

**AGREEMENT**

**BETWEEN**

**DRYDEN COMMUNITY SCHOOLS**

**AND**

**DRYDEN SCHOOLS EMPLOYEES' CHAPTER OF LOCAL #1421**

**AFFILIATED WITH MICHIGAN COUNCIL #25**

**AFSCME, AFL-CIO**

**AUGUST 11, 2015**

**TO**

**JUNE 30, 2018**

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## **AGREEMENT**

This Agreement, entered into between the Dryden Community Schools (hereinafter referred to as the "EMPLOYER") and Dryden Schools Employees' Chapter of Local #1421, affiliated with Michigan Council #25, AFSCME, AFL-CIO (hereinafter referred to as the "UNION").

The headings used in this Agreement neither add to nor subtract from the meaning, but are for reference only.

### **PURPOSE & INTENT**

The general purpose of this Agreement is to set forth terms and conditions of employment, and to promote orderly and peaceful labor relations for the mutual interest of the community, Employer, employees, and the Union.

The Employer and employees mutually agree to provide the best possible education for the children of the Dryden Community Schools.

The parties recognize that the interest of the community and the job security of the employees depend upon the Employer's success in establishing a proper service to the community.

To these ends, the Employer and the employees (Union) encourage to the fullest degree friendly and cooperative relations between the respective representatives at all levels and among all employees.

### **ARTICLE 1 - RECOGNITION - Employees Covered**

Pursuant to and in accordance with all applicable provisions of Act 379 of the Public Acts of 1965, as amended, the Employer does hereby recognize the Union as the exclusive representative for the purpose of collective bargaining in respect to rates of pay, wages, hours of employment, and other conditions of employment of all employees of the Employer included in the bargaining unit described below:

All full-time and part-time cafeteria personnel, including Head Cooks. Excluded from the bargaining unit are administrators, supervisors, student help, temporary help, substitutes and co-op students.

No employee may hold more than one position within the district if it would result in the payment of overtime.

If the law (i.e. the Affordable Health Care Act, etc.) requires the district to pay any form of penalty and/or tax or requires the district to provide medical or other insurance benefits to employees which are not afforded by this Agreement to those employees who are regularly scheduled to work over a specified number of hours per week in the law, the district reserves the right to change the work schedules and reduce hours to eliminate the obligation to provide the

insurance or avoid the payment of penalties and/or taxes. This provision will specifically supersede any conflicting provisions of this master agreement.

Substitutes are defined as individuals outside of the bargaining unit who temporarily fill in for employees during paid and unpaid leaves of absence, when positions are being posted or while awaiting the return of an employee from recall. The employer will be exclusively responsible for determining all related procedures for assigning and paying substitute employees. This provision will not be construed as prohibiting the use of regular staff members as substitutes if there are insufficient substitutes available from outside of the bargaining unit.

## **ARTICLE 2 - AID TO OTHER ORGANIZED GROUPS OR UNIONS**

The Employer and/or employees (Union) will not aid, promote or finance any labor group or organization which purports to engage in collective bargaining or make any agreement with any such group or organization for the purpose of undermining the other organized groups or unions.

## **ARTICLE 3 - MANAGEMENT'S RIGHTS**

The Union recognizes, except where expressly abridged by any other provision of this Agreement, the vested rights of the school system to:

- (a) In the administration of all matters covered by the Agreement, employees are governed by the provisions of any existing or future laws and regulations which may be applicable, and the Agreement shall at all times be applied subject to such laws, regulations and policies.
- (b) Management officials of the agency retain the right, in accordance with applicable laws and regulations,
  - (1) to direct employees within the agency;
  - (2) to hire, promote, transfer, assign, and retain employees in positions within the agency, and to suspend, demote, discharge, or take other disciplinary action against employees;
  - (3) to relieve employees from duties because of lack of work or for other legitimate reasons;
  - (4) to maintain the efficiency of the school district operations entrusted to them;
  - (5) to determine the methods, means and personnel by which such operations are to be conducted; and
  - (6) to take whatever actions may be necessary to carry out the mission of the agency in situations of emergency.
- (c) It is further understood that immediate supervisors of bargaining unit members shall continue to perform bargaining unit work at the same level and extent as has been customary prior to the execution of this agreement. In addition, supervisors may perform unit work for the purposes of demonstration, training or in

emergency conditions or where required technical expertise is not available in the bargaining unit, in the Employer's judgment. "Emergency" shall be defined, for purposes of this Article, as an unforeseen or critical circumstance or combination or circumstances which call for immediate action and which is not expected to recur on a regular basis.

Nothing in this section is intended to limit any other right of the school board not expressly indicated in this section, where the exercise of such rights is not in conflict with any other provisions of this Agreement.

#### **ARTICLE 4 - UNION REPRESENTATION**

(a) Stewards, Alternate Stewards and Unit Chairpersons

The employees will be represented by two (2) Stewards. The Union shall have the exclusive right to assign said Stewards.

The Employer will be notified of the names of the Alternate Stewards who would serve only in the absence of a regular Steward.

The Union agrees not to interrupt the normal operation of the school for the investigating and presenting of grievances.

(b) Union Bargaining Committee

(1) Employees covered by this Agreement will be presented in negotiations by not more than four (4) negotiating committee members.

(2) Members of the bargaining committee will not be paid by the Employer for the hours spent in negotiations, but the work time shall be made up later.

#### **ARTICLE 5 - SPECIAL CONFERENCES**

Special conferences for important matters will be arranged between the Chapter Chairperson and the Employer or its designated representative upon the request of either party. Such meetings shall be between at least two (2) representatives of the Union and two (2) representatives of Management. Arrangements for such special conferences shall be made in advance and an agenda of the matters to be taken up at the meeting shall be presented at the time the conference is requested. Matters taken up in special conference shall be confined to those included in the agenda. Conferences shall be confined to those included in the agenda. Conferences shall be held at a time and place that will not cause loss of time\* (pay) for the employees, up to five (5) hours of employee time, total, without loss of pay. This meeting may be attended by representatives of the Council and/or representatives of the International Union.

## **ARTICLE 6 - GRIEVANCE PROCEDURE**

It is the intent of the parties to this Agreement that the grievance procedure set forth herein shall serve as a means for a peaceful settlement of disputes that may arise between them as to the application and interpretation of this Agreement.

The term days when used in this article refers to work days during the course of the student instructional year and to days on which the central office is open during the summer.

### **Step 1**

Any employee having a grievance shall discuss the grievance with the immediate supervisor and the Steward within ten (10) days of event giving rise to the grievance or ten (10) days of acquiring knowledge of the event.

### **Step 2**

If the matter is thereby not disposed of at the Step 1 meeting, it will be submitted in written form by the Steward to the immediate supervisor within seven (7) days of the step 1 meeting. Upon receipt of the grievance, the supervisor shall sign and date the Steward's copy of the grievance. The grievance must include relief sought.

The immediate supervisor shall give his/her answer to the Steward within seven (7) days of the receipt of the grievance. In the event the supervisor is absent, the grievance may be brought to the principal. If the principal is absent, it will go directly to the Superintendent.

### **Step 3**

If the answer is not satisfactory to the Union, it shall be presented in writing by the Steward to the Superintendent within seven (7) days after the immediate supervisor's response is due. The Superintendent shall sign and date the Steward's copy. The Superintendent shall respond to the Steward in writing within seven (7) days.

### **Step 4**

If the grievance remains unsettled, it shall be presented by the Chapter Chairperson, in writing, to the Board of Education or designee within seven (7) working days after the response of Step 3 is due.

The Personnel Committee shall sign and date the Chapter Chairperson's copy. The Personnel Committee of the Board of Education shall conduct the grievance hearing and report the findings to the Board of Education as a whole. The Board of Education shall respond in writing to the Chapter Chairperson within five (5) working days following the next official Board meeting.

### Step 5

- (a) If the answer at Step 4 is not satisfactory, and the Union wishes to carry it further, the Chapter Chairperson shall refer the matter to Council #25.
- (b) In the event Council #25 wishes to carry the matter further, it shall, within thirty (30) calendar days from the date of the Employer's answer at Step 4, meet with the Employer for the purpose of attempting to resolve the dispute(s). If the dispute(s) remains unsettled, and the Council wishes to carry the matter(s) further, Council #25 shall file a Demand for Arbitration in accordance with the American Arbitration Association's rules and procedures.
- (c) The arbitration proceedings shall be conducted in accordance with the American Arbitration Association rules and regulations.
- (d) Each such decision shall be final and binding on the Union, its members, the employee or employees involved, and the Employer subject to the right to judicial review. The arbitrator shall make a judgment based on the express terms of this Agreement, and shall have no authority to add to, or subtract from, any of the terms of this Agreement. The expenses for the arbitrator shall be shared equally between the Employer and the Union.
- (e) A grievance may be withdrawn without prejudice and if so withdrawn all financial liabilities shall be canceled.
- (f) Any grievance not answered within the time limits by the Employer shall be appealed to the next step, if the Union so desires.
- (g) Any grievance not appealed by the Union within the time limits shall be deemed settled on the basis of the Employer's last answer.
- (h) Any individual employee may present a grievance to Step 3 and have the grievance adjusted without intervention provided the Union has been given an opportunity to be present and any settlement is consistent with the terms of this agreement.
- (i) The parties may jointly agree in writing to extend the timelines set forth herein. Any such extensions will identify the new deadline date for continued processing.

### ARTICLE 7 - CLAIMS FOR BACK PAY

- (a) The school shall not be required to pay back wages more than ten (10) days prior to the date a written grievance is filed.
  - (1) All claims for back wages shall be limited to the amount of wages that the employee would otherwise have earned, less any unemployment or other compensation that he/she may have received from any source during the period where back pay is being sought.

- (2) No decision in any one case shall require a retroactive wage adjustment in any other case.
- (b) Any grievance occurring during the period between the termination date of this Agreement and the effective date of a new agreement shall not be processed beyond Step 4. Any grievance which arose prior to the effective date of this Agreement shall not be processed beyond Step 4.

**ARTICLE 8 - DISCHARGE AND DISCIPLINE**

- (a) Notice of Discharge and discipline.

The Employer agrees, promptly upon the discharge or discipline of an employee, to notify in writing the employee and his/her Steward of the action being taken and the specific reasons.

- (b) The discharged or disciplined employee will be allowed to discuss the matter with his/her Steward, and the Employer will make available a meeting room where he/she may do so before he/she is required to leave the property of the Employer. Upon request, the Employer or his/her designated representative will discuss the discharge or discipline with the employee and the Steward.

- (c) Appeal of Discharge or Discipline

Should the employee and/or the Steward consider the discharge or discipline to be improper, it shall be submitted to Step 4 of the grievance procedure. The grievance must be presented within ten (10) working days of the discharge or discipline. .

- (d) Use of Past Record

When imposing discipline or discharge on a current charge, the Employer will not take into consideration any prior discipline involving minor infractions that are more than five ( 5) years old. This restriction will not apply to any prior discipline or discharge that was arbitrated and the grievance was denied.

**ARTICLE 9 - NO STRIKE / NO LOCKOUT**

The Union will not cause or permit its members to cause, nor will any member of the Union take part in any sit-down, stay-in, slow-down, stoppage, strike or curtailment of work, or restriction of, or interference with, the Dryden School District nor will the School District cause or sanction a lock-out.

**ARTICLE 10 - SENIORITY - Probationary Employees**

- (a) New employees hired in the unit shall be considered as probationary employees for the first ninety (90) calendar days of their employment. When an employee finishes the



probationary period he/she shall be entered on the seniority list of the unit and shall rank for seniority from the first day of employment. There shall be no seniority among probationary employees.

Probationary employees are considered to be employed at-will and if terminated or disciplined, such actions are not subject to the grievance procedure.

- (b) Seniority shall be by classification (defined as food service).

Seniority shall accumulate from the last date of hire in a classification.

Period of layoff and unpaid leaves shall not serve to terminate seniority rights nor shall seniority accumulate during such periods.

#### **ARTICLE 11 - SENIORITY LISTS**

- (a) The seniority list will show the date of hire, names and classification and job titles of all employees of the unit entitled to seniority.
- (b) The Employer will keep the seniority list up to date at all times and will provide the Chapter Chairperson with up-to-date copies on October 1st of each year.

#### **ARTICLE 12 - LOSS OF SENIORITY**

An employee shall lose his/her seniority and further employment rights by way of example for:

- (a) He/she quits.
- (b) He/she is discharged and the discharge is not reversed through the procedure set forth in this Agreement.
- (c) He/she is absent for three (3) consecutive working days without notifying the Employer. After such absence, the discharge is automatic. The Employer will send written notification to the employee at his/her last known address that he/she has lost his/her seniority and his/her employment has been terminated (not grievable.) The Employer, at his/her discretion, may make exceptions extending the three (3) day period.
- (d) If he/she does not return to work when recalled from layoff as set forth in the recall procedure (not grievable.) The Employer, at his/her discretion, may make exception extending the recall period.
- (e) Return from sick leave and leaves of absence will be treated the same as (c) above.
- (f) Gives false reason for the leave of absence, or engages in other employment during such leaves.
- (g) Is on layoff for a period in excess of two (2) calendar years from the effective date of the layoff.

### **ARTICLE 13 – LAYOFF PROCEDURES**

- (a) Layoff means a reduction in the working force.
- (b) If it becomes necessary for a layoff, the following procedure will be mandatory. Probationary employees will be laid off first provided the seniority employees remaining are qualified for that position. Seniority employees will be laid off according to seniority.
- (c) Employees to be laid off from their regularly scheduled duties for an indefinite period of time will have at least fourteen (14) days notice of layoff. The Local Union Secretary shall receive a list from the Employer of the employees being laid off on the same date the notices are issued to the employees.

### **ARTICLE 14 - RECALL PROCEDURE**

When the working force is increased after a layoff, employees will be recalled according to seniority in the classification, with the most senior employee on layoff being recalled first provided the employee is otherwise qualified.

Notice of recall shall be sent to the employee at his/her last known address by registered or certified mail. If an employee fails to report for work within five (5) calendar days from the date of receipt of notice, or ten (10) days of mailing of recall, he/she shall be considered a quit.

### **ARTICLE 15 – JOB POSTINGS AND BIDDING PROCEDURES**

- (a) All vacancies and/or newly created positions within the foodservice classification shall be posted within seven (7) working days of the date the vacancy occurs if the position is going to be filled. All vacancies or newly created positions shall be filled on the basis of qualifications. If qualifications are relatively equal, seniority will prevail.

All vacancies will be posted for a period of five (5) working days, setting forth the minimum requirements for the position in a conspicuous place on bulletin boards in each building. Employees interested shall apply in writing within the five (5) working days' posting period.

- (b) The job shall be awarded or denied within seven (7) working days after the posting period. In the event the senior applicant is denied the job, reasons for denial shall be given in writing to the employee and his/her Steward. In the event the senior applicant disagrees with the reasons for denial, it shall be a proper subject for the grievance procedure.
- (c) This section only applies to the appointment to the Head Cook position.

During the six (6) week trial period, the employee shall have the opportunity to revert back to his/her former classification. If the employee is unsatisfactory in the new position, notice and reasons shall be submitted to the employee and his/her Steward in

writing. In the event the employee disagrees, it shall be a proper subject for the grievance procedure.

During the trial period, employees will receive the rate of the job they are performing.

The posting period in section a will commence after completion of the trial period.

- (d) Employees temporarily assigned to a higher paying classification shall receive the rate of the higher classification.

#### **ARTICLE 16 - VETERANS - Reinstatement of**

The re-employment rights of employees will be in accordance with all applicable laws and regulations.

#### **ARTICLE 17 - LEAVE OF ABSENCE FOR RESERVE DUTY**

Employees who are in some branch of the Armed Forces Reserve or the National Guard will be paid the difference between their Reserve pay and their regular pay when they are on full-time active duty in the Reserve or National Guard, provided proof of service and pay is submitted. A maximum of two (2) weeks per year is the limit, except in the case of an emergency at the Employer's discretion.

#### **ARTICLE 18 – UNPAID LEAVES OF ABSENCE**

- (a) Leaves of absence for period not to exceed one (1) year will be granted in writing, without loss of seniority, for:
  - 1. Illness leave (physical or mental).
  - 2. Prolonged illness of the employees spouse, child or parent.
- (b) The Board may grant unpaid leaves for reasons not identified in Section A. The denial of such leaves is not subject to the grievance procedure.
- (c) All leaves of absence are without pay or benefits.
- (d) Members of the Union selected to attend a function of the Union shall be allowed time off with loss of time or pay to attend.
- (e) Members of the Union elected to attend a function of the International Union, such as conventions or educational conferences, shall be allowed time off without pay to attend such conferences and/or conventions. No more than one (1) member from each classification shall be granted such time off.

- (f) The Employer will observe the regulation contained in the Family and Medical Leave Act of 1993. The Employer reserves the right to exercise all options available under the act including but not limited to the right to require the use of paid leave time within the limits of this Agreement concurrently with unpaid time off under the Act.

#### **ARTICLE 19 - UNION BULLETIN BOARDS**

The Employer will provide bulletin boards in each school that may be used by the Union for posting notices pertaining to Union business.

#### **ARTICLE 20 - JURY DUTY**

An employee who serves on jury duty will be paid the difference between his/her pay for jury duty and his/her regular pay.

#### **ARTICLE 21 - SAFETY**

Bargaining unit members shall not be required to work under unsafe or hazardous conditions or to perform tasks that endanger their health, safety or well-being. Bargaining unit members shall immediately notify, in writing, the Administration of any unsafe or hazardous condition. The Administration shall make every effort to correct the situation as soon as possible. Employees must use safety equipment provided by the Employer.

#### **ARTICLE 22 - WORKER'S COMPENSATION - On-the-Job Injury**

- (a) Each employee shall be covered by all applicable Worker's Compensation Laws.
- (b) In the event of an on-the-job accident which entitles employee to benefits under the Worker's Compensation Act, the balance of the employee's average weekly earnings not covered by Worker's Compensation **may** be covered by sick leave pay. Only the portion covered by sick leave is to be deducted from the employee's accumulated sick leave.

#### **ARTICLE 23 – WORKING HOURS**

- (a) Regular working hours shall be at the discretion of the Employer, provided that all food service personnel shall work consecutive hours.
- (b) The normal work day for Head Cooks is 7.25 hours and Cooks normally range from approximately 5-7 hours per day.

This provision shall not restrict the district's right to increase or decrease hours.

- (c) There will be no paid breaks or lunch period for employees covered by this Agreement.
- (d) An employee reporting for additional time shall be guaranteed at least two (2) hours' pay at his/her rate if not just before or just after regular working hours.

- (e) Time and one-half (1 1/2) will be paid for all hours physically worked (all paid time off excluded) over forty (40) hours in a work week.

**ARTICLE 24 - SICK LEAVE**

All employees covered by this Agreement on the school payroll shall accumulate leave as follows:

One (1) sick leave day per month, September through June, not to exceed ten (10) days per year with limited maximum accumulation of ninety (90) days.

In addition, employees shall receive two (2) personal business days per year. All unused personal business days shall convert to sick days at the end of the school year. Upon separation or retirement, Food Service employees will be paid thirty-three percent (33%) of the wage for accumulated sick days up to ninety (90) days.

**ARTICLE 25 - FUNERAL LEAVE**

- (a) Each employee shall be entitled to bereavement leave, without loss of pay, in accordance with the following schedule:

- 1. Five (5) working days for the death of a spouse, child, grandchild, parent, or guardian.
- 2. Three (3) working days for the death of stepchild, foster child, mother-in-law, father-in-law, brother, sister, grandparent, brother-in-law, and sister-in-law.
- 3. One (1) working day maximum during each school year for the death of a friend or relative.

- (b) Any employee selected to be a pallbearer for a deceased employee, and the Chapter Chairperson or his/her representative, shall be allowed one (1) day to attend the funeral.

**ARTICLE 26 - HOLIDAY PROVISION**

- (a) The paid holidays are designated as:

Labor Day	New Years Day
Thanksgiving Day	Good Friday (all day) *
Day after Thanksgiving	Memorial Day
Christmas Day	

\* If school is not in session. If school is in session, an alternative date for that year will be designated.

Employees will be paid their current rate based on their regular scheduled workday for said holidays.

- (b) Should a holiday fall on Saturday, Friday shall be considered as the holiday. Should a holiday fall on Sunday, Monday shall be considered as the holiday.
- (c) Employee's day off may be changed if both Employer and employee agree.
- (d) In order to qualify for a paid holiday, the employee must work his/her regularly scheduled day immediately prior to and immediately following the day on which the holiday falls or is celebrated with the following exceptions:
  - 1. Emergency medical treatment with corresponding written verification from a physician of such treatment.
  - 2. Employees will be paid for Labor Day if scheduled by supervisor to work one or more days during the week prior to Labor Day.

**ARTICLE 27 - INSURANCE**

Long-term disability will be provided to employees regularly scheduled to work in excess of twenty (20) hours per week. The district shall have the right to select and change underwriters of the plan provided the plan specifications are similar to those in place on June 1, 2014.

The Employer shall offer the following insurance benefits to all employees averaging 30 hours or more a week as calculated during the employee's work year:

- Blue Cross Blue Shield Simply Blue HSA PPO Gold Plan (\$1,750 High Deductible)
- Single subscriber coverage
- Employer contribution capped at \$458.33 a month

The Employer shall pay an amount of \$150.00 a month, beginning January 1, 2016, to employees eligible for medical coverage, who opt not to take district medical coverage. The payment will be made under the district's Section 125 plan.

**ARTICLE 28 - UNEMPLOYMENT INSURANCE**

The Employer agrees to provide, through the services of the Michigan Employment Security Commission, unemployment insurance as required by law.

**ARTICLE 29 - WORK PERFORMED BY SUPERVISORS AND OTHERS**

Supervisors, co-op, student help, and temporary help may perform work that is recognized as the work of the employees in said bargaining unit. This help may not be used to replace permanent employees.

### **ARTICLE 30 - ACT OF GOD DAYS**

If adjustments are needed to fulfill the State of Michigan requirements for days and/or clock hours, the adjustments shall be made by the Board.

Should Acts of God require the cancellation of school, the determination of cancellation will normally be made by 6:45 a.m. Staff will be notified through the Instant Alert System or Fan-Out system.

Should the district be required to schedule an additional student instructional day(s) to meet the State requirements for membership days and/or clock hours, if a previously conducted work/instructional requirement day worked by the bargaining unit member was disallowed by the State, the bargaining unit member shall be paid an additional day's salary. If the bargaining unit member works a partial day that is disallowed by the State, he/she will be paid for the portion of the day worked.

Bargaining unit members will not be required to be in attendance when the school is closed to students due to adverse weather, mechanical failure, or other emergencies. The membership will receive their regular rate of pay for the first two (2) days that school is closed for any of the above described reasons. In the event the district goes beyond two (2) Act of God days, employees may use personal business days to cover any additional Act of God days when those Act of God days are not rescheduled. The membership will receive their regular rate of pay for any makeup days that are scheduled due to the above mentioned reasons in which they are required to work.

On days that the administration shall delay the start of classes or open the building(s) for extra curricular activities, for whatever circumstances, bargaining unit members shall be expected to work their regular hours.

### **ARTICLE 31 - RETIREMENT**

Employees in this unit will receive benefits based on the State of Michigan Public Employees Retirement Plan.

### **ARTICLE 32 - DURATION**

This Agreement shall become effective upon ratification by the parties and terminate June 30, 2018.

- (a) If either party desires to amend this Agreement, it shall, sixty (60) days prior to the above termination date, give written notification of the same.
- (b) If neither party shall give such notice, this Agreement shall continue in effect from year to year thereafter, subject to notice of amendment by either party, on sixty (60) days' written notice prior to the current year's termination date.

- (c) Notice of Modification. Notice shall be in writing and shall be sufficient if sent by certified mail, addressed if to the Union, to Michigan Council #25, AFSCME, AFL-CIO, G-4101 Clio Rd., Flint, MI 48504; and if the Employer, addressed to Dryden Community Schools, 3866 Rochester Rd., Dryden, MI 48428; or to any such address the Union or the Employer may make available to each other.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed on the day and year first above written.

FOR THE UNION:

Beth Sohn

Jaquita McVoy 8-19-15

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FOR THE EMPLOYER:

Sam Richards

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## SCHEDULE A

### WAGE SCALE and FRINGE BENEFITS

#### Wage Scale

2015-2016 School Year: The parties agree to a wage freeze.

2016-2017 School Year: The parties agree to a wage reopener.

2017-2018 School Year: The parties agree to a wage reopener.

<u>July 1, 2015 - June 30, 2016</u>	<u>Start</u>	<u>After Six (6) Months</u>	<u>After One (1) Year</u>
Head Cook	13.44	13.81	14.18
Cook	11.83	12.29	12.57

All Food Service Employees will suffer no loss of pay for up to six (6) days consisting of one (1) Preparation Day (beginning of the year), one (1) In-Service Day to be arranged by the administration, and four (4) Cleaning/Snack Days provided such days are worked as scheduled by the Food Service Supervisor.

All Head Cooks/cooks that are required to transport food will be compensated at their regular hourly rate.

The district will have one cook with pay working at any function that involves the preparation of foods using district kitchen appliances.

#### Longevity

10 years and above	\$400.00
15 years and above	\$500.00
20 years and above	\$600.00

Years of service shall be defined as continuous service within the bargaining unit from the last date of hire. Periods of unpaid leave and layoffs shall not constitute a break in service but will not be counted.

**LETTER OF UNDERSTANDING  
BETWEEN  
DRYDEN COMMUNITY SCHOOLS  
AND**

**DRYDEN SCHOOLS EMPLOYEES' CHAPTER OF LOCAL #1421 (AFSCME)**

---

**ME-TOO CLAUSE**

The undersigned hereby enter into this Letter of Understanding for the purpose of establishing a Me-Too Clause for the term of this Agreement.

The parties hereby agree as follows:

1. During the term of this Agreement, the Employer shall adjust the bargaining unit wages as required to reflect the proportionate wage benefit increases provided to other employee groups.

FOR THE UNION:

By: Beth John

Its: President

*Jaquita McCray*  
Council 25  
8-19-15

FOR THE EMPLOYER:

By: Gary Richards

Its: SUPERINTENDENT