

INDEX

APPENDIX B

Appendix B – Food Service.....Page 1

Work Year, Snow/Call-in Days, Work Week.....Page 1

Work Day, Part-time/Temporary Help, Work Site.....Page 1

Promotion of Food Service, Program Evaluation.....Page 2

Overtime/Extended Work, Late Reporting.....Page 2

Emergency Call-in, Wages.....Page 2

Health Benefits, In-Lieu of Health Benefits, Dental.....Page 3

Vision, Longevity, Uniforms, Substituting.....Page 4

Catering Events, Sick Leave, Severance, Holidays.....Page 5

Criminal History Check, Temporary Vacancies.....Page 6

APPENDIX B

FOOD SERVICE

Section 1: Work Year

- A. Employees shall be assured of employment for a minimum of one hundred seventy (170) days per school year.

Section 2: Snow/Call-In Days

- A. If school is delayed and/or cancelled, it is agreed for the life of this contract that employees will be paid for “2 hours of show-up time,” if they are not notified by 6:30 a.m., provided the employee(s) can be reached by phone.
- B. When school is closed due to inclement weather, health or other conditions, employees shall receive their regularly scheduled pay for up to two (2) days only. Should an employee wish to exercise the option of substituting one or both unused personal days to avoid a pay deduction for additional days not worked when a “snow day” is called, he/she may do so by submitting a personal day leave form request to the Food Service Director upon the next day worked.

Any make-up days (after 2 days) will be paid at their regular wages.

Section 3: Work Week

The standard workweek is established at five (5) days a week.

Section 4: Work Day

The normal work day will include two fifteen (15) minute paid break periods for employees working seven (7) hours daily and one (1) fifteen (15) minute paid break period for employees working four (4) hours or less.

Section 5: Part-time or Temporary Help

If the Employer deems it necessary to add on part-time or temporary help the Employer may do so. Part-time or temporary help shall not be utilized to reduce hours of other employees.

Section 6: Work Site

All cafeteria employees shall remain in their respective buildings during this work time unless directed otherwise by the immediate supervisor.

Section 7: Promotion of Food Service

For the duration of this agreement, the school district and the employees, in an effort to promote a quality food service program, agree to promote the food service program on a united front for the purposes of improving the program from a financial standpoint and a working relationship standpoint.

Section 8: Program Evaluation

It is further agreed that program evaluation will occur periodically for service to the students, financial operation, and human relations between supervisors and employees.

Section 9: Overtime/Extended work

When overtime work is required of employees by this agreement, they shall be rotated according to seniority. Any employee who does not accept overtime when offered must wait until rotation is completed before they can, again, claim overtime work. An employee will be paid time and a half for over forty (40) hours per week.

Overtime/extended work will be permitted only when authorized by the Superintendent of Schools.

Section 10: Late Reporting

Employees reporting late for their shift are not to work over to make it up. Deduction will be made for the amount of time they were late. The hour will be divided into six (6) ten (10) minute segments.

Section 11: Emergency Call-in

Employees called in on emergency shall be paid not less than two (2) hours overtime pay. Employees shall remain for as long as deemed necessary by an administrator or the employee's immediate supervisor.

Section 12: Wages

A. Wages:

	<u>07-08</u>	<u>08-09</u>	<u>09-10</u>	<u>10-11</u>
Head Cook	\$12.50	\$12.75	\$12.75	\$12.75
Assistant Cook	\$11.40	\$11.65	\$11.65	\$11.65
Cafeteria Worker	\$10.65	\$10.90	\$10.90	\$10.90
Probation	\$ 8.50	\$ 8.75	\$ 8.75	\$ 8.75

B. Probationary employees successfully completing 60 work days will be eligible to move to the next pay range, but will continue to serve the one year probationary period.

Section 13: Health Benefit:

***For Contract year 2010-2011 all health benefit amounts to be paid by the employee will be at the 2009-10 amount.

	<u>07-08</u>	<u>08-09</u>	<u>09-10</u>	<u>10-11</u>
A. Single Person: 20 hours or more 19 hours or less	100% **	100% **	100% **	100% **
Two Person: 30 hours or more 20 to 29 hours 19 hours or less	90% 70% **	90% 70% **	90% 70% **	90% 70% **
Full Family: For all employees	**	**	**	**

**May be purchased at the employee's expense as additional coverage beyond the benefit provided, determined by the employee's hours of work and at the difference in premium cost to the district.

B. Employees who do not elect to receive the health benefit or who work 19 hours or less shall receive dollars in-lieu of health benefit, Section 14.

C. Probationary employees must successfully complete their one (1) year of probation to qualify for in-lieu of health benefit dollars.

Section 14: In-Lieu of Health Benefit:

30 hours or more	=	\$2,000
20 to 29 hours	=	\$1,500
19 hours or less	=	\$1,000

Section 15: Dental

The Employer will provide dental benefit without cost up to six hundred dollars (\$600.00) for the employee and his/her family comparable to the 1993-94 SET-SEG dental plan benefit level as follows:

30 or more hours per week:	100% up to \$600
20 up to 30 hours per week:	60% up to \$360
Less than 20 hours per week:	40% up to \$240

Section 16: Vision

The Employer will provide vision coverage to comparable to "Plan 1" up to the schedule listed below:

30 hours or more	=	\$250
20 hours up to 30	=	\$150
Less than 20 hours per week:	=	\$100

Section 17: Longevity

- A. The employees covered by this agreement shall be paid longevity according to their date of hire within the Lake City Area Schools system. The cut-off date for determining longevity will be December 1st. Longevity to be based as follows:

Years of Service	Longevity Pay
10	\$500
15	\$700
20	\$900

- B. Longevity accrual time cannot accumulate during unpaid leaves. It shall accumulate according to seniority.

Section 18: Uniforms

- A. Employees will be provided three (3) shirts and reimbursed, based on submitted receipts, up to one hundred dollars (\$100.00) per year for appropriate foot wear and uniform purposes. Employees are expected to keep these clean.
- B. Probationary employees will be provided three (3) shirts and reimbursed, based on submitted receipts, up to one hundred (\$100.00) per year for uniform purposes following the successful completion of sixty (60) days of their probationary period.
- C. Probationary employees are required to return the provided shirts if they or the employer terminates their employment prior to the conclusion of their probationary period.

Section 19: Substituting

- A. Employees working less than full-time shall be offered cafeteria-substituting assignments on a rotating basis. The rotation list shall be established on the basis of seniority.
- B. The supervisor shall designate an assistant cook to substitute for the head cook during his/her absence. This employee shall be paid for substituting at the head cook's hourly pay rate.
- C. Part-time substitutes will receive the pay rate that the full-time employee regularly performing that position receives.

Section 20: Catering Events

- A. When the school district caters events and/or functions (proms, banquets, meetings, etc.), it shall determine the positions needed and offer catering work to cafeteria employees by classification on a rotating basis. The rotation list shall be established on the basis of seniority.
- B. Employees shall be paid at their regular rate of pay for catering work with the following exceptions, which shall be paid at one and one-half times their regular rate of pay:
 - 1. Employees working over eight (8) work hours.
 - 2. Employees returning to work after 6:00 p.m.
 - 3. Employees working on holidays and/or weekends.

Section 21: Sick Leave

Upon initial employment and thereafter full-time regular employees shall be granted ten (10) sick days and two (2) personal days (pro-rated in the first year of employment). Unused sick days shall accrue to a maximum of one-hundred (100) days.

Section 22: Severance

Severance for unused sick time for Food Service employees upon retirement will be granted according to the following schedule:

1 – 29	=	\$10	60 – 69	=	\$16
30 – 39	=	\$12	70 – 79	=	\$17
40 – 49	=	\$14	80 – 89	=	\$18
50 – 59	=	\$15	90 – 100	=	\$20
			100 days	=	\$2,000

Section 23: Holidays

Employees covered under this agreement will be entitled to the following holidays off with regular pay.

- Labor Day (providing school is in session)
- Thanksgiving
- Friday after Thanksgiving
- Good Friday
- Memorial Day

Section 24: Criminal History Check

The “School Safety” Legislation of 2005 requires that, not later than July 1, 2008, the board of a school district request for each individual who, as of January 1, 2006, is either a full-time or part-time employee of the school district, a criminal history check from the criminal records division of the state police.

To ensure compliance with this legislation, the district agrees to pay the fees charged for conducting this check.

Section 24: Temporary Vacancies

When temporary vacancies occur, they will be filled on the basis of seniority and qualifications without undue interference with the regular work schedule. All shift openings must be posted. When permanent vacancies occur and no employee bids on the shift opening, the last individual employed can be assigned to the posted vacancy.