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Contract Database Metadata Elements

Title: **Honeoye Falls-Lima Central School District and Honeoye Falls-Lima Buildings and Grounds Association (2010) (MOA)**

Employer Name: **Honeoye Falls-Lima Central School District**

Union: **Honeoye Falls-Lima Buildings and Grounds Association**

Local:

Effective Date: **07/01/2010**

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AGREEMENT
between the
SUPERINTENDENT OF SCHOOLS of the
HONEOYE FALLS-LIMA CENTRAL SCHOOL DISTRICT and the
HONEOYE FALLS-LIMA BUILDINGS AND GROUNDS ASSOCIATION
For the period from
July 1, 2010 through June 30, 2012

33.5 Employees

PREAMBLE

IT IS HEREBY UNDERSTOOD AND AGREED, that the Agreement between the Superintendent of Schools of the Honeoye Falls-Lima Central School District and the Honeoye Falls-Lima Buildings and Grounds Association for the period from July 1, 2010 through June 30, 2011:

W I T N E S S E T H:

ARTICLE I - RECOGNITION

- A. The District hereby recognizes the Association as the exclusive bargaining representative, pursuant to the Public Employees Fair Employment Act, for regularly employed non-instructional personnel employed as defined in subparagraph C hereof.
- B. Such recognition shall extend unchallenged for the maximum period permitted by the Public Employees Fair Employment Act Section 208(2).
- C. The bargaining unit is defined as all full-time and part-time employees of the Buildings and Grounds Department, including mechanics, custodians, cleaners, grounds-persons, and couriers. The Supervisor of Buildings and Grounds and other supervisory personnel included in the grievance procedure are excluded as members.

ARTICLE II - NEGOTIATION PROCEDURES

- A. Only the mandatory terms and conditions of employment, as defined by law and rules of PERB, shall remain in effect until altered by mutual agreement by the parties. Upon written request of either party to open negotiations for a successor contract, a mutually acceptable meeting date shall be set not more than thirty (30) days following such request.
- B. While no final agreement shall be executed without ratification by the Association and the Board of Education, the parties mutually pledge that their representatives be clothed with all necessary power and authority to make proposals, consider proposals, and to reach compromises in the course of negotiations.
- C. The Association shall have the right, upon request, to see and copy (at no expense to the District), during regular working hours of the District Business Office, any public financial and budgetary information of the District. Further, both parties shall furnish each other, upon request, all other available information pertinent to the issues under consideration.
- D. Copies of the final agreement shall be distributed to all unit members on the first day of school in September or four weeks after its execution, whichever date is later. Unit members who commence active employment subsequent to the times described in the preceding sentence shall be provided with a copy of the contract. The Employer will supply the Association President with 25 additional copies of this agreement.

ARTICLE III - GRIEVANCE PROCEDURE

- A. A grievance is a claim by a bargaining unit member or a group of unit members that there has been a violation, misinterpretation, or inequitable application of any provision of this Agreement.
- B. The grievant will first take the matter up informally and in writing with his/her immediate supervisor. The grievant may be accompanied by a representative of his/her choice. Such informal contact must be made within twenty (20) workdays of the event or occurrence giving rise to the claimed grievance. Within five (5) work days after written grievance is presented to the supervisor, he or she shall without any further consultation with the aggrieved party or any party in interest, render a decision thereon, in writing, and present it to the employee.
- C. After the supervisor's written response, and if the majority of the members of the Association present at a meeting find the grievance to be meritorious it must be presented in writing to the Superintendent of Schools from the President of the Association within the next 15 work-day period. Information as to the nature of the grievance and its resolution shall be available to the Association.
- D. If the grievance is not resolved within five (5) work days, it shall be submitted by the grievant and the President of the Association to the President of the Board of Education at the District Office within the next 10 work-day period. The Board of Education shall hold a hearing on the grievance within the next

30-day period. Within 10 workdays after the conclusion of the hearing, the Board of Education shall render a decision in writing on the grievance.

- E. If, after the Board of Education hearing, the employee and/or Association are not satisfied with the decision rendered by the Board, the grievance may be submitted to arbitration by written notice to the Board of Education within fifteen (15) work days after receiving the Board of Education's decision.
- F. Demand for arbitration shall be made to the American Arbitration Association in accordance with its rules and procedures. The decision of the arbitrator shall be final and binding upon all parties.
- G. Each party shall be responsible for costs of its own representation and presentation and the parties share equally arbitrator's fees and cost of the meeting room, if any.
- H. 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 the process. The time limits specified for either party may be extended only by mutual agreement in writing upon notice to all parties of interest. If a decision at one stage is not appealed to the next stage of the procedure within the time limits specified, the grievance will be deemed to be discontinued and further appeal under this agreement shall be barred.
- I. In the event a grievance is filed on or after June 1, upon request by or on behalf of the aggrieved party, the time limits set forth herein will be reduced so that the grievance procedure may be exhausted prior to the end of the school term or as soon thereafter as is possible.

ARTICLE IV - REMUNERATION

- A. **Salary Plans:** Unit members shall receive base wage increases during the term of this agreement as follows:

2010-11 hourly increase
2% plus \$0.12 per hour

The minimum starting wage for the following categories will be as follows:

| | |
|----------------------------|---------|
| Cleaner | \$7.35 |
| Custodian | \$9.00 |
| Lead (Head) Custodian | \$9.50 |
| Driver/Messenger | \$7.50 |
| Mechanic I | \$12.00 |
| Mechanic II | \$10.00 |
| Grounds Equipment Operator | \$8.25 |
| Seasonal Grounds Keeper | \$7.00 |

There shall be a differential for additional responsibilities for the following designated leaders:

| | |
|-----------------------------------|-----------------------------------|
| Custodian Leader | \$.50 per hour above hourly rate |
| Mechanic & Grounds Leader | \$.50 per hour above hourly rate |
| Manor School Custodian | \$.25 per hour effective 7/1/08 |
| Middle and High School Custodians | \$.50 per hour effective 3/1/08 |
| Night cleaner (security) | \$.25 per hour effective 3/1/08 |

- B. **Salary Checks:** All twelve (12) month employees will be paid in twenty-six (26) installments from July through June. All ten (10) month employees will be paid in twenty-one (21) installments from September through June. Night shift personnel will be permitted to receive their paychecks the evening before their regularly scheduled payday. Payment will be by direct deposit to an account designated by the employee.
- C. **New Bargaining Unit Members:** New bargaining unit members who have been employed for at least six months as of July 1 following the commencement of service will receive the applicable base wage increase as of July 1. New bargaining unit members who have not been employed for at least six months as of July 1 following the commencement of service will receive one half the applicable base wage increase as of July 1.
- D. **Longevity:** A 20-year longevity payment of \$400 and a 25-year longevity payment of \$500 will be paid to unit members who have been employees in the District in the Buildings and Grounds Department for over 20 and 25 years.
- E. **Shift Differential:** Shift differential will be paid at the rate of \$.85 per hour to all regular full-time employees (except employees functioning as snow plow operators) on those days and for those hours when the employees start work at or after 3:00 p.m. and before 10:00 p.m. Shift differential will be paid at the rate of \$.95 per hour to all regular full-time employees (except employees functioning as snow plow operators) on those days and for those hours when the employees start work at or after 10:00 p.m. and before 6:00 a.m. Shift differential pay will be applied to vacation and holiday pay for those who work at least 250 days on a differentiated schedule. Shift differential will be paid to any Buildings & Grounds employee who is designated as a night shift employee if they are asked to work days during recesses or while filling in for people going on vacation who are day shift employees. However, any employee that volunteers to go on day shift will not receive the shift differential. Any unit member asked to work a

second continuous shift will be paid double time for the second shift if it exceeds four hours. The District will make every attempt not to assign a woman to work alone in a building at night.

- F. **Rate of Pay for Vacation Days:** Pay for vacation days will be paid at the highest regular hourly rate of pay received during the preceding 52 weeks, excluding any overtime or special pays.
- G. **Overtime:** Overtime is granted upon prior approval of the Business Manager to bargaining unit members at one and one-half times their regular rate of pay. Double time will be paid for Sunday. Overtime is considered to be any time in excess of forty (40) hours per week. The District will make every attempt to assign overtime to unit members assigned to the building. The District will make every attempt to assign overtime to unit members assigned to the building.
- H. **Snow Plowing:** Snowplow operators will be designated and assigned through the Maintenance section of the Department. An operator may be sent home before the end of his/her regular shift at the discretion of the supervisor. When snowplow operators are working prior to the start of their regular shift they shall receive overtime (one and one-half regular rate) for such time. Overtime will be paid for snow plowing work on Saturdays and Sundays. Double time will be paid for snow plowing work on Sundays and observed legal holidays, including floating holidays, as scheduled by the District. Snow plowing assignments are exempt from the minimum call-in pay provisions of Article VI, Section C "Saturday, Holiday and Call-In Pay." If an operator is sent home before his/her regular shift ends on a day that he/she has plowed, the District will pay the operator and regular days' wages plus the overtime wage for the plowing time prior to the start of the regular shift. This section does not apply to part-time employees. Snowplow operators will receive a longevity payment yearly to be paid in the final salary check of the contract year. The amount of the longevity payment will be \$380 in 2010-11.
- I. **Rate of Pay for Substitute Employees:** On the 21st day of continuous service in the same position a substitute employee will be paid shift differential and overtime at the agreed upon rate and conditions described in Section E-Shift Differential, and Section G-Overtime.
- J. **Shift Realignment:** In the event the District realigns work shifts by changing the starting and ending time by more than two hours, the District agrees to bid all cleaner shifts beginning with the most senior cleaner.
- K. **Standby/On-Call Pay:** Unit members required to carry a beeper, pager or telephone during off-duty hours and who are to be available for immediate recall shall be paid an annual stipend of \$780 for being on standby/on-call status. The District shall designate not fewer than three nor more than five unit members to share standby/on-call status. The District shall designate not fewer than three nor more than five unit members to share standby/on-call duties and shall assign such duties equitably among those so assigned. Payment of the standby/on-call stipends will be made one-half in December and one-half in June of each year.
- L. **Tuition Payments:** The District will pay for the cost of attending pre-approved work-related seminars or classes outside of regular work hours. Pay will include the member's hourly rate of pay during class time and a mileage allowance at the Board approved rate for travel to and from the class site, if the location is other than a Honeoye Falls-Lima School District facility.

ARTICLE V - DUES DEDUCTIONS

The District shall deduct from the wages or salaries of Association members and remit to the Association Treasurer the regular membership dues or other authorized deduction with a list of names from whom deductions were authorized by employees who have signed authorization forms directing such deduction or deductions. Dues deduction for twelve (12) month employees will be withheld in twenty-six (26) installments. NYSUT Benefit Trust deductions will be allowed in the automatic payroll deduction.

ARTICLE VI - CONDITIONS OF EMPLOYMENT

- A. **Weather Closings:** School closings are declared by the Superintendent. When weather conditions require the closing of school for students, unit members will report to work if road conditions permit. Unit members may be assigned to a different location at their job level. Reporting members will work their regular hours with shift differential applied for hours worked after 3:00 p.m. A unit member may choose not to report to work on such days when road conditions are marginal. A unit member who does not choose to work on such days shall be charged one day of sick leave. A unit member who makes this choice will not have these days referenced in their annual performance evaluation. Employees not covered by the sick leave provision will not be paid for absence on days school is closed due to weather conditions. Where a unit member is affected by a state of emergency declaration that forbids driving of a personal automobile, the unit member will be permitted to be absent from work without any loss of pay or loss of leave allowance.

- 1 B. **Emergency Closings:** Emergency closings are declared by the Superintendent. When emergency
2 conditions require the closing of school, unit members will report for work. Unit members may be
3 assigned to a different location at their job level.
- 4 C. **Saturday, Holiday and Call-In Pay:** When an employee is scheduled to work other than regular hours
5 the rate of pay will be: regular overtime (time and a half) for Saturday; double time for Sunday; and
6 double time for holidays, with a minimum of four hours of work guaranteed. Unit members called after
7 completing their regular shift, but not less than four hours before their next regular shift, shall be paid a
8 minimum of two hours at double time. Unit members required to work on a holiday are entitled to
9 double time for the hours worked plus regular time for the paid holiday.
- 10 D. **Snow Plow Operators:** The provisions of A above do not apply to unit members when performing as
11 snowplow operators. Snowplow operators are not required to report when roads are closed by local law
12 enforcement in the area where the employee lives or in the district.
- 13 E. **Lead Cleaner:** The District may annually designate unit members as lead cleaners to perform such
14 duties as securing and locking up, seeing that cleaning assignments are completed, communicating
15 with head custodian at beginning and end of shifts, making sure that necessary supplies are available,
16 being available as necessary to users of buildings in the evenings and to call the custodian when
17 necessary. A unit member designated as lead cleaner will be paid \$.80 per hour differential for hours
18 actually worked.
- 19 F. **Retirement:** Membership in New York State Employees' Retirement System - Improved Career
20 Retirement Plan under section 75-i with Unused Sick Leave (section 41-j) and the Minimum Death
21 Benefit (section 60-b) provisions is required and/or available to bargaining unit members.
- 22 G. **Credit for Unused Sick Days:** An eligible bargaining unit member who is retiring, after 10 years or
23 more of service within the District, will be granted a service raise equal to \$20 for every unused sick day
24 accumulated up to and during his/her final year of service. Normally, the retiring bargaining unit
25 member must file a notice of intent to retire from the District six months in advance of the anticipated
26 date of retirement. Only in unusual and generally unforeseen circumstances, such as sudden illness,
27 change in family status, the unit member may file the notice of intent in less than the required six
28 months. Payment will be made in one lump sum and included in the last check issued by the District
29 prior to retirement.
- 30 H. **Vacations:** All 52 week bargaining unit members hired after September 1 will receive credit for one day
31 of paid vacation for each month worked up until June 30. This vacation time becomes effective July 1 of
32 the next fiscal year. During years one through five of continuous service, an employee shall have 10
33 vacation days. Additional days of vacation will be granted after the fifth year of service by years of
34 service as follows:
35 After five-years of continuous service - 5 additional days for a total of 15 days.
36 After twelve years of continuous service - 10 additional days for a total of 20 days.
37 After twenty years of continuous service - one additional day per year to a maximum total of 25
38 days.
- 39 Regardless of when a bargaining unit member commences work the first year, his/her period of work
40 will be counted as one whole year toward service time, except employees hired after February 1st will
41 not receive a whole year credit for a partial year's work.
- 42 All unit members will be automatically allowed to carry over five unused vacation days from one year to
43 the next. The Superintendent will consider requests to carry over unused vacation time from one year to
44 the next because of unusual circumstances. All requests must be made in writing to the Superintendent
45 by no later than May 1st.
- 46 I. **Holidays:** All 52-week bargaining unit members are eligible for fourteen (14) legal holidays to be fixed
47 by the Superintendent in accordance with the general and school calendars.
- 48 J. **Employee Pay and Pro-ration of Benefits:** All bargaining unit members are entitled to participate in
49 the benefits provided herein on a pro-rated basis determined as outlined below. For the purpose of unit
50 definition, a full-time employee is defined as an employee regularly employed for 52 weeks per year and
51 working 35 or more hours per week. All other employees within the bargaining unit are classified as
52 part-time employees and they are paid at their normal rate and for the hours worked.
- | | | | |
|----|-------------------|----------------------------|----------------------------------|
| 53 | 52 Week Personnel | 35 or more hours per week | All benefits. |
| 54 | 52 Week Personnel | More than 28 but less than | All benefits but pro-rationing |
| 55 | | 35 hours per week | of 75% of Hospitalization |
| 56 | | | Insurance, Sick Leave, Vacations |
| 57 | | | and Holidays. |
| 58 | 38 Weeks but less | 20 Hours or more per week | All benefits except Vacations, |
| 59 | than 52 weeks | | and Holidays, and pro-ration of |
| 60 | | | 50% of Hospitalization |
| 61 | | | Insurance and Sick Leave. |

1 All other Personnel No benefits.
2 Pro-rationing became effective July 1, 1977.

3
4 **ARTICLE VII - EVALUATION AND JOB SECURITY**

5 **A. Evaluation/Personnel Files:**

- 6 1. The work performance of all unit members shall be evaluated annually. Newly hired employees
- 7 will be evaluated at two months and six months after the month of hire.
- 8 2. Unit members shall, upon request, be given a copy of any evaluation report prepared by their
- 9 supervisor.
- 10 3. Unit members shall review each evaluation and attest to his/her review of the evaluation by
- 11 affixing his/her signature to a copy for the file. Unit members shall also have the right to submit a
- 12 written response within 30 days of their review of the evaluation with their immediate supervisor
- 13 for attachment to the evaluation. Said evaluation shall be placed in a unit member's personnel file
- 14 upon his/her refusal to affix his/her signature with notation by the supervisor to that effect.
- 15 4. A unit member shall have the right to review the contents of his/her personnel file and, from the
- 16 date of this contract, copies of any material added to the personnel file will be provided for the unit
- 17 member, at the request of the unit member, with the exception of recommendations of a
- 18 confidential nature. The unit member will have the right to attach any written statement about any
- 19 such materials added to the file.

20 **B. Seniority:**

- 21 1. DEFINITION: Seniority is defined as the length of an employee's continuous service from the date
- 22 of regular employment within the bargaining unit.
- 23 2. FILLING VACANCIES:
- 24 (a) All position openings shall be posted for five (5) days prior to the time that the District
- 25 takes action to fill the position.
- 26 (b) Unit members who apply will be given first consideration before the application of non-unit
- 27 members is considered.
- 28 (c) If two or more unit members apply for the same vacancy, the District will consider
- 29 qualifications and seniority of unit members in selecting an individual for a vacancy.
- 30 3. LAYOFF: Layoff or necessary reduction in work hours shall be by seniority within each job
- 31 classification beginning with the least senior employee.
- 32 4. RECALL: Unit members caught in a layoff will be recalled in reverse order of layoff.

33 **C. Discharge:** Employees of the competitive classification are entitled to the hearing as set forth in Article
34 75 of the Civil Service Law. Non-competitive class employees who are terminated are entitled to appeal
35 to the Chief School Officer and have the termination reviewed by him.

36
37 **ARTICLE VIII - LEAVES OF ABSENCE**

38 **A. Paid Leaves of Absence**

- 39 1. Sick Leave: The employer will grant all eligible bargaining unit members, hired prior to 7/1/08, 20
- 40 days sick leave each year, cumulative until a maximum of 250 days is reached. For new
- 41 employees hired on or after 7/1/08, the employer will grant all eligible bargaining unit members 15
- 42 days of sick leave each year, cumulative until a maximum of 250 days is reached. For bargaining
- 43 unit members hired after the school year begins, sick leave will be paid on a pro-rated basis
- 44 determined by the number of months worked as a percentage of the fiscal year. A physician's
- 45 verification of illness may be required by the Superintendent if the Superintendent has reason to
- 46 believe the sick leave provision is being abused. A physician's verification of illness will be
- 47 required by the Superintendent if the absence extends a vacation or holiday. After an employee
- 48 has accumulated 250 sick days the District will buy back up to 20 days yearly at \$35.00 per day.
- 49 Such payment would be included in the first salary check of August.

- 50 2. Personal Leave: An eligible bargaining unit member is granted two (2) days personal leave per
- 51 year for the following reasons:
- 52 Legal obligations
- 53 Religious obligations
- 54 Family obligations

55 The applicant shall state personal leave as the reason for the request and shall submit the
56 request in writing five (5) days in advance whenever possible prior to the date for which the leave
57 is being requested. This leave shall not apply to the day before and the day after a holiday or
58 vacation. Special requests for additional personal days can be submitted to the Superintendent
59 by route of the immediate supervisor and will be determined on a case by case basis with a view
60 to the particular circumstances involved. The granting or denial of an additional personal day or
61 days should not be considered precedent for the granting of other requests.

If a unit member needs more than two (2) personal days in a year, they will be allowed to use up to three (3) additional days from their sick leave accrual to be transferred over as needed.

- 3. Death in Family: Upon approval of the Superintendent of Schools, eligible bargaining unit members will be granted four (4) days of leave with full pay during each school year for the purpose of bereavement upon each death of a member of the employee's family and close relatives, and spouse's family and close relatives. For purpose of this section, four (4) days shall mean four (4) work days. Such leave shall not be cumulative and shall not be charged against sick leave.
- 4. Family Illness or Emergency: Eligible bargaining unit members will be granted a maximum of three (3) days leave with full pay during each school year because of serious illness in his/her immediate family (mother, father, husband, wife, children). The foregoing paid family illness leaves shall be charged against and deducted from the above stated sick days annual leave allowance, to the extent necessary, and any accrued paid leave balance. One of the days granted in this section may be used for personal leave.
- 5. Professional Leave: Any bargaining unit member may be granted professional leave on the recommendation of the Superintendent with pay and with reimbursement for reasonable expenses incurred.
- 6. Jury Duty: Time off shall be granted for jury duty when a unit member is called for such duty. This time off shall be with pay except that the unit member shall return to the District the per-diem rate paid to him/her for such duty. It is understood by the parties that moneys paid to the unit member for expenses incurred in the performance of said jury duty shall not be claimed by the District or returned to them.

B. Unpaid Leaves of Absence

- 1. Parental Leave: Parental leave will be granted to bargaining unit members in recognition of both the needs of the unit members and the needs of the District. Ordinarily, a parental leave will extend for at least a calendar year after the birth or adoption of the bargaining unit member's child. The maximum period of such leave will be determined after consultation with the bargaining unit member, the attending physician (for childbirth), the Supervisor of Buildings and Grounds, and the Superintendent. Among the factors considered are the recommendation of the bargaining unit member's physician (for childbirth), and the time of the school year. Credit for increments on the salary schedule will not be allowed for years in which more than one-half (1/2) of the year is covered by parental leave without pay. Application for parental leave must be filed with the Superintendent, for final action by the Board of Education.
- 2. Personal Leave: Leave of absence without pay may be granted up to one year for personal reasons at the sole discretion of the Board, in accordance with Monroe County Civil Service law.
- 3. Military Leave: A military leave for a unit member who enlists in the National Guard or who has been drafted or enlists into the Armed Forces of the United States and/or who is required to serve brief periods of service or training as a military reservist shall be treated in accordance with applicable federal and state laws.

ARTICLE IX - HEALTH INSURANCE

Commencing July 1, 2004 the District will provide to unit members the health insurance plans offered by the Rochester Area School Health Plan 2 (RASHP2), which will include an optical rider that provides an annual examination with a fifteen-dollar co-pay. Commencing March 1, 2008 the District will provide to unit members the Blue Point 2 Value Plan offered by the Rochester Area School Health Plan 2 (RASHP2). Unit members will be required to contribute 10% of the annual premiums and the District will contribute 90% of the annual premiums.

The District agrees to pay for the cost of the above health insurance program for unit members who retire from the District under the New York State Employees Retirement System, subject to Article III, Section J, Employee Pay and Pro-ration of Benefits, according to the following:

| | |
|------------------------------|-----------------------|
| 15 years of District service | 50% of premium cost |
| 20 years of District service | 75% of premium cost |
| 25 years of District service | 100% of premium cost. |

This coverage shall extend to the spouse of a deceased retired unit member until remarriage or becoming otherwise insured.

Compensation insurance is carried on all employees. In the event of an accident covered by Compensation Insurance, occurring while engaged in school duties, an employee will be paid the difference between allowance under compensation awarded and his or her regular salary. NO COMPENSATION WILL BE PAID BY THE BOARD OF EDUCATION during the time of absence due to accidents sustained while in gainful employment of others or while self-employed.

ARTICLE X - LIFE INSURANCE

The District will provide a \$50,000 life insurance policy for all eligible unit members. This benefit will be over and above any such coverage provided for in the pension program.

ARTICLE XI - MEDICAL REIMBURSEMENT/FLEXIBLE SPENDING FUND

- A. **Medical Reimbursement Fund:** All unit members will have an individual medical reimbursement fund administered according to terms agreed upon between the District and the Association. The District shall contribute as follows:

| | |
|---------|---------|
| 2010-11 | \$1,050 |
|---------|---------|
- B. **Flexible Spending Account:** The District will offer all unit members, effective January 1, 1993, the option of participating in a flexible benefits plan (Internal Revenue Code, section 125) with the dependent care option.

ARTICLE XII - SAVINGS CLAUSE

In the event that any article or section of this Agreement shall be determined by a court of competent jurisdiction to be null, void and unenforceable, such decision shall not affect any of the other conditions of this Agreement, which shall continue to be in full force and effect.

ARTICLE XIII - PROVISIONS REQUIRED BY LAW

- A. IT IS AGREED BY AND BETWEEN THE PARTIES THAT ANY PROVISIONS 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 ITS APPROVAL.
- B. This agreement shall be deemed to include any and all other language and provisions required by law, and is not intended to modify or abrogate any of the duties of either party required by law.

ARTICLE XIV - ASSOCIATION USE OF FACILITIES

The Association shall be permitted to use District facilities as it has in the past. In a year when the District is on a contingency budget, the Association shall use the facilities under the same terms and conditions as any other District organization when such use begins after 6:00 p.m.

ARTICLE XV - REPRISALS

There shall be no reprisals of any kind taken against any unit member by reason of his/her membership in the Association or participation in any of its activities.

ARTICLE XVI - MISCELLANEOUS

Unit members will not be assigned to student supervision duty without the prior knowledge of the Director of Buildings and Grounds.

ENTIRE AGREEMENT

The foregoing represents the entire Agreement between the parties and is hereby affirmed to be the collective bargaining agreement between the parties. Any terms and conditions of employment or benefits provided prior to the effective date of this Agreement are hereby rescinded, and all terms and conditions of employment and benefits provided are governed by the terms of this Agreement.

IN WITNESS WHEREOF, we hereunto set our signatures this ____ day of _____, 2010

Dated: _____

Bob Schliff, President
Honeoye Falls-Lima Buildings and Grounds Association

Dated: _____

Michelle Kavanaugh, Ed.D., Superintendent
Honeoye Falls-Lima Central School District

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Memorandum of Understanding
between the
Superintendent of Schools
of the
Honeoye Falls-Lima Central School District
and the
Honeoye Falls-Lima Buildings & Grounds Association

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This Memorandum of Understanding is to clarify how sick leave absences will be evaluated on the individual's annual performance evaluation.

In general a specific absence with a legitimate doctor's excuse for an extended absence will not automatically be cause for a poor attendance rating. Sick leave days will be evaluated based on frequencies of occurrences rather than total individual days absent.

The District always reserves the right to investigate excessive absences, even with doctor's excuses.

Dated: 11/10/10

Michelle Kavanaugh, Superintendent of Schools

Dated: 11/10/10

Robert Schliff, President
HF-L Buildings & Grounds Association

**Memorandum of Agreement
 between
 Honeoye Falls-Lima Buildings and Grounds Association
 and the
 Superintendent of Schools**

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Whereas the Association and the Superintendent have met and discussed their respective interests concerning a successor Agreement to their Agreement currently in effect for the term July 1, 2010 to June 30, 2011; and

Whereas the Association and the Superintendent desire to maintain the economic status quo for the 2011-2012 school year;

It is hereby agreed:

1. The Agreement for the term July 1, 2010 to June 30, 2011 is hereby extended for one year to June 30, 2012, with all terms and conditions contained therein remaining in effect, except as hereinafter expressly provided.
2. In the 2011-2012 school year, the base hourly wage of each unit member will be increased by 1% plus \$.10 per hour over the 2010-2011 base hourly wage.
3. This Agreement is made without prejudice to the rights of either party respecting collective bargaining of a successor Agreement upon the expiration of the extended term of the current Agreement on June 30, 2012.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals the day and year set forth below.

 3/22/11
 Date

 Michelle Kavanaugh, Ed.D, Superintendent

 3/22/11
 Date

 Unit Representative

**AGREEMENT BETWEEN THE HONEOYE FALLS-LIMA CENTRAL SCHOOL DISTRICT
AND THE HONEOYE FALLS-LIMA BUILDINGS & GROUNDS ASSOCIATION**

WHEREAS, the Honeoye Falls-Lima Central School District (hereinafter referred to as, "District") and the Honeoye Falls-Lima Buildings and Grounds Association (hereinafter referred to as, "Association") wish to enter into an agreement given the current economic conditions,

WHEREAS, Honeoye Falls-Lima Central School District and the Honeoye Falls-Lima Buildings and Grounds Association find the following to be in the best interest of all parties,

WHEREAS, in consideration of the mutual agreements set forth below the parties agree as follows:

1. The collective bargaining agreement between the District and the Association dated July 1, 2011 through June 30, 2012 does not specify a work week. However, unit members typically work a Monday through Friday schedule, six to eight hours per day.
2. The unit members will work their normal Monday through Friday work week hours in one of three ways based on the unit members choice: a) a compressed four-day per week schedule, Monday through Thursday for the period of June 27, 2011 through August 26, 2011 only; or b) a regular four day Monday through Thursday work schedule using every Friday as a vacation day for the period of June 27, 2011 though August 26, 2011 only; or c) a regular four day Monday through Thursday work scheduling using every Friday as an unpaid day for the period of June 27, 2011 though August 27, 2010 only.
3. Unit members understand that in Article IV, Section G, overtime is for work over 40 hours in a work week, even if the normal day's work exceeds 8 hours.
4. With regard to shift differentials in Article IV, Section E
5. Article IV, Section K, on-call pay will apply to the day of the week the District is closed and considered an off-duty hour or the Friday the unit member chose to use as a vacation or unpaid day.
6. Article VI, Section C is amended to include the day the District is closed as a non-paid work day or the Friday the unit member chose to use as a vacation or unpaid day. If a unit member is called that day, he/she is eligible for overtime provided the number of hours that day puts the member into an overtime situation.
7. The remaining definitions of seniority, proration of benefits for purposes of number of hours worked, and full-time or part-time employee, will be unaffected by this temporary arrangement unless the unit member chooses options c in paragraph 2 above where unpaid days can impact seniority.
8. Unit members will receive holiday pay for Monday, July 4, 2011, regardless of the summer schedule option they choose.
9. The District and the Association have read this memorandum of agreement, has had its provisions explained to them by their attorney or representative of their choice, and fully understand the provisions of this agreement.
10. This memorandum represents the full, final and complete agreement of the parties superseding any oral agreements or understandings, and may not be waived, modified or discharged orally, but only by a written agreement signed by the parties hereto.
11. This agreement is in no way precedent setting.
12. The invalidity or unenforceability of any provision of this agreement shall not in any way affect the validity or enforceability of the entire agreement.
13. Both parties enter this agreement, knowingly, freely, and without coercion.
14. Signatures below indicate all parties being duly authorized have read the foregoing and enter into this agreement.
15. This agreement is temporary for the period of June 27, 2011 through August 26, 2011 and will sunset and expire on August 27, 2011 at 11:59 p.m. where a normal Monday through Friday work schedule will begin.

IN WITNESS WHEREOF, this settlement agreement has been executed this ____ day of June, 2011 intending to be legally bound.

Dr. Michelle Kavanaugh, on behalf of the
Honeoye Falls-Lima Central School District

Date

HFL Buildings & Grounds Association President

Date

**Memorandum of Agreement
Between
Honeoye Falls-Lima Buildings and Grounds Association
and the Superintendent of Schools**

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Whereas the Association and the Director of Finance have met and discussed their respective interests concerning the annual number of pays in effect for the term July 1, 2011 to June 30, 2012; and

1. It is hereby agreed that there has been a vote of the association members and a decision has been reached to accept 27 equal pays.
2. This Agreement is made without prejudice to the rights of either party respecting collective bargaining of a successor Agreement upon the expiration of the current Agreement.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals the day and year set forth below.

6/22/11

Date

Michelle Kavanaugh, Superintendent

Date

Unit Representative

**Memorandum of Agreement
Between the Honeoye Falls-Lima Central School District and the
Honeoye Falls-Lima Buildings and Grounds Association**

WHEREAS, the Honeoye Falls-Lima Central School District and the Honeoye Falls-Lima Building and Grounds Association have agreed to a collective bargaining agreement effective from July 1, 2010 through June 30, 2012; and

WHEREAS, both the District and the Association agree that a full-time unit member's work year is 260 days; and

WHEREAS, the Association has expressed a concern that based on the calendar certain work years for 12 month, unit members have more than 260 work days; and

THEREFORE, the District agrees in this instance:

1. That certain school years have more than 260 days of work and that the established practice of basing the work year on 260 days must be amended, so that wages are calculated on the actual number of work days that occur each year.
2. That this amendment of wage calculation will be applied to wages for the 2011-2012 year and all future years for 12 month unit members.
3. That each year, beginning with the 2011-2012 work year, the President of the Buildings and Grounds Association and the Superintendent, or the designee of the Superintendent, will meet in May or earlier each year for the purpose of determining the number of work days for the upcoming work year, beginning July 1 of each year, as it applies to full-time unit members.
4. That the agreed to number of work days by the President of B & G and the Superintendent, or the designee of the Superintendent, will be reflected on the Action Sheets provided by the District to full-time 12 month unit members each year.
5. That the District will provide current full-time unit members/employees, who have worked for the district since July 1, 2009 only, the following options, of which unit members may choose one (1):
 - a) Twenty hours of compensation taken as floating holidays; these days must be used within two (2) years from the date of this agreement and will be in addition to the unit member's contractual holidays.
 - b) Sixteen hours of compensation taken as money; these days will be paid in one separate check or included as a separate, additional amount in a regular paycheck on a date mutually agreed to by the District and the Association.
6. That the District will provide current full-time unit members/employees, who have worked for the district since July 1, 2010 only, the following options, of which unit members may choose one (1):
 - a) Ten hours compensation taken as floating holidays; these days must be used within one (1) year from the date of this agreement and will be in addition to the unit member's contractual holidays.
 - b) Eight hours compensation taken as money; this day will be paid in one separate check or included as a separate, additional amount in a regular paycheck on a date mutually agreed to by the District and the Association.
7. This Agreement is made without prejudice to the rights of either party respecting collective bargaining of a successor Agreement upon the expiration of the current Agreement.

Superintendent
Honeoye Falls-Lima Central School District

President
Honeoye Falls-Lima Buildings & Grounds Association

9/1/11
Date Signed

8/23/11
Date Signed

**AGREEMENT BETWEEN THE HONEOYE FALLS-LIMA CENTRAL SCHOOL DISTRICT
AND THE HONEOYE FALLS-LIMA BUILDINGS & GROUNDS ASSOCIATION**

WHEREAS, the Honeoye Falls-Lima Central School District (hereinafter referred to as, "District") and the Honeoye Falls-Lima Buildings and Grounds Association (hereinafter referred to as, "Association") wish to enter into an agreement given the current economic conditions,

WHEREAS, Honeoye Falls-Lima Central School District and the Honeoye Falls-Lima Buildings and Grounds Association find the following to be in the best interest of all parties,

WHEREAS, in consideration of the mutual agreements set forth below the parties agree as follows:

- 16. The collective bargaining agreement between the District and the Association dated July 1, 2011 through June 30, 2012 does not specify a work week. However, unit members typically work a Monday through Friday schedule, six to eight hours per day.
- 17. The unit members will work their normal Monday through Friday work week hours in one of three ways based on the unit members choice: a) a compressed four-day per week schedule, Monday through Thursday for the period of June 25, 2012 through August 31, 2012.only; or b) a regular four day Monday through Thursday work schedule using every Friday as a vacation day for the period of June 25, 2012 through August 31, 2012.only; or c) a regular four day Monday through Thursday work scheduling using every Friday as an unpaid day for the period of June 25, 2012 through August 31, 2012.only.
- 18. Unit members understand that in Article IV, Section G, overtime is for work over 40 hours in a work week, even if the normal day's work exceeds 8 hours.
- 19. With regard to shift differentials in Article IV, Section E
- 20. Article IV, Section K, on-call pay will apply to the day of the week the District is closed and considered an off-duty hour or the Friday the unit member chose to use as a vacation or unpaid day.
- 21. Article VI, Section C is amended to include the day the District is closed as a non-paid work day or the Friday the unit member chose to use as a vacation or unpaid day. If a unit member is called that day, he/she is eligible for overtime provided the number of hours that day puts the member into an overtime situation.
- 22. The remaining definitions of seniority, proration of benefits for purposes of number of hours worked, and full-time or part-time employee, will be unaffected by this temporary arrangement unless the unit member chooses options c in paragraph 2 above where unpaid days can impact seniority.
- 23. Unit members will receive holiday pay for Wednesday, July 4, 2012, regardless of the summer schedule option they choose.
- 24. The District and the Association have read this memorandum of agreement, has had its provisions explained to them by their attorney or representative of their choice, and fully understand the provisions of this agreement.
- 25. This memorandum represents the full, final and complete agreement of the parties superseding any oral agreements or understandings, and may not be waived, modified or discharged orally, but only by a written agreement signed by the parties hereto.
- 26. This agreement is in no way precedent setting.
- 27. The invalidity or unenforceability of any provision of this agreement shall not in any way affect the validity or enforceability of the entire agreement.
- 28. Both parties enter this agreement, knowingly, freely, and without coercion.
- 29. Signatures below indicate all parties being duly authorized have read the foregoing and enter into this agreement.
- 30. This agreement is temporary for the period of June 25, 2012 through August 31, 2012.and will sunset and expire on August 31, 2012 at 11:59 p.m. where a normal Monday through Friday work schedule will begin.

IN WITNESS WHEREOF, this settlement agreement has been executed this 15th day of February, 2012 intending to be legally bound.

Superintendent
Honeoye Falls-Lima Central School District
2/15/12
Date Signed

President
Honeoye Falls-Lima Buildings & Grounds Association
2/15/12
Date Signed