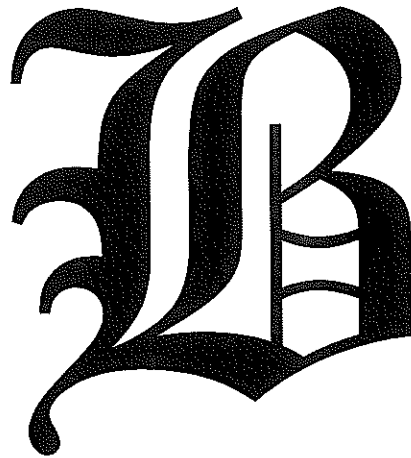


Belding Area Schools

Transportation Department

Bus Drivers Working Agreement

July 1, 2010 – June 30, 2011



Belding Area Schools

1975 Orchard Street

Belding, MI 48809

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BUS DRIVING WORKING AGREEMENT

ARTICLE I

General Statement

It shall be the endeavor of this school district to secure the best available employee. All selection, promotion and transfer to different job assignments shall be based on ability, work record and seniority. There shall be no discrimination toward candidates or employees because of race, color, religion, gender, age, national origin, height, weight, marital status, political beliefs, or disability.

- A. It is the policy of the Belding Area Schools that no person shall, on the basis of race, color, religion, gender, age, national origin, height, weight, marital status, political beliefs, or disability be excluded from participation in, be denied benefits of, or be subjected to discrimination under any program or activity or in employment.
- B. Any question concerning Title VI or Title IX of the Educational Amendments of 1972 (which prohibit discrimination on the basis of race, color, or national origin and on the basis of sex, respectively) or questions related to Section 504 of the Rehabilitation Act of 1973 (which prohibits discrimination on the basis of handicap) should be directed to the district's Superintendent of Schools.
- C. If any person believes that the Belding Area Schools or any part of the school organization has inadequately applied the principles and/or regulations of (1) Title VI of the Educational Amendments Act of 1972, (2) Title IX of the Educational Amendments Act of 1972, and (3) Section 504 of the Rehabilitation Act of 1973, he/she may bring forward a complaint which shall be referred as a grievance to the local Civil Rights Coordinator at the following address:

Belding Area Schools
High School Principal
1975 Orchard St.
Belding, Michigan 48809
(616) 794-4700

- D. The person who believes he/she has a valid basis for grievance shall discuss the grievance informally and on a verbal basis with the local civil rights coordinator, who shall, in turn, investigate the complaint and reply. If that informal reply does not satisfy the complainant, a formal complaint may be pursued according to the following guidelines:

1. A written statement of the grievance, signed by the complainant, shall be submitted to the local civil rights coordinator within five (5) business days of receipt of answers of informal complaint. The coordinator shall further investigate the matters of grievance and reply in writing to the complainant within five (5) business days.
2. If the complainant wishes to appeal the decision of the local civil rights coordinator, he/she may submit a signed state of appeal to the Secretary of the Board of Education. Such statement must be delivered to the Board of Education office at 1975 Orchard Street, Belding, Michigan, not more than five (5) business days after receipt of the local coordinator's reply (a, above). In an attempt to resolve the grievance, the Board of Education (or a committee appointed by the Board) shall meet with the concerned parties and their representatives within forty (40) days of receipt of such appeal. A copy of the Board's decision shall be sent to each concerned party within ten (10) days of this appeal.
3. If at this point, the grievance still has not been satisfactorily settled, further appeal may be made to the Office for Civil Rights, Department of Education, Washington, D.C. 20201.

ARTICLE II

Classifications of Drivers

Regular Driver - shall be defined as a driver who has satisfactorily served a probationary period of 90 working days and has an assigned route.

ARTICLE III

Qualification of Driver

- A. To be employed as a school bus driver, a person must meet all the legal requirements established by the State of Michigan, including rules and regulations as issued by the Michigan Department of Education and the rules and regulations as set forth by the Belding School District and contained in the Bus Driver's Handbook.
- B. All drivers shall pass a physical by a licensed physician of the school district's choice prior to employment, and at least once a year thereafter. The entire cost of the physical exam will be paid by the school.

ARTICLE IV

Seniority

The employer shall post a list of the employees arranged in order of hire date as a regular driver at the beginning of each fiscal year. This list shall be posted in a conspicuous place on the bulletin board at the place of employment.

- A. Employees hired on the same day will draw lots to determine seniority.
- B. Seniority shall be forfeited by discharge or by voluntary quit.
- C. In the event that it should become necessary to reduce the work force, the bus drivers who were hired last will be laid off first.
- D. In the event of recall of laid off drivers, the most senior qualified driver will be called back first. There will be a two year limitation on this provision.

ARTICLE V

Job Assignments

- A. Vacated or newly-created routes will be filled by the transportation supervisor. First priority will be given to the most senior drivers without a conflicting route.
- B. Open routes will be posted at the transportation office for 10 (ten) working days. All bids must be made in writing to the transportation supervisor.
- C. All routes will be opened for bid two weeks prior to the beginning of the school year.
- D. If an employee with an earlier hire date has been displaced because a run has been discontinued, this employee would have the right to bid for any posted position, and if there are no positions posted, the displaced employee may displace the lowest seniority driver with equivalent hours.
- E. Transfer will be assigned to the most senior driver available. Availability will be determined by the driver's proximity to the required transfer. These transfers will be considered part of a given route and the time will be included in the 35 hour per week test for full-time status.
- F. Regular drivers should substitute for regular drivers on sick leave before a sub, if available.

- G. The transportation supervisor will make the final determination on job assignments.
- H. Drivers will generally be limited to 40 hours per week.

ARTICLE VI

Extra Trips

- A. Extra trips will be assigned by the transportation supervisor.
- B. If an extra trip conflicts with a regular bus route, the regular driver will not be eligible for the extra trip.
- C. Eligible, regular drivers will be given first priority in the assignment of extra trips. (Eligible = the assigned trip will not put the driver over 40 hours for the week and does not interfere with a drivers regularly-scheduled routes).
- D. Trips will be posted and classified a field trip, athletic trips, kindergarten routes, Saturday trips and emergency trips. (Emergency trips are classified as trips scheduled after the Tuesday prior to the week of trips being scheduled). Drivers eligible for any of these classifications of trips may sign a list to put them on the rotation for these trips. Full time drivers may sign a separate list to be considered for extra trips on "short weeks". If the week is short due to due to half days, a rotation list will be used with only full time drivers on it. If the week is short due to full days off, a list with all interested drivers will be used. All emergency trips must be bid within 48 hours of posting and no later than 48 hours of departure time.
- E. Saturday trips for which full time drivers would not be eligible will stay on the Saturday rotation.
- F. All trips must be bid on by the Tuesday of the prior week. They will be posted by Tuesday, two weeks prior to that week.
- G. When a driver's name comes up on a rotation list, they may bid on a trip for which they are eligible. If they do not wish to take a trip or are not eligible, they should indicate so.
- H. A driver's trip that is cancelled will have first opportunity for the next available trip.
- I. All non-emergency trips will be assigned by Wednesday of the week prior to the trips.
- J. All trips not taken by regular drivers will be assigned to substitute drivers by the supervisor.

- K. Drivers taking overnight trips will be provided with, or reimbursed for, appropriate room and board. They will be paid eight (8) hours per day or from the time the driver starts his/her bus in the morning until he/she turns his/her bus off for the day, whichever is more, for each day of the trip. If the trip leaves after 12:00 noon or returns before 12:00 noon, the driver will be paid four (4) hours or actual driving time, whichever is more, for those days.
- L. The driver may be required to work for one (1) hour. The driver must either be available at his/her home phone or check in at the transportation office three (3) hours before the trip to receive notification of cancellation to be eligible for compensation. Saturday trips cancelled between 12:01 p.m. Thursday and 9:00 a.m. Friday will be compensated for two hours. Saturday trips cancelled after 9:00 a.m. Friday will be compensated three hours. Extra trips cancelled less than 24 hours from departure time will be compensated one hour. Extra trips cancelled less than three hours from departure time will be compensated two hours.

ARTICLE VII

Employee Evaluation

- A. Each non-probationary employee will be evaluated at least once each year. The evaluation will be done prior to May 1. Additional evaluations may be added to an employee's record at the discretion of the supervisor. Each probationary employee will be evaluated at least once during his probationary period. Failure to evaluate shall presume satisfactory performance on the part of the employee.
- B. Prior to an employee being evaluated, the employee and his/her evaluator will discuss the criteria that is going to be used in the evaluation.
- C. Employees will be made aware of complaints against them if management intends to act on those complaints, and will be given an opportunity to respond to them.
- D. Within ten (10) working days after the completion of the evaluation, a personal conference will be held with the employee. This conference will be to discuss the evaluation. At the conclusion of the conference the employee will sign the evaluation only as an indication that the material has been seen. A signed copy of the evaluation will be given to the employee at the conclusion of the conference.
- E. Within fifteen (15) working days following the employee's signing of the evaluation he/she may attach written, signed comments pertinent to his evaluation of that document.
- F. In the event of an unsatisfactory evaluation, the employee will be provided with specific areas for improvement and may request re-evaluation within thirty (30) days.

- G. No complaints from students, parents or school personnel, will be placed in an employee's personal file unless the employee has had the opportunity to review the material.

ARTICLE VIII

Grievance Procedure

- A. A grievance is defined as an alleged violation of an express provision of this Working Agreement.

The following matters shall not be the basis of any grievance filed under the procedure outlined in this article:

1. The termination or failure to re-employ any probationary employee.
2. Any matter for which there is a procedure for establishing a remedy established under State or Federal statutes. (e.g. Civil Rights Commission, Worker's Compensation)

- B. The term "days" as used herein shall mean working days.

- C. Written grievances as required herein shall contain the following information:

1. It shall contain a synopsis of the facts giving rise to the alleged violation.
2. It shall cite the section or subsection of this handbook alleged to have been violated.
3. It shall contain the date of the alleged violation.
4. It shall specify the relief requested.
5. It shall be signed by the grievant.

Any grievance not in accordance with the above requirements may be rejected as improper at Level Two. It must be corrected within time lines to be presented at Level Three.

D. Procedure

1. Level One

A grievance alleging a violation of this handbook shall, within ten (10) working days of its alleged occurrence, orally discuss the grievance with his immediate supervisor in an attempt to resolve the grievance. If no resolution is obtained within five (5) days of the discussion, the grievant may reduce the grievance to writing and proceed to Level Two.

2. Level Two

- a. A copy of the written grievance must be filed with the immediate supervisor with ten (10) days of the initial discussion of the grievance as provided in Level One above.
- b. The immediate supervisor shall, within five (5) days of receipt of the written grievance, arrange a meeting with the grievant and, at the option of the employee and the Bus Drivers Committee, discuss the grievance.
- c. If no decision is rendered within (5) days of the discussion, or the decision is unsatisfactory to the grievant, the grievant may, within eight (8) days of the discussion, proceed to Level Three.

3. Level Three

- a. A copy of the written grievance must be filed with the superintendent within eight (8) days of the meeting between the parties in Level Two.
- b. The superintendent shall, within five (5) days of receipt of the written grievance, arrange for a meeting with the employee and, at the option of the employee, and the Bus Drivers Committee, discuss the grievance.
- c. A written decision will be rendered within ten (10) days of the meeting. The employee may, within five (5) days, proceed to Level Four.

4. Level Four

- a. If the decision received at Level Three is unsatisfactory to both the employee and the Bus Drivers Committee, the employee may request a review of the grievance by the Board of Education within ten (10) days of receipt of the Level Three decision. The employee must make written notice, through the superintendent, that he wishes to meet with the committee established by the Board to review such grievances. The Board will review its committee's recommendation at the first regular meeting following the committee's review of the complaint.

- b. The employee and, at the option of the employee, a representative of the Bus Drivers Committee will be heard, at the option of the Board, either at the next regularly scheduled Board Meeting or within thirty (30) calendar days by a committee of Board Members.
- c. A written copy of the decision reached shall be given to the grievant within thirty (30) calendar days of the hearing provided in “b” above.

ARTICLE IX

Holidays

School Year Employees

- A. Employees will be paid for nine (9) holidays. Said holidays shall be Memorial Day, Thanksgiving Day, day after Thanksgiving, Christmas Eve, Christmas Day, New Year’s Eve, New Year’s Day, Good Friday and Labor Day. Drivers who are driving regular scheduled routes for summer programs which are in session before, after, and during the week of July 4, will be eligible for holiday pay for July 4 if they work the last scheduled day before July 4 and the first scheduled day after July 4. These summer programs are Special Education, Migrant, and Summer School.
- B. Drivers required to work on a holiday will, in addition to holiday pay, be paid their regular rates for time spent providing service. In the event that a holiday, as recognized in this handbook, is scheduled as a day of student instruction, the holiday worked will be excluded from consideration as a paid holiday for the subject year (i.e. drivers will be expected to work yet shall not receive holiday pay in addition to compensation for service rendered).
- C. To be eligible for holiday pay, an employee must be an employee on the day of the holiday. He/She must have been employed at least thirty (30) working days and must have worked his/her last regularly scheduled work day before the holiday and his/her first regular work day after the holiday, except in the case that the employee is hospitalized or on leave due to a death in the immediate family.
- D. In the event that an employee is absent on the day before or the day after a holiday and uses paid leave time for the absence, that employee may elect to receive full holiday pay by substituting an equivalent amount of paid leave for the portion of the holiday(s) that would otherwise be unpaid. If the leave time taken either before or after the holiday is due to death in the immediate family, jury duty, or approved vacation, the holiday pay shall be paid and no use of the employee’s paid leave time shall be required to receive full holiday pay. If the reason for an absence prior to or after the holiday is illness of the employee or a member of the employee’s immediate family, the employee shall present medical verification of the illness. The holiday will then be paid but deducted from accumulated sick time.

- E. Drivers scheduled to work the day of an Act of God day will be paid for their regular routes on that day. Drivers must be available for work in order to qualify for snow day pay.
- F. For the purpose of this article the term “day” shall be defined as the number of hours the employee is regularly scheduled to work per day.

ARTICLE X

Sick Leave

- A. Drivers who drive regularly-scheduled routes during the summer (Special Education, Summer School, Migrant) will accumulate sick time at a rate of .05 hours for every hour worked.
- B. Employees shall be entitled to sick leave with pay, to be earned at a rate of one (1) day for each month worked. Sick leave days may be used, subject to the following:
 - 1. Personal Illness: Employees may use available time as necessary to recover from a personal illness, injury or disability.
 - 2. Family Illness: A maximum of four (4) days per year may be used to attend to a member of the immediate family (defined as: Spouse, Parent, Grandparent, Father or Mother-in-Law, Child, Brother, Brother-in-Law, Sister, Sister-in-Law, Grandchild or Stepchild) who is seriously ill.
 - 3. Death in the Immediate Family: Up to 3 days, per occurrence, may be used in the event of death of immediate family member, as defined above. The first two days of these three will not be deducted from accrued leave. The third day will come from sick pay.
 - 4. Personal Business: Two personal business days allowed per year. One personal business day can be used by the employee with no explanation necessary. The second personal business day taken from accumulated sick leave may be used for personal business which the employee cannot conduct at any time outside working hours. That business must either affect actual dollar business of the family (lawyer, home closing, etc.) or otherwise affect the welfare of the family unit (example: furnace fails in the middle of winter). Use of a personal day is subject to the following rules:
 - a. An employee must notify his immediate supervisor at least three (3) days in advance of his intent to use a personal day, except in cases of emergency.

- b. A personal business day may not be used to lengthen a holiday or vacation period. Nor may a personal business day be used to seek other employment or for recreational purposes (e.g. hunting or attending sporting events).
 - c. Except in the event of an emergency, no more than two (2) employees will be allowed to take a personal business day on any one work day.
5. Unforeseen School Closure for Funerals: Employees can use accumulated sick time in the event school is cancelled due to a funeral. Employees may submit for the number of hours they are regularly scheduled to work.
- C. Use of leave time pursuant to this Article is subject to the following rules:
- 1. Employees must specify the reason for which they are requesting the use of leave time; in case of personal illness requests should be made as far in advance as possible, but in no event later than one (1) hour prior to their scheduled starting time, providing someone is available to receive notice; in case of illness or death in the immediate family, request must be made, except in emergency situations, twenty-four (24) hours or one (1) work day, whichever is greater, prior to commencement of the requested leave.
 - 2. Abuse of leave days (i.e. absence for other than a legitimate purpose as defined by this Article) is cause for discipline up to and including discharge.
- D. An employee whose personal illness extends beyond his accumulated sick leave may be granted an unpaid leave of absence of up to one (1) year (renewable at the discretion of the Board) from his last sick day. Such leave to be subject to the same conditions as any other unpaid leave. Return to an employee's previously-held position or a substantially equivalent position will be guaranteed if the employee has been on an unpaid leave for medical reasons and that unpaid leave was immediately preceded by the use of at least 50 consecutive days of earned sick leave for the same illness. A doctor's Certificate of Fitness that does not contain any duty restrictions may be required before an employee is allowed to return under these provisions.
- E. An employee who incurs an illness or injury compensable under Worker's Compensation may elect either to accept the Worker's Compensation and lose no sick leave (except if the employee uses sick leave during the Worker's Compensation waiting-period), or, the employee may elect to use sick leave providing he turns in his Worker's Compensation check to the district.
- F. The Board agrees to inform each employee, at least once a year, of the total number of sick leave days they have accumulated.
- G. Leave of absence with pay not chargeable against the employee's sick leave shall be granted by the Board for the following reasons:

1. Absence when the employee is required to serve on a jury providing any pay the employee receives for serving is turned over to the district. Also, providing that if any employee is not selected to serve on a jury and is relieved of further obligation, the employee shall report for work.
2. Time spent making a court appearance, if an employee is subpoenaed as a witness in a school-related matter. Witness fees, if any, shall be turned into the district.

ARTICLE XI

Unpaid Leave of Absence

- A. Employees may make application to the district for an unpaid leave of absence, not to exceed one (1) year, renewable at the discretion of the Board, or make application to the superintendent if the duration of the proposed leave is less than 90 days. Applications for such leaves shall set forth the following minimal information:
 1. Name, date, applicant's signature.
 2. Nature of request.
 3. Reason for the request and any additional data or documentation the employee feels will bear on the merits of the requested leave of absence.
 4. Dates applicant desires to commence and terminate the leave of absence.
- B. Upon receipt of proper application, the district will review the request and the reasons advanced in support thereof. The granting or denial of an unpaid leave of absence shall be discretionary with the Board. Where the request is reviewed by the superintendent, a decision will be made within ten (10) days of the receipt of proper application. Where the Board is to review such requests, the Board will render a decision within five (5) days following the regularly scheduled Board meeting after which proper application has been submitted.
- C. Unpaid leaves of absence as provided for in paragraph (A) above shall be without pay, fringe benefits and without sick leave accumulation. Upon return from an authorized unpaid leave of absence, the employee shall be restored to the same position on the wage schedule as when he/she left and be entitled to other accrued benefits earned prior to said leave. An authorized paid or unpaid leave of absence will not affect seniority status.
- D. During the period of an unpaid leave of absence, employees shall not be entitled to insurance benefits at the district's expense. Upon the approval of, and subject to the

limitations established by the respective insurance carriers, insurance benefits may be continued at the employee's expense by paying the appropriate premiums at the Payroll Office.

- E. An employee returning from a leave will be returned to his previously-held position or a substantially equivalent position if available, for which he is qualified. If there are no employees which he is qualified to replace with less classification seniority, he shall be placed on layoff.
- F. Any employee who fails to return from a leave of absence on the specified date shall be considered a voluntary quit and shall lose all rights to employment in the district.

ARTICLE XII

Insurance

- A. All insurance provided herein is provided subject to the rules and regulations of the insurance carrier.
- B. Employees newly hired by the Board shall be eligible for Board paid insurance premiums upon acceptance of written application by insurance carriers on the first day of the month following commencement of work of application, whichever is later. Changes in family status shall be reported by the employee to the Business Office within thirty (30) days of such change. The employee shall be responsible and shall reimburse the Board for any overpayment made on his behalf for failure to notify of such change. Upon submission of written application, the Board shall provide benefits for employees who have assigned regular routes which total at least 35 hours per week. A full-time driver (35 hours/week) whose hours are reduced due to elimination of noon kindergarten runs as a result of all day every day kindergarten or elimination or reduction of ECSE and GSRP Programs will be given credit (unpaid) for those reduced hours for the purpose of remaining eligible for benefits. They may be assigned other duties to make up for those reduced hours.
 - 1. The district shall provide full family health and medical insurance under the Priority Health HSA plan with a district funded deductible for each eligible driver (see "B" for eligibility) who requests this benefit and who is not included in and covered by his/her spouse's health and medical insurance policy.
 - 2. Eligible bus drivers not wishing health care protection may apply the cost of the individual employee's Priority Health HSA premium, including the employer portion payment of the in-network deductible built into the premium, to the cost of any SET SEG options not subject to income tax by the Internal Revenue Service or an annuity with which Belding Area Schools has agreed to contract for tax deferred annuities.

3. The Board shall provide for eligible employees, as defined above, 80/80/80 dental insurance with orthodontic dental service (no age limit).
 4. The Board shall provide for eligible employees, as defined above, NVA vision coverage.
- C. Employees regularly scheduled to work at least fifteen (15) hours per week will be allowed to purchase hospitalization insurance at a group rate provided:
1. The carrier shall allow such coverage, and only so long as the carrier allows it; and,
 2. The Employee shall pay the full cost of such insurance (including deductible); and,
 3. Coverage shall be limited specifically to hospitalization; and,
 4. The plan shall not exceed that of the Employee group plan to which they are added; and,
 5. The annual cost of the insurance shall be divided equally between the employees biweekly checks; and,
 6. The biweekly payments shall be deducted according to carrier policy; and,
 7. Each employee desiring insurance must sign a payroll deduction authorization for such insurance before being eligible for such insurance; and,
 8. Should the cost of the insurance increase the deductions shall increase automatically;
 9. The employer accepts no liability other than the payroll deduction.
- D. All employees in this employee classification who are not eligible for Board provided insurance under "B" above and work at least 15 hours weekly shall receive \$10,000.00 term life insurance. The Board reserves the right to select the insurance carrier for this coverage. Employees have a thirty-one (31) day conversion right upon termination of employment. Any employee electing this right must contact the carrier within (31) days of his last day of employment.

ARTICLE XIII

Guidelines for Employees on Absenteeism

Employees are expected to accept the responsibilities of being on the job regularly and on time for work. Absenteeism and tardiness, which is a form of absenteeism, places an undue burden and hardship on the school district's ability to manage and direct the programs and activities which affect students, parents and the community we serve.

Absenteeism also penalizes employees who are regular in attendance. Good attendance benefits employees in terms of job security, better earning, protection of sick leave benefits and equitable treatment.

The school district has a right to expect its employees to be at work regularly and on time and excessive absenteeism, even due to bonafide reasons, is a concern that needs to be addressed.

A. Employee Call In and Absence Reporting Procedures

In the event of personal illness or quarantine, serious illness or death in the immediate family, or other reasons, call (616) 794-4970. Prior to 5:00 a.m., contact the transportation supervisor at (616) 302-0874.

B. Personal Illness or Quarantine

1. You are expected to call in each day, unless you have specified in advance the number of days you expect to be absent.
2. You should expect a phone call, note or letter from your supervisor as a means of good communication to review your health status as the occasion warrants.
3. After two (2) consecutive days of illness, a physician's written release will be required before you can return to work.
4. Your supervisor may require a physical examination by the Board of Education-designated physician.
5. Your supervisor may discuss your health with you as it relates to your attendance.

C. Irregular Attendance and Excessive Absenteeism

1. At the point where your absenteeism becomes a concern, you can expect to be urged, by your supervisor, to improve your attendance.

2. You can expect to be warned, in writing, by your supervisor, if improvement is not evident and your attendance is less than satisfactory.
3. You can expect disciplinary action to include a written reprimand, suspension and/or dismissal at the point your absenteeism places an undue burden on the Board and its ability to operate facilities and programs to serve students, parents and the community.

ARTICLE XIV

Guidelines

A. These conditions of employment shall be effective until July 1, 2010:

	With Insurance 2010-2011	Without Insurance 2010-2011
Step No. 1	\$14.76	\$14.98
Step No. 2	\$14.96	\$15.18
Step No. 3	\$15.20	\$15.43
Step No. 4	\$15.39	\$15.62

\$.20/hr. added for longevity after 10 years consecutive service.

\$.20/hr. added for longevity after 20 years consecutive service, effective July 1, 2005.

\$.15/hr. added for longevity after 25 years consecutive service, effective July 1, 2010.

- B. Each step shall represent one (1) calendar year of employment. Advancement shall be on the anniversary date of the employee's last hire-in date.
- C. Drivers who take field trips of at least three hours duration and are gone over the lunch or dinner hour will be reimbursed \$6.00 for breakfast; \$7.00 for lunch and \$8.00 for dinner. Trips must leave prior to 6:30 a.m. to be eligible for breakfast reimbursement. Signed and dated receipts must be turned into the transportation supervisor to receive reimbursement.
- D. Drivers will be reimbursed the difference in cost between the operators license and the chauffeurs license.
- E. A training rate of \$7.00 per hour will be paid prior to certification.
- F. It is the intent of the Belding Area Schools to avoid overtime in all job assignments. All paid time (holiday, sick time, snow days) is to be considered part of forty (40) hours when computing overtime pay.

- G. Any employee who gives at least 60 calendar days notice of his or her intent to irrevocably resign all employment rights with Belding Area Schools will be compensated \$15.00 for each accumulated sick day. A sick day will be calculated based on a rate of seven (7) hours per day.
- H. Drivers will be eligible every other year for a uniform allowance of \$60.00 for regular drivers and \$44.00 for substitute drivers. This allowance may be used for the purchase of winter boots as well as coats with the approval of the transportation supervisor. The coats will be embroidered with the school name and driver's name at the schools expense.
- I. Drivers may be paid up to two (2) hours for mandatory drug tests (2006).
- J. Drivers may be paid for up to .5 hour for mandatory physical (2006).