
AGREEMENT

By and between the
BOARD OF EDUCATION
of the
**WHITE PLAINS CITY
SCHOOL DISTRICT**



AND
CSEA, Local 1000
AFSCME AFL-CIO



White Plains City SD Unit #9236
Westchester County Local 860

July 1, 2022 - June 30, 2026

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This **Agreement** is between the *Board of Education of the City of White Plains, hereinafter called the "Employer"* and the *Civil Service Employees Association, Inc., Local 1000 AFSCME/AFL-CIO, Local 860 Westchester County, by the White Plains School Unit 9236, hereinafter called the "Union."*

ARTICLE I

APPLICABLE LAW

This *Agreement*, and all of the rights and obligations defined herein and hereunder, is reached between the parties under and pursuant to Article XIV of the Civil Service Law of the State of New York (*Public Employees' Fair Employment Act*) and nothing contained herein shall be construed to prevent the *Employer* or its officers from the discharge of their duties and responsibilities in accordance with the then effective provisions of the New York State Education Law.

IT IS AGREED BY AND BETWEEN THE PARTIES THAT ANY PROVISION OF THIS AGREEMENT REQUIRING LEGISLATIVE ACTION TO PERMIT ITS IMPLEMENTATION BY AMENDMENT OF LAW OR BY PROVIDING THE ADDITIONAL FUNDS THEREFORE, SHALL NOT BECOME EFFECTIVE UNTIL THE APPROPRIATE LEGISLATIVE BODY HAS GIVEN APPROVAL.

ARTICLE II

RECOGNITION

- Section 1** The *Employer* recognizes the *Union* as the sole and exclusive representative for all non-teaching, clerical, operation and maintenance, nurses and food and nutrition program employees, as well as, but not limited to, teacher aides and teaching assistants for all terms and conditions of employment and the processing of grievances for the maximum period allowed by law. This bargaining unit excludes positions determined by the Public Employment Relations Board and the *Union* to be managerial or confidential.
- Section 2** The *Employer* shall deduct regular membership dues and insurance premiums from the wages of all employees who properly sign and authorize said deductions and shall remit the same in a combined amount to the Union Headquarters, 143 Washington Avenue, Albany, New York, on a regular basis.
- Section 3** The *Union* agrees that during the term of this *Agreement* there shall be no strike or slowdown of work or any other stoppage or interference, total or partial, with any work caused, carried on or permitted by the *Union* or any of the employees it represents

Section 4 Pursuant to authorization contained in Civil Service Law 208, sub. 3(b), with respect to agency shop fee deduction and effective in the years of this *Agreement* (but subject to continued legislative authorization during such term), the *Employer* agrees to make deductions from the wage or salary of personnel covered by this *Agreement* who are not members of the *Union*, the amount equivalent to the dues levied by the *Union*, and transmit the sum so deducted to CSEA, Inc. The foregoing shall only be applicable so long as CSEA has established and maintains a procedure providing for the refund to any such person demanding the return of any part of an agency shop fee deduction which represents such person's pro rata share of a political or ideological nature only incidentally related to terms and conditions of employment.

The *Union* agrees to save and hold the *Employer* harmless from any and all losses, expenses, damages, costs and attorney fees that may accrue as a result of the provisions contained in the above paragraph, by reason of any action, suit, or proceeding before any administrative body or judicial or quasi-judicial body or before any arbitrator by any person covered by this *Agreement*, or in his or her behalf, involving or in any way relating to the implementation of the agency shop fee deduction provision herein above set forth.

ARTICLE III COMPENSATION

Section 1 *Salary Schedules*

Effective for 2022-2023:

- Current employees on the payroll as of June 30, 2022 will advance one step on their current salary schedules.
- All Employees hired after June 30, 2009 for teaching assistants, aides, computer aides and after June 30, 2011 for all other titles listed in the Collective Bargaining Unit Agreement for 10, 11 and 12 month employees will be moved onto the salary schedules for those hired prior to 2009 and 2011, respectively. Each employee will be placed on a step closest to their current salary, without a loss in salary.
- Salary schedules for those hired prior to July 1, 2009 for teaching assistants, aides, computer aides and prior to July 1, 2011 or all other titles listed in the Collective Bargaining Unit Agreement for 10, 11 and 12 month employees, shall be expanded to include an additional step (i.e., a new top step) having a value of 5%.
- Only bargaining unit members who are current, active employees of

the District as of November 14, 2022 or retirees who retired from the District into the New York State Employees' Retirement System after July 1, 2022 shall be entitled to any retroactive payment based upon the provisions set forth above. In addition, there shall be no retroactive overtime payments for any current or former unit members for overtime work performed between July 1, 2022 and November 14, 2022 based upon the provisions set forth above, which the parties agree did not exist or apply at the time that any overtime was worked.

Effective July 1, 2023, the 2023-2024 salary schedules shall reflect a one and one-half percent (1.5%) increase over the prior year.

Effective July 1, 2024, the 2024-2025 salary schedules shall reflect a one and one-half percent (1.5%) increase over the prior year.

Effective July 1, 2025, the 2025-2026 salary schedules shall reflect a one and one-half percent (1.5%) increase over the prior year.

The District will provide paychecks in accordance with Education Law 3015.

The above increases contained in this Article shall be in addition to any increment, if due.

If an employee is hired after December 31st for a twelve-month position, or after January 31st for an eleven or ten-month position, step increments will not take place until July 1st of the following school year.

Section 2 *Longevity*

Effective July 1, 2022, longevity will be paid bi-monthly the following school year after the employee completes fifteen (15), twenty (20) or (25) years of service and beyond at the following rates:

After 15 years of service	\$1,100
After 20 years of service	\$1,200
After 25 years of service	\$1,300

Longevity payments will be prorated for employees assigned to less than 12 months.

Section 3 *Night Work Supplement*

The monthly supplement for night work shall be \$106.00 for 2nd shift starting after 2 p.m.

- a. Shift differentials shall be paid when the employee is on sick leave.

- b. The 2nd shift shall be staffed by volunteers in the first instance.
- c. In the event staff volunteers do not fill the required staffing level for the 2nd shift, then assignments shall be made in the inverse order of seniority, by job classification and by new employees.

Section 4 *Nurse Lunch Stipend*

Nurses who are assigned to remain on duty during the nurse's duty-free lunch period shall receive an annual stipend of \$5,000 to be paid bi-monthly

Section 5 *Teaching Assistant Substitute Stipend*

Teaching Assistants, who are assigned to cover for a teacher's absence, shall receive a stipend of \$40 for a full-day or \$20 for a half-day. Said stipend shall be applicable in the event a teaching assistant is assigned to cover a teacher's absence for a portion of the workday and another teacher's absence for another portion of the workday, provided the teaching assistant is subbing for teachers for a full workday. Teaching assistants who cover the entire day shall be assigned the teacher workday except that, where necessary, the lunch period may be reduced to one half-hour, for coverage purposes. Teaching assistants will not be required to substitute for the full day in an art, music, or physical education teacher's classroom.

Section 6 *Teaching Assistant Certification Stipend*

The following stipends shall be paid to eligible teaching assistants. Payment shall be made solely to teaching assistants maintaining valid New York State certification as a teaching assistant, in addition to fulfilling the requirements set forth below.

- a. Level 1 - \$100.00: High School diploma or equivalent and 6 semester hours of collegiate study
- b. Level 2 - \$200.00: High school diploma or equivalent, 18 semesterhours of collegiate study, 1 year of service as a Teaching Assistant in the district
- c. Level 3 - \$300.00: High school diploma or equivalent, 18 semester hours of collegiate study, matriculation in teach preparation program OR certification in New York State as a teacher, 1 year of service as a Teaching Assistant in the District

The foregoing monies shall not be added to base wages and shall be paid on or before June 30th of each fiscal year.

ARTICLE IV

WORKDAY - WORKWEEK - OVERTIME

Section 1 *Operation and Maintenance Employees*

- a. Normal workweek shall be eight (8) hours per day, Monday through Friday, 40 hours a week (excluding lunch hour). The work year for a twelve-month employee is 260 days for purposes of calculating per-diem rate of pay. The *Employer* will have the right to assign new hires after July 1, 1988 to Facilities and Operations positions to a Tuesday/Saturday straight-time workweek. Current employees may volunteer for such positions.
- b. Where a night crew consists of one man, standards will be developed to ensure his safety, which would eliminate such tasks requiring ladder climbing, bulb changing, etc.

Section 2 *Clerical, Security and Nurses*

- a. A normal workweek shall be seven (7) hours per day, Monday through Friday, 35 hours per week (excluding lunch period).
- b. Summer hours for Central Office clerical workers will be from 8:30 a.m. to 4:00 p.m., with one-half hour for lunch, except that those hours may differ as mutually agreed to between employee and *Employer*.
- c. For the purposes of calculating per-diem rates of pay, the following work year will be used:
 - 10-month position 220 days
 - 11-month position 240 days
 - 12-month position 260 days
- d. For ten-month employees, the work year will start with the first day of the teacher calendar. The number of days worked prior to September 1st will be deducted from the last week ending June 30th.
- e. 11-month employees will work from August 15 to July 15 each year, with the days between July 15 and August 15 being non-workdays. Effective December 31, 2022, no new 11-month positions will be added, or vacancies replaced.

Section 3 *Food and Nutrition Program Employees*

a. Work Year and Work Week

The guaranteed number of workdays shall be a total of 172 days for all food and nutrition program employees, except High School A and B shall be guaranteed 168 workdays.

Food and nutrition program employees who are regularly assigned 20 or more hours per week will receive two (2) paid days beyond assigned workdays. Food and nutrition program employees with at least five (5) years of service in the District who work five hours or more per day shall receive two additional paid days per year beyond their assigned workdays (total 4 days).

b. Overtime

Food and nutrition program employees will be paid at the rate of time plus one-half for after school activities beginning at 3:00 p.m.

In the event of an emergency, Food and Nutrition Program employees may be called in to work. Provided said call-in is not contiguous to the employee's regular shift, said employee shall be guaranteed a minimum of two (2) hours of overtime pay at the time and one-half rate when they are called in to work during an emergency. In the event said emergency occurs during a Saturday or Sunday said rate shall be double-time rate, under the same conditions set forth above.

c. Training and Certification

Food and nutrition program employees may be required to attend ten hours yearly for professional training and regulatory updates, which may be held after school.

For employees hired on or after July 1, 2005, in the position of Cook, Senior Cook or Cook Manager, upon hire, if not already in possession of the ServSAFE Certification in Sanitation, the employee is to comply with the program's requirement and obtain Certification issued by the Westchester County Health Department for Applied Food Service Sanitation. The employee must register for the first available course following his/her employment with the District. Said course shall be taken during non-working hours. Upon successful completion of the course, the employee will be reimbursed for the cost of the course as well as required materials purchased

for the course. The above-referenced process shall be applicable for re-certification as well (every five years). Said unit members shall not be paid for class-time attendance under any circumstances.

For Cooks, Senior Cooks or Cook Managers hired prior to July 1, 2005, the District shall reimburse the employee for the cost of the course as well as required materials purchased for the course. Said employees shall also be paid for class-time attendance at the employee's regular hourly rate of pay. The above-referenced process (for employees hired prior to July 1, 2005) shall be applicable for re-certification as well (every five years).

Section 4 *Teacher Aides, Teaching Assistants, Food & Nutrition Program Employees*

- a. Teacher Aides and Teaching Assistants will follow the Teacher's school year calendar. Per-diem rate of pay will be based on 200 days.
- b. For purposes of reporting to ERS and TRS, a full-time work assignment for Teacher Aides, Teaching Assistants and Food and Nutrition program employees is six (6) hours/day. The standard work day for Teacher Aides, Teaching Assistants, and Computer Aides will be 6.50 hours, which is equivalent to full-time.

Section 5 *Overtime*

The following policy shall be observed:

- a. All work performed on Saturday before 6:00 p.m., except as indicated in Section 1 above, shall be paid at a rate of time and one-half the computed hourly rate.
- b. All work performed after 6:00 p.m. on Saturday and all work performed on Sunday and approved holidays shall be paid at double time the computed hourly rate. (See Article VI)
- c. All hours worked beyond 40 hours per week shall be computed at a rate of one and one-half times the computed hourly rates unless such hours fall within Section A and B.
- d. When school is closed due to a legal holiday, as identified in Article VI of this *Agreement*, that day(s) shall be considered as time worked in the computation of overtime.
- e. When required by a supervisor to do so, an employee shall not refuse

to work overtime in the event of an emergency situation.

Section 6 *Call-in Guarantee*

- a. The *Employer* shall guarantee a minimum of one (1) hour overtime pay to custodial staff when they are called in after their regular shift to perform simple tasks such as turning off lights, locking doors, etc. Any time between the end of the shift and the beginning of the next shift is considered "after."
- b. The *Employer* shall guarantee a minimum of three (3) hours of overtime pay at applicable overtime rate to operation and maintenance employees when they are called in before or after their regular shifts to perform other simple tasks. (Snow removal, a break and/or leak in a water line, major repairs, emergencies, etc., would not be considered simple tasks). Four (4) hours prior to the start of a shift and if continuous with the regular shift, employees shall be paid only for time worked at overtime rate.

Section 7 *Building/Boiler Checks*

Employees assigned to building/boiler checks during weekends and/or holidays shall be guaranteed three (3) hours of work for the High School and two (2) hours of work at all other schools, as authorized and confirmed by time cards.

Section 8 *Overtime (Compensatory) Clerical/Nurses*

Overtime worked, and approved in advance by an administrator, will be paid in accordance with the timesheet payroll schedule for that fiscal year. If the administrator is agreeable, overtime can be taken in time, providing it is used within a reasonable amount of time and it is not available for carryover or subsequent payment.

Section 9 *Leaving Workplace during Workday*

When employees leave the school property during the workday for any reason, they must sign (or, where available, punch) in and out.

ARTICLE V

PERSONAL LEAVE, SICK LEAVE, BEREAVEMENT LEAVE, CHILD-CARE LEAVE, JURY DUTY LEAVE

Section 1 Paid Leave Time

Leave policies shall remain as currently in effect, including the following, except as contained herein:

- a. There shall be given three (3) days with pay for personal business which cannot be taken care of outside school hours. If absence for urgent personal business is on a day immediately preceding or following a school holiday or vacation, an application with the reason for the absence stated will be submitted in advance for the approval of the Human Resources office. If absence is taken on one of these days without approval, a day's pay will be deducted for each unexcused absence.

Unused personal days may be accumulated from year to year without limit to be added to sick leave. Employees may be absent from duty for urgent personal reasons without loss of pay. Authorization for such absences must be secured in advance from the Human Resources office, except in cases of a demonstrated emergency. The reasons for such absences must be for personal business which cannot be conducted on a day other than a working day.

Procedure:

The request should be submitted on the proper form to the Human Resources office through immediate supervisory channels in advance of the expected date of absence. Forms for this purpose may be secured from the Human Resources office or from any school office.

Part A - Personal leave request for any day other than on a day immediately preceding or following a school holiday or vacation.

Part B - Personal leave request for any day preceding or following a day immediately preceding or following a school holiday or vacation.

- b. For those hired prior to July 1, 1980, there shall be given sixteen (16) days of sick leave with pay each school year for twelve (12) month contractual employees.

For those hired after July 1, 1980, there shall be given each year thirteen

(13) days of sick leave with pay for twelve-month employees, twelve (12) days of sick leave with pay for 11-month employees, and eleven (11) days of sick leave with pay for 10-month employees.

Employees hired on an hourly basis (for a minimum of four (4) hours per day) or daily basis for a consecutive period of two (2) months or more, shall thereafter be allowed one (1) day of sick leave credit for each month of service.

- c. An employee may use a maximum of two (2) days sick leave credit without loss of pay each school year for the observance of religious holidays.
- d. For those hired prior to July 1, 1980, a maximum of sixteen (16) days of the available sick leave credit per year may be used for absence due to serious family illness requiring bedside or household attention by the employee for his/her spouse, child, parent, father-in-law, mother-in-law or sibling.

For those hired after July 1, 1980, there shall be given thirteen (13) days of the available sick leave credit for twelve-month employees, twelve (12) days of the available sick leave credit for 11-month employees, and eleven (11) days of the available sick leave credit for 10-month employees, which may be used for absence due to serious family illness requiring bedside or household attention by the employee for his/her spouse, child, parent, father-in-law, mother-in-law or sibling.

- e. Food and Nutrition program hourly employees' annual sick leave shall be the number of hours worked daily times ten. Effective July 1, 2022 all newly hired Food and Nutrition program hourly employees' annual sick leave shall be the number of hours worked daily times seven.
- f. There shall be given up to five (5) days bereavement leave for each death of an employee's spouse, child, parent, father-in-law, mother-in-law or sibling. A bereavement leave of one (1) day shall be given for each death of a significant other.
- g. *Health Leave at Half Pay* - Upon recommendation of the Superintendent or designee, leaves for personal health reasons may be granted for a maximum period of one (1) year at half-pay to Civil Service employees who have completed at least seven (7) years of satisfactory service in the school system.
- h. If an employee is out sick for five (5) consecutive days, a doctor's note may be required to clear them to return to work.

Section 2 *Extreme Weather Conditions*

Custodial and maintenance employees required to work on snow days shall be paid eight (8) hours for the first four (4) hours of work. Thereafter, employees shall receive overtime (time and one-half) for each hour worked. It is understood that custodial and maintenance employees may be required to remove snow. Custodial and maintenance staff who are assigned to plow or shovel snow before their normal assigned work time on snow days will be paid time plus one-half for such work on snow days.

Section 3 Sick leave allowance shall be prorated for all employees in their first year of service.

Section 4 For childcare purposes, an employee may be granted a leave of absence without pay for a maximum period of two (2) years. If an employee fails to return to their position after two years, the position will be deemed forfeited by the employee. Said leave of up to two (2) years shall be inclusive of any and all FMLA leave days an eligible employee may be entitled to each year (up to twelve (12) weeks each year).

Employees shall be required to submit all requests for childcare leave for the birth of a child, adoption/foster care to the Superintendent or designee at least ninety (90) days prior to the commencement of the leave. Notwithstanding the foregoing, in the event of a medical emergency in connection with the birth of a child or unforeseen circumstances in connection with the adoption of a child which preclude complying with the ninety (90) day notice requirement, said notice period may be waived by the Superintendent or designee. Such notice must set forth the period of the requested leave. Subject to the approval of the Superintendent or designee, childcare leaves shall commence at the employee's discretion.

An employee returning from such leave of absence shall be required to confirm the date of his/her return to the Superintendent or designee at least sixty (60) days prior to the expiration of the employee's childcare leave. In the event such confirmation is not received, the employee's approved childcare leave shall constitute a resignation on the part of the employee.

Section 5 All unit members who are not otherwise eligible for leave under the Family Medical Leave Act (FMLA) and who are regularly scheduled to work six (6) hours or more per day (thirty (30) hours or more per week) and ten (10) or more months per year shall be entitled to up to twelve (12) weeks of unpaid leave per year with continuation of health insurance benefits during the period of leave. Unit members shall be entitled to request such leave

provided the reasons for said leave are in accordance with the FMLA.

Section 6 In determining the assignment of any additional working hours for teacher aides and teaching assistants where in each separate category, as the case may be, qualifications and ability are similar, district-wide seniority in each separate category in the building will be the major factor in such assignment. Any reduction in working hours in the foregoing categories will be based on inverse order of seniority, applying the above principle.

Section 7 *Sick Leave Bank*

Employees who have given a contribution of one (1) day to the Sick Leave Bank for the current school year will be eligible to apply for Sick Leave Bank Benefits.

Employee requirements for joining the Sick Leave Bank are the following:

- Contributions to the Sick Leave Bank shall not exceed one (1) day per year per employee.
- The employee must be a school district employee for a minimum of one (1) year, based on the anniversary date of hire and must work a minimum of 5 hours/day, 5 days/week (25 hrs/week).
- The employee must have a minimum of one (1) year's accumulation of sick leave as of July 30th.
- Contributions will be taken during the first pay period in October, annually.

An employee who has been absent from work due to a medically certifiable long-term and prolonged illness or injury resulting in disability, and who has exhausted his/her own personal days, vacation days, compensatory time and sick leave accumulation, may be eligible to draw up to a maximum of one year of his/her scheduled "work year" number of days from a Sick Leave Bank established by CSEA employees under the following procedures:

- a. The Sick Leave Bank Committee will not allocate Sick Leave Bank Benefits for elective procedures or maternity (see Sick Bank Application for conditions to maternity benefits).
- b. An employee must request an application from the Sick Leave Bank Chairperson; that application together with a written report from his/her physician shall be submitted to the Sick Leave Bank Chairperson for review and decision by the Sick Leave Bank Committee.
- c. The application, together with the written report, must be approved by the school district medical personnel or School Nurse Coordinator.

- d. If the application, together with the written report is denied by the Sick Leave Bank Committee, an appeal may be submitted to the Unit's President and Board of Directors for their review and final decision.
- e. Periodic (monthly minimum) verification of continuation of illness or disability must be submitted to the Employer and Sick Leave Bank Chairperson from the employee's physician. This information will be reviewed, and a decision will be reached as to the employees' eligibility for continuation of Sick Leave Bank Benefits.
- f. Payment of such sick leave will take into account any other benefits the employee is receiving such as Workers Compensation or Disability Insurance.

Records of voluntary contributions and use of the Sick Leave Bank days shall be made available by the *Employer* upon request by the *Union* President, at reasonable intervals, for inspection. A computer printout of the prior school year's Sick Leave Bank activity shall be submitted to the *Union* President by the last working day in September, annually.

Any days unused in any given year shall be permitted to remain in the Sick Leave Bank. Any contributions by employees in a subsequent year shall be limited to the difference in the number of days necessary to make a maximum total of 500 days.

The *Union* may make a second request for contributions during the same school year if the balance of sick bank days drops below 275 days. Prior to making said request of its unit members, the Union shall first seek prior approval of the Superintendent or designee to do so.

The Sick Leave Bank will be administered by the *Union* and the resolution of any disputes as to the allocation of Sick Leave Bank days to eligible employees shall be the sole responsibility of the *Union*. The *Employer* shall have no responsibility or obligation with respect to the administration of the Sick Leave Bank. Any and all decisions made by the Sick Leave Bank Committee shall be final and binding and shall not be subject to the grievance procedure.

Section 8 *Payment Upon Retirement*

All Unit members with twenty (20) or more years of service with the District will receive \$40.00 for each unused sick or personal day which was earned and not used for the six (6) year period immediately preceding retirement. For

purposes of this benefit, six (6) years are calculated from the actual date of retirement at the established annual allocation of sick and personal days. This benefit requires a five (5) month advance notice of retirement. A ten percent (10%) penalty shall be imposed on this benefit for each month said notice is late. In the event of an emergency, the Superintendent or designee shall consider an employee's request to waive the above referenced penalty.

ARTICLE VI

HOLIDAYS

The *Employer* shall provide for sixteen (16) paid holidays to be mutually agreed upon by both parties according to established practice. In addition, the Superintendent or designee shall designate a 17th paid holiday during the December recess.

ARTICLE VII

VACATIONS

Section 1 Vacation policy for clerical and operation and maintenance employees shall be as follows:

a. *Twelve-Month Employees*

- Employees will accrue vacation at a rate of one (1) day per month up to 12 days and may use “earned” vacation days as soon as they are accrued.
- After seven years, employees will accrue vacation days at a rate of 1.5 days per month up to 18 days and may use “earned” vacation days as soon as they are accrued.
- After fifteen years, employees will accrue vacation days at a rate of 1.83 days per month up to 22 days and may use “earned” vacation days as soon as they are accrued.

b. *Eleven-Month Employees*

- Employees will accrue vacation at a rate of one (1) day per month up to 11 days and may use “earned” vacation days as soon as they are accrued.
- After seven years, employees will accrue vacation days at a rate of 1.45 days per month up to 16 days and may use “earned” vacation

days as soon as they are accrued.

- After fifteen years, employees will accrue vacation days at a rate of 1.82 days per month up to 20 days and may use “earned” vacation days as soon as they are accrued.

Section 2 Vacation period shall be taken at times subject to prior approval of the principal or supervisor. Accumulated vacation days from the prior school year must have written requests to carry over such days with approval from Principal/Supervisor sent to the Personnel Department no later than December 15th.

Section 3 ***Vacation Pay in the Event of Death, Separation from Service or Upon Retirement***

Any cumulative, unused vacation days from prior years (to a maximum of 30 days) shall be paid at the effective per-diem rate upon retirement, resignation, or termination. Should the employee leave the district during the school year the number of vacation days permitted for the that year will be pro-rated with any days already used in excess of the prorated amount to be returned as a deduction from the employee's salary.

ARTICLE VIII

HEALTH INSURANCE, DENTAL/OPTICAL INSURANCE, RETIREMENT SYSTEM AND LIFE INSURANCE

Section 1 ***Health Insurance Plan - Active Employees***

a. The Southern Westchester Schools Consortium Health Plan (SWSCHP) will be the sole health care plan offered by the District to unit members and retirees who are eligible for health insurance.

b. All employees hired to a regular position prior to July 1, 2005 shall contribute the following towards the premium for health insurance coverage:

July 1, 2022 to June 30, 2026 - 10.5%

c. All employees eligible for health insurance coverage and who were hired on or after July 1, 2005, shall contribute the following towards

the premium for health insurance coverage:

July 1, 2022 to June 30, 2026 - 13.5%

The aforesaid contributions shall be collected through an IRC Section 125 Plan.

- d. Employees hired to regular positions that are less than full time shall be eligible for Health Insurance Benefits as set forth below:
 - i. Regular assignment of 25 hours or more weekly-Same employer premium contribution as for full time employees, depending on date of hire. Effective July 1, 2022, new hires with a regular assignment of 30 hours or more weekly, will be entitled to receive the same employer premium contribution as for full-time employees. Effective July 1, 2022, new hires with a regular assignment of 25 to 29 hours weekly, will be entitled to 50% of the employer premium contribution provided to full-time employees.
 - ii. Regular assignment of 20 to 24 hours weekly-50% of the employer premium contribution provided to full time employees, depending on date of hire. Effective July 1, 2022, new hires with regular assignment of less than 24 hours weekly, will be required to pay the full cost of health insurance premium, no employer contribution.
 - iii. Regular assignment of less than 20 hours weekly-Employee pays full cost of health insurance premiums (i.e. no employer contribution).

Section 2 *Health Insurance Plan-Retired Employees*

Employees retiring after October 9, 1986, for the purpose of calculating years of regular employment, as year of service will be prorated depending upon whether the employee was eligible for full or half employer contribution for each year such that, where the employee was entitled to half employer contribution, such year shall constitute a half years' service and each year that the employee was eligible for full contribution shall constitute a full year of service.

Employees retiring into the New York State Employees/Teachers Retirement System on or after July 1, 1989 must meet one of the following three eligibility requirements for the health insurance benefits:

1. Full employer contribution as defined above - 20 or more years of regular employment with the District.

2. 80% of full employer contribution as defined above - 15 or more years but less than 20 years of regular employment with the District.
3. 50% of full employer contribution as defined above - 10 or more years but less than 15 years of regular employment with the District.

Section 3 *Health Insurance Plan - Options*

A *Union* member covered under a health insurance plan other than that provided by the *Employer* may convert such coverage to salary under the following provisions:

1. At the *Union* member's option, the member may reduce medical insurance coverage for a full year by completing an appropriate form furnished by the *Employer*. Any *Union* member changing from family to individual coverage or waiving family or individual coverage shall receive as salary, the following percentages of premium savings, less the cost of retirement, social security, and other applicable fringes:

July 1, 2022 through June 30, 2026 – 30% of premium savings.

2. *Union* members electing to reduce their coverage must do so each year by March 1st, with the provisions of this section taking effect on July 1st. Payment of the member's share shall begin with the first half payment on the payroll nearest to December 15th, and a second half payment on the payroll nearest to June 15th. Reinstatement shall take place on July 1st and all benefits will be available on that date.
3. In the event that a *Union* member's status changes drastically so that this arrangement causes severe hardship on the member, that member may apply for reinstatement. Such circumstances are limited to death of a spouse, loss of a spouse's employment or loss of a spouse's insurance coverage.

Section 4 *Dental/Optical Insurance*

a. Employer Contribution

Unit members shall be eligible to participate in a dental/optical plan. The employer agrees to pay up to \$1223 per eligible employee per year for dental/optical coverage and the employee is responsible for any difference in plan cost via payroll deduction. Effective July 1, 2022, new hires will be eligible to participate in dental/optical plan

with a regular assignment of 30 or more hours per week with an employer contribution of \$1,223 per year

b. Current Plan Coverage

There shall be no change in the current Optical Plan which is "Silver 12" or the current Dental Plan which is "Horizon" during the life of this *Agreement*.

- c. The parties herewith acknowledge that the District shall have no obligation to pay any additional monies to the CSEA Employee Benefit Fund beyond the negotiated contribution rate set forth in subparagraph a. above. The parties herewith further acknowledge that this benefit shall be subject to and in accordance with the *Agreement* between the CSEA Employee Benefit Fund and the White Plains City School District.

Section 5 *Retirement System*

a. *Classified Staff*

1. The *Employer* shall provide through the New York State Retirement System the New York State Improved Career Retirement Plan 75 (i), for Tier I and Tier II employees only.

Tier III members are defined as those who joined the Retirement System on or after July 1, 1976 but before August 31, 1983.

Tier IV members are defined as those who joined the Retirement System on or after September 1, 1983 but before December 31, 2009.

Tier V members are defined as those who joined the Retirement System on or after January 1, 2010 but before March 31, 2012.

Tier VI members are defined as those who joined the Retirement System on or after April 1, 2012.

2. The *Employer* shall provide through the New York State Employees Retirement System the "Sick Leave Rider" permitting retirement service credit for up to 165 days of unused sick leave, except as modified by statute.

3. The *Employer* shall provide through the New York State Employees Retirement System the improved "Death Benefit Rider" 60 (b), which guarantees \$20,000, except as modified by statute, for an employee who dies after 90 days of service, for Tier I employees only. Tier II, III, and IV death benefits are subject to Employees Retirement System.

b. *Certified Staff*

The *Employer* shall provide the New York State Teachers Retirement System for teaching assistants.

Section 6 *Life Insurance*

The *Employer* shall provide for each employee who is regularly assigned 25 or more hours per week, a group life insurance policy, at the *Employer's expense*, which totals \$20,000.

A \$10,000 life insurance benefit will be provided to employees who are assigned 20 or more hours per week, but less than 25 hours per week.

Subject to the terms and conditions of the insurance policy, there shall be an option to carry this coverage into retirement at employee's expense at the then current rate.

Effective July 1, 2022, a group life insurance policy totaling \$20,000 will be provided to those newly hired employees who are regularly assigned 30 or more hours per week and no policy will be provided to new hires who are regularly assigned to less than 30 hours per week.

ARTICLE IX OUT-OF-TITLE GUARANTEE

When an employee is assigned to temporarily perform the duties of a higher classification at a higher rate of pay for more than six (6) days, the higher rate of pay shall be paid retroactive to the starting date of the higher level assignment. Said assignment must be in writing from the employee's immediate supervisor. If the employee performs those higher level duties for six (6) or less working days, then the employee's regular rate of pay (lower classification) shall prevail, including any night differential that the employee would have been entitled to for an employee who is not regularly assigned to a day shift. However, an employee will not be entitled to his/her night differential when receiving the higher rate of pay as set forth above. An employee may be assigned temporarily to perform duties of a higher classification for the purpose of replacing another employee

who is off with pay, on leave of absence, sick leave, or vacation.

If a position is downgraded by Civil Service, with the exception of positions already held "save harmless," no guarantee is made that such downgraded title will retain the higher rate.

ARTICLE X

MISCELLANEOUS BENEFITS

Section 1 *Rest Period after Twelve Hours of Work*

When an employee is required to work more than twelve (12) consecutive hours due to an emergency, (excluding lunch and break time,) the employee will be granted two hours paid rest time upon the completion of his/her assignment. Such rest time shall be paid at straight time. However, lunch and break time will be paid during weekend overtime when the employee is not permitted to leave the building.

Section 2 *Time Keeping*

All employees shall use a timekeeping system to ensure accuracy of all time worked. All employees who are assigned to work in locations which have electronic time keeping shall have their work time recorded by a time clock.

Section 3 *Severance Pay*

Full-time employees who have been employed by the White Plains Public Schools for at least three (3) years and whose employment by the *Employer* has been terminated as a result of elimination or abolition of position shall receive one month's salary at the rate then currently paid to him/her. Upon such payment, the employee will execute an agreement on a form provided by the *Employer* guaranteeing the repayment thereof should the employee, in accordance with the preferred eligible list requirements, resume employment in the District in a position similar to the one which said employee filled at the time of such elimination or abolition.

Section 4 *Damage to Personal Property*

The *Employer* agrees to provide reimbursement up to a maximum of \$2,000 per school year for the entire bargaining unit, for damages to personal property and clothing on employees occurring while employees are on duty and on school property. Such reimbursement for damages shall be provided only when damages are not caused by contributory negligence.

Section 5 *Uniforms*

The District will provide uniforms as appropriate each year to unit members. Such uniforms are to be worn at all times while on duty.

Section 6 *Bilingual Duties*

The District will provide \$7.00 per hour premium for staff assigned to bilingual duties not part of their job description, i.e., employees specifically hired in Spanish speaking titles.

ARTICLE XI

EVALUATION PROCEDURE

Section 1 No written evaluation shall be submitted to central administration, or otherwise acted upon, without a prior meeting with the employee.

Section 2 If an employee so requests, following the above-mentioned meeting, he/she shall have the right to confer with his/her evaluator. Either party has the right to request a *Union* representative to be involved in such conference.

Section 3 No material except for pre-employment papers will be placed in an employee's personnel file unless he/she has had an opportunity to review the material prior to filing. The employee will have the right to submit a written rebuttal to such material within twenty (20) workdays of review and his/her rebuttal shall be attached to the file copy.

ARTICLE XII

DISCIPLINARY PROCEDURE

Section 1 *Intent*

It is the purpose of this Article to provide a prompt, equitable and efficient procedure for the imposition of discipline. Progressive discipline, including disciplinary counseling, is encouraged but not always possible.

Section 2 *Waiver of Rights under Sections 75 and 76 of the Civil Service Law and Sections 3031 and 3020A of the Education Law*

The following disciplinary procedure for incompetency and/or misconduct shall apply to employees as provided herein in lieu of the procedures specified in (a) Civil Service Law Sections 75 and 76 and

(b) Education Law Sections 3031 and 3020A. The *Employer* and the *Union* fully understand and agree that the provisions of the Civil Service Law and Education Law herein stated shall not apply to disciplinary action instituted against Unit members and they fully understand and agree that those members of the *Union* who would be entitled to the rights set forth in the Civil Service Law and Education law have expressly waived their rights and that all further disciplinary actions shall be conducted under the procedures contained in this Article.

Section 3 *Eligibility*

This Article shall apply to all persons currently subject to Sections 75 and 76 of the Civil Service Law and Sections 3031 and 3020A of the Education Law, and in addition shall apply to any permanent non-competitive and labor class employees who have completed at least six (6) months of continuous service. The disciplinary procedure provided herein is not applicable to probationary or provisional employees.

Section 4 *Employee Rights*

- a. An employee shall be entitled to representation by the *Union* at each stage of the disciplinary procedure. *Union* representation may include a maximum of two (2) *Union* members and a *Union* staff representative.
- b. No employee shall be requested to submit to any formal (use "Weingarten" criteria) questioning which may lead to disciplinary charges or to sign any statement regarding his/her incompetency and/or misconduct until there has been consultation between the *Employer*, the employee and the *Union*. In the event an employee does sign a statement, a copy shall be supplied to all parties. In the event that the *Employer* violates this provision, then all evidence gathered as a result of such violation shall be excluded from any disciplinary proceedings.
- c. An employee shall not be disciplined for acts which occurred more than three (3) years prior to the date of the notice of discipline, except where the act(s) would constitute a crime. In any event this provision will not limit the *Employer* and the hearing officer from considering the entire employment record with respect to the appropriateness of the penalty to be imposed.

Section 5 ***Procedure***

Disciplinary counseling will be utilized as an initial disciplinary stage in all proceedings, except as noted below:

- a. An employee may be suspended without pay if the *Employer* determines that there is probable cause to believe that the employee's continued presence on the job represents a potential danger to person(s) or property or would severely interfere with operations. Such determination shall be reviewable by the hearing officer, on a case-by-case basis, to determine whether the *Employer* had probable cause. In such cases, a notice of discipline shall be served not later than four (4) calendar days following any suspension without pay.
- b. Misconduct and/or incompetency will form the basis for the imposition of discipline pursuant to this Article.
- c. In the event that an employee continues to be insubordinate or incompetent following the disciplinary counseling stage, the employee will be served either personally or by certified mail (at his/her last known address) with a written notice of discipline describing the alleged acts forming the basis for the disciplinary action. In addition, the notice shall contain a proposed penalty which may be amended at any time thereafter. A copy of the notice of discipline will be presented either personally or by certified mail (at his/her last known address) to the president of the *Union*.
- d. The *Employer* may impose any of the following disciplinary penalties:

A reprimand, a fine not to exceed \$100 to be deducted from salary or wages, or a suspension without pay up to five (5) working days. The imposition of such disciplinary penalties will not subject the *Employer* to review or to the Grievance Procedure (Article XIV).
- e. In the event that the *Employer* seeks to impose a penalty of suspension without pay for more than five (5) days or dismissal, the employee has the right to a hearing before an impartial hearing officer.
 1. In such cases, the Employer shall provide the employee with a notice of discipline which shall include the following:
 - i. The right to a hearing before an impartial hearing

- officer.
 - ii. The right to be represented at said hearing by a representative or attorney of his/her choice.
 - iii. The employee must request such a hearing by submitting a written request to the Human Resources office within ten (10) calendar days after receipt of the notice of discipline if he/she disagrees with the proposed penalty set therein.
2. Within ten (10) calendar days of receipt of the notice of discipline, the employee must file a written request for a hearing with the Human Resources office. Failure to file such request within ten (10) calendar days of receipt of the notice of discipline will constitute acceptance of the proposed penalty by the employee and will settle the matter in its entirety.
- f. The *Employer* will provide copies of all notices of disciplinary charges to the president of the *Union*.

Section 6 *Hearing*

- a. A panel of three (3) hearing officers will be mutually selected by the *Employer* and the *Union*. Hearing officers shall serve on a rotating basis. The cost for hearing officers' services shall be fully borne by the *Employer*.
- b. The *Employer* shall notify the hearing officer who is next in rotation of the need for a hearing within ten (10) calendar days after receipt of the employee's written request for a hearing.
- c. The hearing officer shall schedule a hearing within thirty (30) calendar days of receipt of the *Employer's* notification of need for a hearing.
- d. Hearing Procedure
 - 1. The burden of proof in such a disciplinary hearing shall fall upon the *Employer*.
 - 2. The technical rules of evidence shall not be required in such a hearing.
 - 3. The employee or his/her chosen representative shall have the right in such a hearing to call witnesses and to cross-examine witnesses called by the *Employer*. The *Employer* shall have the right to cross-examine witnesses called by

the employee.

e. Either party wishing a transcript at a disciplinary hearing may provide for one at its own expense and in such case shall provide a copy to the hearing officer and to the other party without cost. The use of a transcript is to be discouraged and the request for such a transcript shall not extend the date that a final determination is to be made.

f. Hearing Officer's Authority

1. The decision of the hearing officer shall be rendered within thirty (30) calendar days of the close of the hearing.

2. The hearing officer shall not have jurisdiction or authority to add to, modify, detract from or alter in any way the provisions of this *Agreement* or any amendments or supplements thereto, or to add any new provisions to this *Agreement* or any amendment or supplement thereto. Rather, the hearing officer is limited to determining guilt or innocence and the appropriateness of the proposed penalty. Should the hearing officer determine that the proposed penalty is inappropriate, he/she may impose an alternative penalty.

3. The determination of a hearing officer shall be final and is not subject to the grievance procedure set forth herein (Article XVI). The determination of the hearing officer is to be considered an arbitrator's award and is reviewable in court under Article 75 of the Civil Practice Law and Rules.

Section 7 *Suspension without Pay*

a. Pending the hearing and final determination in a disciplinary matter, the employee against whom the *Employer* seeks to impose discipline may be suspended without pay if the *Employer* determines that there is probable cause to believe that the employee's presence on the job represents a potential danger to person(s) or property or would severely interfere with operations.

Such determination shall be reviewable by the hearing officer to

determine whether the *Employer* had probable cause.

- b. If in such case an employee has been suspended pending the outcome of a hearing and the hearing officer finds that such suspension was unwarranted or that the penalty is too severe, the employee shall be reinstated and compensated for all lost time less any suspension imposed by the hearing officer and less the amount of compensation which he/she may have received from other employment or in the form of any type of state or federal benefits during the period of suspension.
- c. In the event that an employee has been suspended pending the outcome of the hearing, the Employer will maintain the employee on any health/medical insurance coverage and dental and vision insurance coverage that the employee receives through the Employer pending the outcome of the hearing, provided that the employee timely pays the applicable employee share of the premium contributions. If the hearing officer terminates the employee or imposes a suspension of more than one (1) month on the employee, then the employee shall be responsible for the full cost of any health/medical insurance coverage and dental and vision insurance coverage that the employee received/receives during the period starting one (1) month after the date when the employee was suspended without pay by the Employer through the date of termination or the end date of the suspension, as follows:
 - 1. For any applicable period of time prior to the outcome of the hearing, the employee will reimburse the Employer in an amount equal to the full cost of any health/medical insurance coverage and dental and vision insurance coverage that the employee received through the Employer less the applicable premium contributions paid by the employee. The employee shall reimburse the Employer pursuant to a schedule of payments made in equal installments each payroll over a period of one (1) year. Should the employee leave the employ of the Employer prior to making all payments under the reimbursement schedule, the remaining unreimbursed amount shall be deducted from the employee's final paycheck and/or the employee shall make a payment to the Employer via certified check or money order. The employee and the Employer may mutually agree in writing to a reimbursement schedule of more or less than the one (1)

year period.

2. If the employee is suspended for any applicable period of time that is or continues after the outcome of the hearing, the Employer will cease its provision of any health/medical insurance coverage and dental and vision insurance coverage to the employee for such period of time and the Employer will provide the employee with COBRA paperwork. The employee shall still be responsible for reimbursing the Employer pursuant to paragraph c.1 above for any period of time that he/she was suspended prior to the outcome of the hearing.
3. If the employee is terminated, the Employer will cease its provision of any health/medical insurance coverage and dental and vision insurance coverage to the employee based upon such termination and will provide the employee with COBRA paperwork. The employee shall still be responsible for reimbursing the Employer pursuant to paragraph c.1 above for any period of time that he/she was suspended prior to the outcome of the hearing.

ARTICLE XIII

PROMOTIONS - TRANSFERS - LAYOFFS – RECLASSIFICATIONS

Section 1 *Promotional Opportunities*

Notices of all promotional examinations, job vacancies and/or opportunities are to be posted conspicuously in all offices and departments occupied by eligible employees.

Section 2 Notice of all promotional opportunities and job vacancies shall be posted and eligible employees may apply for same and will be considered. Where qualifications and ability are similar for a particular position, preference will be accorded the senior employee, although this will not be the sole criterion in making such appointments.

Section 3 When an opening occurs in a location which is more desirable or convenient for an existing employee, even though this position is not a promotion, he/she shall be provided the opportunity to apply for such position and be considered along with new applicants.

Section 4 *Seniority for Layoff and Recall*

- a. Layoff and recall, where necessary, of competitive class Civil Service personnel shall be accomplished in conformity with seniority-by-title requirements of the Civil Service Regulations, or as herein specified.
- b. For purpose of layoff and recall of non-competitive and/or labor class employees, such layoff and recall shall be accomplished in a manner similar to that specified for competitive class under the Civil Service Regulations, as is herein specified.
- c. A permanently appointed competitive class Civil Service employee who is laid off may exercise the right to bump once to a lower, previously held title if his/her district seniority permits.
- d. The *Employer* will attempt to absorb laid off employees into available vacant positions, where they are qualified to fill those positions.
- e. Seniority categories for Teacher Aides and Teaching Assistants shall be established as follows:
 - General Aide
 - Security Aide
 - Teaching Assistant
 1. Seniority is defined as total amount of time while regularly employed with the district and will be a determining factor in preferential assignments for employees who have worked a minimum of six months in one or more of the above categories.
 2. There are no bumping or preferential assignment rights outside of seniority categories in which employees have actually worked.
 3. Seniority accumulation is not differentiated for staff assigned more or less hours in a particular seniority area.

Section 5 *Continuity of Employment*

Each member of the *Union* will be expected to return to work in the district after each vacation period unless such member has received a letter or statement in writing informing him/her that his/her services have been terminated.

Section 6 *Notice of Abolition of Position*

The *Employer* will notify all CSEA personnel of abolition of position

by June 1st, or in any event will provide a minimum of 60 days advance notice.

Section 7 *Reclassification*

Reclassification is the function of the Personnel Officer of the City of White Plains. Either the District or any member of the bargaining unit may request the reclassification of his/her position. The District hereby agrees to notify in writing the President of the CSEA upon notification by the Personnel Officer of the City of White Plains of any reclassification of a position within the bargaining unit.

ARTICLE XIV ABANDONMENT OF POSITION

When an employee is absent without an approved leave and without notification in writing to the employer for a period of seven (7) consecutive work days, such absence shall be considered to constitute a resignation to become effective on the date the absence began.

Should an employee fail to return to work within ten (10) consecutive work days following the expiration or extension of a leave of absence, such absence shall constitute a resignation, (which for the purposes of determining eligibility for reinstatement shall be deemed to be effective the date which marked the beginning of such leave of absence) unless such employee shall have submitted within a ten (10) day period notification in writing or such employee can prove that he or she was subject to a disability that made it impossible to respond within this period.

Nothing herein shall be deemed to excuse the unauthorized absence of an employee, or failure to return to work upon the expiration of an authorized leave of absence, nor to waive any rights the District may have to take appropriate disciplinary action.

ARTICLE XV RULES AND REGULATIONS

Section 1 All existing rules, regulations, practices and benefits of the *Employer* will be continued in full force and effect except as modified in this *Agreement* or subsequent modifications made to existing rules and regulations in accordance with Section 2 of this Article.

Section 2 Whenever possible, changes in personnel rules, working

conditions or regulations will be discussed with the Union or its representatives before implementation. This section shall not apply to anything specifically agreed to in this *Agreement*.

Section 3 *Drug and Alcohol Testing*

The parties agree to institute random drug and alcohol testing for all unit members.

ARTICLE XVI

GRIEVANCE PROCEDURE

Section 1 The purpose of the grievance procedure is to secure at the lowest possible administrative-level, equitable solutions to problems which may arise from time to time related to interpretation or application of this *Agreement*. A grievance shall be defined as a claimed violation, misinterpretation or misapplication of an express provision of this *Agreement*. An aggrieved person is the employee making the claim. Board of Education policies, appended hereto, may not be grieved.

Section 2 A grievance shall be deemed to have been waived unless presented within fifteen (15) work days after the event on which the grievance is based or is known, or should reasonably have been known, by the aggrieved person. Failure to appeal the grievance to the next higher step within the specified time limits shall be deemed to be acceptance of the decision rendered at that step.

Section 3 *Stages*

- a. *Informal Conference* - An employee believing himself/herself to be aggrieved shall arrange for a conference with his/her immediate supervisor with a view to settling the grievance informally.
- b. *Immediate Supervisor* - If the grievance is not resolved informally within ten (10) work days, the aggrieved person shall reduce his/her complaint to writing and submit it to his/her immediate supervisor or principal. The statement shall include the facts related to the event or condition giving rise to grievance, the pertinent provisions of the *Agreement* and the redress sought. Within ten (10) workdays after the presentation of the written grievance, the immediate supervisor or principal shall meet with the aggrieved person in an effort to resolve the grievance. His/her decision shall be rendered within five (5) workdays after such meeting.

If a decision is not rendered by the immediate supervisor or principal within the prescribed time limits, the grievance progresses automatically to the next succeeding stage.

- c. *Superintendent of Schools* - If the aggrieved person is dissatisfied with the disposition of his/her grievance at the immediate supervisor stage, he/she may file the grievance in writing with the Superintendent of Schools, or his/her designee, within five (5) workdays after the decision in sub-section B or within fifteen (15) days after the written grievance was first presented, whichever is sooner.

Within five (5) workdays after receipt of the written grievance by the Superintendent, he/she or his/her designee shall meet with the aggrieved person in an effort to resolve it.

The Superintendent or his/her designee shall render a decision on the grievance within ten (10) workdays after he/she first meets with the aggrieved person.

- d. *Board of Education* - If the aggrieved person is dissatisfied with the disposition of his/her grievance at the Superintendent stage, or if no decision has been rendered, he/she may file the grievance in writing with the President of the Union, or his/her designee, with a copy to the Superintendent of Schools, within five (5) workdays after the decision by the Superintendent or designee or fifteen (15) workdays after he/she has first met with the Superintendent or designee, whichever is sooner.

Within five (5) days after receiving the written grievance, the *Union* may refer it to the Board of Education with a copy to the Superintendent, if it determines that the grievance is meritorious. Within fifteen (15) workdays after receiving the written grievance, the Board of Education will meet with the aggrieved person for the purpose of resolving it. The Board of Education shall render its decision on the grievance within fifteen (15) workdays after its first meeting with the aggrieved person.

- e. *Advisory Arbitration*

- 1. If the aggrieved person is not satisfied with the disposition of his/her grievance at Stage D, or if no decision has been rendered within fifteen (15) workdays after he/she has first met with the Board, he/she may, within five (5) workdays after a decision by the Board or fifteen (15) workdays after he/she has met with the Board, whichever is sooner, file the grievance in writing with the President of the Union or his/her designee, with

a copy to the Superintendent of Schools, requesting the *Union* to submit his/her grievance to arbitration. If the *Union* determines that the grievance is meritorious, it may submit the grievance to arbitration within fifteen (15) workdays after receipt of a request by the aggrieved person by notifying the Board and the Superintendent to that effect.

2. Within ten (10) workdays after such written notice of submission to arbitration, the Board and the *Union* may agree on a mutually acceptable arbitrator. If they are unable to agree on an arbitrator within such time, then either party may request the American Arbitration Association to designate a panel of arbitrators experienced in public employment relations with a reference to schools from which, in accordance with the rules then obtained of the American Arbitration Association, an arbitrator will be selected or designated.
3. The arbitrator so selected will hold closed hearings promptly in the City of White Plains and will issue a written award not later than thirty (30) days from the date of the close of the hearings, or if oral hearings have been waived, then from the date the final statements and proofs are submitted. The arbitrator will be without power or authority to make any decision which requires the commission of an act prohibited by law or which is violative of the terms of this *Agreement*; nor shall he/she have power to add to, subtract from, change or modify any provision of this *Agreement*. He/she shall be authorized only to interpret the existing provisions of this *Agreement* and to apply them to the specific facts of the grievance. The decision of the arbitrator will be advisory to the parties.
4. The costs for the services of the arbitrator will be borne equally by the *Employer* and the *Union*, except in such cases where the employee chooses private counsel. In such cases, the costs for the services of the arbitrator will be borne by the employee only.

Section 4 *Representation and Other*

- a. An aggrieved person shall be present and may be represented at all stages of the grievance procedure by a person of his/her own choosing. If the aggrieved person chooses a representative other than the *Union* or *Union* representative(s), the *Union* shall have the right to be present at all meetings and receive a copy of all decisions.

- b. Since it is important that grievances be processed as rapidly as possible, the number of days indicated at each stage should be considered as a maximum and every effort should be made to expedite the process. The time limits specified may, however, be extended by mutual consent.
- c. The filing or pendency of any grievance under the provisions of this article shall in no way operate to impede, delay or interfere with the right of the Board to take the action complained of, subject to the final decision on the grievance.

Section 5 Nothing herein contained shall be construed as depriving an employee of his/her rights under Section 683 of the General Municipal Law.

ARTICLE XVII

EMPLOYER-UNION RELATIONSHIP

Section 1 The *Union* shall be the sole judge of its own rules and regulations with respect to *Union* and organizational administration.

Section 2 The President of the Westchester Local of the CSEA, or his/her designee, or the designated Labor Relations Specialist shall have the right to visit the facilities of the *Employer* for conducting official business of the *Union*.

Section 3 Employees designated or elected for the purpose of adjusting grievances shall have a reasonable amount of free time from their regular duties when a hearing or meeting on any level of the grievance procedure is held during working hours. The representative designated by the aggrieved person shall not be required to make up the time lost during such conference, nor shall he/she lose any salary for the aforementioned time.

Section 4 Designated representatives of the Union shall be allowed a maximum of the equivalent of twenty (20) working days with pay during any given school year to attend CSEA workshops and seminars. Designated representatives requesting excused time shall adhere to established district practices regarding requests for approval of conference attendance.

Section 5 There shall be no discrimination, interference, restraint or coercion by the *Employer* or any of its officers or agents against any employee because of any lawful activity on behalf of the *Union* or because of membership in the *Union*; and the *Union*, its officers and its agents shall not coerce employees into membership in the *Union* in an unlawful manner.

ARTICLE XVIII

DUTIES AND OBLIGATIONS

Section 1 Adhering to the principle that duties and obligations come with rights and privileges the *Union* agrees to do its utmost to see that its members perform their respective duties in the School District loyally, efficiently and continuously, under the terms of this *Agreement*. The *Union* and its members will endeavor to protect the interests of the School District and the community, to conserve its property, to protect the pupils and to give service of the highest quality.

Section 2 The *Employer* agrees to furnish each new employee and all present employees a copy of this *Agreement*.

ARTICLE XIX

SEPARABILITY

If any legislation or Court decision renders any portion of this *Agreement* invalid or unenforceable, the invalid or unenforceable provisions shall be severed from the *Agreement*, and remaining provisions shall continue in full force.

ARTICLE XX

LIAISON COMMITTEE

A Liaison Committee will be established to promote communication between all bargaining unit employees and the administration. The Committee, comprised of representatives of the various groups of bargaining unit employees, will meet on a quarterly basis with the Superintendent of Schools or his/her designee to review and discuss current District practices and the administration of this *Agreement*.

ARTICLE XXI

PRESIDENT'S TIME OFF

The President of the CSEA will be given twelve and one-half (12.5) hours per week for *Union* business.

ARTICLE XXII TERM OF AGREEMENT

This *Agreement* will remain in force for a period of four years from July 1, 2022, through June 30, 2026.

IN WITNESS WHEREOF, the parties hereto have caused this **AGREEMENT** to be duly executed by their duly authorized officers.

CITY SCHOOL DISTRICT OF THE CITY OF WHITE PLAINS, NEW YORK

BY: _____

Dr. Joseph L. Ricca, Superintendent of Schools

6/12/2023
Date

THE CIVIL SERVICE EMPLOYEES ASSOCIATION, INC. LOCAL 1000, AFSCME/AFL-CIO, LOCAL 860, WESTCHESTER COUNTY, BY THE WHITE PLAINS SCHOOL UNIT 9236, CITY OF WHITE PLAINS, NEW YORK

BY: _____

President

6/12/2023
Date

BY: _____

Labor Relations Specialist

6/12/2023
Date

EXHIBIT A – CIVIL SERVICE SALARY LEVELS

LEVEL I None	LEVEL XII Student Activities Specialist Principal Clerk Athletic Trainer
LEVEL II Clerk Typist(part-time) Clerk Office Assistant I Office Assistant I- Spanish Speaking	LEVEL XIII Senior Account Clerk Senior School Office Manager Secretary to the Director of Special Education School Office Manager
LEVEL III Receptionist Switchboard Operator	LEVEL XIV Skilled Laborer
LEVEL IV Custodial Worker Security Assistant	LEVEL XV Secretary - Highlands M.S. Principal Payroll Clerk
LEVEL V Account-Clerk Supervising Teacher Aide	LEVEL XVI None
LEVEL VI Computer Instructional Assistant Grounds Worker Office Assistant II Office Assistant II-Spanish Speaking Swimming Pool Attendant Family Information Center Assistant Information Assistant /Translator Senior Clerk HS School Security Supervisor	LEVEL XVII Senior Custodian Lead Grounds Worker Maintenance Mechanic Senior Information Processing Specialist Senior Payroll Clerk Transportation Assistant
LEVEL VII Duplication Specialist Requisition Control Clerk Physical Education Assistant Lifeguard	LEVEL XVIII HVAC/Electrical/Plumber Maintenance Mechanic
LEVEL VIII None	LEVEL XIX Head Custodian – MS
LEVEL IX Transportation Clerk Information Processing Specialist Food Service Assistant Youth Service Aide HS Attendance Liaison	LEVEL XX Administrative Assistant Coordinator Hispanic Outreach Program Coordinator Parent Information Center Media Technician School Technology Specialist Head Custodian-HS
LEVEL X Employee Benefits Clerk Bookroom Clerk	LEVEL XXI Television Production Specialist School Technology Coordinator Accountant
LEVEL XI Custodian Secretary Director of Security	LEVEL XXIIA Registered Professional Nurse

Exhibit B – Board of Education Policies (Extract)

CONDITIONS OF EMPLOYMENT

1. Credit for at least one year of related school experience in White Plains or elsewhere Step 2 of the Salary Schedule.
2. Credit for two years or more of related school experience in White Plains or elsewhere Step 3 of the Salary Schedule.
3. Credit for three years or more of related school experience in White Plains or elsewhere Step 4 of the Salary Schedule (effective July 1, 1994), and subject to formal Board action.
4. Experience credit for other than school work to be approved individually by special action of the Board upon recommendation.

TRANSFERS

Staff members may be transferred or their assignments may be changed by the Assistant Superintendent whenever he/she considers such action necessary or desirable.

- a. An Operations and Maintenance employee who wishes to request a transfer from one school to another should direct his/her letter of request to the Human Resources Office via his current principal and the Director of School Facilities and Operations.
- b. All other Civil Service employees who wish to request a transfer from one school to another should direct their letters to the Human Resources Office via their principal, department head or supervisor.

RETIREMENT SYSTEM

It is mandatory that all regularly appointed, full-time personnel join the New York State Employees' Retirement System. Laborers, food and nutrition program employees and hourly employees may join the New York State Employees' Retirement System. Social Security coverage is mandatory for all employees.

ATTENDANCE AT WORKSHOPS AND MEETINGS

When a staff member is assigned by the Superintendent or designee to attend a workshop for the specific purpose of gaining certain specialized knowledge necessary for the performance of his/her duties, the expenses to a maximum of one week may be paid when funds are available.

JURY DUTY

An employee called to jury duty will receive full pay for time served; however, the jury fee must be refunded to the School District. Any travel expense check may be retained by the employee. Employees dismissed from jury service for the day in time to report to work are encouraged to do so, and may retain all or a proportionate part of their jury fee as well as their salary.

COURT CASES

Whenever an employee is required to appear in court as a witness for a case connected with the schools, there shall be no deduction in salary; but in cases not connected with the schools, there shall be a deduction unless an application for absence due to urgent personal business has had prior approval.

ABSENCE DUE TO ACCIDENT IN LINE OF DUTY

Any Civil Service employee appointed by the Board of Education may receive his/her scheduled salary when an accident is covered by Worker's Compensation Insurance. Any compensation payments will be endorsed and turned over to the Board of Education while the employee is being paid salary. No deduction will be made from sick leave credit during such absence. If the accident causes absence beyond thirty (30) working days, the employee may request from the Superintendent or designee an extension of the period of absence during which the employee may be paid without loss of sick leave credit. If the Superintendent or designee approves, he will make his recommendation to the Board of Education, whose authorization must be secured for payment of salary without deduction from sick leave for absence beyond thirty days for any one such accident.

ABSENCE AFTER EXHAUSTING SICK LEAVE

An employee who is on an approved absence from duty for more than two months after his/her sick leave allowance has been exhausted will be considered as absent without leave after seven (7) days without notification after the completion of the approved leave to the Human Resources Office, unless he/she applies and is granted a leave of absence by the Board of Education. Without notification, Article 14, Job Abandonment, will apply.

EXHIBIT C - Teacher Aides - Teaching Assistants – Computer Aides Salary Schedule

WHITE PLAINS CITY SCHOOLS

CSEA Bargaining Unit

Aides, Teaching Assts., Computer Aide

Converts Post 2009 to Pre 2009 Schedules

July 19, 2022 DC1

2022-23 - Combined Pre and Post 2009 Schedule

Post 2009 moved up a step on Post 2009 Schedule
Post 2009 then moved to Pre 2009 Schedule, placed on the step
closest to salary after step movement
Pre 2009 schedule New 5% step 8 added
Steps 1- 8 - 100.00%

Step	AIDE	TEACHING ASST	COMPUTER AIDE
1.00	25,170	31,465	31,465
2.00	25,957	33,839	33,839
3.00	26,692	36,329	36,329
4.00	27,608	38,741	38,741
5.00	28,575	41,192	41,192
6.00	29,362	43,657	43,657
W/O Step = Step 7	29,945	44,523	44,523
New Step 8 - 5% step	31,443	46,749	46,749

2023-24

Steps 1-8 101.50%

Step	AIDE	TEACHING ASST	COMPUTER AIDE
1.00	25,547	31,937	31,937
2.00	26,346	34,347	34,347
3.00	27,092	36,874	36,874
4.00	28,022	39,322	39,322
5.00	29,004	41,810	41,810
6.00	29,803	44,311	44,311
7.00	30,394	45,191	45,191
8.00	31,914	47,451	47,451

2024-25

Steps 1-8 101.50%

Step	AIDE	TEACHING ASST	COMPUTER AIDE
1.00	25,930	32,416	32,416
2.00	26,741	34,862	34,862
3.00	27,499	37,427	37,427
4.00	28,442	39,912	39,912
5.00	29,439	42,438	42,438
6.00	30,250	44,976	44,976
7.00	30,850	45,869	45,869
8.00	32,393	48,162	48,162

2025-26

Steps 1-8 101.50%

Step	AIDE	TEACHING ASST	COMPUTER AIDE
1.00	26,319	32,903	32,903
2.00	27,142	35,385	35,385
3.00	27,911	37,988	37,988
4.00	28,869	40,511	40,511
5.00	29,881	43,074	43,074
6.00	30,704	45,651	45,651
7.00	31,313	46,557	46,557
8.00	32,879	48,885	48,885

2022-23 - Combined Pre and Post 2011 Schedule

Post 2011 moved up a step on Post 2011 Schedule

Post 2011 then moved to Pre 2011 Schedule, placed on the step

closest to salary after step movement

Pre 2011 schedule New 5% step 10 added

Steps 1-10 - 100.00%

Step	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII	XIV	XV	XVI	XVII	XVIII	XIX	XX	XXI	XXII
1.00	33,783	35,411	35,637	36,799	38,878	39,108	39,575	39,806	40,500	43,506	43,744	43,969	44,207	44,664	47,208	47,676	49,763	53,227	53,694	56,006	61,157	61,322
2.00	35,818	37,528	37,768	39,010	41,207	41,455	41,938	42,189	42,934	46,115	46,359	46,613	46,859	47,340	50,044	50,534	52,734	56,418	56,914	59,364	64,823	64,992
3.00	37,840	39,653	39,914	41,207	43,542	43,804	44,326	44,582	45,352	48,721	48,986	49,243	49,508	50,018	52,871	53,389	55,729	59,611	60,129	62,724	68,505	68,691
4.00	39,719	41,778	42,057	43,418	45,877	46,158	46,698	46,962	47,779	51,338	51,613	51,877	52,149	52,703	55,702	56,252	58,715	62,808	63,350	66,085	72,162	72,355
5.00	41,897	43,809	44,187	45,625	48,212	48,492	49,068	49,356	50,216	53,946	54,241	54,521	54,812	55,381	58,534	59,109	61,700	66,000	66,570	69,439	75,833	76,037
6.00	43,922	46,029	46,331	47,837	50,544	50,832	51,451	51,740	52,646	56,553	56,853	57,161	57,458	58,059	61,373	61,980	64,681	69,197	69,798	72,767	79,501	79,717
7.00	45,945	48,153	48,271	50,044	52,871	53,192	53,814	54,132	55,075	59,164	59,486	59,795	60,109	61,010	64,215	64,840	67,661	72,387	73,022	76,163	83,443	83,663
8.00	47,980	50,280	50,612	52,255	55,205	55,543	56,183	56,531	57,508	61,780	62,106	62,433	62,758	63,429	67,044	67,695	70,658	75,580	76,236	79,526	86,841	87,072
W/O Step = 9	48,932	51,278	51,617	53,292	56,301	56,646	57,299	57,654	58,649	63,006	63,339	63,672	64,004	64,688	68,375	69,039	72,061	77,080	77,749	81,104	88,565	88,801
New Step 10 = 5%	51,379	53,842	54,198	55,957	59,116	59,478	60,163	60,536	61,582	66,157	66,505	66,856	67,204	67,923	71,794	72,491	75,664	80,934	81,636	85,160	92,993	93,241

2023-24 Steps 1-10 101.50%

Step	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII	XIV	XV	XVI	XVII	XVIII	XIX	XX	XXI	XXII
1.00	34,290	35,942	36,172	37,351	39,461	39,695	40,169	40,404	41,107	44,159	44,400	44,639	44,870	45,334	47,917	48,392	50,510	54,026	54,500	56,846	62,074	62,242
2.00	36,355	38,091	38,334	39,596	41,826	42,077	42,567	42,822	43,578	46,807	47,055	47,312	47,562	48,050	50,795	51,292	53,525	57,264	57,767	60,255	65,795	65,966
3.00	38,407	40,247	40,512	41,826	44,196	44,461	44,991	45,250	46,032	49,452	49,721	49,982	50,251	50,768	53,664	54,190	56,565	60,506	61,031	63,665	69,532	69,722
4.00	40,315	42,405	42,687	44,070	46,566	46,850	47,398	47,667	48,496	52,108	52,387	52,655	52,931	53,494	56,538	57,096	59,595	63,750	64,300	67,076	73,245	73,441
5.00	42,526	44,666	44,949	46,309	48,936	49,219	49,804	50,096	50,970	54,755	55,055	55,339	55,624	56,212	59,412	59,996	62,626	66,990	67,568	70,480	76,971	77,178
6.00	44,581	46,720	47,026	48,554	51,302	51,594	52,222	52,517	53,435	57,401	57,706	58,018	58,320	58,930	62,294	62,910	65,651	70,235	70,845	73,859	80,694	80,913
7.00	46,635	48,875	48,995	50,795	53,664	53,990	54,622	54,944	55,901	60,051	60,379	60,692	61,011	61,926	65,178	65,812	68,676	73,473	74,117	77,306	84,695	84,918
8.00	48,700	51,034	51,371	53,039	56,033	56,376	57,026	57,379	58,370	62,707	63,037	63,369	63,700	64,381	68,050	68,710	71,718	76,713	77,379	80,719	88,143	88,378
9.00	49,666	52,047	52,391	54,092	57,145	57,496	58,158	58,518	59,529	63,951	64,289	64,627	64,964	65,659	69,401	70,074	73,142	78,236	78,915	82,321	89,893	90,133
10.00	52,150	54,650	55,011	56,796	60,002	60,370	61,066	61,444	62,506	67,149	67,503	67,858	68,212	68,942	72,871	73,578	76,799	82,148	82,861	86,437	94,388	94,639

2024-25 Steps 1-10 101.50%

Step	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII	XIV	XV	XVI	XVII	XVIII	XIX	XX	XXI	XXII
1.00	34,804	36,482	36,715	37,911	40,053	40,290	40,771	41,010	41,724	44,821	45,066	45,298	45,543	46,014	48,635	49,117	51,267	54,836	55,317	57,699	63,005	63,176
2.00	36,900	38,662	38,909	40,190	42,453	42,708	43,205	43,464	44,232	47,509	47,761	48,022	48,276	48,771	51,557	52,061	54,328	58,123	58,634	61,158	66,782	66,956
3.00	38,983	40,851	41,120	42,453	44,859	45,128	45,665	45,929	46,723	50,193	50,467	50,731	51,005	51,530	54,469	55,002	57,413	61,413	61,947	64,620	70,575	70,768
4.00	40,920	42,841	43,128	44,511	47,064	47,353	47,890	48,129	48,924	52,490	52,764	53,038	53,312	53,846	56,885	57,428	60,489	64,707	65,264	68,082	74,343	74,542
5.00	42,846	44,833	45,122	47,004	49,670	49,957	50,551	50,847	51,734	55,576	55,880	56,169	56,459	57,055	60,303	60,896	63,565	67,995	68,582	71,537	78,125	78,335
6.00	44,750	46,820	47,111	49,083	51,868	52,162	52,768	53,066	54,034	58,022	58,327	58,632	58,937	59,481	62,728	63,324	66,036	70,566	71,188	74,366	81,904	82,126
7.00	46,684	48,846	49,141	51,157	54,069	54,368	54,980	55,281	56,260	60,362	60,667	60,972	61,277	61,821	65,068	65,670	68,402	73,032	73,664	76,855	84,695	84,918
8.00	48,600	50,842	51,141	53,205	56,141	56,442	57,066	57,371	58,362	62,586	62,891	63,196	63,501	64,045	67,292	67,894	70,626	75,256	75,868	79,119	86,959	87,182
9.00	50,516	52,838	53,141	55,225	58,181	58,484	59,110	59,417	60,418	64,642	64,947	65,252	65,557	66,101	69,348	69,950	72,682	77,312	77,924	81,175	89,015	89,238
10.00	52,432	54,846	55,151	57,249	60,215	60,522	61,150	61,459	62,460	66,684	66,989	67,294	67,599	68,143	71,390	71,992	74,724	79,354	79,966	83,217	91,057	91,280

2025-26 Steps 1-10 101.50%

Step	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII	XIV	XV	XVI	XVII	XVIII	XIX	XX	XXI	XXII
1.00	35,326	37,029	37,265	38,479	40,654	40,894	41,383	41,625	42,349	45,494	45,742	45,978	46,226	46,704	49,365	49,854	52,036	55,659	56,147	58,584	63,950	64,124
2.00	37,454	39,242	39,493	40,792	43,090	43,348	43,853	44,116	44,895	48,222	48,477	48,742	49,000	49,502	52,330	52,842	55,143	58,995	59,513	62,076	67,784	67,960
3.00	39,568	41,464	41,737	43,090	45,531	45,804	46,350	46,618	47,424	50,946	51,224	51,492	51,770	52,303	55,286	55,827	58,275	62,334	62,876	65,590	71,634	71,829
4.00	41,534	43,687	43,978	45,402	47,973	48,266	48,831	49,107	49,962	53,683	53,971	54,247	54,531	55,110	58,247	58,822	61,397	65,677	66,243	69,103	75,458	75,660
5.00	43,611	45,810	46,105	47,609	50,145	50,440	51,019	51,310	52,110	56,010	56,309	56,608	56,907	57,486	60,623	61,208	63,819	68,115	68,700	71,610	78,297	78,510
6.00	45,699	48,032	48,331	50,022	52,653	52,954	53,541	53,840	54,640	58,640	58,940	59,240	59,540	60,120	63,257	63,842	66,453	71,083	71,668	74,678	81,433	81,646
7.00	47,786	50,159	50,460	52,330	55,086	55,388	56,000	56,302	57,110	61,110	61,410	61,710	62,010	62,590	65,727	66,312	68,923	73,553	74,138	77,148	84,003	84,216
8.00	49,874	52,277	52,580	54,642	57,426	57,728	58,350	58,652	59,460	63,460	63,760	64,060	64,360	64,940	68,077	68,662	71,273	75,903	76,488	79,498	86,453	86,666
9.00	51,962	54,395	54,700	56,842	59,646	59,950	60,572	60,876	61,684	65,684	65,988	66,292	66,596	67,176	70,313	70,908	73,519	78,149	78,734	81,744	88,799	89,012
10.00	54,050	56,503	56,809	59,033	61,838	62,142	62,764	63,068	63,876	67,876	68,180	68,484	68,788	69,368	72,505	73,100	75,711	80,341	80,926	83,936	90,991	91,204

2022-23 - Combined Pre and Post 2011 Schedule

Post 2011 moved up a step on Post 2011 Schedule
Post 2011 then moved to Pre 2011 Schedule, placed on the step
closest to salary after step movement
Pre 2011 schedule New 5% step 10 added
Steps 1-10 - 100.00%
No New Hires will be placed on 11 Mos Schedules

Step	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII	XIV	XV	XVI	XVII	XVIII	XIX	XX	XXI
1.00	37,228	39,017	39,265	40,546	42,836	43,090	43,608	43,860	44,624	47,935	48,198	48,446	48,709	49,213	52,018	52,532	54,832	58,651	59,166	61,707	67,388
2.00	39,468	41,349	41,612	42,984	45,407	45,676	46,213	46,483	47,306	50,812	51,082	51,363	51,630	52,166	55,141	55,677	58,109	62,166	62,712	65,407	71,420
3.00	41,692	43,690	43,962	45,407	47,976	48,266	48,838	49,122	49,972	53,683	53,975	54,256	54,554	55,111	58,258	58,823	61,404	65,686	66,250	69,116	75,483
4.00	43,764	46,032	46,341	47,840	50,551	50,858	51,454	51,744	52,647	56,569	56,871	57,164	57,461	58,070	61,377	61,982	64,696	69,209	69,802	72,818	79,510
5.00	46,165	48,371	48,690	50,275	53,123	53,432	54,065	54,382	55,329	59,438	59,764	60,075	60,398	61,021	64,496	65,133	67,985	72,721	73,350	76,511	83,555
6.00	48,397	50,714	51,047	52,709	55,692	56,009	56,687	57,010	58,004	62,315	62,646	62,982	63,310	63,974	67,627	68,292	71,268	76,245	76,903	80,181	87,600
7.00	50,626	53,061	53,408	55,141	58,258	58,609	59,297	59,643	60,681	65,191	65,548	65,886	66,232	67,223	70,752	71,446	74,551	79,757	80,456	83,924	91,940
8.00	52,864	55,399	55,761	57,576	60,830	61,199	61,907	62,286	63,367	68,073	68,432	68,791	69,151	69,890	73,872	74,588	77,853	83,278	84,001	87,626	95,687
W/O Step = 9	54,722	57,346	57,721	59,599	62,968	63,350	64,083	64,475	65,594	70,465	70,838	71,209	71,582	72,346	76,468	77,210	80,590	86,205	86,953	90,706	99,050
New Step 10 = 5%	57,459	60,213	60,607	62,579	66,116	66,518	67,287	67,699	68,874	73,989	74,380	74,770	75,161	75,964	80,292	81,071	84,619	90,515	91,301	95,241	104,003

2023-24 Steps 1-10 101.50%

Step	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII	XIV	XV	XVI	XVII	XVIII	XIX	XX	XXI
1.00	37,787	39,602	39,854	41,154	43,478	43,737	44,262	44,518	45,293	48,654	48,921	49,173	49,440	49,952	52,799	53,320	55,655	59,531	60,053	62,632	68,399
2.00	40,060	41,969	42,236	43,629	46,088	46,361	46,906	47,181	48,016	51,574	51,849	52,133	52,404	52,949	55,968	56,512	58,980	63,099	63,652	66,388	72,492
3.00	42,318	44,345	44,642	46,088	48,695	48,989	49,570	49,859	50,722	54,488	54,784	55,070	55,372	55,938	59,132	59,705	62,325	66,671	67,244	70,153	76,615
4.00	44,421	46,723	47,036	48,557	51,309	51,621	52,226	52,520	53,437	57,417	57,724	58,021	58,323	58,941	62,297	62,911	65,667	70,248	70,849	73,910	80,703
5.00	46,858	49,096	49,420	51,029	53,920	54,234	54,876	55,198	56,159	60,330	60,661	60,976	61,304	61,936	65,463	66,110	69,004	73,812	74,450	77,658	84,808
6.00	49,123	51,475	51,813	53,500	56,527	56,849	57,538	57,865	58,874	63,250	63,586	63,927	64,260	64,933	68,641	69,317	72,337	77,389	78,057	81,383	88,914
7.00	51,385	53,857	54,206	55,968	59,132	59,488	60,187	60,538	61,592	66,169	66,531	66,875	67,226	68,231	71,813	72,517	75,670	80,954	81,662	85,183	93,319
8.00	53,657	56,230	56,597	58,439	61,742	62,117	62,836	63,220	64,317	69,094	69,459	69,823	70,188	70,938	74,980	75,707	79,021	84,527	85,261	88,941	97,123
9.00	55,543	58,206	58,587	60,493	63,913	64,301	65,044	65,443	66,578	71,522	71,900	72,277	72,655	73,431	77,615	78,368	81,798	87,498	88,257	92,067	100,536
10.00	58,320	61,117	61,516	63,518	67,108	67,516	68,297	68,715	69,907	75,098	75,495	75,891	76,288	77,103	81,496	82,287	85,888	91,873	92,670	96,670	105,563

2024-25 Steps 1-10 101.50%

Step	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII	XIV	XV	XVI	XVII	XVIII	XIX	XX	XXI
1.00	38,354	40,196	40,452	41,772	44,130	44,393	44,926	45,185	45,973	49,384	49,654	49,910	50,181	50,701	53,591	54,120	56,489	60,424	60,954	63,572	69,425
2.00	40,661	42,598	42,870	44,283	46,780	47,056	47,610	47,888	48,736	52,348	52,626	52,915	53,191	53,743	56,808	57,360	59,865	64,045	64,607	67,383	73,579
3.00	42,953	45,010	45,311	46,780	49,426	49,724	50,314	50,607	51,483	55,305	55,606	55,896	56,203	56,777	60,019	60,601	63,260	67,671	68,253	71,205	77,765
4.00	45,087	47,424	47,742	49,286	52,079	52,396	53,009	53,308	54,238	58,278	58,590	58,892	59,198	59,826	63,232	63,855	66,652	71,301	71,911	75,019	81,913
5.00	47,560	49,833	50,162	51,794	54,729	55,047	55,699	56,026	57,001	61,235	61,571	61,891	62,223	62,865	66,445	67,101	70,039	74,919	75,567	78,823	86,080
6.00	49,860	52,247	52,590	54,303	57,375	57,702	58,401	58,733	59,757	64,198	64,539	64,886	65,224	65,907	69,671	70,357	73,423	78,550	79,228	82,604	90,247
7.00	52,156	54,665	54,996	56,808	60,019	60,380	61,090	61,446	62,515	67,161	67,529	67,878	68,234	69,254	72,890	73,605	76,805	82,168	82,887	86,461	94,718
8.00	54,462	57,073	57,446	59,316	62,669	63,049	63,778	64,169	65,282	70,130	70,501	70,870	71,241	72,002	76,105	76,843	80,206	85,795	86,539	90,275	98,579
9.00	56,376	59,079	59,465	61,401	64,871	65,265	66,020	66,424	67,576	72,595	72,979	73,361	73,745	74,533	78,780	79,544	83,025	88,810	89,581	93,448	102,044
10.00	58,195	62,033	62,439	64,471	68,115	68,528	69,321	69,745	70,955	76,225	76,628	77,029	77,432	78,260	82,719	83,521	87,177	93,251	94,060	98,120	107,146

2025-26 Steps 1-10 101.50%

Step	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII	XIV	XV	XVI	XVII	XVIII	XIX	XX	XXI
1.00	38,929	40,799	41,059	42,398	44,792	45,059	45,600	45,863	46,662	50,125	50,389	50,659	50,934	51,461	54,395	54,932	57,337	61,330	61,868	64,525	70,466
2.00	41,271	43,237	43,513	44,948	47,481	47,762	48,324	48,607	49,467	53,133	53,416	53,709	53,988	54,549	57,660	58,220	60,763	65,006	65,576	68,394	74,683
3.00	43,597	45,686	45,991	47,481	50,167	50,470	51,068	51,366	52,255	56,135	56,440	56,744	57,046	57,629	60,919	61,510	64,209	68,686	69,277	72,273	78,931
4.00	45,763	48,135	48,458	50,025	52,680	53,002	53,604	53,907	54,852	59,052	59,353	59,659	59,975	60,586	64,180	64,813	67,652	72,371	72,990	76,144	83,142
5.00	48,274	50,580	50,914	52,571	55,550	55,873	56,534	56,866	57,856	62,154	62,494	62,819	63,157	63,808	67,442	68,108	71,090	76,043	76,700	80,005	87,371
6.00	50,608	53,031	53,379	55,117	58,236	58,568	59,277	59,614	60,653	65,161	65,507	65,859	66,202	66,896	70,716	71,412	74,524	79,728	80,416	83,843	91,601
7.00	52,938	55,484	55,818	57,660	60,919	61,286	62,006	62,368	63,453	68,169	68,542	68,906	69,258	70,293	73,983	74,709	77,957	83,400	84,131	87,758	96,139
8.00	55,279	57,929	58,308	60,206	63,609	63,995	64,735	65,131	66,261	71,182	71,558	71,933	72,310	73,082	77,246	77,995	81,409	87,082	87,838	91,629	100,058
9.00	57,222	59,966	60,357	62,322	65,844	66,244	67,010	67,421	68,590	73,684	74,074	74,462	74,851	75,651	79,961	80,737	84,271	90,143	90,925	94,849	103,575
10.00	60,083	62,964	63,375	65,438	69,136	69,556	70,361	70,792	72,020	77,368	77,777	78,185	78,594	79,433	83,959	84,774	88,484	94,650	95,471	99,592	108,754

2022-23 - Combined Pre and Post 2011 Schedule

Post 2011 moved up a step on Post 2011 Schedule
Post 2011 then moved to Pre 2011 Schedule, placed on the step
closest to salary after step movement
Pre 2011 schedule New 5% step 10 added
Steps 1-10 - 100.00%

Step	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII	XIV	XV	XVI	XVII	XVIII	XIX	XX	XXI
1.00	40,664	42,622	42,896	44,294	46,794	47,077	47,640	47,914	48,749	52,367	52,653	52,925	53,213	53,764	56,829	57,390	59,902	64,075	64,634	67,415	73,617
2.00	43,115	45,168	45,459	46,957	49,602	49,896	50,484	50,781	51,679	55,508	55,803	56,109	56,406	56,986	60,236	60,829	63,480	67,912	68,506	71,453	78,021
3.00	45,544	47,730	48,047	49,602	52,409	52,726	53,353	53,663	54,592	58,644	58,966	59,271	59,596	60,208	63,644	64,260	67,081	71,756	72,377	75,503	82,459
4.00	47,809	50,287	50,623	52,264	55,223	55,560	56,208	56,530	57,513	61,797	62,125	62,449	62,770	63,437	67,052	67,712	70,673	75,604	76,253	79,547	86,861
5.00	50,431	52,841	53,191	54,921	58,033	58,372	59,064	59,409	60,446	64,932	65,290	65,629	65,978	66,660	70,460	71,153	74,269	79,443	80,132	83,586	91,279
6.00	52,869	55,402	55,767	57,581	60,838	61,187	61,930	62,280	63,368	68,074	68,435	68,803	69,164	69,885	73,878	74,606	77,856	83,291	84,014	87,592	95,698
7.00	55,304	57,966	58,336	60,236	63,644	64,025	64,781	65,159	66,292	71,215	71,603	71,978	72,353	73,435	77,293	78,047	81,444	87,128	87,896	91,678	100,436
8.00	57,754	60,522	60,899	62,899	66,449	66,838	67,629	68,049	69,224	74,367	74,759	75,151	75,543	76,353	80,697	81,486	85,051	90,978	91,767	95,724	104,533
W/O Step = 9	59,784	62,649	63,060	65,109	68,784	69,208	70,006	70,441	71,657	76,980	77,387	77,792	78,198	79,037	83,533	84,350	88,041	94,176	94,992	99,089	108,207
New Step 10 = 5%	62,773	65,782	66,213	68,365	72,224	72,669	73,506	73,963	75,240	80,829	81,256	81,682	82,108	82,989	87,710	88,568	92,443	98,884	99,742	104,043	113,617

2023-24 Steps 1-10 101.50%

Step	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII	XIV	XV	XVI	XVII	XVIII	XIX	XX	XXI
1.00	41,274	43,261	43,540	44,958	47,496	47,783	48,355	48,633	49,481	53,152	53,443	53,719	54,011	54,571	57,681	58,251	60,801	65,036	65,603	68,426	74,721
2.00	43,761	45,846	46,141	47,661	50,346	50,644	51,241	51,543	52,454	56,341	56,640	56,951	57,252	57,840	61,139	61,741	64,432	68,931	69,533	72,525	79,191
3.00	46,227	48,445	48,768	50,346	53,195	53,517	54,153	54,467	55,411	59,523	59,851	60,180	60,489	61,111	64,598	65,224	68,088	72,832	73,462	76,636	83,696
4.00	48,526	51,042	51,382	53,048	56,051	56,394	57,051	57,378	58,376	62,724	63,057	63,385	63,712	64,388	68,057	68,727	71,733	76,738	77,396	80,740	88,164
5.00	51,187	53,834	54,189	55,945	58,804	59,147	59,850	60,300	61,352	65,806	66,169	66,514	66,867	67,660	71,517	72,220	75,383	80,635	81,334	84,839	92,649
6.00	53,662	56,233	56,604	58,445	61,351	61,704	62,458	62,814	63,618	68,095	68,461	68,835	69,201	70,034	74,087	74,726	78,024	83,440	84,140	87,896	95,933
7.00	56,134	58,836	59,207	61,139	64,098	64,455	65,353	65,713	66,617	71,284	71,677	72,058	72,438	73,356	77,452	78,118	81,665	87,345	88,045	91,944	100,192
8.00	58,620	61,430	61,801	63,842	66,846	67,201	68,198	68,601	69,607	74,382	74,781	75,162	75,542	76,476	80,677	81,343	85,088	90,978	91,678	95,724	104,533
9.00	60,681	63,589	63,960	66,006	69,016	69,371	70,368	70,771	71,778	76,603	77,009	77,400	77,791	78,744	82,945	83,611	87,516	93,588	94,288	98,433	107,681
10.00	63,715	66,769	67,140	69,190	72,200	72,555	73,552	73,955	74,962	79,837	80,242	80,643	81,044	82,017	86,318	86,984	91,089	97,261	97,961	102,207	111,455

2024-25 Steps 1-10 101.50%

Step	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII	XIV	XV	XVI	XVII	XVIII	XIX	XX	XXI
1.00	41,893	43,910	44,193	45,633	48,209	48,500	49,080	49,362	50,223	53,949	54,245	54,525	54,821	55,389	58,546	59,125	61,713	66,011	66,587	69,452	75,842
2.00	44,418	46,534	46,833	48,376	51,011	51,404	52,010	52,316	53,241	57,186	57,490	57,805	58,111	58,708	62,056	62,667	65,399	69,965	70,576	73,613	80,379
3.00	46,921	49,172	49,499	51,101	53,993	54,320	54,965	55,284	56,242	60,416	60,748	61,082	61,397	62,028	65,567	66,203	69,109	73,924	74,564	77,785	84,952
4.00	49,254	51,807	52,153	53,843	56,892	57,240	57,907	58,239	59,252	63,665	64,003	64,336	64,667	65,354	69,078	69,758	72,809	77,889	78,557	81,951	89,466
5.00	51,955	54,438	54,799	56,581	59,787	60,136	60,849	61,204	62,273	66,895	67,263	67,613	67,972	68,675	72,589	73,303	76,514	81,844	82,554	86,112	94,038
6.00	54,467	57,077	57,453	59,321	62,677	63,036	63,801	64,162	65,283	70,131	70,503	70,882	71,254	71,998	76,111	76,861	80,210	85,808	86,554	90,240	98,590
7.00	56,976	59,718	59,863	62,056	65,567	65,960	66,739	67,129	68,295	73,368	73,767	74,154	74,540	75,354	79,629	80,406	83,905	89,762	90,552	94,449	103,471
8.00	59,500	62,351	62,760	64,800	68,457	68,879	69,673	70,106	71,317	76,614	77,019	77,422	77,826	78,661	83,136	83,949	87,622	93,728	94,540	98,618	107,692
9.00	61,591	64,543	64,966	67,077	70,863	71,300	72,122	72,570	73,403	79,007	79,426	79,844	80,261	81,126	85,658	86,480	90,202	97,022	97,863	102,084	111,477
10.00	64,671	67,770	68,215	70,431	74,407	74,865	75,728	76,199	77,154	83,273	83,712	84,151	84,589	85,497	90,361	91,245	95,237	101,873	102,756	107,188	117,051

2025-26 Steps 1-10 101.50%

Step	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII	XIV	XV	XVI	XVII	XVIII	XIX	XX	XXI
1.00	42,521	44,569	44,855	46,317	48,932	49,227	49,816	50,103	50,976	54,759	55,058	55,342	55,643	56,220	59,424	60,012	62,639	67,001	67,586	70,494	76,980
2.00	45,084	47,232	47,536	49,102	51,867	52,175	52,790	53,101	54,039	58,044	58,352	58,672	58,983	59,589	62,987	63,607	66,380	71,015	71,635	74,717	81,585
3.00	47,625	49,910	50,242	51,867	54,803	55,135	55,790	56,114	57,086	61,222	61,560	61,908	62,256	62,958	66,551	67,196	70,146	75,033	75,683	78,952	86,226
4.00	49,993	52,584	52,935	54,651	57,745	58,098	58,775	59,113	60,140	64,620	64,963	65,301	65,637	66,334	70,114	70,805	73,901	79,058	79,736	83,181	90,829
5.00	52,734	55,255	55,621	57,430	60,684	61,038	61,762	62,122	63,207	67,898	68,272	68,627	68,991	69,705	73,678	74,403	77,661	83,072	83,792	87,404	95,449
6.00	55,284	57,933	58,315	60,211	63,617	63,981	64,758	65,125	66,262	71,183	71,561	71,946	72,323	73,078	77,253	78,014	81,413	87,095	87,852	91,593	100,069
7.00	57,831	60,614	60,761	62,987	66,551	66,949	67,740	68,136	69,320	74,468	74,873	75,266	75,658	76,489	80,823	81,612	85,164	91,108	91,911	95,866	105,024
8.00	60,392	63,287	63,702	65,772	69,484	69,912	70,718	71,158	72,386	77,764	78,174	78,584	78,993	79,841	84,383	85,208	88,936	95,134	95,958	100,097	109,308
9.00	62,515	65,511	65,941	68,083	71,926	72,370	73,204	73,659	74,931	80,497	80,922	81,346	81,770	82,647	87,349	88,203	92,062	98,477	99,331	103,615	113,149
10.00	65,641	68,787	69,238	71,488	75,523	75,988	76,864	77,342	78,677	84,522	84,968	85,413	85,858	86,780	91,716	92,613	96,665	103,401	104,298	108,796	118,807

WHITE PLAINS CITY SCHOOLS
 Salary Schedules
 10- Month Food Service/Monitors
 Converts Post FSH 2011 to Pre 2011 Schedules

2022-23 - Combined Pre and Post 2011 Schedule

Post 2011 moved up a step on Post 2011 Schedule
 Post 2011 then moved to Pre 2011 Schedule, placed on the step
 closest to salary after step movement
 Pre 2011 schedule New 5% step 10 added
 Steps 1- 10 - 100.00%

Step	FSH-BEF/ Monitors	COOK+.50	COOK	COOKMGR	SRCKMGR
1	15.36	-	19.10	22.13	25.62
2	16.31	-	19.66	22.64	26.88
3	17.31	-	20.20	23.20	27.97
4	18.20	-	20.68	23.72	28.95
5	19.12	-	21.22	24.25	30.32
6	20.10	-	21.74	24.69	31.25
7	20.95	-	-	-	-
8	21.90	21.62	-	-	-
W/O Step = 9	22.33	23.06	22.17	25.18	31.87
New Step 10 at 5%	23.45	24.21	23.28	26.44	33.46

2023-24 Steps 1-10 101.50%

Step	FSH-BEF/ Monitors	COOK+.50	COOK	COOKMGR	SRCKMGR
1	15.59	-	19.39	22.46	26.00
2	16.55	-	19.95	22.98	27.28
3	17.57	-	20.50	23.55	28.39
4	18.47	-	20.99	24.08	29.38
5	19.41	-	21.54	24.61	30.77
6	20.40	-	22.07	25.06	31.72
7	21.26	-	-	-	-
8	22.23	21.94	-	-	-
9	22.66	23.41	22.50	25.56	32.35
10	23.80	24.58	23.63	26.84	33.97

2024-25 Steps 1-10 101.50%

Step	FSH-BEF/ Monitors	COOK+.50	COOK	COOKMGR	SRCKMGR
1	15.82	-	19.68	22.80	26.39
2	16.80	-	20.25	23.32	27.69
3	17.83	-	20.81	23.90	28.82
4	18.75	-	21.31	24.44	29.83
5	19.70	-	21.86	24.98	31.24
6	20.71	-	22.40	25.44	32.19
7	21.58	-	-	-	-
8	22.56	22.27	-	-	-
9	23.00	23.76	22.84	25.94	32.83
10	24.16	24.94	23.98	27.24	34.47

2025-26 Steps 1-10 101.50%

Step	FSH-BEF/ Monitors	COOK+.50	COOK	COOKMGR	SRCKMGR
1	16.06	-	19.97	23.14	26.79
2	17.06	-	20.56	23.67	28.11
3	18.10	-	21.12	24.26	29.25
4	19.03	-	21.62	24.80	30.27
5	19.99	-	22.19	25.36	31.70
6	21.02	-	22.73	25.82	32.68
7	21.91	-	-	-	-
8	22.90	22.61	-	-	-
9	23.35	24.11	23.18	26.33	33.33
10	24.52	25.32	24.34	27.65	34.99