

12/19/77 FF

1238

|||||  
Hemlock Public Schools  
-and-  
Hemlock Federation of Teachers  
Case No. D76 J-3232  
|||||

Edward Sampson

The Factfinder was appointed Hearing Officer in the instant case pursuant to the Employment Relations Commission's determination that the matters in disagreement between the parties might be more readily settled if the facts involved in the disagreement could be determined and publicly known. Following the Commission's determination the Factfinder was appointed effective September 8, 1977.

Hearings and conferences were conducted over a period of twenty-three days. In addition there were five days of data analyses and drafting of recommendations. Subsequently a pre-Award conference was held with the parties and one day devoted to drafting the final Recommendations.

#### BACKGROUND

The instant case involves initial Agreements between three units of employees represented by the same bargaining agent. The three units are composed of employees who work for the Hemlock Public Schools.

Hemlock  
Public Schools

The Unresolved issues were:

Unit I - Bus Drivers & Bus Aides

1. Guarantee pay for Emergency Closing of Schools
2. Meal Allowance for Special Trips
3. Sick Days
4. Holiday Pay
5. Jury Duty Pay
6. Reimbursement for Bus Driver School Attendance
7. Lay-over and Sitting Times Between Runs
8. Salary
9. Fringe Benefits
10. Retroactivity

Unit II - Secretaries

1. Sick and Personal Days
2. Holiday Pay
3. Vacation
4. Longevity
5. Salary
6. Fringe Benefits
7. Retroactivity

Unit III (A) - Custodials, Maintenance & Mechanics

1. Sick and Personal Days
2. Holiday Pay
3. Vacation
4. Salary
5. Retroactivity

Unit III (B) - Food Service, Instructional Aides, Monitors

1. Remuneration for Title I
2. Sick Leave
3. Holiday Pay
4. Snow Days
5. Jury Duty
6. Salary
7. Fringe Benefits
8. Retroactivity

The following recommendations cover a three year period and where applicable provide for retroactivity. The Factfinder relied heavily on Union Exhibits I (25 pp.) in arriving at the comparable rates of pay and other benefits which bus drivers and aides receive. He was persuaded by the employer that the finite capacity of the School system's budget mitigated the Union's entitlements and the recommendations so reflect these fiscal realities.

The Union's Exhibit II (25 pp.) is presented in the same format as its first Exhibit and is found to be persuasive, subject to the same mitigating fiscal constraints argued by the Board in the first instance. The same is true in the case of Union Exhibit number III (33 pp.)

Hence the recommendations are as follows:

1976-77

1977-78

1978-79

	Bus Drivers Unit #1	
6% atb (4.77 per hr. over 4.50)	1. 8% atb (5.15) 2. Emergency Closing (snow days) Award: Pay for all days Eff. 9/77.	1. 7% atb (5.51 per hr.)
	3. Meal Allowance Award: \$2.50 per meal	2. Meal Allowance Award: \$3.00
	4. Sick Days Award: 1 hr. sick leave for every 20 hrs. worked. Cumulative to 200 hrs.	3. Bereavement Days: Award: 3 (non-deduct.)
	5. Paid Holidays Award: 6 days; Good Friday Memorial Day Labor Day Thanksgiving plus day after Christmas	4. Personal Day Award: 1 non-deduct. from other leave)
	6. Jury Duty Pay Award: Yes	5. Bus Driver School Award: \$3.00 per hr.
		6. Sitting Time Award: \$3.75 per hr.
		7. Board contribution to Insurance Benefits Award: If employee works 20 hrs. or more or is scheduled to do so, Board pays .5 of annual premium for full Family Blue Cross; Dental and Optical
		7. Reimbursement for Bus Driver School Award: \$2.00 per hr. (currently employees receive \$1.50)

State requires 4 mtgs.

per year for Bus Driver's  
1st year of employment and  
subsequently 2 meetings  
per year currently.

8. Sitting Time Between Runs  
(currently \$1.50)  
Award: \$3.00

9. Life Insurance: (Nothing  
presently where applicable)  
Award: \$5,000

	Bus Drivers' Aids	(Working for \$2.50 per hr. since 1973)
\$2.70 per hr.	\$3.00 per hr. #2 above applies #4 above applies #5 above applies #6 above applies #9 above applies	\$3.25 per hr. #3 apply #4 apply #7 above applies

Secretarial Unit #2

Group "A" gets straight salary schedule -- that group includes Elementary Secretary, Counseling Secretary, 42 week High School Secretary and the Central Office Secretary. Group "B" includes Business Manager Secretary, 52 week High School Secretary and Middle School Secretary which are to receive 10¢ above the salary schedule for each year.

## Secretarial Unit #2 (contd.)

Schedule	Schedule	Schedule	Schedule
1 \$3.00	2 \$3.20	3 \$3.40	4 \$3.60
5 \$3.80			
\$3,140	\$3,60	\$3,80	\$4,00
\$3,64	\$4,20	\$3,85	\$4,07
1	2	3	4
2.	Sick Days	Award: No change except that accumulation will be 50 days (presently 30)	
3:	Personal	Award: One (non-ded.)	Award: Two personal days (non-deductible)
4.	Paid Holidays	(A) 42 wk. Secretaries: Award: 1 additional day, i.e., Xmas Eve (presently 6 days are limit)	Award: Add 1 day, i.e., New Years for total of 8 days
		(B) 52 wk. employees Award: Same as above but total paid holidays will be 9.	No change
5.	Vacations	(A) 42 week employees Award: No change	No change
		(B) 52 week employees Award: According to Years of Service	
Yrs.		Days of Vacation	No change
1		5	
2-9		10	
10-14		15	
15 & over		20	

## Secretarial Unit #2 (contd.)

## Schedule

## Schedule

## Schedule

(This unit has historically been treated equally regarding longevity. In addition there is a distinction between 42 and 52 week employees regarding paid holidays and demand for paid vacation days for 42 week employees has been rejected.)

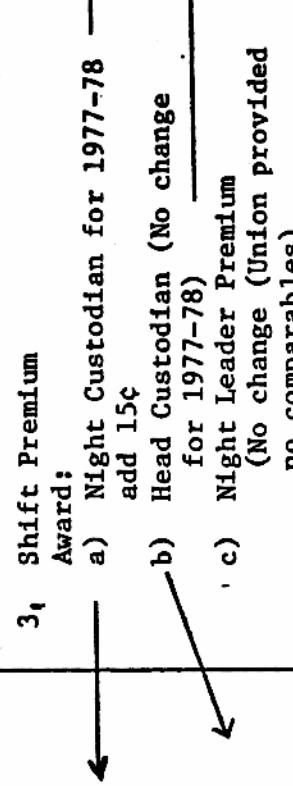
No change

Parity: Teachers only work 42 weeks and receive annual premiums.

6. Longevity: (Presently everyone in her 6th yr. and above receives \$252 per year in longevity pay.)  
Award: All employees in unit
- | Yrs.      | Pay   |
|-----------|-------|
| 6-10      | \$250 |
| 11-15     | \$500 |
| 16 & over | \$750 |

7. Fringe Benefits  
Award: Same as teaching unit except that the Board shall pay the total annual premiums for 42 week employees.
- Add optical coverage for entire unit.  
(Parity w/tchrs.)*

## Custodians Unit #3 (12 months)

<b>Ninety days probation</b> <table border="1"> <tr><td>P</td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr> <tr><td>3.00</td><td>3.25</td><td>3.45</td><td>3.65</td><td>3.85</td><td>4.05</td></tr> </table>	P	1	2	3	4	5	3.00	3.25	3.45	3.65	3.85	4.05	<b>8% and all others above P</b> <table border="1"> <tr><td>P</td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr> <tr><td>3.20</td><td>3.51</td><td>3.74</td><td>3.94</td><td>4.16</td><td>4.37</td></tr> </table>	P	1	2	3	4	5	3.20	3.51	3.74	3.94	4.16	4.37	<b>P</b> <table border="1"> <tr><td>3.42</td><td>3.75</td><td>3.99</td><td>4.22</td><td>4.45</td><td>4.68</td></tr> </table>	3.42	3.75	3.99	4.22	4.45	4.68
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<b>Add 10¢ an hr. to above</b> <b>(In terms of comparables</b> <b>the present average ranges</b> <b>from 15¢ to 19¢.)</b>  <b>Add 25¢ (comparables</b> <b>average 39¢)</b>	<b>2.</b> <b>Longevity:</b> <b>Award: After 5 yrs. add</b> <b>20¢ per premium.</b>  <b>3.</b> <b>Shift Premium</b> <b>Award:</b>  <ul style="list-style-type: none"> <li>a) Night Custodian for 1977-78 → Add 20¢</li> <li>add 15¢</li> <li>b) Head Custodian (No change for 1977-78) → 30¢</li> <li>c) Night Leader Premium (No change (Union provided no comparables)</li> </ul>	<b>Maintenance (12 Mo.)</b> <table border="1"> <tr><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr><td>4.54</td><td>4.70</td><td>4.86</td><td>5.02</td></tr> </table>	1	2	3	4	4.54	4.70	4.86	5.02																						
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<b>Mechanics (12 Mo.)</b> <table border="1"> <tr><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr><td>4.20</td><td>4.35</td><td>4.50</td><td>4.65</td></tr> </table>	1	2	3	4	4.20	4.35	4.50	4.65	<b>Head Mechanic</b> <b>Asst. Mechanic</b>	<b>\$5.30 (\$5.00 was old rate)</b> <b>\$4.25 (was \$4.00)</b>																						
1	2	3	4																													
4.20	4.35	4.50	4.65																													
		<b>6.15</b> <b>4.95</b>																														

**Award:** To all 12 mo. Unit III Employees (Custodians,  
Maintenance and Mechanics)

No Change

1. Sick Days

Award: No change except  
that accumulation up to 50  
days shall be allowed.  
(Presently 30 is allowed.)

No Change

2. Personal Day

Award: One (non-deductible)  
Non-cumulative

3. Vacation Days

Award: Same schedule  
as 52 week secretaries  
have.

4. Paid Holidays

Award: Xmas Eve  
bringing total to 9

5. Fringe Benefits

Award: Fringes not specifically  
mentioned above shall be the  
same as those accorded the  
teachers unit. This will include  
in 1978-79  
Optical Insurance

## UNIT III PART-TIME PERSONNEL

No pay scales to be awarded as demanded by Union

<u>Food Service Employees</u>			
Award	3,10 (Formerly 2,80)	Award 8% will equal:	Award: 7%
Head Cook	3.00 (Formerly 2.70)	3.25	3.58
1st Asst.	2.90 (Formerly 2.60)	3.15	3.48
2nd Asst.	2.60 (Formerly 2.30)	2.80	3.00
Kitchen Help			

<u>Instructional Aides &amp; Monitors (Most work less than 20 hours)</u>			
		Award 8%	
Instructional Aides	2.75 (presently 2,30 or minimum wage)	3.00	3.25
Monitors	2.60	2.80	3.00

<u>Award to all Unit III Part Time Personnel</u>			
		Fringes:	
No change		Same as bus drivers	
		1. Pay for snow days	(
		2. Same sick day provision	)
		3. Holidays	(
		4. Jury Duty	)
		5. Life Insurance	(
		(Only where applicable)	)

Beg. 78-79 bus drivers who work 20 hrs. or more will get .5 total premium for Bc/Bs, dental and optical paid by the Board. These benefits will also apply to Unit III part-time personnel who work 20 hours or more per week.

11

Award: 3 Bereavement days  
Non-deductible and non-cumulative

No change            6. Bereavement Days  
                        No change

No change            7. Personal Day  
                        No change  
                        (See comparable both outside  
                        and inside unit)  
                        Award: 1

One Aide is also the Title One  
Bookkeeper:  
Award: Either  
            \$500 stipend annual 1977-78  
            Prima Facie

Or  
Duty goes to professional  
bookkeeper

Date 12/19/77

Fact Finder

*Eduard Ambrosius*