

AGREEMENT

by and between the

**DOBBS FERRY UNION FREE
SCHOOL DISTRICT**

AND THE

**CIVIL SERVICE EMPLOYEES ASSOCIATION,
INC., LOCAL 1000, AFSCME, AFL-CIO**

**DOBBS FERRY CSEA CUSTODIAL/SECURITY PERSONNEL
UNION**

JULY 1, 2023 - JUNE 30, 2027

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AGREEMENT

THIS AGREEMENT IS MADE BY AND BETWEEN THE BOARD OF EDUCATION OF THE DOBBS FERRY UNION FREE SCHOOL DISTRICT, WESTCHESTER COUNTY, NEW YORK, HEREINAFTER REFERRED TO AS THE "BOARD" AND THE CIVIL SERVICE EMPLOYEES ASSOCIATION, INC., LOCAL 1000, AFSCME, AFL-CIO FOR THE DOBBS FERRY UNION, HEREINAFTER REFERRED TO AS THE "UNION".

ARTICLE I RECOGNITION

- 1.1 A. The Board has recognized the Union as the exclusive collective bargaining representative of employees in a negotiation unit consisting of all full-time and part-time personnel classified as custodial, maintenance, cleaning, custodian/bus driver and security personnel.
- B. Part-time employees who are .5 FTE or greater who are hired after the date of ratification and covered in the recognition clause shall receive all contractual benefits pro-rated based upon the hours of service divided by the full time hours for that position.

- 1.2 Dues Deduction - The Board agrees to deduct CSEA dues from the salary of all employees covered by this Agreement who voluntarily and individually provide written dues deduction authorization for the purposes of Union membership.

Additionally, for those employees who provide authorization, Life Insurance and Sick and Accident premiums shall also be deducted. Employee authorization shall be in writing and in a manner consistent with law.

Deductions shall be made uniformly and consistently on each payday of the month. Funds thus collected shall be transmitted monthly to the Union.

Employees, who so desire, may also have deductions for the CSEA Master Plan taken from their net pay.

Deductions authorized by an employee shall continue unless or until such employee notifies the Board as to their desire to discontinue or to change authorization in writing.

Notification of discontinuance of deductions shall be in writing and signed by the employee and submitted to the Statewide Secretary of the Civil Service Employees Association, Inc., 143 Washington Avenue, Albany, New York 12210.

- 1.3 Vacancies - As vacancies occur or different job opportunities are opened in the school system for which the members of the bargaining unit are qualified and the Board deems it

necessary to fill such vacancy or job openings, a notice will be posted that the vacancy or job opening exists.

- 1.4 Personnel file - The Board agrees that employees have the right to review their own personnel file and append an answer to any material placed therein. All employees shall be afforded the opportunity to review and sign any correspondence or document prior to its being placed in the employees file.
- 1.5 Union Business - The President of the Union or their designated alternate may be given up to two (2) days off with pay in any year to attend CSEA conventions.

ARTICLE II

RIGHTS OF THE BOARD OF EDUCATION

- 2.1 Both parties recognize that the Board has, whether exercised or not, the right, responsibility and prerogative to direct the operation of the public schools in the Dobbs Ferry Union Free School District, in all respects authorized by the statute. These rights, responsibilities and prerogatives are not subject to delegation in whole or in part, except that the same shall not be exercised in a manner inconsistent with or in violation of this agreement.
- 2.2 This agreement shall be limited to relations between the Board and personnel represented by the Union.

ARTICLE III

COMPENSATION

- 3.1 Effective July 1, 2023, step increment shall be available to each employee who is eligible to advance a step on the salary schedule, as well as 3.0% increase to each step.
- 3.2 Effective July 1, 2024, step increment shall be available to each employee who is eligible to advance a step on the salary schedule, as well as a 2.5% increase to each step.
- 3.3 Effective July 1, 2025, step increment shall be available to each employee who is eligible to advance a step on the salary schedule, as well as a 2.5% increase to each step.
- 3.4 Effective July 1, 2026, step increment shall be available to each employee who is eligible to advance a step on the salary schedule, as well as a 2.5% increase to each step.
- 3.5 Salary schedules and classifications are attached.
- 3.6 The position of Senior Mechanic shall be added to the bargaining unit. The position shall have a separate salary schedule and shall be exempt from payment for overtime and emergency call-back pay otherwise provided to bargaining unit members.

- 3.7 Effective upon ratification, all employees covered by this Agreement shall be paid via direct deposit.
- 3.8 Effective July 1, 2022 the Union agrees to a semi-monthly payroll model (with payment generally taking place on the 15th and 30th of each month of work).

ARTICLE IV

OVERTIME

- 4.1 Custodial personnel are to be paid at the rate of one and one half (1 ½) times their regular salary for all hours of work per day in excess of the normal work day of eight (8) hours and at the rate of two (2) times their regular salary for all hours of work performed on Sundays and those holidays when they are not otherwise required to work. All overtime must be pre-approved by the Director of Facilities using the Overtime Pre-Approval Form.
- 4.2 The Director of Facilities shall be responsible for assigning all overtime. The Director of Facilities will maintain an overtime roster for each building and one for districtwide overtime. Every effort will be made to equitably distribute scheduled overtime to qualified employees. An employee who declines an overtime offer will go to the bottom of the list and be charged on the overtime roster as if the employee had worked the overtime. The overtime roster will be posted monthly. The Director of Facilities will make every effort to notify the employee two (2) days in advance of any scheduled overtime.
- 4.3 Custodians shall be able to apply overtime to compensatory time for up to five (5) days per year in lieu of payment. Compensatory time to be taken must be pre-approved by the Director of Facilities.

ARTICLE V

BUILDING CHECKS

- 5.1 The Director of Facilities and/or another District Administrator, at their discretion, shall assign Custodial personnel to perform building checks and shall determine the duties to be performed in connection with building checks. Custodial personnel who are assigned to and actually perform building checks shall be compensated two (2) hours pay at the rate of one and a half (1 ½) of the employee's regular hourly rate of pay for any days, excluding Sundays and holidays for which employees shall be compensated at the rate of double the employee's regular hourly rate of pay.

ARTICLE VI **LONGEVITY**

6.1 Eligible employees shall receive longevity payments as follows:

- A. After nine (9) years of continuous service in the District, the following longevity shall be paid annually to each eligible employee:

<u>Effective July 1, 2021</u>	<u>Effective July 1, 2025</u>
\$1,127	\$1,327

- B. After fourteen (14) years of continuous service in the District, the following longevity shall be paid annually to each eligible employee:

<u>Effective July 1, 2021</u>	<u>Effective July 1, 2025</u>
\$1,522	\$1,722

- C. After nineteen (19) years of continuous service in the District, the following longevity shall be paid annually to each eligible employee:

<u>Effective July 1, 2021</u>	<u>Effective July 1, 2025</u>
\$2,315	\$2,515

- D. All longevity payments are for the stated amounts, based upon years of service and are non-cumulative. Longevity payments will be payable in two (2) paychecks; ½ to be paid on or about December 15th and the remaining ½ to be paid on or about June 15th.

- E. Effective July 1, 2025, each longevity payment shall be increased by \$200 above the longevity payments contained in the parties' 2020-2023 Collectively Negotiated Agreement (as reflected in sections 6.1 (A)-(C) above).

ARTICLE VII **RETIREMENT**

7.1 Non-Contributory New Career Plan - Section 751 - Employees shall be entitled to participate in the New York State Employees Retirement System "20 Year Career Plan" (Section 751). Should this plan be discontinued by legislative action, the monies allocated to it by the Board shall be redistributed by mutual agreement between the Board and the Union.

7.2 Employees who became members after July 1, 1976 shall be covered by the plan described in Article 14 of the New York State statutes relating to the New York State Retirement Plan. This plan is known as the Coordinated-Escalator Retirement Plan.

- 7.3 Buy Back Bill - In the event the New York State Legislature passes the Veterans “buy back bill”, the District agrees to adopt the resolution.
- 7.4 Effective July 1, 1981, the Board will adopt the provisions of 60B (\$20,000.00 Death Benefit) of the New York State Retirement System.
- 7.5 The District has adopted and agrees to offer the option provided under Section 41(j) of the Retirement and Social Security Law to eligible unit members, whereby such unit members may receive additional ERS service credit for unused, unpaid sick leave days, up to a maximum of 165 days

ARTICLE VIII

OUT OF CLASSIFICATION

- 8.1 Custodians assigned to the duties of the Head Custodian will be paid out of the title pay after the fifth (5th) consecutive day retroactive to the first (1st) day.
- 8.2 Cleaners assigned to the duties of Custodian will be paid out of title pay after the tenth (10th) consecutive day retroactive to the first (1st) day.

ARTICLE IX

EMERGENCY CALL-IN

- 9.1 Employees recalled to work for emergency situations shall be guaranteed two (2) hours pay at the rate of time and one-half for call-ins on weekdays, weekend days or holidays. However, when an employee is called in to work and such time is contiguous with and/or an extension of the employee’s work days, such additional work time, that is not part of the employee’s regular shift will be paid at time and one half for all such hours actually worked with no guaranteed minimum.

ARTICLE X

SNOW DAYS

- 10.1 Custodians, maintenance and cleaning personnel are required to work for snow clearance or emergency activities. They may be released by the Director of Facilities upon the Director’s determination that all required activities have been completed.

ARTICLE XI

UNIFORMS

- 11.1 All custodial and maintenance personnel shall receive an annual allocation of uniforms as indicated below:

- A. Five (5) short-sleeve shirts;
- B. Five (5) sweatshirts or long-sleeve shirts;
- C. One (1) winter jacket (heavy) or One (1) rain jacket;
- D. One (1) pair of rain pants;
- E. One (1) pair of foul weather gloves (winter/waterproof).

In addition, each member of the custodial or maintenance staff will be provided with an annual reimbursement in the amount of \$350.00 for safety work shoes and five (5) pairs of pants. Payment will be made through accounts payable on the first accounts payable warrant in September.

- 11.2 Employees will wear the uniforms provided by the District. Uniforms shall be distributed to each employee by September 1st of each year, absent exigent circumstances.

ARTICLE XII

SICK LEAVE

- 12.1 Custodians shall be entitled to be paid for up to fifteen (15) days in any year of absence due to illness with no limit on the number of sick leave days that may be accumulated over a period of years of continuous service. Proof of illness shall be furnished upon request after three (3) days of absence.

During the first year of employment sick leave shall be earned on a pro-rata monthly basis. Commencing with the second year of employment, annual sick leave accruals shall be posted on July 1st.

- 12.2 Full-time security personnel (10-month positions) shall earn one (1) day of sick leave per month worked.
- 12.3 Employees will notify the Director of Facilities prior to any absence and enter the absence into the District Absence Management System.

ARTICLE XIII

WORKERS' COMPENSATION

- 13.1 Any employee who is necessarily absent from duty because of occupational injury or disease as defined by the Workers' Compensation Law may, pending adjudication of the case, and while said disability renders the employee unable to perform the duties of the position, be granted leave with full pay for a period not to exceed six (6) months (exclusive of accumulated sick leave and other time credits).
- 13.2 [Effective for employees hired on or after July 1, 2008] Any employee who is absent due to an occupational injury or disease as defined in the Workers' Compensation Law, shall

be entitled to use sick leave days during the time of said absence, in which event, to the extent provided by law, the Workers' Compensation Insurer shall reimburse the District for advance salary payments for the payment of sick leave days. Upon reimbursement from the Workers' Compensation Insurer, the District shall reinstate sick leave days on a pro-rate basis (value of the per diem reimbursement divided by the value of a sick leave day).

- 13.3 If an employee is absent from duty due to an occupational injury or disease as defined by the Workers' Compensation Law, and the District has a light duty assignment that has been approved by the employee's or the school's physician, that the employee is qualified to perform and is appropriate for the employee's job title, the employee must return to work to perform the assignment. The failure to return to work to perform the light duty assignment after being directed will be considered misconduct.

ARTICLE XIV **ILLNESS IN FAMILY**

- 14.1 Custodial personnel will be allowed absence with full pay for serious illness or accident in the immediate family in any one (1) year not to exceed four (4) days. After four (4) days the absence is to be deducted from the personal sick leave allowance. Individuals belonging to the immediate family are defined as spouse or partner, mother, father, child, sister, brother, stepmother, stepfather, stepsister, or stepbrother.

Full-time security personnel will be allowed absence with full pay for serious illness or accident in the immediate family in any one (1) year not to exceed three (3) days. After three (3) days the absence is to be deducted from the personal sick leave allowance. Individuals belonging to the immediate family are defined consistent with paragraph 1 above.

- 14.2 Bereavement Leave - In case of death of a member of the immediate family as above defined, or death of a father-in-law or mother-in-law, the employee shall be allowed a leave of absence not to exceed five (5) days. This leave is exclusive of allowance for employee's personal disability and illness or accident in the immediate family.
- 14.3 In case of death of a relative of the second degree, aunt, uncle, niece, nephew, cousin, or in-law, a leave of absence of one (1) day with full pay will be allowed.

ARTICLE XV **PERSONAL BUSINESS DAYS**

- 15.1 Two (2) full days or four (4) half days of absence shall be allowed for custodial personnel for personal business reasons without loss of pay, subject to the approval of the Superintendent of Schools. These absences are not to be allowed on days preceding or following holidays. The two (2) or four (4) absences, respectively, are in no way to be interpreted as days of absence due to the employee.

Full-time Security Personnel shall be permitted to take two (2) days per year for personal business reasons without loss of pay, subject to the approval of the Superintendent of Schools. The absences on account of personal business shall not be interpreted as days of absence due to the employee.

- 15.2 Personnel who wish to have personal business absence will present the request in writing to the Director of Facilities as far in advance as possible. The Director of Facilities will forward the request to the Assistant Superintendent and then to the Superintendent for approval. The excused absence will then be noted on the payroll as authorized without deduction.
- 15.3 Unused personal days not used in any year will be credited to the employee's sick leave and accumulated in accordance with Article XII.

ARTICLE XVI

VACATIONS

- 16.1 Custodial and Maintenance personnel shall receive vacations with pay as follows:

After one (1) year	-	2 weeks
After five (5) years	-	3 weeks
After ten (10) years	-	4 weeks

Beginning with the twenty-first (21st) year one (1) additional vacation day for each additional year to a maximum of twenty-five (25) vacation days.

For new employees hired on or after July 1, 2020, vacation accruals shall be prorated in the first year of employment and the last year of employment in the event that a twelve (12) month employee works for less than a full year during their first or last year of employment. Initial vacation accruals will be posted on the date of hire and then July 1 thereafter, eliminating the posting of vacation accruals on the anniversary date of hire.

- 16.2 Vacations may not be taken during the two (2) weeks prior to school opening and ending. Any exceptions to this provision must be with the approval of the Superintendent of Schools. The opening and ending dates of school shall be based upon the first and last days that the teachers report to work.
- 16.3 All vacations must be approved by the Superintendent of Schools.
- 16.4 Vacation - If vacation period includes a holiday normally celebrated on a day other than Saturday or Sunday, the employee may extend their vacation by such day or days.
- 16.5 Ten (10) month employees shall not be entitled to any vacation days.
- 16.6 Except in an emergency, all vacations will require a minimum of one (1) week's notice, to be considered for approval by the Superintendent of Schools.

ARTICLE XVII
HOLIDAYS

17.1 The following Holidays will be granted with pay to employees:

Labor Day	Christmas Eve
Rosh Hashanah (1 st day)	Christmas Day
Columbus Day	New Years Eve
Veterans Day	New Years Day
Thanksgiving Day	Martin Luther King Day
Day after Thanksgiving	Lincoln's Birthday
Washington's Birthday	Good Friday
Memorial Day	Juneteenth
	Independence Day

In addition to the Holidays listed above, any additional Holidays determined by the Board adopted school calendar will be granted to the unit.

In the event that school is officially in session on any one of the aforementioned days or if the holiday falls on a Saturday or Sunday, custodians will be required to work at their regular rate of pay and a substitute holiday shall be allowed as determined by the Superintendent of Schools. All personnel will observe the selected days only.

- A. If the first day of Rosh Hashanah falls on a weekday, it will be considered a paid holiday. If the first day of Rosh Hashanah falls on a weekend, it will not be considered a paid holiday.

ARTICLE XVIII
EARLY DISMISSAL

18.1 Should school be closed during the process of a normal school day due to an emergency occurrence, custodians will be permitted to leave at the discretion of the Director of Facilities.

ARTICLE XIX
HEALTH INSURANCE, LIFE INSURANCE, DENTAL PLAN
MEDICAL EXAMINATION BENEFITS

19.1 A. The District shall pay 100% of the premium cost of each custodian/security personnel's participation in the Statewide Schools Cooperative Health Insurance Plan, Surgical/Medical and major medical expense plan, for individual and dependent coverage.

However, members of the bargaining unit will contribute towards health insurance premiums on the following schedule:

- Effective July 1, 2023: 13.75% Individual, 13.75% Two-Person, and 13.75% Family;
- Effective July 1, 2024: 14% Individual, 14% Two-Person, and 14% Family;
- Effective July 1, 2025: 14.25% Individual, 14.25% Two-Person, and 14.25% Family;
- Effective July 1, 2026: 14.5% Individual, 14.5% Two-Person, and 14.5% Family;

B. New employees hired on or after July 1, 2020 who decline to enroll in the District's health insurance plan, and pre-existing employees who are currently enrolled in the District's health insurance plan and subsequently opt-out of coverage for an entire year, shall receive annual health insurance buyouts in the flat dollar amount of \$3,250. Said benefit shall be pro-rated in the event case of a 0.5 FTE or greater part-time employee in accordance with the employee's FTE status. Further, in the case of an employee who declines coverage mid-year or opts into coverage mid-year due to a qualifying event, said buy-out shall be pro-rated. When declining enrollment in the District's health insurance plan, proof of other health insurance coverage must be submitted to the Business Office by October 15th annually.

19.2 Retiree Health Insurance - Effective July 1, 2008, retirees shall be entitled to District contributions towards the cost of health insurance premiums in their retirement on the following basis:

<u>Years of Service in the District</u>	<u>District Contribution Towards the Cost of Individual or Family Health Insurance Premiums</u>
10 - 19 years in District	50% I / 50% F
20 - 24 years in District	75% I / 75% F
25 years or more in District	The same percentage paid during the final school year of employment in the District.

Unit members who upon retirement from the District to receive benefits from the New York State Employees Retirement System and who have accumulated sick leave days in excess of 165 days shall be entitled to payment for all days in excess of 165, but not to exceed 50 such days, at the rate of \$25 per day in the form of a non-elective direct employer contribution into the retiree's section 403(b) IRC tax-sheltered annuity, without a cash option.

Effective July 1, 2008, the District shall fund Medicare Reimbursements for active members of the bargaining unit and unit members who retire on or after said date at the lowest base rate of the scale applicable to Medicare eligible personnel.

- 19.3 Any change of insurance carrier except any insurance carrier(s) selected by the SWSCHP shall be by written agreement of the parties hereto.
- 19.4 Dental Plan/Life Insurance - Personnel represented by the Union will be permitted to fully participate in the life insurance and/or dental program provided for members of the Dobbs Ferry United Teachers Bargaining Unit with the District funding the same annual dollar amount or the Union "CSEA" may select another plan to cover such benefits at a cost not to exceed the dollar amount paid towards participation in the Dobbs Ferry United Teachers Welfare Fund.
- 19.5 Medical Examination Benefits - Concurrent with appointment as a probationary employee, but prior to the beginning of duties, the employee will be required to have a complete physical examination by the school physician or by their own personal physician. A special form for this purpose will be provided.

ARTICLE XX

JOB OPPORTUNITIES

- 20.1 The Superintendent shall notify the custodial staff and security personnel of all vacancies in the staff at the same time other recruitment agencies are notified. In filling such vacancies, due consideration shall be given to personnel currently employed in the District.

ARTICLE XXI

GRIEVANCE PROCEDURE

- 21.1 In the event that any custodial or security employee shall have a grievance on which the employee desires a decision, the following procedure shall be used:

Step 1 - In the case of custodial personnel, the employee shall confer informally with the Director of Facilities concerning the employee's grievance, within thirty (30) working days of the alleged grievance.

Step 2 - If the grievance is not resolved within ten (10) working days as a result of the aforementioned informal conference, the employee may request in a written statement that the matter be reviewed by the Assistant Superintendent of Schools.

Step 3 - If the grievance is still not resolved within ten (10) working days after submission to the Assistant Superintendent of Schools, the employee may appeal, in writing, to the Superintendent of Schools.

Step 4 - If the grievance is still not resolved within ten (10) working days after submission to the Superintendent of Schools, the employee may appeal, in writing, to the Board of Education.

The Board, within thirty (30) working days of receipt of the written appeal, shall permit the employee to appear before the Board with a representative if the employee so chooses.

Step 5 - The determination of the Board shall be made within thirty (30) working days of the hearing and such determination in cases of a personal grievance shall be final. In cases of an Agreement Grievance, not resolved at the level of the Board of Education, the complainant may elect to submit the case to arbitration. Such action must be initiated within twenty (20) working days of the decision rendered by the Board and the Board must be notified, in writing, that the grievance will be submitted to arbitration.

Step 6 - Within twenty (20) working days after such written notice of intent to submit to arbitration, the parties shall agree to an arbitrator selected by mutual agreement. The parties will be bound by the rules and procedures of the American Arbitration Association.

- 21.2 The selected arbitrator will hear the matter as promptly as possible and will issue their decision after the final statements and proof are submitted to them. The arbitrator's decision will be in writing and will set forth their findings of fact, reasoning, and conclusions on the issues.
- 21.3 The arbitrator shall be without power or authority to make any decision:
 - A. Limiting or interfering in any way with the powers of the Board of Education, applicable law, and rules and regulations having the effect of law.
 - B. Contrary to, or inconsistent with, or modifying, the terms of the written agreement between the Board of Education and the Union.
 - C. Relating to grievance not covered by specific items of the Agreement. In such case the arbitrator shall notify both parties that the grievance is outside of the arbitrator's jurisdiction in section 21.3(C) and, therefore, not subject to arbitration.
- 21.4 The decision of the arbitrator shall be final and binding. If either party believes that the award is inconsistent, that party may appeal pursuant to law.
- 21.5 The costs for the services of the arbitrator including expenses, if any, will be borne equally by the Board and Union.
- 21.6 The Board of Education will apply to all substantially similar situations the decision of an arbitrator sustaining a grievance. The Union incorporating this grievance procedure as part of its written agreement with the Board of Education will also abide by this and will not bring or continue, or represent any employee in, any grievance which is substantially similar to a grievance denied by the decision of an arbitrator.

21.7 ADDITIONAL STIPULATIONS

- A. The Board and the Union agree to facilitate any investigation which may be required and to make available any and all material and relevant non-confidential documents, communications and records concerning the alleged grievance.
- B. All documents, communications, and records dealing with the processing of a grievance shall be filed separately from the personnel files of the participants. Complete files including the written original grievance and written decisions of each level shall be retained in the Office of the Superintendent for a period of five (5) years.

21.8 TIME LIMITS

- A. Since it is important to good relationships that grievances be processed as rapidly as possible, every effort will be made by all parties to expedite that process. The time limits specified for either party may be extended only by mutual agreement.
- B. No written grievance will be entertained and such grievance will be deemed waived unless the written grievance is forwarded at the first available stage within the thirty (30) working days after the grievor knew or should have known of the act or condition on which the grievance is based.
- C. If a decision at one stage is not appealed to the next stage of the procedure within the time limit specified, the grievance will be deemed to be discontinued and further appeal under this agreement shall be barred.
- D. Failure at any stage of the grievance procedure to communicate a decision to the aggrieved party and their representative(s), if any, within the specified time limit shall permit the lodging of an appeal at the next stage of the procedure within the time which would have been allotted had the decision been communicated by the final day.
- E. In the event a grievance is filed on or after June 1st, upon request by or on behalf of the aggrieved party, the time limits set forth herein may be reduced by mutual consent so that the grievance may be resolved prior to the end of the school year or as soon hereafter as is possible.

- 21.9 In the event a non-competitive employee who has completed their probationary period is disciplined, they may grieve the disciplinary action taken through the contractual grievance procedure.

ARTICLE XXII
PROBATIONARY PERIOD

- 22.1 All non-competitive and labor class employees will have a probationary period consistent with the rules of the Westchester County Civil Service. In the event of reduced staffing it shall be accomplished as per rule 27 of the Westchester County Civil Service Rules.

ARTICLE XXIII
EVALUATION

- 23.1 The District shall perform a yearly evaluation for each member of the bargaining unit. The evaluation will be performed on a form that is a combination of checklist and narratives.

ARTICLE XXIV
SUBCONTRACTING

- 24.1 Effective July 1, 1980, the District shall have the right to subcontract work performed by any employee who resigns or otherwise leave the District's employ.

ARTICLE XXV
HOURS OF WORK

- 25.1 The night shift shall be eight (8) hours, inclusive of a one-half (1/2) hour lunch period, and will end no later than 11:30 p.m.
- 25.2 SUMMER HOURS - July 1st through August 21st, the normal shift will be eight (8) hours inclusive of a one-half (1/2) hour lunch period. The night shift may be moved to day shift at the discretion of the Director of Facilities. The Director of Facilities will make every effort to minimize disruption and inconsistencies to the individual unit member schedules.
- 25.3 During an absence of more than five (5) days/evenings of the night custodian, an employee on the day shift will be moved to the night shift until the night custodian returns or for two (2) months, whichever period is shorter. Should the night custodian be out for more than two (2) months and the day custodian covering the night shift chooses to discontinue the coverage, another day custodian shall be assigned to the night shift. During the time that the day custodian is assigned to the night shift, the day custodian will receive a 10% differential.
- 25.4 Effective as of the date of ratification of this Agreement, all unit members shall work eight (8) hours per day, inclusive of a one-half (1/2) hour lunch period.

- 25.5 The work year for ten (10) month employees shall be 185 days, including all days that students are in attendance.

ARTICLE XXVI
UNION MEETINGS

- 26.1 All union members will be allowed one-half ($\frac{1}{2}$) hour release time, from their normal duties, four (4) times a year to attend official union meetings.
- 26.2 All union members will be excused a maximum of six (6) times for a maximum of one-half ($\frac{1}{2}$) hour each time from their normal duties to attend official union meetings during the last year of this contract.
- 26.3 The President of the Union will notify the Director of Facilities at least twenty-four (24) hours prior to the scheduling of a union meeting.
- 26.4 The President of the Association or their designated alternate may be given up to two (2) days off with pay in any year to attend CSEA conventions.

ARTICLE XXVII
LABOR MANAGEMENT COMMITTEE

- 27.1 There shall be established a Labor/Management Committee consisting of an equal member of representatives of both sides who shall meet monthly to discuss items of mutual concern.

ARTICLE XXVIII
DURATION OF AGREEMENT

- 28.1 This agreement shall become effective July 1, 2023 and shall continue in effect through June 30, 2027.

ARTICLE XXIX
LEGISLATIVE APPROVAL

IT IS AGREED BY AND BETWEEN THE PARTIES THAT ANY PROVISION OF THIS AGREEMENT REQUIRING LEGISLATIVE ACTION TO PERMIT ITS IMPLEMENTATION BY AMENDMENT OF LAW OR BY PROVIDING THE ADDITIONAL FUNDS THEREFOR, SHALL NOT BECOME EFFECTIVE UNTIL THE APPROPRIATE LEGISLATIVE BODY HAS GIVEN APPROVAL.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals on the 19th day of September, 2023.



SUPERINTENDENT OF SCHOOLS



PRESIDENT, CSEA UNIT



ASSISTANT SUPERINTENDENT



LABOR RELATIONS SPECIALIST

9/19/2023

DATE

DOBBS FERRY UFSD
Salary Schedule: Custodial/Security Personnel

	Salary Step	2023-24	2024-25	2025-26	2026-27
Head Cleaner/Senior Custodian	1	\$59,213	\$60,693	\$62,210	\$63,766
	2	\$61,219	\$62,750	\$64,318	\$65,926
	3	\$63,282	\$64,864	\$66,486	\$68,148
	4	\$65,323	\$66,956	\$68,630	\$70,345
	5	\$67,613	\$69,304	\$71,036	\$72,812
	6	\$69,640	\$71,381	\$73,166	\$74,995
	7	\$71,729	\$73,522	\$75,360	\$77,245
	8	\$73,164	\$74,993	\$76,868	\$78,790
Custodian/Grounds/Bus Driver	1	\$54,263	\$55,620	\$57,011	\$58,436
	2	\$56,311	\$57,719	\$59,162	\$60,641
	3	\$58,375	\$59,835	\$61,330	\$62,864
	4	\$60,414	\$61,924	\$63,472	\$65,059
	5	\$62,704	\$64,272	\$65,879	\$67,526
	6	\$64,585	\$66,200	\$67,855	\$69,551
	7	\$66,523	\$68,186	\$69,890	\$71,638
	8	\$67,853	\$69,550	\$71,288	\$73,071
Maintenance Mechanic	1	\$59,622	\$61,112	\$62,640	\$64,206
	2	\$61,669	\$63,211	\$64,791	\$66,411
	3	\$63,733	\$65,327	\$66,960	\$68,634
	4	\$65,772	\$67,416	\$69,101	\$70,829
	5	\$68,062	\$69,764	\$71,508	\$73,296
	6	\$69,943	\$71,692	\$73,484	\$75,321
	7	\$71,881	\$73,678	\$75,520	\$77,408
	8	\$73,318	\$75,151	\$77,030	\$78,956
Senior Mechanic	1	\$75,475	\$77,362	\$79,296	\$81,279
	2	\$78,087	\$80,040	\$82,041	\$84,092
	3	\$80,718	\$82,736	\$84,804	\$86,924
	4	\$83,317	\$85,400	\$87,535	\$89,723
	5	\$86,235	\$88,391	\$90,600	\$92,865
	6	\$88,822	\$91,043	\$93,319	\$95,652
	7	\$91,485	\$93,772	\$96,116	\$98,519
	8	\$93,314	\$95,647	\$98,038	\$100,489
Head Custodian	1	\$63,169	\$64,748	\$66,367	\$68,026
	2	\$65,318	\$66,951	\$68,625	\$70,341
	3	\$67,486	\$69,173	\$70,902	\$72,675
	4	\$69,628	\$71,369	\$73,153	\$74,982
	5	\$72,035	\$73,836	\$75,682	\$77,574
	6	\$74,164	\$76,018	\$77,919	\$79,867
	7	\$76,356	\$78,265	\$80,221	\$82,227
	8	\$77,863	\$79,809	\$81,805	\$83,850

DOBBS FERRY UFSD
Salary Schedule (Continued)
Custodial/Security Personnel

	Salary Step	2023-24	2024-25	2025-26	2026-27
Security Aide (10 Month)	1	\$25,493	\$26,130	\$26,783	\$27,453
	2	\$26,619	\$27,285	\$27,967	\$28,666
	3	\$27,742	\$28,436	\$29,146	\$29,875
	4	\$28,870	\$29,592	\$30,331	\$31,090
	5	\$30,010	\$30,760	\$31,529	\$32,318
	6	\$31,154	\$31,933	\$32,732	\$33,550
	7	\$32,399	\$33,209	\$34,039	\$34,890
	8	\$33,695	\$34,538	\$35,401	\$36,286