Jordan School District and Jordan Classified Employees' Association Memorandum (1996)
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Comments
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JORDAN SCHOOL DISTRICT
Dr. Raymond W. Whittenburg, Superintendent of Schools
Jordan Classified Employees’ Association
Negotiated Agreements
1996-97

SALARY

1. Salary Settlement
(See Attachment #1)

It is agreed that for the 1996-97 school year the salary schedule
will be increased by 4.650%

2. Increments

It is agreed that the increment categories will be funded as follows:

<table>
<thead>
<tr>
<th>Category</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regular Increments</td>
<td>1.823%</td>
</tr>
<tr>
<td>Longevity Increments</td>
<td>0.061%</td>
</tr>
</tbody>
</table>

BENEFITS

1. Health and Accident Insurance

It is agreed that the current level of health, accident, and
other insurance coverage will be maintained without
additional cost to the employee.

2. Retirement

It is agreed that the 1.02% increase in retirement costs required
by the state retirement system would be funded as part of the
negotiations settlement. The funds for this required increase were
provided by the legislature.

3. Retirement—Classified—DP319B NEG (Revised) (See Attachment #2)

It is agreed to amend the Retirement—Classified Policy—
DP319B NEG to add a 15-year full time equivalent step and
to provide 3.5 years of insurance coverage for employees
retiring with 15 years of service, and to provide that
employees at the time of retirement, may be paid for unused
personal leave days based upon 29% of the employee’s daily
rate at the time of retirement. It was further agreed that
the per year service award will be increased from $50
to $75.
4. **Inservice Training Fund**

It is agreed that an inservice training fund of $4,000 will be established to provide appropriate inservice and training opportunities for classified employees. The fund is to be jointly administered by the Superintendent of Schools and the President of the JCEA. It is also agreed that a committee comprised of representatives of the classified association and representatives of the district administration shall be formed to identify appropriate inservice programs and activities and to also study ways to include inservice training funds for classified employees in department budgets rather than including the request for such funds in the yearly negotiations process.

5. **Sick Leave (Classified)—DP326 NEG (Revised)**

(See Attachment #3)

It is agreed that the Sick Leave (Classified) Policy—DP326 NEG will be amended to provide 2 days of sick leave allowance during the third year of employment for classified hourly employees who work between 10 and 19.99 hours per week. It was further agreed to modify the sick leave allowance for critical family illness to provide that the Sick Leave Bank Review Committee may authorize additional days of leave equal to the number of unused emergency days available at the beginning of the critical illness; may authorize employees with 180 days of accumulated sick leave to use up to a maximum of 12 days for a critical family illness; or in cases where all personal, sick, and emergency leave days have been exhausted, the review committee may authorize one day of leave for each year of service in the district up to a maximum of 12 days and the only expense to the individual would be the cost equivalent to 40% of the employee’s daily rate.

6. **Assignment of Bus Drivers and Bus Attendants—DA168 (Revised)**

(See Attachment #4)

It is agreed to amend the Assignment of Bus Drivers and Bus Attendants Policy—DA168 to provide that vacancies which occur for bus routes which require an employee to work 30 or more hours per week will be bid.

7. **Confidential Evaluations of Classified Personnel**

(See Attachment #5)

It is agreed that the use of confidential evaluations for classified employees seeking a transfer or promotion will be discontinued. In its place, the classified employee, when seeking a transfer
or promotion, will request a "Classified Candidate Recommendation" from the immediate supervisor which is to be attached and submitted with the request for transfer or application for new position.

8. **Annual Financial Support for Classified Job Study**

   It is agreed that salary increases associated with successful job appeals during the 1995-96 school year will become effective July 1, 1996. It was further agreed to budget $25,000 for the 1996-97 school year to fund lane change adjustments that occur during the fiscal year. Any unspent portion of the budgeted $25,000 will be carried forward to the following year and an amount equal to the unused balance will be added to the fund. The maximum amount that will be added is $25,000. If there is no unused balance, available money will be subject to the next year's negotiations.

9. **School Lunch Study Committee**

   It is agreed that a committee of principals and lunch managers will be formed to determine the alternatives that are available for supervising students in the lunch room. At present, difficulties have been encountered where lunch managers are assigned to supervise both the kitchen and monitor the behavior of students in the lunch room. The principals on the committee will be chosen by the Superintendent and the lunch managers will be chosen by the JCEA. A staff assistant from the district administration will chair the committee and Brent Craig will facilitate the work of the committee.

10. **Custodial Committee Recommendations**

    It is agreed to budget $50,822 to begin implementation of the new custodial staffing formula with the intent that the district proceed with plans for long-range implementation of the complete staffing formula.

    | Total Percentage |
    |------------------|
    | 9.298%           |

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