

2016-17

COLLECTIVE BARGAINING
AGREEMENT

Between

WASHINGTON COMMUNITY
SCHOOL DISTRICT

And

SERVICE EMPLOYEES
INTERNATIONAL UNION, LOCAL 199

Effective July 1, 2016 to June 30, 2017

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**ARTICLE 1
RECOGNITION AND DEFINITIONS**

1.1 This agreement is entered into between the Board of Directors of Washington Community School District, hereinafter referred to as the “Employer” and Local 199 of the Service Employees International Union, hereinafter referred to as the “Union.”

1.2 The Washington Community School District hereby recognizes Local 199 of the Service Employees International Union as the exclusive bargaining agent for all personnel as set forth in the PERB certification instrument (Case 5353) issued by the Public Employment Relations Board on the 13th day of November, 1995.

The bargaining unit includes all regular non-certified employees: Custodial and maintenance, food service, regular route bus drivers and service and maintenance mechanics and paraprofessional employees employed by the District.

The bargaining unit excludes all teachers, food service supervisor, building and grounds supervisor, transportation supervisor and other supervisory employees, clerical employees and other confidential employees, temporary employees and all other employees excluded by Section 4 of the Act.

1.3 As used herein, the term “employee” shall mean all persons described in the bargaining unit set forth above.

1.4 “Supervisor” shall mean all persons described in the bargaining unit will be supervised by the immediate supervisor and/or the building principal.

**ARTICLE 2
WORK DAY AND PROBATION**

2.1 **WORK DAY AND WORK WEEK**

The work day and work week of employees will be determined by the employee’s supervisor and may be changed as the need arises.

2.2 **LUNCH PERIOD/BREAKS**

All eight (8) hour employees shall receive one (1) fifteen (15) minute paid break for each four (4) hours worked. These breaks will be in addition to the unpaid duty free lunch period.

Employees working six or more hours per day will receive an unpaid duty free lunch period of at least thirty (30) minutes and not to exceed one (1) hour subject to scheduling changes and unplanned interruptions.

Employees, due to an unforeseen event, who are prevented from returning to their home at night due to working school sponsored event shall be compensated for the cost of their meals and lodging for the time spent away from home.

2.3 PROBATION

All new employees shall be subject to the serving of a probationary period which shall be considered as part of the examining process.

- (A) The probationary period for all new employees shall be ninety (90) calendar days (excluding summer recess days).
- (B) Probationary employees may be separated for any cause by the District during the probationary period without appeal. The District may discharge any such probationary employee without notice to the Union.
- (C) Probationary employees shall not be entitled to any provisions or fringe benefits under the terms of this Agreement but will be able to accrue those benefits back to their date of hire once the probationary period has been completed. No benefits will be retroactive to the probationary period, and no probationary employee shall receive any payment for any leave taken during the probationary period.
- (D) A long-term substitute who is eventually hired into a support position shall have their substitute time count towards the ninety (90) day probation period as long as the acceptance of employment is a continuation of employment without gap.

2.4 PARAEDUCATOR FLEX TIME

Paraeducators will be allowed 8 hours of pay per fiscal year for professional development.

2.5 UNSCHEDULED EARLY OUTS AND LATE STARTS

Employees will be allowed to make up lost hours due to unscheduled early outs or late starts, if made up during the same pay period. If this day falls on the last day of the pay period that time will be lost. It is the employee's responsibility to notify the building administrator when time is being made up and the building administrator will have work assignments for the employee if needed.

Time cannot be made up on holidays.

**ARTICLE 3
COMPENSATION**

3.1 **PAY**

Employees will be paid in accordance with Appendix A on the 15th and 29th of each month. A transportation paraeducator that works 20 hours or less per week will be paid on the 29th of each month, based on time worked in the previous month. When a pay date falls on or during a school holiday, vacation, or weekend, employees shall receive direct deposit of their paychecks on the last previous working day. All employees shall be required to use direct deposit unless they have an objection, then they will be paid by check which they can pick up at the Central Office.

3.2 Employees will be paid on a twelve (12) month basis.

3.3 Employees shall have the option to participate in the school districts Early Retirement Program when offered by the school board.

3.4 For salary schedule placement, support staff will not receive credit for work experience outside the Washington Community School District. A break in service greater than one year will also result in a loss of work experience credit and seniority.

Support staff wishing to transfer from one position to a position in another classification will retain seniority and years of experience when being placed on the salary schedule as long as employment is continuous.

Grandfathering does not carry over when moving between classifications, when changing to another classification; salary schedule placement is done strictly by years of experience.

Grandfathering does carry over when an employee switches positions within the same classification, unless the employee is moving to a full-time position with health insurance benefits.

**ARTICLE 4
OVERTIME**

4.1 Time and one-half (1 ½) shall be paid for all work performed after forty (40) hours in one (1) regular work week or on Saturdays and Sundays.

4.2 Twice the regular rate shall be paid for all work performed on holidays defined in this agreement.

ARTICLE 5
PAYROLL DEDUCTION

- 5.1 Any employee who is a member of the Union, or who has applied for membership, may sign and deliver to the Board an assignment form authorizing payroll deductions for Union dues and withdrawal fees. The form of the assignment is attached hereto as Appendix B. The Union has the responsibility of collecting the Union authorization forms and providing a list of employees for whom dues are to be deducted, indicating the amount to be deducted. These forms are to be presented to the business office prior to the first day of the month in which they are to become effective.
- 5.2 The authorization for dues deduction shall continue in effect unless revoked by the employee in writing by thirty (30) day notice to the board secretary. Deductions will discontinue in the pay period following receipt of such notice.
- 5.3 The Board shall transmit to the Union the total monthly deduction for dues within thirty (30) days following each regular pay period to the individual designated by the Union. Any employee who is a member of the union may make voluntary payroll deductions to the Committee On Political Education (COPE). The amount of the deduction will be determined by the employee and the employer will implement said amount within (30) calendar days from notification. Contributions to the (COPE) shall be submitted to the Union along with the Union dues. Authorization for COPE deductions shall remain in effect unless revoked by the employee in writing pursuant to Article 5.6.
- 5.4 The District will allow deductions for tax-sheltered annuities provided that written application therefore is on the file with District Board Secretary on the approved District form.
- 5.5 The Union, its successors or assigns, agrees to indemnify and hold the Employer harmless against any and all claims, demands, suits, orders, damages, or judgments brought or issued against the Employer as a result of any action taken by the Employer at the request of the Union or by reason of action taken in reliance on individually authorized deduction forms furnished to the Employer by the Union.
- 5.6 Any changes by the Union in the dues structure and subsequent change in deduction will be communicated to the District by the Union at least thirty (30) days prior to when the change will go into effect.

**ARTICLE 6
INSURANCE**

- 6.1 Forty hours per week, twelve months per year, employees will receive \$22,500 of term life insurance coverage, and the District shall pay for a single coverage plan up to \$427.23 per month for group medical and up to \$37.10 per month for dental insurance coverage. If allowed by the carrier all forty hour per week, twelve months per year, employees may purchase additional term life insurance coverage provided the total amount does not exceed \$50,000.
- 6.2 The District will provide a Section 125 plan, to which employees may contribute for the purpose of paying uninsured medical expenses, the costs of dependent care, etc.
- 6.3 The District shall pay up to the cost of single group medical coverage minus 9 ½ % of the yearly salary for each classification (based on step one) for employees working 30 to 39 hours per week.

**ARTICLE 7
LEAVES OF ABSENCE**

7.1 EMPLOYEE PERSONAL LEAVE

Each employee shall be allowed fifteen days of general leave each year.

The leave may be taken in half-day increments as necessary. General leave shall accumulate to 160 days in a banked pool of accumulated leave. Accumulated-banked pool leave shall be used after the 15 days of general leave is exhausted for sickness, family illness, bereavement, and adoption.

Employees may only use general leave to extend vacations or holidays when a principal is able to verify a substitute is available.

In the case of an extreme emergency situation when an employee runs out of leave days or has not built up banked-pool leave, district employees may donate days of their own 15 days general leave to this individual, at the discretion of the superintendent.

After a banked pool of 160 days of general leave is achieved, unused portions of the yearly total of fifteen days shall be paid to the employee at the rate of \$20.00 per day.

Upon retirement, the employee shall be paid \$10 per day for all unused leave up to 160 days of banked-pool leave plus the unused portion of the 15 days of yearly leave.

If an employee's position is eliminated the employee shall be paid \$10 per day for each day up to one hundred sixty (160) days of leave in addition to any unused general leave.

7.2 NOTIFICATION OF ACCUMULATION

An employee may review the official accounting of personal accumulated sick leave days at any reasonable time.

7.3 An employee eligible for sick leave, with pay, may use such sick leave upon approval of the Superintendent, or designee, for absence due to illness, injury, exposure to contagious disease (if directed by a physician to remain away from work), or due to a major illness. An employee requesting sick leave shall inform the Superintendent, or designated supervisor, on duty at the place of employment, of the fact and the reason therefore.

7.4 The official sick leave record shall be maintained at the school district business office.

7.5 JOB INJURY SICK LEAVES

The Board may pay the employee the difference between the employee's net salary as determined from the Salary Schedule (Article 4) and the salary replacement benefit received under Workers' Compensation insurance during the period of receipt of such benefits. This may be taken from the employee's sick leave only with permission of the employee. The employee must notify the District in writing of the option at least fifteen (15) days prior to the next pay period. If the option is not chosen, the employee will receive only the workers' compensation payment. Leave entitlement as provided in this Agreement shall be reduced one (1) day for each day of absence.

7.6 JURY DUTY

Employees serving on any jury shall be provided such time and paid the difference in salary between jury pay and his/her regular salary while in such service. If the employee is discharged from the jury before the work day ends, he/she must report immediately to the Employer for work. This shall be construed to mean pay for the regular working hours of the employee selected for such jury duty.

7.7 PROFESSIONAL LEAVE

Cases where the employee will obtain certification required by the Employer, State and/or Federal Guidelines by attending the conference or seminar shall not be denied. Any employee desiring to attend a seminar or conference may apply to the Superintendent for permission to attend such seminar and conference and, if approved by the Superintendent, shall receive his/her regular pay for the day or days they attend such seminar or conference and shall also receive reimbursement as follows:

1. Transportation shall be by school owned vehicle when possible, or gasoline expense only when, by personal preference, a personal car is used. When no school transportation is available, mileage for travel will be 25 cents per mile.
2. Overnight housing will be provided only when authorized.
3. Meal allowance – actual amount spent up to \$25.00 per day with a maximum of \$75.00 for any state conference. Request for reimbursement must be accompanied with receipts.
4. Registration fees – actual amount spent up to \$150.00.

7.8 OTHER LEAVES

The Employer, at its sole discretion, may authorize special leaves of absence with or without pay. The granting or denial of this leave is not grievable.

7.9 EFFECT OF LEAVES ON SENIORITY

Approved leaves of absence without pay shall not affect seniority.

7.10 FAMILY MEDICAL LEAVE

Employees of the District are entitled to family medical leave to the same extent and subject to the same terms and conditions as set forth in the Family Medical Leave Act of 1993 and the regulations implementing the Act.

7.11 UNION LEAVE

Each year up to eight (8) days of paid leave shall be available to the Union for its representatives to attend conferences, conventions, or other activities of the local, state and national affiliated organizations. The employee(s) to be absent will give at least five (5) school days prior notification to his/her supervisor or the superintendent's designee. The Union agrees to reimburse the District for the cost of substitutes hired to replace absent employees. These days can be used in half day increments.

Long term Union leave may be requested by any employee elected to an office in, or employed as an agent of, Local 199. Long term Union leave may be for a period of up to one year, renewable upon request. Long term Union leave will be approved if it is compatible with the operational needs of the District.

**ARTICLE 8
VACATIONS**

8.1 All employees on regular work year (52 weeks) shall be granted vacation time at their established rates under the following schedule:

Less than 12 months employment	0 weeks
1 – 7 years employment	2 weeks
8 – 14 years employment	3 weeks
15 – 24 years employment	4 weeks
25 years and over employment	5 weeks

8.2 The Superintendent, or designee, shall approve all vacation leave. Final decisions as to the number of employees on vacation at any time, for any shift or classification, as to any vacation dates is subject to the approval of the Superintendent or designee.

8.3 Employees who work only when school is in session shall not be eligible for vacation pay.

8.4 Vacation is to be used in the year it is earned. However, if the Superintendent determines that an employee has been unable to use all of his/her vacation in the year in which it is earned, for legitimate reasons, the Superintendent may permit the employee to carry over up to one week of vacation into the next year.

**ARTICLE 9
HOLIDAYS**

9.1 All 12 month employees shall receive their regular compensation for the following holidays:

½ day for New Year's Eve
New Year's Day
Memorial Day
Fourth of July
Labor Day
Thanksgiving Day
Friday after Thanksgiving
Christmas Eve
Christmas Day

Custodians and mechanic will be paid for Good Friday.

Those employees who work only during the regular school year will be paid for: ½ day for New Year's Eve and a full day for New Year's Day, Labor Day, Thanksgiving Day, Friday after Thanksgiving, Christmas Eve, and Christmas Day.

These days will appear on their time cards as if regular hours were worked and they will be paid accordingly. Regular hours would be determined by the average day (not additional evening events) hours worked during the other days of the month in which the holiday falls.

If students are scheduled for classes on any of the above listed holidays, the District will designate a different day as a holiday.

All employees who are military veterans will be given November 11th (Veterans Day) off with pay. The employee must give the employer at least one month's advance notice of his/her intent to take off Veterans Day. Further, the military veteran must provide the employer with a federal certificate of release or discharge from active duty, or similar official federal document.

ARTICLE 10 SENIORITY

10.1 DEFINITION AND SENIORITY DATE

Seniority is the continuous length of service with the District.

The seniority of an employee is determined by the length of service computed in years, months, days from the date of the beginning of his/her last continuous employment.

10.2 SENIORITY LIST

The District shall maintain a list of the employees within the unit showing the names of all employees in the order of their seniority ranking. A copy of such list shall be furnished to the President within thirty (30) days after the effective date of this Agreement and whenever revised by insertion within the checks. Protest of, errors in, or omissions from such list must be made in writing to the District within thirty (30) days from the date of the furnishing of such lists and revisions thereof. If no protests are made within the thirty (30) day period, the list will be considered accurate and no further appeal or grievance will be permitted.

10.3 LOSS OF SENIORITY

An employee shall lose all seniority rights under this Agreement for the following reasons:

1. Voluntary quit or retirement.
2. Discharge.
3. Failure to secure proper leave of absence, or failure to return by the expiration date of leave of absence or extension thereof, properly granted.
4. Not recalled within the time period allowed.
5. Failure to return after being recalled from layoff.

ARTICLE 11 PHYSICAL EXAMINATION

Any employee hired after 7-1-07 must pass a physical examination to be employed by the Washington Community School District. The expense of the physical is the employee's with the exception of physicals for bus drivers. Drivers will be reimbursed up to \$85. A physical form will be provided by the District. The following are the steps to be taken when obtaining a required physical:

1. If the employee is not covered by District provided insurance, they shall receive the lesser of the cost of the physical or \$85.00, which is the maximum amount Family Practice of Washington has agreed to charge for a District required physical. When a DOT physical is required, the District will pay \$111 plus \$18 for the cost of the TB test when required.
2. The employee must return his/her physical form, a paid receipt from their doctor's office showing the charges for the physical and an insurance statement showing the amount covered, if applicable. The District will pay the lesser of the out of pocket expense or \$85.00.

ARTICLE 12 ASSIGNMENT, TRANSFER AND POSTING OF JOB VACANCIES

12.1 VOLUNTARY TRANSFER AND ASSIGNMENT

A new hire must have spent at least thirty (30) working days in an assignment before requesting a transfer.

Para Educators who are certified teachers who replace an absent teacher for a full day shall be paid at the same rate as a substitute teacher. An employee assigned to perform work in a higher classification for three or more days shall be paid at the higher classification pay rate from the beginning of the time they begin performing the higher classification work.

12.2 POSTING OF JOB VACANCIES OR NEW JOBS

The Employer agrees to post a notice of each job vacancy or new job that occurs provided that the vacancy is in the job classification which will be filled for one hundred (100) days or longer. The notice of permanent job openings will be posted on the District web-site as well as a designated bulletin board in each of the school buildings for a period of five (5) working days.

The District reserves the right to re-post a vacancy if the original posting was incorrect. All postings will include the qualifications for the position, including any licenses or certifications that are required, as well as location and shift assignment of the position, and the length of the work day and work year, as well as any other pertinent information. Any employee can request a transfer to the job opening by submitting a written request to the supervisor designated on the posting. All qualified internal applicants will be interviewed. Employees will be notified in writing of the disposition of their requests for transfer.

If there is more than one bidder for the job, it shall be assigned to the most qualified bidder who meets the qualifications described in the posting and possesses the skill and ability necessary to perform the work as determined by the District. If two or more bidders are determined by the District to be relatively equally qualified, the job shall be awarded to the bidder having the greatest seniority with the District.

Vacancies will be filled within fourteen (14) days of the end of the posting period, if there is a qualified bidder, whenever practical.

No employee shall be allowed more than one (1) job change in a six (6) month period unless it is otherwise mutually agreed upon between the District and the Union.

12.3 PROBATION ON A NEW JOB

In the event an employee bids and is awarded a position, the employee shall serve a ninety (90) day probation period unless the supervisor waives the probation after 30 days based on the job performance/evaluation. An employee who has served his/her initial probationary period with the District will not be required to work at the probationary rate of the new position during this period.

ARTICLE 13
STAFF REDUCTION PROCEDURE

- 13.1 Staff reduction will be considered within each job classification category of employees as follows: Custodian and Van Driver; Bus Driver; Maintenance and Building & Grounds; Food Service; Regular Para Educator; Transportation Para Educator; Special Education Para Educator.

The Board shall take into account the following factors in making its decision:

- STEP 1. Normal attribution resulting from employees retiring, resigning, or voluntary reduction, new or first time probationary employees in the job classification may be relied upon to the extent it is administratively feasible.
- STEP 2. Employees within the classification selected for layoff will be compared using the following factors:
- Seniority
 - Work Record
 - Skills
 - Certification

These factors may not have equal importance in each case. When that situation occurs an explanation will be provided by the administration. (For example, skills might be more important because an employee has a license as an electrician or is qualified to work on a boiler, special education para educator working with one specific child, etc.)

Employees who are laid off shall have one (1) year of recall to the category from which they were laid off.

- 13.2 The employee who is to be recalled will be notified by certified mail to his/her last known address. The employee must respond by certified mail (or by a written hand-delivered response) to such notice within five (5) days after receipt thereof, and actually report to work in ten (10) days after receipt of notice unless mutually agreed to. In the event the employee fails to comply with the above, he/she shall be terminated and lose all recall rights under this Agreement.
- 13.3 All employees on a layoff status shall retain the seniority and prior longevity that they had when they were laid off. They will not continue to earn any benefits while on layoff.

ARTICLE 14
GRIEVANCE PROCEDURE

14.1 PURPOSE

- (A) The purpose of this procedure is to secure at the earliest possible level, equitable solutions to the problems which may from time to time arise under this agreement. Both parties agree that these proceedings will be kept informal and confidential and may be appropriate at any level of this procedure.
- (B) At all steps of a grievance, the Employer and Union shall have the right to have representatives attend any meeting required to resolve the grievance.
- (C) All meetings and hearings under this procedure shall be conducted in private and shall include only witnesses, the grievant and their Union representative heretofore referred to in this Article, meeting with the appropriate management designee(s).
- (D) It is agreed that any investigation or other handling or processing of any grievance by the grieving employee or his or her representative shall be conducted so as to result in no interference with or interruption of work. The Board shall solely determine whether an interference has occurred.
- (E) If an employee files any claim in any form other than the grievance form set forth in this Agreement, then the District shall not be required to process the same claim or set of facts through the grievance procedure.
- (F) The number of days indicated at each level should be considered a maximum and every effort should be made to expedite the process. The failure of the grievant to act on any grievance within the prescribed time limits shall constitute a waiver of the alleged grievance and will act as a bar to further appeal. A supervisor or administrator's failure to give a decision within the prescribed time limits shall permit the grievance to proceed to the next step. The time limits may be extended by mutual agreement.
- (G) If any action deadline falls on a weekend or a holiday, the deadline will automatically be moved to the next business day.

14.2 DEFINITIONS

- (A) Grievance: A grievance shall mean only an allegation that there has been a violation, misinterpretation, or misapplication of any of the specific provisions of this Agreement.
- (B) Grievant: As used herein, a "grievant" is the employee making the allegation or Union representative in defense of the contract.

14.3 PROCEDURES

- (A) Step 1: Informal – Within ten (10) days after the occurrence of an event giving rise to a grievance, the employee involved shall discuss the matter with the immediate supervisor, with the object of resolving the matter informally.
- (B) Step 2 – If the grievance cannot be resolved informally in Step 1, the grievant may file a grievance in writing, stating the nature of the grievance, reciting the specific clause or clauses of this Agreement allegedly violated and shall specify with particularity the remedy sought. The grievant shall present this written copy to the District Administrator assigned to that area within seven (7) days of the date of the Step 1 meeting.
- (C) The District Administrator assigned to that area shall make a decision on the grievance and communicate it in writing to the employee, including a copy for the Union, within ten (10) days after the receipt of the written grievance.
- (D) Step 3 – If the grievance was not settled at Step 2, it shall be referred to the Superintendent and Business Representative for a meeting in the Superintendent's office in an effort to settle the grievance within ten (10) days of the Step 2 response unless mutually agreed otherwise. The Superintendent shall send his answer to the Union within ten (10) days. A copy shall be furnished to the grievant.
- (E) Step 4 – If the grievance is not resolved satisfactorily at Step 3, the grievance may be submitted to final and binding arbitration with written permission of the employee. To enter such arbitration, the Union shall submit a written request on behalf of the grieving employee(s) to the Superintendent of Schools, within twenty (20) days from the receipt of the Step 3 answer. If a demand for arbitration is not filed within twenty (20) calendar days of the third step reply, then the grievance will be deemed settled on the basis of the third step answer.

Grievances which have been processed through the preceding steps of this procedure and only such grievances shall be submitted to arbitration as provided below:

1. The Public Employment Relations Board shall be requested by either or both parties to provide a panel of five (5) arbitrators.
2. Both the Employer and the Union shall have the right to reject two complete panels and to strike two names from the third panel.
3. A flip of a coin will determine which party will strike the first name; the other party shall then strike on a name. The process shall be repeated and the remaining person shall be the arbitrator.
4. PERB shall be notified and requested to appoint the individual whose name remains on the list as arbitrator to hear the case.

(F) The decision of the arbitrator regarding a grievance on the contract under which the grievance was filed shall be submitted in writing within thirty (30) calendar days following the close of the hearing or the submission of briefs by the parties, whichever is later, unless the parties agree to an extension thereof.

1. The decision of the arbitrator shall be final and binding on all parties to this Agreement and any employee involved in this dispute. Any award resulting from the arbitrator's decision shall not be retroactive beyond the date on which the action causing the grievance first occurred.
2. The decision of the arbitrator shall be binding on the parties. The arbitrator shall have no power to alter, change, detract from or add to the provisions of this Agreement, but shall have power only to apply interpretation of the provisions of this Agreement on the settlement of issues and grievances arising hereunder.
3. The expense and fees of the arbitrator shall be shared equally by the parties. Each party shall pay their own cost of representation and cost of their witnesses or the cost of securing a deposition from the witnesses.

14.4 REPRESENTATIONS

- (A) The grievant may be present at all meetings, and at the option of the grievant, may be represented at such meetings by a representative of the Union. The employee may have a representative at any meeting.

ARTICLE 15 EMPLOYEE EVALUATION

New employees shall be evaluated in writing by the appropriate administrator or designee at least two (2) times during the first six (6) months of employment. Thereafter, employees shall be evaluated in writing at least one (1) time per year.

A written evaluation shall be based on an assessment of the employee's overall performance.

The administrator or designee shall hold a conference with the employee and the employee shall receive a copy of the written evaluation. The completed evaluation form shall be signed by both parties at the time of the conference. The employee shall have the right to respond, in writing, to the evaluation within seven (7) calendar days after the conference. The employee's written response shall be attached to the file copy of the evaluation.

ARTICLE 16 SAFETY

In cases where a school official is notified of a bomb threat, intruder or gas leak, the district will take prudent and necessary action. This action may include evacuation if the superintendent/designee determines that to be the most prudent response given the circumstances. No employee shall be required to search for a bomb, intruder or gas leak.

The Employer will attempt to eliminate any conditions of work for employees that are patently unsafe or hazardous and/or which endanger the health and safety of the employee.

The Employer shall reimburse employees for the reasonable cost of any clothing, eyeglasses, hearing aide, dentures, deductibles, or personal property damaged or destroyed while the employee is acting in the discharge of his/her duties within the scope of his/her employment if the employee is unable to collect from the offender/offender's parents/offender's insurance company, or the employee's medical insurance company.

**ARTICLE 17
COMPLIANCE CLAUSE AND DURATION**

- 17.1 This Agreement shall be effective beginning July 1, 2016 and continue in full force and effect through June 30, 2017.
- 17.2 The District will print the customary copies of this contract and the Union will reimburse the District for one half of the cost of printing within thirty (30) days of billing by the District.

Signed this 1st day of June, 2016.

LOCAL 199 SERVICE EMPLOYEES
INTERNATIONAL UNION

By Cathy Johnson
President, Local 199

By D. Michoff
Union Representative

By Ronald D. Brown
Chapter President

WASHINGTON COMMUNITY
SCHOOL DISTRICT

By Eric Turner
School Board President

By Phil West
Chief Negotiator

2016-17 Appendix A

Classification	Years of Service						
	0-3	4-6	7-9	10-12	13-15	16-18	19 & Over
Custodian	\$13.33	\$13.73	\$14.13	\$14.53	\$14.93	\$15.33	\$15.73
Custodian (Part Time; Grandfathered)				\$14.85			
Bldgs & Grnds; Maintenance	\$13.44	\$13.84	\$14.24	\$14.64	\$15.04	\$15.44	\$15.84
Bus Mechanic	\$15.02	\$15.42	\$15.82	\$16.22	\$16.62	\$17.02	\$17.42
Cook	\$11.26	\$11.66	\$12.06	\$12.46	\$12.86	\$13.26	\$13.66
Head Cook	\$12.46	\$12.86	\$13.26	\$13.66	\$14.06	\$14.46	\$14.86
Bus Driver (Per Hour)	\$19.31	\$19.71	\$20.11	\$20.51	\$20.91	\$21.31	\$21.71
Extra Time (Per Hour)	\$12.87	\$12.87	\$12.87	\$12.87	\$12.87	\$12.87	\$12.87
Shuttles (Per Hour)	\$20.44	\$20.44	\$20.44	\$20.44	\$20.44	\$20.44	\$20.44
Regular Route	\$28.97	\$29.57	\$30.17	\$30.77	\$31.37	\$31.97	\$32.57
Brighton Activity Route	\$22.94	\$23.42	\$23.89	\$24.37	\$24.84	\$25.32	\$25.79

Paraeducators:

Regular, SPED, and Transportation	\$10.74	\$11.14	\$11.54	\$11.94	\$12.34	\$12.74	\$13.14
Part B (Grandfathered)				\$13.33	\$13.73	\$14.13	\$14.53

Para with a Level I certification will receive an additional \$0.50/hour

Para with a Level II certification will receive an additional \$0.75/hour

Bus Mechanic with an ASE diesel mechanic certification will receive an additional \$4.50/hour

Longevity:	Years	Annual Amount
	After 5	\$250.00
	After 10	\$300.00

All support staff who worked during the 2012-13 school year will start at 10-12 years of service level. They will also receive their longevity pay if previously qualified until they reach the 13-15 years of service level. Staff who have never qualified for longevity pay will not qualify to receive it.

Longevity bonus will be based on continuous years of service from date of hire in accordance with Article 10.3 Loss of Seniority.

Longevity bonus will be divided into 24 equal payments and added to the employees regular paycheck.

An employee is not eligible for longevity pay if he or she is contracted to work less than 500 hours per year. The employee does not lose eligibility due to an illness or injury and all other leaves of absence covered in this contract.

Evening employees will receive an additional \$0.25/hr as a shift differential.

"Evening shift" is any shift that begins between the hours of 2:00 pm and 6:30 pm.

District will split cost (50/50) of newly imposed bus driver certification endorsement (excludes all current certification cost).

APPENDIX B
SEIU Local 199 Membership Card

I hereby authorize my employer to deduct membership dues in Service Employees International Union (SEIU), from wages due to me and to transmit the same to SEIU at its office in Coralville. The amount of the dues shall be the amount established by the Constitution and By-laws of SEIU and as certified to my employer by SEIU. This authorization shall be effective with the first paycheck after receipt of this card by the employer, and continue in effect until revoked by me, pursuant to all relevant laws and collective bargaining agreement provisions.

Name (Print) _____ DOB _____

Home Address _____ City _____

State _____ Zip _____ Email: _____

Social Security # _____ Home Phone _____

Employer _____ Job Title _____

Unit/Location/Dept _____ Work Phone _____

Date _____ Signature _____

Witness _____

Help Working Families Gain a Stronger Voice
Contribute to SEIU's Committee on Political Education (COPE)

I am volunteering to contribute to the SEIU Committee on Political Education (COPE) to help make elected officials stand up for working people.

I authorize my local union to file this payroll deduction with my employer and for my employer to forward the amount specified to SEIU COPE.

I understand that 1) I am not required to sign this form or make COPE contributions as a condition of my employment by my employer or membership in the union; 2) I may refuse to contribute without any reprisal; 3) Only union members and executive/administrative staff who are U.S. citizens or lawful permanent residents are eligible to contribute to SEIU COPE; 4) The amounts on this form are merely a suggestion, and I may contribute more or less by this or some other means without fear of favor or disadvantage from the union or my employer; 5) SEIU COPE uses the money it receives for political purposes, including but not limited to addressing political issues of public importance and contributing to, and spending money in connection with federal, state and local elections. Contributions to SEIU COPE are not deductible for federal income tax purposes. This authorization shall remain in effect until revoked in writing by me. Please sign the opposite side of this card to indicate that you have read and agree with these terms.

Yes! I will do my part to make elected officials listen to working people.

Sign me up to contribute to SEIU's Committee on Political Education (COPE)

Name _____

Home Address _____

Home Phone _____

Home Email _____

Registered to Vote? _____ Social Security Number _____

Date of Birth _____

I authorize my employer to deduct _____ \$10.00 \$ _____ every **pay period** and transfer the funds to SEIU COPE. My signature shows that I have reviewed and agreed with the terms on the reverse side of this card. If I do not have the ability to have COPE deducted from my paycheck, I agree to make a one-time donation of: ___\$50 ___\$100 \$ _____

Signature _____ Date _____