

Conditions of Work

As

Agreed Upon by

The Board of Education of the Caledonia Community Schools

And the

Custodial Aides

2007-11

Caledonia Community Schools
Wages and Working Conditions
Custodial Aides
2007-10

Below is a summary of the wages and benefits for the Custodial Aides of the Caledonia Community Schools.

- **Paid Holidays:** There will be seven (7) paid holidays for those employees working during the traditional student school year. (This employee shall hereafter be referred to as the 9-month employee.)

Labor Day	New Year's Day
Thanksgiving Day	Friday before Spring Break
Day after Thanksgiving Day	Memorial Day
December 25	

- The employees working the additional 3 months in the summer will have an additional one (1) holiday (July 4). These employees shall hereafter be referred to as 12-month employees.

Employees will receive their normal daily pay for these days.

- **Sick Days:** The 9-month employee is granted five (5) paid sick days within their 9-month period of employment during the traditional student school year, cumulative to 180. The 12-month employee is granted ten (10) paid sick days during their fiscal year of employment, cumulative to 180. Employees will be expected to report for work on the "Act of God" days.
- **Bereavement Leave:** Up to five (5) days per school year (not to be charged against accumulated sick leave) are available for leave for death in the immediate family. Immediate family includes parents, grandparents, children, grandchildren, brothers, sisters, aunts, uncles, in-laws, spouses and individuals residing for an extended period of time in the household. One of these five (5) may be used to attend the funeral of someone not in the immediate family. At the district's discretion, additional days may be granted. Bereavement days do not accumulate.
- **Vacation:** Each 12-month employee will be paid for two (2) vacation days following the first full year of employment, three (3) days after the third full year and four (4) days after the fourth full year of employment, starting July 1 of the year of completion.
- **Personal Days:** Each employee will be granted one day per year, non-cumulative, for personal reasons. When possible, employee's supervisor should be notified in ample time to allow for her/his absence.
- **Clothing:** Custodial Aides will be provided with shirts/shoes to be worn at work, not to exceed \$75 each contract year, These shirts, with the school name, will be worn when at work so that the employee is easily identified by students, staff, and the public. Any purchase must follow department procedure. Receipts for purchasing shirts/shoes must be submitted by April 15 of the contract year or the reimbursement will be included in the following year's provision.

- **Insurance/Benefits:**

Any employee at Step One or Two, who works at least 35 or more hours per week, will receive an amount listed below for either 9 months or 12 months per year depending on

whether the employee is a 9-month or 12-month employee and will have the following pro-rated amounts per month as follows:

Step One	\$60/month
Step Two	\$90/month

Any employee, Step Three or above, who works at least 35 or more hours per week, will receive an amount equal to full family premium for health insurance or, as an option, \$120/month to be taken as cash for either 9 months or 12 months per year depending on whether the employee is a 9-month or 12-month employee.

- **Wage Schedule for Custodial Aides for years 2007-10:** Custodial aides are placed on a step according to the years of experience they have in the unit. (Substitutes are not considered part of the unit)

Step One	\$ 9.00/hour	Step Five	\$11.11/hour
Step Two	\$ 9.60/hour	Step Six	\$11.62/hour
Step Three	\$10.10/hour	Step Eight	\$11.87/hour
Step four	\$10.61/hour	Step Ten	\$12.12/hour

The following transition portion of the contract applies only to Custodial Aides hired prior to June 30, 2004.

- **Transition:** A custodial aide shall be considered for the position of a Class I Custodian under the following criteria:
 1. The custodial aide has increased her/his employment from that of a 9-month employee to a 12-month employee.
 2. The custodial aide has worked in her/his position with Caledonia Community Schools for 3 or more consecutive years
 3. The custodial aide's job description and responsibilities include general care and minor repair of the building, snow removal as necessary, and any other duties as assigned by their supervisor.
 4. The approval of the Director of Operations or his designee, after receiving positive evaluations.

Upon the mutual consent by the Caledonia Community Schools and the Custodial Aides Group, this agreement may be opened for discussion. The contract will be opened for discussion if the benefit package has a substantial increase in cost to the district.

PROBATIONARY PERIOD

An employee beginning first service with Caledonia Community Schools shall be deemed to be in a probationary status. The probationary period shall be ninety (90) calendar days taken from and including the first day of employment. If at any time prior to the conclusion of the ninety (90) day probationary period the employee's work performance is of unacceptable quality, the employee may, upon the recommendation to the Superintendent by the Director of Operations, be subject to immediate dismissal. Upon recommendation to the Superintendent by the Director, the

employee's probationary period may be extended beyond the ninety (90) day period for an additional thirty (30) calendar days. After the conclusion of a satisfactory period of probation, all matters pertaining to benefits and seniority shall revert to the employee's initial day of service.

The above wages and working conditions are those agreed to by representatives of the Custodial Aides Group and the Board of Education, both of the Caledonia Community Schools. Effective dates for this contract are 2007-08 through 2010, with the Agreement ending June 30, 2010.

Signed:

For the Board of Education:

For the Custodial Aides:

Robert Bergy, President

Tassey Handley

Debra McCarty, Secretary

Dayna Jousma

Carol Nelson-Purkey
Assistant Superintendent

Date

Date

LETTER OF UNDERSTANDING

BETWEEN THE

BOARD OF EDUCATION

OF THE CALEDONIA COMMUNITY SCHOOLS

AND THE

CALEDONIA CUSTODIAL AIDE GROUP

The Board of Education of the Caledonia Community Schools ("Board") and the Caledonia Custodial Aide Group ("Group") hereby agree as follows:

1. Wages for the employees in the bargaining unit represented by Group will be frozen and not increased for the 2009-2010 and 2010-2011 school years.
2. The Collective Bargaining Agreement between them is hereby extended until June 30, 2011.
3. Given the economic impact of local, state and federal funding, Board shall have the right to reopen the Collective Bargaining Agreement between them for renegotiation in the event of the Board's determination that this is warranted due to financial need.

**BOARD OF EDUCATION OF THE
CALEDONIA COMMUNITY
SCHOOLS**

Dated: 6/23, 2009

By: Deb McCarty
Deb McCarty
Its Board President

Dated: 6/23, 2009

By: C.M. Nelson-Purkey
Carol Nelson-Purkey
Its Assistant Superintendent

**CALEDONIA
CUSTODIAL/MAINTENANCE GROUP**

Dated: 6/12/09, 2009

By: Dayna M. Sousa
Dayna M. Sousa
Its Group Representative

Tassey A. Handley
Tassey A. Handley