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6/30/2000

MASTER AGREEMENT

Between

**BEAVERTON RURAL SCHOOLS
BOARD OF EDUCATION**

And

**BEAVERTON EDUCATION SUPPORT
PERSONNEL ASSOCIATION,
MEA-NEA**

1998 – 2000

Beaverton Rural Schools

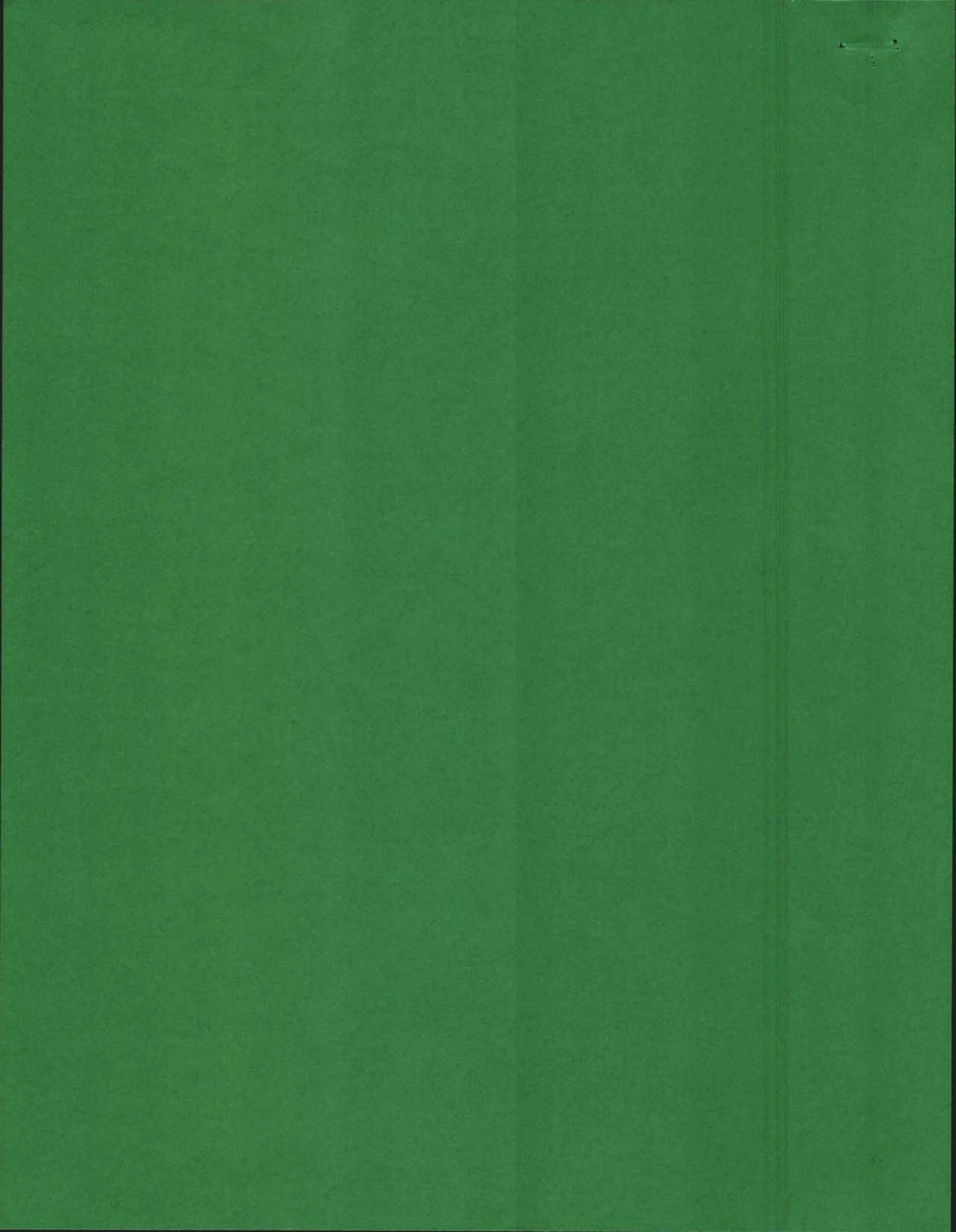
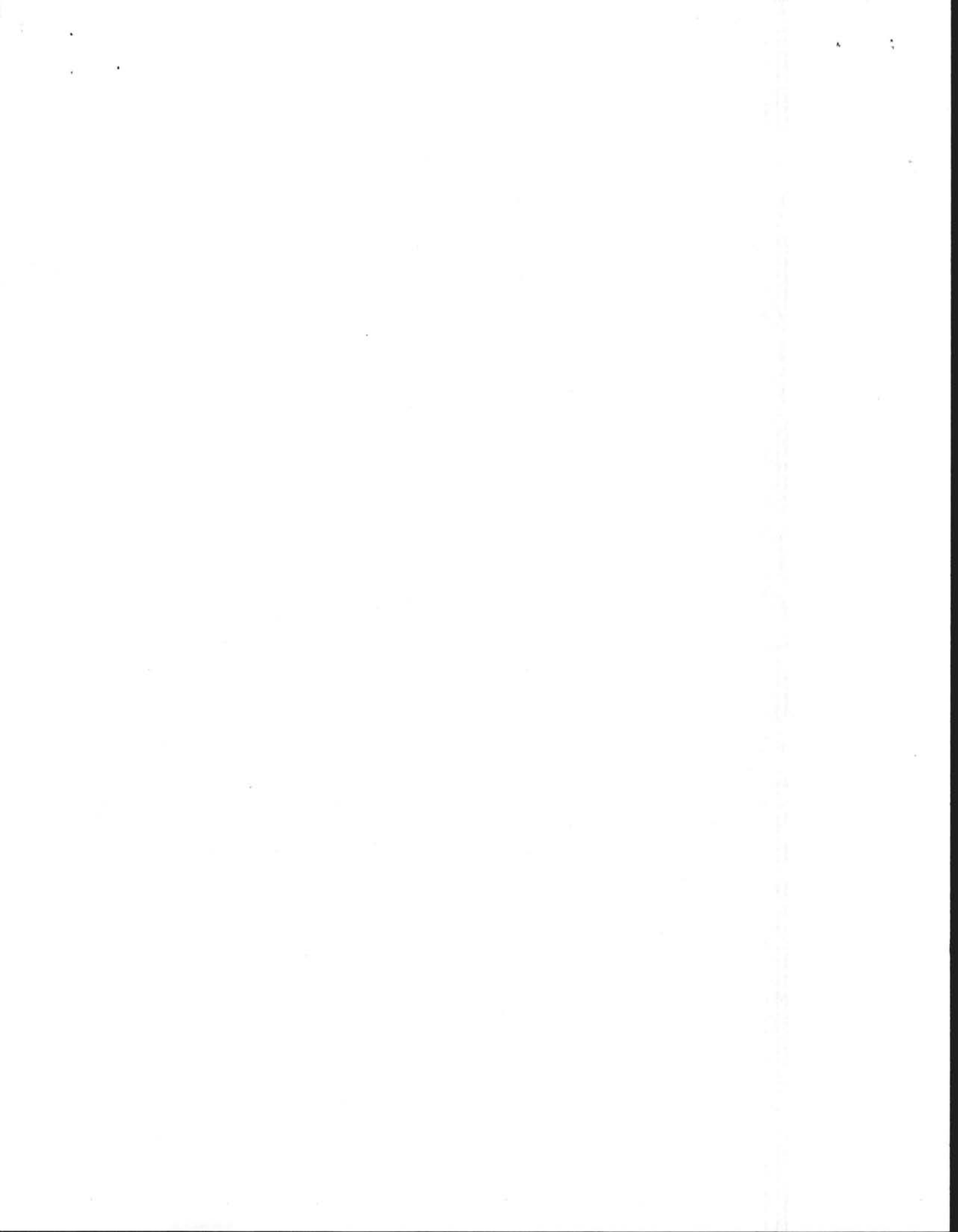


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AGREEMENT

- A. This agreement, made and entered into as of January 26, 1999 and effective as of July 1, 1998 by and between the Board of Education of the Beaverton Rural Schools, hereinafter referred to as the "Board" and Beaverton Education Support Personnel Association, MEA, NEA, hereinafter referred to as the "Union".

ARTICLE ONE

RECOGNITION

- A. The Board recognizes the Union as the sole bargaining agent for all full-time and regular part-time custodial, maintenance employees, secretaries, cafeteria employees, playground aides, paraprofessionals, mechanics, mechanic helpers, and bus drivers. Excluding supervisors, confidential bookkeepers, tutors and all other employees.
- B. The term "employee" or "employees" for the purpose of this Agreement shall include employees of the Board, including part-time employees. A part-time employee is defined as one who works less than forty (40) hours per week, and a full-time employee is defined as one who is regularly scheduled to work forty (40) hours per week for twelve (12) months.

ARTICLE TWO

EMPLOYEES SECURITY AND DUES

- A. Employees within the bargaining unit recognized by this Agreement may sign and deliver to the Board an assignment authorizing deductions of membership dues to the Union upon such conditions as the Union shall establish. Such sums shall be deducted from the employee's pay and remitted to the Union monthly. The Union shall be fully responsible for the validity and correctness of the certified check-off list and authorization and the Union shall indemnify, defend, and save the Board harmless against any and all claims, demands, suits, or other forms of liability by the Board, pursuant to the language of this Article, provided that this shall not apply in the event of proven negligence on the part of the Board. The Board shall furnish the Union a list of all newly hired employees. Such list shall normally be delivered to the Union within the first five (5) working days of the month.

- B. Each employee covered by this Agreement who fails voluntarily to acquire or maintain membership in the Union shall be required as a condition of employment, beginning on the thirtieth (30) day following the beginning of such employment, or the thirtieth (30) day following the date upon which this Agreement is signed, whichever occurs later, to pay to the Union a service fee as contribution toward the administration of the agreement and the representation of such employees. The service fee shall be an amount determined by the Union in accordance with its "Policy Regarding Objections to Political – Ideological Expenditures" and the Administrative Procedures adopted pursuant to that Policy, and payable at the same time as the dues paid by members of the Union.
- C. The Union shall present the Board with a certified check-off list along with proper authorization for check-off and shall be fully responsible for the validity and correctness of the list and agrees to reimburse the Board for any deduction made and paid over to the Union which may later be held to have not been authorized by the employee involved or which may constitute illegal deduction.
- D. The amount of dues or Service Fee to be deducted as authorized through the Union's constitution and/or membership vote shall be provided to the Board in writing and bear the signature of the Union's Financial Secretary and President. In the event the bargaining unit member shall not pay such service fee directly to the Association or authorize payment through payroll deduction, the Employer shall, pursuant to MCLA 408.477: MSA 17.277(7) and at the request of the Association, deduct the Service Fee from the bargaining unit member's wages and remit the same to the Association.
- E. The written authorization from the employee will be on the Authorization for Payroll Deduction Form provided by the Union.

ARTICLE THREE

UNION AND MANAGEMENT RIGHTS

- A. Except as expressly provided otherwise by the terms of this Agreement, the determination and administration of educational policy and the operation of the schools are vested exclusively in the Board or in the Superintendent when so delegated by the Board. The exercise of judgment and discretion by the Board and its administrators, if made in good faith and for valid reasons not in conflict with the express terms of this Agreement, shall be upheld.
- B. Nothing contained herein shall be considered to deny or restrict the Board of its rights, responsibilities, and authority under the Michigan General School Laws or any other national, state, county, district or local laws or municipal regulations as they pertain to education.

- C. The Union, as the sole and exclusive bargaining representative of the employees, shall have the rights granted to it by Act 379 of the Public Acts of 1965, as amended.
- D. The Board reserves all rights exclusive of those mutually agreed upon in this Agreement.

ARTICLE FOUR

GRIEVANCE PROCEDURE

- A. Definition
 - 1. A "grievance" shall be defined as an alleged violation of the expressed terms and conditions of this Agreement. The purpose of the grievance procedure is to secure, at the lowest possible administrative level, equitable solutions to grievances which may from time to time arise.
 - 2. For handling of grievances on their behalf, the Union shall select one (1) grievance representative from each classification. The Union shall notify the Board in writing of the name of each representative and the Board shall not be obligated to recognize any grievance representative until such notification. Each grievance representative shall represent only those employees in his/her respective area (at the first and second step). In the absence of any appointed grievance representative, the President may be substituted on an interim basis.
- B. A grievance, as defined in A above, shall be processed according to the following procedures, time limits, and regulations.
 - 1. LEVEL ONE
A grievance shall first be taken up with the principal or his/her designee or with the immediate supervisor, where there is no principal, within five (5) working days of the time of the act or condition on which the grievance is based. Disposition of the grievance shall be made within five (5) working days after this verbal discussion.
 - 2. LEVEL TWO
If the grievance is not settled under LEVEL ONE above, the grievance shall be reduced to writing on the proper grievance form, be signed by the grieving employee(s) and shall be submitted to the principal or his/her designee or to the immediate supervisor within five (5) working days of the time of the disposition at LEVEL ONE provided that in no event shall any grievance be filed more than fifteen (15) working days after the date of the occurrence. Said written grievance shall name the employee(s) involved, shall identify all of the provisions of the contract alleged to have been violated by appropriate reference, and shall identify the relief requested.

Disposition of the grievance shall be made by the principal or his/her designee or by the immediate supervisor within five (5) working days. If the grievance is resolved at this level, appropriate indication of the solution thereof shall be indicated by both parties on the written grievance.

3. LEVEL THREE

If a satisfactory solution is not reached under LEVEL TWO, the area grievance representative, and the President or his/her designee may, within five (5) working days of the disposition at LEVEL TWO, present the problem to the Superintendent of Schools or his/her designee. An answer as to the disposition of the grievance may be expected within a ten (10) working day period.

4. LEVEL FOUR

In the event the dispute shall not have been satisfactorily settled at LEVEL THREE, the Union may within five (5) working days, appeal the grievance to a committee appointed by the Board which shall include at least one (1) Board member. Within ten (10) working days after receiving the written grievance, the Committee appointed by the Board will meet with the aggrieved employee and not more than two (2) Union representatives, for the purpose of resolving the grievance. The ultimate decision on the grievance at LEVEL FOUR will, however be rendered by the Board, at the earliest possible opportunity. The decision of the Board shall be the final answer and the final decision in the grievance procedure of this Agreement.

- C. Any grievance not filed within the prescribed time limit or not advanced to the next step within the time limit in that step, shall be deemed abandoned. Time limits may be extended by the mutual agreement of the Board and the Union in writing; then the new date shall prevail.
- D. The following matters shall not be the basis of any grievance filed under the procedure outlined in the article;
1. The termination of services or failure to re-employ any probationary employee.
 2. The placing of any probationary employee on an additional period of probation. Such employee shall be presented with the reasons for the additional probationary period.
- E. A group of employees having the same grievance may submit a group grievance providing that all employees sign the grievance.

ARTICLE FIVE

DISCIPLINE AND DISCHARGE

- A. The Board shall retain the right: to establish, adopt, change, amend and enforce rules for employees to follow; to verbally warn, issue written reprimands, suspend, discharge, demote, or transfer any and all employees who violate these rules, subject to the terms of this Agreement.
- B. An employee's disciplinary record shall not be valid after three (3) years if there are no repeat offenses.
- C. An employee shall be offered an opportunity to have a Union representative present when the employee is being disciplined. Should the employee choose not to have the Union Representative present, the employee must do so in writing.
- D. The Board shall not discharge nor suspend any seniority employee without just cause. The Board agrees to follow a procedure of progressive discipline.

ARTICLE SIX

SENIORITY

- A. Seniority shall be defined, for the purpose of this Agreement, as length of continuous service with the Board within his/her classification.
- B. New employees to the district shall acquire seniority upon completion of one (1) probationary period of ninety (90) calendar days from the date of hire. Summer vacation days shall not be included in the ninety (90) day probationary period. This ninety (90) day period will be served in the classification in which the employee was first hired.
- C. The seniority of an employee shall continue while absent because of injuries covered by the Worker's Compensation Act.
- D. Employees inducted or volunteering (while the United States is in a state of war as defined under the Constitution, or engaged in a military action within the authorization under the War Powers Act) shall retain all continuing seniority rights while serving in the Armed Forces if application is made within one hundred-twenty (120) days of discharge or upon completion of training.
- E. An employee shall be terminated and lose his/her seniority rights if he/she:
 - 1. Leaves of his/her own volition (quits or retires);
 - 2. Is discharged for just cause;
 - 3. Is not rehired from layoff within a period of twenty-four (24) months;
 - 4. Is absent on sick leave in excess of twenty-four (24) months; and
 - 5. Fails to return from a leave of absence.

ARTICLE SEVEN

VACANCIES, PROMOTIONS AND TRANSFERS

- A. In the event job vacancies are to be filled, the most senior person in that classification consistent with the ability to do the work will be given the position. Employees that are transferred within their classification in this manner do not have a probationary period as they already served their first probationary period when they initially entered that classification.
- B. When there is such a vacancy, the Board shall cause it to be posted on its bulletin boards for a period of seven (7) calendar days in advance of its filling the vacancy. During the summer, the Association president will be notified and the vacancies will be posted for a period of ten (10) calendar days. Applications for such vacancy shall be in writing and turned into the supervisor. The position will be filled within ten (10) work days after the posting period. The Association President will be notified in writing as to the status of any position filled or not filled within ten (10) work days after the posting period.
- C. In the event no employee from the classification bids for such vacancy, employees from the other classifications, or on layoff, may apply for the vacancy based on their seniority and ability to do the work.
- D. If an employee from another classification is given the job, there shall be a trial period of not less than thirty (30) working days during which the employee shall prove competency in the job. Determination of competency during the thirty (30) day trial period shall rest completely in the hands of their supervisor/principal or superintendent. In the event he/she cannot handle the job, the employee shall be returned to his/her former position with no loss of service time.
- E. During the trial period, the employee shall be paid at his/her old rate. If successful, the employee shall be paid the new rate retroactively to the first day of the job.
- F. A "Temporary" vacancy shall be defined as a vacancy created by a regular employee having been granted a leave of absence for a duration of not more than one year or as newly created position that is less than thirty (30) working days old and has not been filled by a permanent employee.
- G. Employees working in a temporary assignment shall not be barred from bidding into a vacant permanent assignment prior to the end of the temporary arrangement, provided the bid is an attempt to gain an increase in the number of regular hours of work or to acquire a position having a higher rate of pay.

ARTICLE EIGHT

LAYOFFS

- A. When layoffs are made, those with the shortest length of service in that classification affected will be laid off first, starting with probationary employees. Beginning with the ratification of this contract, an employee who gains seniority in more than one (1) classification may exercise his/her seniority rights if laid off. However, such move may only occur within a two (2) year period and the employee may only bump the lowest seniority employee in his/her former classification. This provision is not retroactive for any employee prior to the ratification of this contract. A fifteen (15) working day notice will be given to any employee who is to be laid off.
- B. In the event of recall, notice of recall shall be by certified mail to the last recorded address of the employee as it appears on the records of the Board; and upon failure to report within five (5) working days of receipt of such notice or immediately upon return of undelivered notice, such failure shall be considered to be a voluntary quit; provided, however, the employee's failure to report is not the result of inability to report by reason of illness, in which case the employee shall notify the Board by certified mail within this five (5) day period. Such illness or injury must be supported by documents supplied by the attending physician.
- C. When there is an increase in the work force after a layoff, the laid off employees will be recalled in inverse order of layoff in their classification.
- D. Seniority shall not accumulate during any period of layoff, but such employees rehired within the twenty-four (24) month period following layoff shall be deemed to have on the date rehired the seniority which had been accumulated up to the layoff date.
- E. There shall be no bumping across job classification.

ARTICLE NINE

HOURS OF WORK AND OVERTIME

- A. Work hours and schedule for each employee are set by the principal or supervisor. All employees shall be entitled to a thirty (30) minute unpaid lunch period except in the cafeteria where employees shall continue to receive a paid worked lunch period. This exception is based upon the understanding that other break and lunch benefits for the cafeteria employees shall remain unchanged.
- B. Time and One-Half
 - 1. Time and one-half (1 1/2) shall be paid for all overtime in excess of forty (40) hours per week.

2. Holidays -- Employees who are required to work on their holidays shall be paid straight time for the holiday and an additional **time** and one-half (1 1/2) for all hours worked on the holiday.
- C. Any employee reporting for work who is sent home through no fault of his/her own shall be paid a minimum of two (2) hours work at his/her regular hourly rate inclusive of time already worked.
 1. An employee who is called into work after his/her regular shift has been completed shall be paid (and may be required to work) one (1) hour more, depending on the requirements as determined by the Board.
 - D. Overtime work shall be based upon seniority, number of overtime hours (within a range of 15% from lowest to highest), and shall be assigned on a rotation basis as much as possible, recognizing the 15% range beginning with the employee with the most seniority to the extent reasonably possible and within the classification needed to do the work.
 - E. Snow Days -- Employees must work to be paid. All shifts must work regularly scheduled hours. When the work employees are normally expected to perform is cancelled, employees shall not be required to report to work and will not be paid. When the cancelled work is rescheduled employees will be paid for the time worked during the rescheduling.
 - F. An employee who is permanently reassigned to a different shift shall be given a ten (10) working day written notice with a copy to the Union.
 - G. School term employees will be guaranteed the total number of student instructional days for the program to which they are assigned (230 days for ISD Center-Based program, if State mandated, 130 days for pre-school program). Days scheduled for assessment (MEAP, CTBS, etc.) which are in addition to regularly scheduled student days may not require that all school term employees work.
 - H. Secretaries will be guaranteed the minimum paid days as scheduled in their annual work year. Secretaries shall be presented with a tentative work schedule at the beginning of the work year. Such work schedule may be adjusted by the Board in the event there is a reduction in the number of days of pupil instruction offered for the school year.
 - I. Bus drivers who lose their regular run by taking an extra run will be paid for their regular run and any hours in excess of the regular run will be paid at the extra trip rate.
 - J. Compensation for approved meetings will be seven dollars (\$7.00) per hour for attendance at meetings outside regular hours, summer, weekends, or any non-release time.

- K. Extra assignments within classification will be bid annually on a seniority basis.
1. Regular bus route assignments will be bid annually on a seniority basis no later than the end of the first week of the school year.
 2. Second and extra bus routes shall be selected on a seniority bases annually at the meeting prior to the start of school. Additional second and/or extra routes established after the start of school shall be offered on a seniority basis.
 3. In the event of second and/or extra routes being eliminated, the affected drivers shall be allowed to bump lesser senior drivers with second and/or extra routes.
 4. Paraprofessionals will bid annually for bus aide and crossing guard positions. If positions are eliminated, the affected employee will be allowed to bump the least senior person in the classification holding such an assignment.
 5. If a new bus aide and/or crossing guard position is created, it will be bid on a seniority basis by available paraprofessionals.
 6. Extra assignments will not result in overtime except in emergency situations.
- L. For the purposes of accumulation, usage, and pay, the definition of a "day" for any bargaining unit member shall be the number of hours that member is regularly scheduled to work each day.

ARTICLE TEN

VACATIONS

- A. After one (1) year of employment, each twelve month full-time employee shall be allowed vacation as follows:
1. After one (1) year - ten (10) days
After three (3) years - eleven (11) days
 2. After six (6) years - twelve (12) days
 3. After seven (7) years - thirteen (13) days
 4. After eight (8) years - fourteen (14) days
 5. After nine (9) years - fifteen (15) days
After twelve (12) years - seventeen (17) days
 6. After fifteen (15) years - twenty (20) days

- B. In addition, all full and part-time employees shall be granted two (2) personal business days with regular pay. These days, if not used, will be added to the employee's sick leave at the end of the year or, at the employee's option, one personal business day may be carried over to be used the following year only. Even with carryover, no employee may schedule more than three (3) personal days in any given year. These personal days shall not be used to extend regularly scheduled vacations or holidays unless approved by the immediate supervisor. Except in case of an emergency, at least forty-eight (48) hours advance notice must be given to the employee's supervisor. No more than one (1) maintenance employee, two (2) custodial employees, two (2) cook and cooks helpers, two (2) bus drivers, and two (2) others from each building may be absent due to personal days on any given day. Personal business days may be used in hourly units.
- C. Employees with twenty or more years of service to the district shall be allowed one (1) paid Merit Day per year to be used at his/her option. The only requirement for the use of the Merit Day is that the employee notifies the employer at least twenty-four hours in advance of said use.

ARTICLE ELEVEN

HOLIDAYS

- A. Each full-time employee as defined in Article One, Para B, shall be paid for the following holidays: Fourth of July, Labor Day, Thanksgiving Day, day after Thanksgiving, Christmas Day, New Year's Day, Good Friday, and Memorial Day.
- B. Each secretary (I and II) shall be paid for the following holidays: Labor Day, Thanksgiving Day, day after Thanksgiving, Christmas Day, New Year's Day, Good Friday, and Memorial Day.
- C. Each cafeteria and paraprofessional employee, shall be paid for the following holidays: Labor Day, Thanksgiving Day, day after Thanksgiving, Christmas Day, New Year's Day, Good Friday, and Memorial Day.
- D. Each playground aide shall be paid for the following holidays: Labor Day, Thanksgiving, day after Thanksgiving, Christmas Day, New Years Day, Good Friday, and Memorial Day.
- E. Beginning with the year 1998-99 bus drivers shall be paid for the following holidays: Labor day, Thanksgiving day, the day after Thanksgiving and Memorial Day.
- F. Should any of the holidays listed in A, B, C, D or E above fall on a Saturday, the Board shall recognize it as having been the Friday before the actual holiday. Should the holiday fall on a Sunday, the Board shall recognize it on the Monday following the actual holiday.

ARTICLE TWELVE

SICK AND FUNERAL LEAVE

- A. Each employee shall be granted the equivalent in hours for one (1) day sick leave for each month of service rendered each year. To accumulate as follows:
 - 1. Full-time employees - hours equivalent to 180 maximum days accumulation.
 - 2. Part-time employees - hours equivalent to 90 maximum days accumulation.

- B. Upon retirement, all employees shall be paid 25% for all unused sick days to a maximum of hours equivalent to 180 days for full-time and a maximum of hours equivalent to 90 days for part-time employees.

- C. In addition to personal illness or injury, sick leave may be utilized for the following purposes: In cases of critical illness or injury to immediate family, defined as child, spouse, parent, grandchild, sister, brother or grandparent, sick leave may be used as is necessary with approval of the supervisor, principal or superintendent.

- D. Sick leave may be used in hourly units.

- E. Funeral Leave
 - 1. One (1) day for funeral leave may be used for attendance at funerals of the following members of the employee's family: aunt, uncle, mother-in-law, father-in-law, brother-in-law, and sister-in-law. Additional days may be granted by the immediate supervisor or his/her designee, but such additional days shall be charged against sick leave.

 - 2. Up to three (3) consecutive workdays, one to include the day of the funeral, for death of any one of the following: mother, father, son, daughter, grandchildren, grandparents, brother, sister, husband, and wife. If an actual need for more than three (3) days of funeral leave is substantiated, additional days may be granted by the immediate supervisor or his/her designee, but such additional days shall be charged against sick leave.

ARTICLE THIRTEEN

INSURANCE

- A. The Board will provide health insurance for all full-time, twelve (12) month employees. Determination of the carrier is solely the responsibility of the Board or its representative.
- B. Effective with the 1998-99 year, the Board shall pay:
208.00 dollars per month toward the employee only premium
465.00 dollars toward the two person premium cost and
516.00 dollars toward the full family premium cost.

Effective with the 1999-2000 year, the Board shall pay
217.25 dollars per month toward the employee only premium
481.60 dollars toward the two person premium cost and
542.50 dollars toward the full family premium cost.

The employer shall provide a cash option in lieu of health benefits when both husband and wife are employed by the Beaverton Rural Schools. In the case where both husband and wife are employees of the district and both are eligible for health insurance, only one will be provided the negotiated program while the other must elect the cash option program. The cash amount shall be seventy dollars (\$70.00) per month for 1998-99, Seventy-five dollars (\$75.00) per month for 1999-2000. The employer shall formally adopt a qualified plan document which complies with Section 125 of the Internal Revenue Code.

The amount of the cash payment received may be applied by the bargaining unit member to a Tax Deferred Annuity. To elect a Tax Deferred Annuity, the bargaining unit member shall enter a salary reduction agreement.

All cost relating to the implementation and administration of benefits under this program shall be borne by the employer.

- C. The Board will make available to part-time employees, health insurance for those who may wish to purchase such insurance on a payroll deduction basis.
- D. Cooks, cook helpers, custodians/maintenance, mechanics, paraprofessionals and secretaries shall be entitled to a school approved dental insurance program
- E. The Board will provide Ultra Vision Plan insurance for bargaining unit members.

ARTICLE FOURTEEN

TEMPORARY AND LONG-TERM LEAVES OF ABSENCE

- A. Unpaid Leave of Absence
1. Seniority employees shall be eligible to apply for an unpaid leave of absence for justifiable reasons.
 2. If an employee is granted a leave of absence, the District may fill the employee's position on a temporary basis and if the employee returns to work on the date originally specified, or on another mutually approved date within said period, he/she shall be returned to his/her same position.
- B. If an absence of more than thirty (30) consecutive working days is expected, the highest seniority person in another classification will be temporarily moved to the higher paying position. For less than thirty (30) consecutive working day absences, substitutes will not come from the members of the bargaining unit.
- C. Unions -- Leaves of absence without pay may be granted to any employee elected or selected by this Union to attend educational classes or conventions conducted by the Union, provided two (2) weeks notice is given to the Board. The number shall not exceed two employees at any one time, not exceed one per classification, and the number of working days will not exceed five (5) for the entire bargaining unit per calendar year.
- D. Disability -- A seniority employee who is unable to perform his/her assigned duties because of personal illness or disability and who has exhausted all paid sick days may, at the written recommendations of a physician, be granted unpaid health leave of absence for up to six (6) months from and after the last day of paid sick leave renewable at up to six (6) month intervals for a period not to exceed twenty-four (24) months in total. If the Board requires a physical examination by a physician designated by the Board, the Board shall bear all expense thereof.
- E. Maternity -- Maternity leave may be granted upon request to female employees up to a maximum of one (1) year, renewable at the discretion of the Board. The application for such leave shall be accompanied by a statement from the attending physician giving the anticipated date of birth and an evaluation of the health of the employee. Such leave shall commence when the employee is no longer able to adequately perform the duties to which she is regularly assigned. Sick leave with pay will be allowed for the period the employee is physically unable to perform the duties to which she is regularly assigned.
- F. Jury Duty -- The Board will pay an amount equal to the difference between the daily salary and the daily jury duty fee paid by the court for each day on which the employee reports or performs jury duty on which the employee otherwise would have been scheduled to work. Provided a replacement cannot be found, the employee will cooperate with the administration in seeking to be excused for such service.

- G. Federal Family Leave Act -- Leave provisions of this agreement shall be construed consistent with the requirements of the Family and Medical Leave Act. Any paid insurance the employee currently receives will continue for the duration of the leave not to exceed twelve (12) weeks.

ARTICLE FIFTEEN

NEW JOB

- A. When a new job is placed in existence which cannot be properly placed in the existing classification and rate structure or an existing job is changed or combined with another job to the extent that materially different skills and responsibilities are required, the Union will be notified in writing. The Board will, after written notice to the Union, assign a rate to the new or changed job, which shall be considered temporary for a period of thirty (30) days following the date of notification to the Union. During this period, the Union may request, in writing, a meeting with the Board to review the classification. When the classification is agreed upon, it shall be applied retroactive to the first day the employee began work on the job, unless otherwise agreed to. If no written request is filed within the thirty (30) day period, the rate shall become permanent at the end of such period. If a written request is filed and no agreement is reached on the date within thirty (30) days from the date of the request, the Union may file a written grievance at Step Two of the Grievance Procedure within ten (10) days following expiration of said thirty (30) day period.

ARTICLE SIXTEEN

SEPARABILITY AND SAVING CLAUSE

- A. If any Article or Section of the Agreement, or any appendix thereto, shall be held invalid by operation of law or by any tribunal of competent jurisdiction, or if compliance with or enforcement of any Article or Section shall be restrained by such tribunal pending a final determination as to its validity, the remainder of this Agreement, and any Appendix thereto, or the application of such Article or Section to personal circumstances other than those as to which it has been held invalid or as to which compliance with or enforcement of has been restrained shall not be affected thereby. Furthermore, the parties agree that either party, upon notice to the other, may request to re-open for negotiation the invalidated portion of this Agreement.

ARTICLE SEVENTEEN

GENERAL

- A. There shall be a fifteen (15) minute break in the first half of the shift and in the second half of the shift for each employee. The time of said break shall be determined by the building supervisor and there shall be no abuse thereof by any employee or by the Board. Cafeteria employees working more than four (4) hours shall have a ten (10) minute break in the morning and a twenty (20) minute lunch period, followed by a ten (10) minute break in the afternoon. Cafeteria employees working four (4) hours or less per day shall be entitled to one (1) fifteen minute break. The time of these breaks shall be determined by their supervisor.
- B. The Union shall be permitted the use of Union bulletin board facilities. Employees shall be permitted to use existing lounge facilities.
- C. The Union's right to access to District employees during the employee's working hours shall be limited to the employee's meal period and coffee breaks. Upon the approval of the Board or the principal of the building in which an employee works, a Union representative may be permitted to meet with District employees during working hours.
- D. Travel Costs -- All union employees whose duties have been determined by the Board to require the use of their privately owned vehicle(s) shall be reimbursed at the cents per mile rate determined, announced and place in effect by the Internal Revenue Service for all authorized travel when said rates are in effect.
- E. Negotiating Team -- The negotiating teams for the Union shall consist of a total of-five (5) members designated by the Union.
- F. The Board reserves the right to contract with outside agents or contractors. The Board further reserves the right to contract whatever services are necessary that the school may open and that the health and safety of the students and faculty are not placed in jeopardy.
- G. The Bargaining Unit recognized the right of the Board of Education to use student cadets in classrooms and offices; further that students may be employed in the summer months, provided they are participating in one of the federal programs available to youths (Michigan Youth Corps, CETA, Job Corp, etc.).
- H. There shall be no restriction on supervisors performing work within any job classification.
- I. Uniforms
 - 1. Mechanics, - The Board shall purchase five (5) uniforms for each employee. The Board shall be responsible to maintain and launder such uniforms.

2. Maintenance - The Board shall purchase three (3) uniforms each year for the maintenance employees. The employee shall be responsible to maintain and launder such uniforms.
- J. Shift Premium--Custodial and Maintenance employees who are regularly assigned to work the third shift shall be paid a shift premium of (30) cents per hour which shall not be considered a part of the employee's base wage. Maintenance employees who are regularly assigned to work the second shift shall be paid fifteen (15) cents per hour which shall not be considered a part of the employee's base wage.

ARTICLE EIGHTEEN

TRANSPORTATION

- A. The Board shall provide, at no cost to the employee, all training, testing, and fees required by State and Federal law. This includes, but shall not be limited to:
1. Fees for renewal of Commercial Drivers License;
 2. The entry level School Bus Safety Course required by the Pupil Transportation Act, MCLA 2571701 ET SEQ;
 3. Mandatory continuing education courses as required by the Pupil Transportation Act, MCLA 2571801 ET SEQ;
 4. On-Road testing (if adopted by the State Board of Education);
 5. Any additional requirements adopted by the Board;
 6. Physical examinations; and
 7. Training provided by the Board on any new procedures required by Pupil Transportation Act, MCLA 2571801 ET SEQ.
- B. Employees shall be compensated for all time spent in training and testing activities.
- C. In the event the District permits the use of a school bus to another organization or group (as per section 65 and 67 of the Pupil Transportation Act) the bus will be driven only by bargaining unit members at the contractually negotiated rate of pay.

- D. The District may install cameras in school buses for the sole purpose of helping to improve student behavior and, accordingly, student safety on district buses. The tapes made by these cameras is for the purpose of recording student behavior and will not normally be used in driver discipline cases, with the exception of physical, or sexual abuse, or other criminal violations that need to be reported to DSS or State authorities.
- E. The driver will not be responsible for the tape, or its quality, or its existence. The placement of the cameras on the buses will not be the responsibility of bargaining unit members.
- F. Training, or any other assistance requested where the cost would not be prohibitive, will be provided to any driver who believes that he/she needs help in controlling the students on his/her bus. The District agrees to work with the driver to control the students, and understands that occasionally students will misbehave and it does not represent a failure on the part of the driver or paraprofessional, but is a reflection on the students.
- G. If the drivers discover any other problems with the system, the District agrees to meet with the Union to discuss such problems as soon as possible.

ARTICLE NINETEEN

DURATION OF CONTRACT

This Agreement shall be in full force and effect from July 1, 1998, and shall continue in full force and effect without re-opening until June 30, 2000.

IN WITNESS WHEREOF the parties hereto have caused this Agreement to be executed as of _____

BOARD OF EDUCATION OF BEAVERTON RURAL SCHOOLS

Rachel A. Anderson
President

Janet Zdrojewski
Secretary

BEAVERTON EDUCATION SUPPORT PERSONNEL ASSOCIATION, MEA, NEA

Margaret P. Sheets 2-1-99
President

Lenny h. Stoike 2-1-99
Secretary

WAGE SCHEDULE
Bus Drivers Daily Rate
1998-2000

Mileage	1997-98	1998-99	1999-2000
0 - 25	34.11	35.00	\$35.91
26.1 - 30	35.17	36.08	\$37.02
30.1 - 35	36.23	37.17	\$38.14
35.1 - 40	37.29	38.26	\$39.25
40.1 - 45	38.35	39.35	\$40.37
45.1 - 50	39.41	40.43	\$41.49
50.1 - 55	40.47	41.52	\$42.60
55.1 - 60	41.53	42.61	\$43.72
60.1 - 65	42.58	43.69	\$44.82
65.1 - 70	43.64	44.77	\$45.94
70.1 - 75	44.70	45.86	\$47.05
75.1 - 80	45.76	46.95	\$48.17
80.1 - 85	46.82	48.04	\$49.29
85.1 - 90	47.88	49.12	\$50.40
90.1 - 95	48.94	50.21	\$51.52
95.1 - 100	50.00	51.30	\$52.63
100.1 - 105	51.06	52.39	\$53.75
105.1 - 110	52.12	53.48	\$54.87
110.1 - 115	53.18	54.56	\$55.98
115.1 - 120	54.24	55.65	\$57.10
120.1 - 125	55.30	56.74	\$58.21
125.1 - 130	56.36	57.83	\$59.33
130.1 - 135	57.42	58.91	\$60.44
135.1 - 140	58.48	60.00	\$61.56
140.1 - 145	59.54	61.09	\$62.68
145.1 - 150	60.60	62.18	\$63.79
150.1 - 155	61.66	63.26	\$64.91
155.1 - 160	62.72	64.35	\$66.02
160.1 - 165	63.78	65.44	\$67.14
165.1 - 170	64.84	66.53	\$68.26
170.1 - 175	65.90	67.61	\$69.37
175.1 - 180	66.96	68.70	\$70.49

Kindergarten: Daily mileage until 4th Friday count then based on mileage rate.

Regular routes that are less than five (5) days per week will be paid at the daily mileage rate according to the wage schedule listed above.
 Schedule created by increasing each level by 2.6% & 2.6% each year respectively.

If the driver shows up and the extra trip is cancelled, the driver will be paid \$7.00 for show up time.

Extra Trip Rate:First hour	\$ 7.50/hr.
Additional Hours	\$ 6.00/hr.
Down Time Rate	\$ 6.00/hr
Meal allowance (receipts required):	
6:00 a.m. - 9:00 a.m.	\$ 5.00
11:00 a.m. - 2:00 p.m.	\$ 6.00
5:00 p.m. - 8:00 p.m.	\$ 7.00

WAGE SCHEDULE 1998-99 - 1999-2000

Classification	1997-1998 Yr.	1998-1999 Yr.	1999 - 2000 Yr.
Playground Aides	\$6.91	\$7.43	\$7.95
Cooks	\$8.40	\$8.62	\$8.84
Cook Helper	\$7.55	\$7.75	\$7.95
Custodian	\$8.98	\$9.21	\$9.45
Maintenance I	\$8.93	\$9.21	\$9.45
Maintenance II	\$10.46	\$10.73	\$11.01
Mechanic Helper	\$6.59	\$6.76	\$6.94
Mechanic I	\$8.63	\$8.85	\$9.08
Mechanic II	\$10.52	\$10.79	\$11.07
Mechanic III	\$11.32	\$11.61	\$11.92
Mechanic IV	\$12.74	\$13.07	\$13.41
Mechanic V	\$14.45	\$14.83	\$15.21
Paraprofessional	\$8.45	\$8.67	\$8.90
Secretary I	\$9.88	\$10.34	\$10.79
Secretary II	\$10.25	\$10.52	\$10.79

Secretaries who have agreed to serve as the "Schedulers" when substitute employees are needed shall be compensated as follows:

Position	1998-99 Rate	1999-2000 Rate
High School Building Secretary	\$11.29 / per day	\$11.58 / per day
Primary Building Secretary	\$ 513.00 / yr.	\$ 526.00 / yr.
Elementary Building Secretary	\$ 513.00 / yr.	\$ 526.00 / yr.
Middle School North Secretary	\$ 513.00 / yr.	\$ 526.00 / yr.
Middle School South Secretary	\$ 513.00 / yr.	\$ 526.00 / yr.
Transportation Secretary	\$ 513.00 / yr.	\$ 526.00 / yr.



