59 \$ 26.11
2	\$ 25.72 \$ 27.48
3	\$ 26.87 \$ 28.74
4	\$ 27.90 \$ 29.83
5	\$ 29.08 \$ 30.92
6	\$ 30.56 \$ 32.05
7	\$ - \$ 33.50

Clerical Part Time

2026/2027

DAY HOURRIGHT HOURS

# Steps	# Steps
6	7
1	\$ 25.06 \$ 26.61
2	\$ 26.21 \$ 28.00
3	\$ 27.38 \$ 29.29
4	\$ 28.43 \$ 30.40
5	\$ 29.63 \$ 31.51
6	\$ 31.14 \$ 32.66
7	\$ - \$ 34.14

Clerical Part Time

2027/2028

DAY HOURRIGHT HOURS

# Steps	# Steps
6	7
1	\$ 25.54 \$ 27.12
2	\$ 26.71 \$ 28.53
3	\$ 27.90 \$ 29.85
4	\$ 28.97 \$ 30.98
5	\$ 30.19 \$ 32.11
6	\$ 31.73 \$ 33.28
7	\$ - \$ 34.79

Clerical Part Time

2028/2029

DAY HOURRIGHT HOURS

# Steps	# Steps
6	7
1	\$ 26.03 \$ 27.64
2	\$ 27.22 \$ 29.07
3	\$ 28.43 \$ 30.42
4	\$ 29.52 \$ 31.57
5	\$ 30.76 \$ 32.72
6	\$ 32.33 \$ 33.91
7	\$ - \$ 35.45

SCHEDULE D
EMPLOYEE GRIEVANCE PROCEDURES
FOR THE EAST MEADOW SCHOOL DISTRICT

Both professional and non-professional employees are hereinafter known and referred to as the "Employee."

A grievance may concern any condition tending to endanger or handicap an employee in the proper discharge of his/her duty. Grievance shall mean any claimed violation, misinterpretation or inequitable application of the existing laws, rules, procedures, regulations, administrative orders or work rules of East Meadow Public Schools and the law, rules and regulations of the State of New York and the Commissioner of Education, or any act or condition which has given an individual a sense of wrong or oppression, except that such grievance shall not include any matter involving the following:

- a. Questions involving the employee's rate of compensation
- b. Questions about retirement benefits
- c. Questions relating to formal disciplinary proceedings
- d. "Any matter which is otherwise reviewable pursuant to law or any rule or regulation having the force and effect of law"

At all stages of the grievance procedure, the employee has the right to be represented by or counseled by an individual of the employee's choice, or legal counsel. The employee shall attempt first to satisfy his/her grievance by an informal conference with the School Building Principal. The employee shall be informed within a period of five days of the determination made regarding his/her grievance.

STEP I

If a grievance has not been satisfactorily received by informal conference as aforesaid the employee shall request in writing, a review and determination by the principal. The principal shall make written reply within five days of receipt of such request.

STEP II

In the event the employee desires to appeal the decision of the principal, the employee shall request in writing a review and determination by the Superintendent of Schools. Such request shall be directed to the Superintendent of Schools with a copy thereof being sent to the Principal of the School. Such request shall contain a statement of the grievance and the facts relating thereto. The Building Principal shall likewise forward to the Superintendent of Schools, with a copy to the employee, his/her own statement and determination, with a copy of all written documents filed.

Upon receipt of a written request from an employee, the Superintendent of Schools shall schedule a hearing to be held not more than five school days from the date of receipt of such request, with not less than two days notice to the employee. Oral and written statements may be offered at such hearing for consideration. Determination of the hearing shall be made promptly and in any event within five school days from the date of hearing. Written notice shall be given to the employee of such determination.

STEP III

The employee shall have the further right to appeal from the decision of the Superintendent of Schools to the Board of Education, providing such employee shall direct a notice of appeal in writing to that effect to the President of the Board of Education within a period of ten school days from the date of the notice of the decision of the Superintendent of Schools. A copy of the Notice of Appeal shall likewise be directed to the Superintendent of Schools who shall thereupon forward to the President of the Board of Education the record of the hearing held by him and likewise send a copy of such record to the employee. The Board of Education shall set a date for a hearing not more than thirty days from the date of receipt of the Notice of Appeal and upon not less than five days notice to the employee of such date of hearing.

The Board of Education shall review the record presented and such additional statements or documents that may be offered by the employee or

the Superintendent of Schools. Both the employee and the Superintendent of Schools may be granted the right to appear personally before the Board. The Board shall render its decision promptly, in any event not more than thirty days from the date of the hearing, and notify the employee in writing thereof.

EGTRRA

East Meadow CSEA Clerical Unit

Agreement made and entered this 1st day of July 2006, by and between the East Meadow Union Free School District (the "District") and the East Meadow CSEA Clerical Unit ("Association").

Whereas the parties are desirous of amending their agreement to enable the parties to utilize the options provided by the revised Economic Growth and Tax Relief Reconciliation Act of 2001 (EGTRRA) and;

Whereas this agreement is not a retirement incentive and;

Whereas the agreement is provided in order for unit members to receive payments of unused sick leave and/or other qualifying termination payments earned and accrued under the provisions of the collectively bargained Memorandum of Understanding and;

Whereas advance notice of unit member's retirement dates will be used purely for administrative planning purposes.

Now therefore, the parties agree as follows:

1. Effective July 1, 2006, unit members shall have the payment of their accrued unused sick leave and/or other qualifying termination payments earned directed into 403(b) accounts under the provisions of EGTRRA subject to the conditions set forth below.
2. Eligibility – (a) Unit members who have at least five (5) years continuous employment in the District and have over 50 days sick leave and would be eligible for retirement under the New York State Teachers' Retirement System or the New York State Employees' Retirement System in one year or (b) Unit members who

have at least fifteen (15) years in the District and have over fifty (50) days sick leave and would be eligible for retirement under the New York State Teachers' Retirement System or the New York State Employees' Retirement System in three years.

3. The eligible employee will receive the maximum 403(b) tax deferred benefit from the District and not forfeit accumulated sick leave to the school district provided that an irrevocable letter of retirement is submitted to the District not less than seven months and up to a maximum of three (3) years prior to actual retirement, thereby establishing his or her eligibility for payment of unused sick leave under the collectively bargained Memorandum of Understanding. The minimum notification requirements to the School District will be waived under the following circumstances:
 - Serious illness which precipitates retirement/total disability
 - The specific requirements of an East Meadow School District Retirement Plan
 - The specific requirements of a New York State Retirement Incentive Initiative under which an East Meadow employee qualifies and is eligible to participate.(Note: the serious illness/total disability waiver may be eliminated by the school district if, the district believes, the provision has been improperly used or abused).
4. The Annual payment of accrued sick leave to the 403(b) plan will be calculated each year following the retirement letter by dividing the number of years remaining to retirement by the value of the accrued sick leave less 30 days. The amount paid shall be the maximum 403(b) payments subject to the statutory limitations of EGTRRA and the actual sums due and earned by the employee on annual contributions.
5. The School District retains the unilateral right to immediately withdraw from the 403(b) payment program if the EGTRRA law is changed in a matter which reduces or eliminates the payroll cost savings as provided under the EGTRRA statute, effective January 1, 2002, or if any ruling or interpretation would render the District

obligated to pay any costs or sums of any nature beyond the payment of the unused sick leave payable under the collective bargaining agreement.

6. For employees retiring no later than August 31, 2006, minimum notification requirements shall be waived.
7. This Agreement is subject to ratification by the Association and adoption by the Board of Education.

East Meadow CSEA Clerical Unit

By Carol Fitzpatrick

Carol Fitzpatrick, President

Dated 5/8/06

East Meadow U.F.S.D.

By Deborah Coates

Deborah Coates, President
Board of Education

Dated 5/8/06

LETTER OF AGREEMENT

East Meadow Board of Education and CSEA Clerical Unit

This Letter of Agreement is hereby adopted by the East Meadow CSEA Clerical Unit and the East Meadow Board of Education and is made part of the employment contract between the CSEA Clerical Unit and the Board of Education for the period July 1, 2025 to June 30, 2029.

The intent of this letter is to agree upon the procedures to be followed in applying the Economic Growth and Tax Relief Reconciliation Act of 2001 (EGTRRA) to our contract in a fair and consistent manner for all eligible employees.

The following terms and procedures are agreed upon which must be followed in order for the employee to participate in EGTRRA:

1. It is agreed that in the event that the application of EGTRRA is determined by the Internal Revenue Service or other agency or jurisdiction to be improper, the school district and the CSEA Clerical Unit will make every effort to remedy same.
2. In the event that the tax deferred procedures adopted herein result in tax assessments, tax penalties, tax deferred disqualification or other remedy imposed by the Internal Revenue Service or any other agency or jurisdiction the school district will not be responsible for such penalty which, in accordance with statute, may be applied to the employee. The employee agrees to assume all tax liability in the event the application of EGTRRA is determined to be defective.

3. The employee will submit the official Letter of Resignation for Retirement as attached. The Board of Education upon accepting such letter will keep the employee's name confidential and subject to statute will not disclose the retirement specifics. The Board agrees to use this information for administrative planning purposes only.
4. All terms previously negotiated between the Board of Education and the CSEA Clerical Unit, as previously agreed to regarding the EGTRRA and included in the agreement dated July 1, 2006, remain in force and are applicable.
5. The specifics included in the Letter of Resignation for Retirement Purposes, as attached, are incorporated into the agreement between the Board of Education and the CSEA Clerical Unit.
6. Payment into an employee's 403(b), tax deferred annuity plan, will be made in December of each year prior to the date of actual retirement. The District will request an Affirmation of Retirement Schedule from the employee in order for the school district to make appropriate tax deferred payments by December 31st.
7. Other than for reasons of health which precipitates an earlier retirement, the school district shall be given not less than seven months notice of actual separation from the school district for reasons of retirement.

8. Both the CSEA Clerical Unit and the School District agree to review the components and provisions related to EGTRRA in conjunction with the completion of a new collective bargaining agreement.

East Meadow CSEA Clerical Unit

Marisa Morgillo

Marisa Morgillo
President of CSEA Clerical Unit

10/7/25

Dated

Board of Education

Jessica Ricco-Simeone
Jessica Ricco-Simeone
President, Board of Education

10/8/25

Dated

APPENDIX A

Contract entered into between the East Meadow School District and _____ this _____ day of _____, 20____.

WHEREAS, the District recognizes the long service of _____.

WHEREAS, after careful consideration _____ has submitted a letter of retirement which has been accepted by the District and has relied upon the provisions of Article 8.2 of the 2025-2029 collective bargaining agreement between the District and Civil Service Employees Association, Inc., Local 1000, AFSCME, AFL-CIO, Clerical Unit as to the level and extent of such coverage. _____ certifies that he/she has carefully reviewed all applicable provisions of the contract and has had ample opportunity to consider his/her alternative, including the opportunity to confer with counsel. _____ states that he/she has freely entered into retirement and has not in any way been coerced to retire.

As the employee has completed a minimum of seven years of employment served to the school district and is officially retiring under the provisions of the New York State Employees' Retirement System, the District recognizes its obligation to contribute eight-five percent (85%) of the health insurance premiums for family or individual coverage, whichever is applicable for the life of _____. Spousal protection coverage applies to this retiree.

A copy of the Board resolution approving this Agreement is attached hereto.

Employee Name

Superintendent

Date

Date

