

MEMORANDUM OF UNDERSTANDING

The Transportation Joint Agreement (TJA) and the Teamsters Local Union No. 731 (Teamsters) agree as follows regarding the practice of Drivers/Attendants taking time-off from their assigned Out of District Route when it is in session while School Districts 47 and 155 (D47 & D155) are not in session.

The TJA and Teamsters mutually agreed that the practice of Drivers/Attendants taking time-off from their Out of District Assigned Routes when D47 & D155 are not in session, will be administered as follows:

- Only requests for D47 & D155 Spring Break and Winter Break schedule will be approved.
- Requests for any time-off other than Spring/Winter Break when a Drivers/Attendants assigned Out of District Route is in session and D47 & D155 are not in session, will not be approved. Articles XII, of the Collective Bargaining Agreement defines Sick and Personal days.
- Drivers/Attendants must use the "Request for Time Off" form and give at least a three (3) day notice.
- Holiday pay will not be paid to Drivers/Attendants who do not work their scheduled day before and scheduled day after the paid holiday. This includes Spring and Winter Break times. (For example: If D47 & D155's last scheduled day before the paid holiday is December 16th and a Driver/Attendant of an Out of District Route with a last day scheduled of December 20th, then the Driver/Attendant for that route will be required to work December 20th in order to receive the holiday pay).
- Drivers/Attendants are responsible for knowing what their route schedule is. If you are not provided with a schedule for your out of district school, you may obtain one from the Route Manager.
- TJA will cover routes during the D47 & D155 Spring Break and Winter Break utilizing a sign-up sheet. Only Drivers/Attendants who sign-up to work during those weeks will be eligible and contacted. Work will be assigned by the day. The sign-up sheet will be posted two (2) weeks prior to Spring and Winter Breaks and will be taken down three (3) days before each break to allow enough time to cover routes.

AGREED:

FOR THE EMPLOYER:

By: 
President, Board of Education

By: 
Secretary, Board of Education

Dated: 2-21-2017

FOR THE UNION:

By: 
Terrence J. Hancock, President

By: 
John J. Fisher, Secretary-Treasurer

Dated: 02/14/17