

**CONDITIONS OF WORK**

**AS**

**AGREED UPON BY**

**CALEDONIA CUSTODIAL/MAINTENANCE  
ASSOCIATION**

**AND**

**CALEDONIA COMMUNITY SCHOOLS**

**BOARD OF EDUCATION**

**2007-11**

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**THIS AGREEMENT** made and entered into this the 1st day of July 2007 by and between the Board of Education of Caledonia Community Schools (herein called the Board) and the Caledonia Schools Custodial/Maintenance Association (herein called the Association).

#### **ARTICLE I – RECOGNITION**

Sec. A. The Board recognizes the Association as the exclusive bargaining representatives for all full time custodial/maintenance personnel in the Caledonia School District. Only full time employees working 35 hours per week or more are included in this group.

Sec. B. Nothing contained herein shall be construed to prevent any individual employee from presenting a grievance and having the grievance adjusted without intervention of the Association if the adjustment is not inconsistent with the terms of this Agreement.

#### **ARTICLE II - BOARD RIGHTS**

The Board of Education, on its own behalf and on behalf of the electors of the school district, hereby retains and reserves unto itself without limitation all powers, rights, authority, duties and responsibilities conferred upon and vested in it by the laws and the Constitution of the State of Michigan and of the United States, including, but without limiting the generality of the foregoing, the right:

- A. To the executive management and administrative control of the school system, its employees, properties, and facilities.
- B. To hire all employees and, subject to the provisions of the law, to determine their qualifications, the conditions of their continued employment, their dismissal or demotion, and to promote and transfer all such employees.
- C. The exercise of the foregoing powers, rights, authorities, duties, and responsibilities by the Board, the adoption of policies, rules, regulations, and practices in furtherance thereof, and the use of judgment and discretion in connection therewith shall be limited by the specific and express terms of this agreement and then only to the extent such specific and express terms thereof are in conformance with the Constitution and laws of the State of Michigan and the Constitution of the United States.

#### **ARTICLE III - EMPLOYEE RIGHTS**

Section A:

The Board and the Association agree to abide by Act 379 of the Public Acts of Michigan 1965 and all amendments thereto and to all the applicable laws and statutes pertaining to employees rights and responsibilities. The Board further agrees that it will not directly or indirectly discourage or deprive or coerce any employee in the enjoyment of their rights granted to them under the laws above stated.

Section B:

The Association and its members shall have the right to use the school building facilities before or after regular class hours and during lunchtime. Such use of the building for Association meetings must be arranged for with the building principal in advance. (The administration retains the right of room assignment.)

Section C:

Any employee who wishes to file a grievance or discuss a problem has the right to bring an Association representative with him or her.

## ARTICLE IV - GRIEVANCE PROCEDURES

Any member of the Association may submit a grievance if there is cause to believe there is a violation of the Master Agreement. Grievances shall be processed in a timely and orderly manner as described in each step of the grievance procedure. Grievances must cite specific Articles of the contract that were allegedly violated; statements of fact upon which the alleged violation is based, and relief sought by the grievant. Time lines may be extended by a written mutual agreement. At each step, the grievant may be accompanied by a representative of the Association. Any expenses incurred throughout the grievance procedure shall be borne by the party incurring them.

### **STEP I (DISCUSSION)**

A member with a grievance shall discuss it with his or her immediate supervisor within five (5) working days of the alleged violation.

### **STEP II (WRITTEN FORM)**

If the grievance is not settled to the mutual satisfaction of both parties, the grievance must be reduced to writing, signed by grievant and submitted to the grievant's immediate supervisor within five (5) working days following the date of Step I (discussion).

The immediate supervisor shall respond in writing within five (5) working days after receipt of the written grievance.

### **STEP III (SUPERINTENDENT'S LEVEL)**

If the determination of the immediate supervisor does not relieve the grievant it may be submitted to the Superintendent of Schools within five (5) working days after receiving the written disposition from the immediate supervisor. After investigating the facts of the matter and conferring with both parties, the Superintendent shall issue a written disposition of the grievance within ten (10) working days of receipt of the grievance from Step II.

### **STEP IV (MEDIATION)**

If the grievant still believes the disposition by the Superintendent is in violation of the contract, he may request mediation assistance of the offices of the Michigan Employment Relations Commission. Such request must be initiated within five (5) working days following receipt of the superintendent's disposition. It is expressly understood that any recommendation given by the mediator is advisory in nature and shall not be binding on either party.

### **STEP V (BOARD OF EDUCATION)**

If the recommendation of the mediator fails to bring resolution, the grievant may appeal to the Caledonia Board of Education for review and decision. This written appeal must be made within five (5) working days following the mediator's conference with both parties, via the Superintendent.

The Board will receive, hear or designate a hearing at the next regular Board Meeting if appeal is presented eight (8) working days prior to that meeting. The secretary of the Board shall render a written disposition within ten (10) working days after the Board hearing.

## ARTICLE V - HOURS, HOLIDAYS AND VACATIONS

### **Section A: HOURS**

The workweek for all custodial/maintenance employees shall be set by the Director of Operations in charge of their respective buildings. The workweek shall be guaranteed to be 40 hours per week throughout the year (52 weeks) except in the event of extenuating circumstances. No overtime is authorized by anyone other than the Director of Operations or his/her designee. Any authorized overtime of more than 40 hours per work week will be paid at the time and one-half or compensating time-off will be given at the rate of time and one-half. Only under the most extenuating circumstances will the employee's choice of payment not be honored.

**Section B: HOLIDAYS**

Employees shall be paid but not required to work on the following days if the employee works on the scheduled work day, before and the first scheduled work day after the holiday or is on an approved leave; i.e. sick day, bereavement day, etc.

4th of July	December 25
Labor Day	New Year's Eve
Thanksgiving Day	New Year's Day
Day after Thanksgiving	Friday before Spring Break*
December 24	Memorial Day

\*If the school calendar is scheduled in such a way school is in session, the employee will be required to work and a compensating day off with pay during spring break will be arranged.

**Section C: VACATION**

Each employee will be paid for one (1) week vacation in the employee's first full year of employment, two (2) weeks vacation in the second year of employment, three (3) weeks vacation in the fifth year of employment, and four (4) weeks in the tenth year of employment. The work year for custodians is July 1 through June 30 of any given year.

If an employee hires on and starts on any date other than July 1, their vacation time will be prorated as well as their sick leave time. As example, if someone starts work on March 1, that employee will have 4 months of work before July 1 comes. That will mean that this employee will be given 1/3 of the normal vacation of 5 days-2 days (rounded up) and 1/3 of the sick days-3 (rounded down). After July 1, he/she will begin their first full year of employment and receive 5 vacation days, as well as a full complement of the other types of days available (sick bereavement, etc.)

Vacation days should be used in the contract year in which they are granted. 50% of unused days may be carried over until December 31, following the end of the contract year in which the days were to be used, unless an extension is granted by the Director of Operations. Vacation pay will be 40 hours for each week for full time employees.

Employees on step 12 will receive one floating holiday, step 16 will receive two floating holidays and step 20 will receive three floating holidays. These days are non-cumulative. A school year is defined as July 1 through June 30.

**Section D: SEVERANCE**

Upon exit in good standing from the system, an employee who has worked in the custodial unit for a minimum of 10 years and accumulated 100 sick days will be paid a severance amount of \$2,000 for these days. If an employee has accumulated fewer days than this after 10 years, he/she will receive proportionately less, i.e. \$1800 for 90 accumulated days, etc.

**ARTICLE VI – LEAVES**

**Section A: SICK LEAVE AND BEREAVEMENT LEAVE**

Each employee shall be granted 10 sick leave days each school year. The following apply to sick leave:

- I. Sick leave may accumulate to a maximum of 180 days.

2. Sick leave days may be used for the personal illness of the employee, the employee's spouse, children living at home, or parents and other individuals residing for an extended period of time in the employee's household. Illness in the immediate family (spouse, child or parent) living in the household is not to exceed five (5) days per school year, except with the approval of the school administration.

3. Bereavement Leave - Five (5) days per school year will be available for use for death in the immediate family. Such days will not be charged against accumulated sick leave. Immediate family is defined as 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 days per school year may be used to attend the funeral of someone not in the immediate family. Bereavement days are not cumulative.

4. On July 1 of each year 10 days will be added to the accumulated sick leave bank of each employee. A paid sick day is equal to 8 hours pay.

**Section B: LEAVES WITH PAY**

Leaves of absence with pay approved by supervisor and not chargeable against the employee's sick leave shall be granted for the following reasons:

1. Absences when an employee is called for jury service. The employee will be paid for the hours normally worked, less the per diem jury duty pay, not including mileage expense.
2. Court appearance as a witness in any case connected with the employee's employment or the school or whenever the employee is subpoenaed to attend any proceeding.
3. Approved attendance at conferences, workshops, or in-service meetings related to work.
4. Personal Days: Each employee will be granted two (2) personal business days, with pay, per contract year for personal reasons. Personal days are to be scheduled with the supervisor at least one week in advance. These days are non-cumulative and are to be used with appropriate discretion.

**Section C: LEAVES WITHOUT PAY**

Leaves of absence without pay may be granted upon the recommendation of the Superintendent to the Board of Education for a period not to exceed 1 year for the following reasons:

1. Conditions at home require the employee to remain at home.
2. Personal illness on advice of physician. (Beyond accumulated sick leave).  
An employee shall not receive credit on the salary schedule for that year leave of absence without pay.

**Section D: MEDICAL STATEMENT**

Any employee absent because of an extended or serious illness may be required to present to the Custodian/Maintenance Supervisor, prior to returning to service, a statement from a doctor indicating that his or her health is satisfactory to resume normal duties. If the Custodian/Maintenance Supervisor is in doubt, the employee may be sent to another doctor of the Custodian/Maintenance Supervisor's choice for further examination at the expense of the School Board.

**Section E: VIOLATION OF LEAVE**

All leaves are considered as time off for the reasons stated and necessary for the protection of the employee. Any employee who willfully violates or misuses this policy on leaves with pay

or who misrepresents and statements or conditions under this policy shall forfeit all pay for this stated period and may further rights under this policy unless reinstated in good standing by the supervisor. Violations of this leave policy may constitute grounds for dismissal.

**Section F: FAMILY AND MEDICAL LEAVE ACT**

Parties agree to abide by the rules and regulations set forth in the Family and Medical Leave Act (Federal) of 1993. This section shall not be construed as limiting the right of a member to elect to substitute paid leave for unpaid leave in accordance with Section 102 (d) (2) of the aforementioned legislation.

**ARTICLE VII - WORKER'S COMP**

**Section A: INJURY/ACCIDENT REPORTING**

An employee injured on the job shall report such injury at once to the Administration Office and said employee's immediate supervisor. All reports must be filed at the Administration Office as soon as possible after the incident has occurred but no later than the next working day.

**Section B: REPORTING EARNINGS**

Should an employee injury require loss of time and earn the employee worker's compensation benefits', said compensation shall be reported, by the employee, to the administration office immediately upon receipt.

**Section C: GUIDELINES**

An employee cannot collect both workers' compensation benefits and sick leave pay at the same time. When legally possible an employee will be compensated under the worker's compensation law rather than the employee's accumulated sick leave. Should worker's compensation be less than the worker's regular wage, the difference will be made up through available sick leave benefit.

**Section D: TIME COUNTED**

The time the worker spends waiting for and receiving medical treatment shall be counted as hours worked if treated at place of work or at the employer's direction, during that workday.

**ARTICLE VIII - NON-STRIKE AGREEMENT**

The Association and its individual members agree that a "strike" is not in the interest of the children of Caledonia Community Schools; and, therefore, the Association and its individual members agree not to strike. As used in this Article, the word "strike" shall mean the concerted failure to report for duty, the willful absence from one's position, the stoppage of work, or the abstinence in whole or in part from the full, faithful, and proper performance of the duties of employment for the purpose of inducing, influencing, or coercing a change in the condition, or compensation, or the rights, privileges or obligations of employment. Nothing contained in this Article shall be construed to limit, impair or affect the right of any public employee to the expression or communications of a view, grievance, complaint, or opinion on any matter related to the conditions or compensation of public employment, or their betterment, so long as the same is not designed to and does not interfere with the full, faithful, and proper performance of the duties of employment.

## **ARTICLE IX - NEGOTIATION PROCEDURES**

### **Section A: SUBJECT OF NEGOTIATIONS**

It is understood that matters not specifically covered by this Agreement but of common concern to the parties shall be subject to negotiation between them from time to time during the period of this Agreement upon mutual consent of the Board and the Association. The parties undertake to cooperate in arranging meetings, selecting representatives for such discussion, furnishing necessary information, and otherwise constructively considering and resolving any such matters.

### **Section B: NEGOTIATIONS DATE**

Not earlier than 150 days, but at least 60 days prior to the expiration of this Agreement, the parties will begin negotiations for the new agreement covering wages, hours, terms and conditions of employment of the Board's employees.

### **Section C: BARGAINING REPRESENTATIVES**

In any negotiations described in this Article, neither party shall have any control over the selection of the negotiating or bargaining representatives of the other party and each party may select its representative from within or without the school district. It is recognized that no final agreement between the parties may be executed without ratification by a majority of the membership of the Association and by a majority of the Board of Education, but the parties mutually pledge that representatives selected by each shall be clothed with all necessary power and authority to make proposals, consider proposals, and make concessions in the course of negotiations or bargaining, subject only to such ultimate ratification.

### **Section D: MEDIATION PROCESS**

If the parties fail to reach an agreement in any such negotiations, either party may invoke the mediation process with the State Labor Mediation Board in conformance with the State Law.

## **ARTICLE X - WORKING CONDITIONS**

### **Section A: CONDITIONS OF WORK**

Custodians/maintenance personnel shall not be required to work under unsafe or hazardous conditions or to perform tasks that endanger their health, safety, or well being. Custodians/maintenance personnel shall report all unsafe conditions. For school security, all custodial/maintenance personnel must visibly display staff identification on their uniform

## **ARTICLE XI - HOSPITALIZATION INSURANCE BENEFITS**

### **Section A: HOSPITALIZATION AND INSURANCE BENEFITS**

1. For full time employees who work 40 hours per week, the Board will pay 100% of their health insurance premium with the 10/20 Drug Card provided during the 2007-08 school year. The employee will absorb the 10/20 co-pay costs per prescription up to \$500 annually. Each employee will have a guaranteed stop loss by the Caledonia Community Schools District of \$500. Proof of prescription costs of \$10 or \$20 from member fees that exceed the \$500 out of pocket expense by the employee will be obtained by the employee and submitted to the Administration Office for reimbursement. Reimbursement checks will be issued twice per year. The first check will be issued on or prior to June 30 of the calendar year, and the second check will be issued on or prior to December 31 of each calendar year. It will be the responsibility to submit all reimbursement information to the Administration Office by June 1 and December 1 of each calendar year in order to receive payment. These terms will continue through the expiration of the contract in 2010.



2. The Board shall provide full premium payments for dental insurance.
3. The Board will provide \$40,000 in term life insurance for each full-time employee of the association. The Board will name carrier.
4. The Board will provide vision insurance to full-time employees.
5. Long term disability insurance will be provided each employee. Coverage is to begin 90 days following the disability and payments of 66 2/3 of wage will be made, not to exceed \$2,500/mo. Board will name the carrier. The medical insurance premium will be waived for up to 24 months.
6. Any employee who chooses not to take the health, dental and vision benefits may have an amount equivalent to the single subscriber health benefit premium to take as income or have placed in a tax-sheltered annuity as long as such annuity is one that is already approved for use by our Board of Education.

**Section B: Miscellaneous provisions to health insurance coverage include:**

1. If an employee works nine months insurance will be paid for nine months.
2. A single person qualifies for individual membership under group provisions.
3. No changes and/or additions may be made after October 1, with the exception of family addition and/or deletions.
4. Coverage will continue to the end of the month in which employment ceases.
5. An employee who resigns or is terminated may continue in the Group Medical Care Insurance Plan noted in Section A at his or her own expense in accordance with current COBRA laws.

**ARTICLE XII – EVALUATION**

**Section A: 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 sixty (60) calendar days taken from and including the first day of employment. If at any time prior to the conclusion of the sixty (60) day probationary period the employee's work performance is of unacceptable quality, the employee may, upon the recommendation to the Superintendent by the building administrator, be subject to immediate dismissal. Upon recommendation to the Superintendent by the building administrator, the employee's probationary period may be extended beyond the sixty (60) 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.

**Section B: ANNUAL EVALUATIONS**

The primary purpose of the evaluation process of the Caledonia Community Schools is for the improvement of our custodial staff. This process affords the Director of Operations and the employee the opportunity emphasize, review and clarify responsibilities and expectations. It provides direction to encourage positive growth of the employee.

The Director of Operations, with input from the employee's immediate supervisor, will be evaluating the employees. Annual evaluations will be completed by April 30 of each year. It is understood that a first year employee's evaluation may not be completed in their first year of employment.

After an employee has three consecutive satisfactory evaluations he/she will have an evaluation every other year.

## ARTICLE XIII - VACANCIES, PROMOTIONS AND TRANSFERS

### Section A: POSTINGS

When a vacancy occurs in one of the positions covered under the terms of this agreement the Personnel Office agrees to prepare a posting listing the position, duties, qualifications, and method of application. This posting will be posted in each building for five (5) days before the vacancy is permanently filled.

### Section B: SELECTION PROCESS

The Director of Operations has the right to select the person he/she feels is best qualified for any vacancy, and retains the right to transfer employees within classification levels and between classification levels with good cause. It is understood that a transfer between classification levels wherein a pay decrease is involved is considered a demotion and cannot be done without either properly documented cause or the employee's un-coerced consent. Involuntary transfers will not be made without consulting the affected employee(s) before the decision is made. Candidates from outside the bargaining unit will be considered only after association members have been given serious consideration.

### Section C: CUSTODIAL AIDE TRANSFER PROCESS

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, after receiving positive evaluations.

## ARTICLE XIV - REDUCTION OF STAFF

### Section A: CRITERIA

If a reduction of staff is necessary, employees will be laid off based on the following criteria as determined by the Board.

1. Seniority in the custodial/maintenance unit
2. Qualifications

### Section B: RECALL

Recall shall be in inverse order based on the same criteria used for layoff as determined by the Board.

### Section C: RECALL LIST

A recall list shall be maintained by the Board for a period not to exceed one (1) year. Thereafter, an employee shall lose the right to recall.

### Section D: SENIORITY DEFINED

Seniority is defined as the length of continuous service with the Caledonia Community Schools as a member of the Custodial Maintenance Association.

## ARTICLE XV - WAGES/OTHER BENEFITS AND CLASSIFICATION

### Section A: DEFINITIONS:

1. Class I Custodian is one who shall do general cleaning and painting of building and grounds as assigned by his or her supervisor and shall be responsible, as assigned, for building security during his or her shift.
2. Class II Custodian is one who in addition to the requirements of a Class I Custodian, shall be responsible for general care and minor repair of the building and equipment, for landscaping and snow removal as necessary. A Class II Custodian must be alert and aware of maintenance and repair needs, and be responsible for various areas/equipment requiring specialized care.
3. Utility Worker - is one who has responsibilities that exceed that of Class I custodian in that he/she will be expected to possess some simple mechanical and repair skills. He/she will also be expected to work independently from a prepared list of things to do. Some examples of tasks to be performed by a utility worker are: snow plowing, routine lawn equipment maintenance, mail run, cleaning of buildings, water sampling, repairing sprinkler systems, HVAC preventative maintenance and other duties as assigned.
4. Head Custodian is one who is responsible for a building. He/she reports to the Building Principal and/or Director of Operations and is responsible for seeing that the building is clean and properly maintained, regardless of work shift. Responsibilities further include ordering of custodial supplies for the building, scheduling, handling work on an intermittent basis for personnel. Head Custodian positions include: Caledonia Elementary Head Custodian, Dutton Elementary Head Custodian, Kettle Lake Elementary Head Custodian.
5. Building Complex Custodian is one who has responsibilities similar to that of the head custodian described above, except that he/she will also have overall responsibility for six or more custodians, including him/herself. Responsibilities may also include assisting in seeing that several buildings are being properly cleaned and maintained during and after school hours.
6. Special Assignment is one who is responsible to the Director of Operations. Job tasks will include: substantial maintenance and repair work. This person shall possess particular trade skills as needed, and shall assume responsibility for special assignments from the Director of Operations.

### Section B: CLASSIFICATION

1. Assignment to any classification or particular position will be based on:  
(1) Seniority and (2) Qualifications.
2. Evaluations of all employees will be conducted by the Director of Operations and/or the building principals/directors.
3. The Director of Operations retains the right to assign any employee under this contract to any building on a temporary basis as problems and circumstances dictate.

### Section C: WAGES (See page 12 for Wage Schedule)

1. A night premium of \$.26/hour will be paid for all hours worked on the second shift. A night premium of \$.31/hour will be paid for all hours worked on the third shift. During the normal student school calendar (not during summer hours), if a custodian is asked to substitute for a daytime custodian, the second or third shift custodian will be paid their regular night premium. No shift premium will be paid when employee is not working (ex. Sick Days, Compensation Days). There will be no shift premium on overtime.
2. Step 1 wages will be paid at the satisfactory completion of probationary period. Employee is responsible for alerting the payroll office when his/her probationary period is over.

3. The steps on the wage scale represent the year of work. In other words, an employee on step 1 is in his/her first year of employment, step 3 - in third year of employment, etc.
4. The salary scale will be figured each year based upon previous understandings (2007-08 2.25% and 2008-09 2%). In case of a financial need or crisis there may be a contract re-opener for negotiations.

**XVII: WAGE SCHEDULE:**

**2007- 08**

	Prob.	Step 1	Step 3	Step 6	Step 8	Step12	Step 16	Step 20
Class I	13.55	14.00	14.37	14.58	14.88	15.17	15.47	15.78
Class II	16.09	16.63	17.08	17.32	17.66	18.02	18.37	18.73
Utility Wrkr.	16.38	16.91	17.38	17.63	17.98	18.33	18.70	19.07
Head	16.94	17.51	17.99	18.23	18.59	18.97	19.36	19.72
CompX Cust.	17.63	18.21	18.70	18.96	19.35	19.73	20.13	20.52
Sp. Assign.	18.63	19.24	19.75	20.05	20.44	20.87	21.29	21.70

**2008-09**

	Prob.	Step 1	Step 3	Step 6	Step 8	Step12	Step 16	Step 20
Class I	13.82	14.28	14.65	14.87	15.17	15.48	15.78	16.09
Class II	16.42	16.96	17.42	17.67	18.01	18.38	18.74	19.11
Utility Wrkr.	16.71	17.25	17.73	17.98	18.34	18.70	19.08	19.45
Head	17.28	17.86	18.35	18.60	18.96	19.35	19.74	20.12
CompX Cust.	17.98	18.57	19.08	19.34	19.73	20.13	20.54	20.93
Sp. Assign.	19.00	19.63	20.15	20.45	20.85	21.29	21.71	22.13

**2009-10**

<b>Wage Re-opener</b>	Prob.	Step 1	Step 3	Step 6	Step 8	Step12	Step 16	Step 20
Class I								
Class II								
Utility Wrkr.								
Head								
CompX Cust.								
Sp. Assign.								

**Section D: OTHER BENEFITS**

1. Workers will be provided with uniforms/shoes to be worn at work, not to exceed \$250 each contract year. The uniforms provided by the school district will have the approved CCS logo. Grounds and Maintenance employees will receive up to \$110 for a coat with the school logo during 2008-09 (offered every two years). Style of coat must be the same and approved by the Director of Operations. Receipts for purchasing uniforms/shoes/coats must be submitted by April 15 of the contract year or the reimbursement will be included in the following year's provision.
2. Any worker called in to work at any time other than his/her regular shift will receive a minimum of two hours payment.
3. Any worker who is asked to work on Sundays or holidays will receive double his normal hourly rate for that work. This is provided that these days are not part of the workers regular work schedule.
4. An annual tool allowance will be afforded to special assignment employees (2% of annual wage) and utility employees (1% of annual wage). The intent of the tool allowance is for purchasing tools to be used at work and become the property of the school. These amounts are non accumulative.
5. Those full time employees who qualify, as defined in Article I under this contract, and who have accumulated 21- 24 years of seniority within the custodial/maintenance department of the Caledonia Community Schools, shall receive a stipend in June each year of this contract as long as they qualify. Under the same stipulations listed above, those full time employees who have accumulated 25 or more years of seniority, shall receive a stipend in June each year of this contract as long as they qualify.

	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>
21-24 years	\$369.70	\$375.25	\$380.90
25 or more years	\$538.20	\$546.30	\$554.50

6. College Tuition Reimbursement: Employees will be reimbursed for training and/or college classes with a cap of \$500 as long as the classes/training relate to their work area and are pre-approved by the Director of Operations. To qualify for this benefit, a full time employee must work a minimum of 35 hours per week. Any employee currently involved in a planned program is grandpersoned.

ARTICLE XVI DURATION

This agreement shall be in effect from July 1, 2007 through June 30, 2010.

For the Board of Education

Robert Bergy  
Robert Bergy - President

Debra McCarty  
Debra McCarty - Secretary

Carol Nelson-Purkey  
Carol Nelson-Purkey  
Assistant Superintendent

For the Association

Howard Zoet  
Howard Zoet

Randy Snyder  
Randy Snyder

Date 9/3/07

Date 6/26/07

**LETTER OF UNDERSTANDING**

**BETWEEN THE**

**BOARD OF EDUCATION**

**OF THE CALEDONIA COMMUNITY SCHOOLS**

**AND THE**

**CALEDONIA CUSTODIAL/MAINTENANCE GROUP**

The Board of Education of the Caledonia Community Schools ("Board") and the Caledonia Custodial/Maintenance 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: 6/11/09, 2009

By: Randy Snyder  
Randy Snyder  
Its Group Representative

Dated: 6/15/09, 2009

By: Kathy Zoet  
Kathy Zoet  
Its Group Representative