

AGREEMENT
between the
GREAT NECK BOARD OF EDUCATION
GREAT NECK UNION FREE SCHOOL DISTRICT
and the
GREAT NECK SCHOOL FOOD AND NUTRITION
PROFESSIONAL ASSOCIATION

JULY 1, 2023 – JUNE 30, 2027

Great Neck Public Schools



Where Discovery Leads to Greatness

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Preamble

IT IS AGREED THAT THE FOLLOWING PROVISIONS SHALL TAKE EFFECT AS OF JULY 1, 2023 UNLESS OTHERWISE INDICATED, AND CONTINUE IN EFFECT UNTIL JUNE 30, 2027.

Article 1: Salary Schedule and Conditions

- A. Effective July 1, 2023, members of the Great Neck School Food and Nutrition Professional Association shall be compensated in accordance with the salary schedule annexed hereto as Appendix "A1". Unit members who joined the unit between July 1, 2017 and February 27, 2024 shall be placed on Step 2 of the salary schedule.

Effective July 1, 2024, the salary schedule shall be increased by 2.0% plus step (Appendix "A2").

Effective July 1, 2025, the salary schedule shall be increased by 2.0% plus step (Appendix "A3").

Effective July 1, 2026, the salary schedule shall be increased by 2.0% plus step (Appendix "A4").

- B. The work year for School Food and Nutrition Professionals is 187 days. The School Food and Nutrition Professionals' salary will be calculated on an hourly rate times 187 days and divided by 20 payments. At the end of the school year the last payroll will be adjusted according to the number of days worked during the school year.
- C. For the purposes of this Agreement, a full-time employee works five (5) hours or more, and a part-time employee works less than five (5) hours.

Article 2: Group Health Insurance

Eligibility for Group Health Insurance Benefits shall be based on the following:

- A. Members hired after July 1, 1987 through and including June 30, 2013 are required to work 25 hours per week to be eligible for health insurance.
- B. Members hired on or after July 1, 2013 are required to work 30 hours per week to be eligible for health insurance.
- C. All unit members eligible for health insurance coverage as noted in Articles 2(a) and 2(b) above shall contribute 25% toward the cost of their health insurance premium (family or individual coverage).

Article 3: Service Increment

Service increments for 5, 10, 15, 20, 25, and 30 years of service to the Unit will be provided as shown on the longevity schedules annexed hereto as Appendix "B". Service increment payments will commence on September 1st after completion of the full years of service to the Unit as indicated above. These payment amounts will be divided into 20 equal payments and paid as a "per pay period" lump sum.

Article 4: Vacation Pay – For Unit Members Hired Prior to July 1, 2011

For School Food and Nutrition Professionals hired prior to July 1, 2011, vacation pay shall be granted in accordance with the following schedule:

- A. Upon completion of one year of Great Neck service - one week's salary.
- B. Upon completion of five years of Great Neck service - two week's salary.
- C. For Cook Managers only: Upon completion of ten years of service - three week's salary.
- D. Vacation pay shall be applied to eligible School Food and Nutrition Professionals on the July 1st immediately following completion of the required number of years service.
- E. Computation of Vacation Pay: Vacation pay shall be computed by multiplying the number of hours worked per day by the School Food and Nutrition Professional's hourly rate, as of June 30th of each school year. For example, one week's vacation would be computed as follows:

$$\text{Hours worked per day} \times 5 \text{ days} \times \text{hourly rate as of June 30} = \text{Vacation Pay}$$

- F. **Vacation pay is not applicable to new unit members hired on or after July 1, 2011.**

Article 5: Sick Leave

- A. Unit members hired prior to July 1, 2011 shall be credited 13 sick days with full pay on September 1st of each year.

Unit members hired on or after July 1, 2011, shall earn 1.0 sick days per full month worked, up to a maximum of 10 days per year. The accrued sick days shall be awarded on September 1st of the year following accrual, except in a unit member's first year of employment, they may use their accrued sick leave as earned.

Sick leave must be used for sickness or death in the unit member's immediate family. Immediate family is defined as spouse, child, mother, father, or other relative living in the unit member's home.

Sick leave is cumulative. If unit members are absent for one or more of the reasons specified above beyond the number of days standing to their credit, they shall automatically be dropped from the payroll for the period of such absence.

- B. Unit members may receive up to two separate payments for perfect attendance. One payment shall be equal to one day's pay for five months of perfect attendance from September 1st through January 31st and shall be paid at the conclusion of that period. The second payment shall be equal to one day's pay for five months of perfect attendance from February 1st through June 30th and shall be paid at the conclusion of that period. (Note: no sick leave, pay deduct, or workers compensation leave; however, authorized personal leave will not affect this clause).

- C. Members quarantined in their place of residence, because of illness of some member of the household with a contagious disease, shall be granted leave of absence without salary deductions for the duration of the quarantine, up to the member's accrued sick leave balance, or such other period as the medical inspector shall certify as requisite or prudent. In any event, when the member's sick leave balance is exhausted, the member will be placed on unpaid status and dropped from all fringe benefits.
- D. Whenever a member incurs an on-the-job injury resulting in medical treatments and absence from work, they shall be entitled to receive their regular salary and fringe benefits up to a period of six months from date of injury without loss of accrued sick leave benefits, less any workers' compensation salary benefits paid for the period of absence. For members, in the unit prior to July 1, 2017, that work less than six hours, the above workers' compensation benefit, provided by the District, is for long term (at least 20 days in duration) rather than sporadic injuries and during a member's period of employment with the unit, the six months represents the maximum amount to be paid during the career of the individual member. To receive the six-month benefit, eligible members must submit an accident report **immediately**, but no later than five business days after the injury occurred.

Unit members, that join the unit on or after July 1, 2017, are not eligible for the District's six-month workers' compensation benefit provided above.

If a workers' compensation doctor determines that an School Food and Nutrition Professional is capable of returning to full duty and the School Food and Nutrition Professional is notified of such finding and does not return to work, the District may charge the School Food and Nutrition Professional's sick leave or drop the School Food and Nutrition Professional from the payroll, including all fringe benefits. In any event, when the School Food and Nutrition Professional's sick leave balance is exhausted the District may drop the School Food and Nutrition Professional from the payroll including all fringe benefits. Also, if the District's Workers' Compensation Carrier requests that a School Food and Nutrition Professional appear at a doctor's office for examination and the School Food and Nutrition Professional fails to keep the appointment, the School Food and Nutrition Professional may be dropped from the payroll immediately.

- E. Unit members unable to report for work on a given day for any reason shall notify their Cook Manager preferably the previous afternoon, but in any event not later than 8:30 a.m. on the day of absence. Unit members who start work between 6:00 and 8:00 a.m. should call their managers at 5:00 a.m. or the evening before, in order for that position to be covered by someone else. If member does not call in by 8:30 a.m., said member will not be paid for that day. Those absent more than one day shall call in each day and be available for a return call and/or visit by a supervisor or administrator.
- F. The Superintendent or designee has the right, in cases of absence, to request a doctor's certificate for absence of three or more consecutive days, or the days immediately preceding or following the summer, Thanksgiving, Christmas, winter and spring vacation periods or scheduled or non-schedule holidays.

- G. Upon retirement from the Great Neck Schools, a School Food and Nutrition Professional after attaining age 55 with at least ten years of service in Great Neck shall be paid one days' pay for each three days of accumulated sick leave up to a maximum of 93 days for the duration of the contract.
- H. Effective July 1, 2024, a unit member may, upon the recommendation of the Superintendent, or their designee, and approval of the Board, take up to one school year of unpaid leave without losing the right to re-employment. Such unpaid leave shall not carry over into a second school year and the individual shall not accrue seniority during the leave of absence. Such unpaid leave must be applied for, in writing, to the Human Resources Department at least 30 days prior to the commencement of the unpaid leave. The foregoing 30-day requirement may be excused by the Superintendent, or their designee, in exceptional circumstances.

Article 6: Personal Leave

- A. Up to two days leave in any school year may be granted without loss of pay on prior (except in emergencies) application to the Superintendent or designee for attendance to personal affairs such as:
 - Closing title to home
 - Moving day
 - Court Appearance
 - Appearance at Internal Revenue Bureau
 - Entering child in college
 - Attending child's graduation
 - Marriage
 - Attending wedding of family member
 - Religious ceremony involving family
 - Worker's compensation hearing
 - Illness or death of close friend
 - Vehicular breakdown
 - Impassable roads
 - Failure of public transportation
 - Other such personal affairs
- B. Such request must be in the Phipps building at least one week in advance of personal leave date except during an emergency, when permission of the School Lunch Manager will be necessary. The District retains the right to require documentation if it deems necessary.
- C. Personal leave days not used prior to June 30 of the school year will be added to the unit member's accumulated sick leave on July 1.
- D. Personal leave may not be taken on days immediately before or after the summer, Thanksgiving, Christmas, winter and spring vacation periods and scheduled or non-scheduled holidays, except in emergency situations approved by the Superintendent or designee. It is also understood that it is not the intent of personal leave to extend a weekend.

Article 7: Selection and Work Assignments

- A. When administratively feasible, seniority shall be considered whenever it is deemed necessary to transfer, change the status of, or reduce the hours of a School Food and Nutrition Professional. Seniority shall also be taken into account when filling vacancies.
- B. Notice of position openings in the bargaining unit shall be posted in each school cafeteria in order that School Food and Nutrition Professionals who feel qualified may apply for said position.
- C. School Food and Nutrition Professionals will suffer no loss of pay for "snow days" or other unscheduled school closings authorized by the Board of Education. If school cafeterias are closed for other reasons, the salary of hourly workers will be adjusted to reflect the reduced number of hours worked.
- D. For special school functions, School Food and Nutrition Professionals will be compensated for a minimum of three hours at time and a half for any time they are called in when school is not in session within the 182 day work year, and at double time when called in for Sunday.
- E. Temporary Assignments: No School Food and Nutrition Professional will be assigned to perform substantial duties of a higher rated job for more than two consecutive weeks without receiving the pay of such higher job at the School Food and Nutrition Professional's current salary step, retroactive to the first day worked in such higher rated job.
- F. A School Food and Nutrition Professional in an assignment who is required to work a longer schedule continuously for more than five months shall be permitted to continue with the longer schedule for the balance of the school year. If this occurs the School Food and Nutrition Professional may be required to move to a location where the additional hours are needed. Therefore, the longer schedule could be split to work in the original location of the assignment in the AM or PM, and then to work in a different location in the AM or PM for the "extra" hours. If a School Food and Nutrition Professional refuses, then they revert back to original schedule assigned at the start of the school year. However, the position may be shortened or lengthened in future years.
- G. Effective July 1, 2023, at the discretion of the Superintendent or their designee, a unit member may be appointed by the Board of Education to perform additional duties as the District's Purchasing Coordinator. The Purchasing Coordinator is, amongst other things, appointed to coordinate food orders from various school buildings to ensure best pricing and minimum guarantees are met. The duties of the Purchasing Coordinator are determined by the Superintendent or their designee. The annual stipend for Purchasing Coordinator is \$6,000.

Nothing herein shall be construed as a guarantee of assignment of additional job duties as the Purchasing Coordinator to the appointed employee. If such duties are removed from the appointed employee for any reason, the stipend shall be pro-rated for a partial year of service.

The foregoing shall not be construed as a requirement for the District to appoint a Purchasing Coordinator. The Superintendent of Schools, Director of Food and Nutrition Services, or their designee has discretion to designate Purchasing Coordinator duties to an Association member or non-Association member, and/or eliminate the position. The foregoing shall not constitute a violation of Section 209-a(1)(d) of the Taylor Law.

- H. Should the District choose to create the position of Assistant School Lunch Manager, the District will meet with the Association leadership prior to the establishment of the position or the canvassing of potential candidates. Nothing herein mandates that the position shall be accreted into the Unit.

Article 8: Retirement Plan

Members shall be covered by the New York State Employees Retirement System in accordance with State Law.

Article 9: Life Insurance

Full-time members of the Association will be given a term life insurance policy of \$50,000 (and \$25,000 term life insurance policy for part-time members.)

Article 10: Association Dues

The District agrees to deduct from a unit employee's earnings that employee's \$25.00 annual membership dues upon receiving a voluntary written authorization from that employee that conforms to and is in accordance with federal and state law. The deductions shall continue as long as the authorization is effective. All monies collected by the District under this provision shall be deducted from the employee's earnings in the first three (3) pay periods (\$9.00 in first and second pay periods and \$7.00 in third pay period) after September 1st of each year and remitted to the officer designated by Association in writing to the District. An authorized Association officer shall certify to the District in writing any change to the fee amount at least thirty (30) days before the month for which the deduction is to be made.

The Association shall indemnify and hold the District harmless against any and all claims, grievances, demands, awards, and other forms of liability, including arbitrator fees, court costs, and attorneys' fees, brought or issued against the District because of any action taken or not taken by the District in accordance with this Article 10.

Article 11: Grievance Procedures

- A. The School Food and Nutrition Professional shall discuss the issue or complaint with their immediate supervisor.
- B. If not satisfied, the School Food and Nutrition Professional shall discuss the issue with the supervisor of the school lunch program.
- C. If still not satisfied, the School Food and Nutrition Professional and/or the Association shall submit the issue to the supervisor in writing. The supervisor shall reply in writing.
- D. If still not satisfied, the School Food and Nutrition Professional and/or the Association may submit the issue to the Superintendent. The Superintendent shall hear the views of the grievant as well as the supervisor and then make a decision. The written decision shall be given to the grievant.

Article 12: Legal Assistance

The Board shall cooperate with and render assistance to School Food and Nutrition Professionals who find themselves involved in civil and criminal legal difficulties in accordance with the provisions of Sections 3023 and 3028 of the Education Law of the State of New York.

Article 13: Professional Development

The Board and Association endorse the concept that School Food and Nutrition Professionals be informed on current trends regarding the quality and safety of food service.

All School Food and Nutrition Professionals will attend Nassau County Department of Health Food Service Managers Training Course. Attendance at the training (10 hours) shall be with pay with the Food & Nutrition Department bearing the cost of the course. In order to remain employed, all members must successfully complete the course as evidenced by passing the course exam and providing the District with a copy of the Certificate of Completion. Any member that is unsuccessful in completing the course, will need to pass the exam on their own time and expense within the school year in order to be reappointed. Additionally, all members must complete the annual USDA professional training standards for school nutrition program employees which consists of 10 CEU hours for cook managers and 4-6 CEU hours for all other staff members (as defined by USDA).

Article 14: Reimbursements

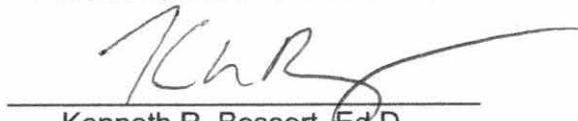
- A. Members of the Association will be reimbursed for a one-time annual submission of up to \$225 for prescription eyeglasses, contacts or exam (does not include prescription sunglasses), provided receipts are submitted by June 30 of each school year.
- B. Members of the Association will be reimbursed for a one-time annual submission of up to \$150 for approved work shoes, provided receipts are submitted by June 30 of each school year. In order to be reimbursed, all shoe purchases must be pre-approved by the school lunch manager to ensure compliance with safety rules.

Article 15: Duration of Agreement

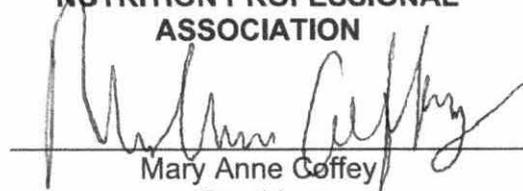
- A. This Agreement shall be binding and in full force effective July 1, 2023 and extending through June 30, 2027 and shall be automatically renewable for successive one-year periods unless either the Board or the Association notifies the other party in writing no later than 120 days prior to the closing of the school year of its desire to reopen negotiations on one or more matters covered by the agreement. This agreement may be altered, changed, added to or modified only through the voluntary mutual consent of the Board of Education and the Great Neck School Food and Nutrition Professional Association.
- B. 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 THEREFOR, SHALL NOT BECOME EFFECTIVE UNTIL THE APPROPRIATE LEGISLATIVE BODY HAS GIVEN APPROVAL.

**GREAT NECK UNION FREE
SCHOOL DISTRICT**

Grant Toch
President, Board of Education



Kenneth R. Bossert, Ed.D.
Superintendent of Schools

**GREAT NECK FOOD AND
NUTRITION PROFESSIONAL
ASSOCIATION**

Mary Anne Coffey
President

Appendix A1: 2023-2024 Salary Schedule

2023-2024	COOK MANAGER II SH/SM	COOK MANAGER	COOK	ASSISTANT COOK	FOOD SERVICE HELPERS
1	\$30.53	\$24.11	\$23.02	\$21.88	\$18.75
2	\$31.47	\$25.08	\$23.99	\$22.80	\$19.71
3	\$32.41	\$25.99	\$24.90	\$23.77	\$20.66
4	\$33.20	\$26.81	\$25.70	\$24.61	\$21.45
5	\$33.98	\$27.56	\$26.46	\$25.37	\$22.25
6	\$34.75	\$28.36	\$27.27	\$26.11	\$23.05
7	\$35.55	\$29.10	\$28.00	\$26.93	\$23.79
8	\$36.31	\$29.91	\$28.82	\$27.72	\$24.61
9	\$37.09	\$30.69	\$29.60	\$28.51	\$25.37
10	\$37.87	\$31.47	\$30.38	\$29.37	\$26.10
11	\$38.25	\$31.78	\$30.68	\$29.66	\$26.36
12	\$38.63	\$32.10	\$30.99	\$29.96	\$26.63
13	\$39.02	\$32.42	\$31.30	\$30.26	\$26.89
14	\$39.41	\$32.75	\$31.61	\$30.56	\$27.16
15	\$39.80	\$33.07	\$31.93	\$30.86	\$27.43

Appendix A2: 2024-2025 Salary Schedule

2024-2025	COOK MANAGER II SH/SM	COOK MANAGER	COOK	ASSISTANT COOK	FOOD SERVICE HELPERS
1	\$31.14	\$24.60	\$23.48	\$22.32	\$19.12
2	\$32.10	\$25.58	\$24.47	\$23.25	\$20.10
3	\$33.05	\$26.51	\$25.40	\$24.24	\$21.07
4	\$33.87	\$27.34	\$26.22	\$25.11	\$21.88
5	\$34.66	\$28.11	\$26.99	\$25.88	\$22.69
6	\$35.45	\$28.92	\$27.81	\$26.63	\$23.51
7	\$36.26	\$29.68	\$28.56	\$27.47	\$24.26
8	\$37.04	\$30.50	\$29.39	\$28.28	\$25.11
9	\$37.83	\$31.31	\$30.19	\$29.08	\$25.88
10	\$38.63	\$32.10	\$30.98	\$29.95	\$26.62
11	\$39.02	\$32.42	\$31.29	\$30.25	\$26.89
12	\$39.41	\$32.74	\$31.61	\$30.56	\$27.16
13	\$39.80	\$33.07	\$31.92	\$30.86	\$27.43
14	\$40.20	\$33.40	\$32.24	\$31.17	\$27.71
15	\$40.60	\$33.73	\$32.56	\$31.48	\$27.98

Appendix A3: 2025-2026 Salary Schedule

2025-2026	COOK MANAGER II SH/SM	COOK MANAGER	COOK	ASSISTANT COOK	FOOD SERVICE HELPERS
1	\$31.76	\$25.09	\$23.95	\$22.76	\$19.51
2	\$32.74	\$26.10	\$24.96	\$23.72	\$20.50
3	\$33.71	\$27.04	\$25.90	\$24.73	\$21.49
4	\$34.54	\$27.89	\$26.74	\$25.61	\$22.32
5	\$35.35	\$28.67	\$27.53	\$26.39	\$23.15
6	\$36.16	\$29.50	\$28.37	\$27.17	\$23.98
7	\$36.98	\$30.28	\$29.13	\$28.02	\$24.75
8	\$37.78	\$31.12	\$29.98	\$28.84	\$25.61
9	\$38.59	\$31.93	\$30.80	\$29.66	\$26.39
10	\$39.40	\$32.74	\$31.60	\$30.55	\$27.16
11	\$39.80	\$33.07	\$31.92	\$30.86	\$27.43
12	\$40.20	\$33.40	\$32.24	\$31.17	\$27.70
13	\$40.60	\$33.73	\$32.56	\$31.48	\$27.98
14	\$41.00	\$34.07	\$32.89	\$31.79	\$28.26
15	\$41.41	\$34.41	\$33.22	\$32.11	\$28.54

Appendix A4: 2026-2027 Salary Schedule

2026-2027	COOK MANAGER II SH/SM	COOK MANAGER	COOK	ASSISTANT COOK	FOOD SERVICE HELPERS
1	\$32.40	\$25.59	\$24.43	\$23.22	\$19.90
2	\$33.39	\$26.62	\$25.46	\$24.19	\$20.91
3	\$34.39	\$27.58	\$26.42	\$25.22	\$21.92
4	\$35.23	\$28.45	\$27.28	\$26.12	\$22.76
5	\$36.06	\$29.25	\$28.08	\$26.92	\$23.61
6	\$36.88	\$30.09	\$28.93	\$27.71	\$24.46
7	\$37.72	\$30.88	\$29.71	\$28.58	\$25.24
8	\$38.54	\$31.74	\$30.58	\$29.42	\$26.12
9	\$39.36	\$32.57	\$31.41	\$30.25	\$26.92
10	\$40.19	\$33.39	\$32.24	\$31.16	\$27.70
11	\$40.59	\$33.73	\$32.56	\$31.48	\$27.98
12	\$41.00	\$34.06	\$32.88	\$31.79	\$28.26
13	\$41.41	\$34.41	\$33.21	\$32.11	\$28.54
14	\$41.82	\$34.75	\$33.54	\$32.43	\$28.82
15	\$42.24	\$35.10	\$33.88	\$32.75	\$29.11

Appendix B: Longevity Stipend

Staff Scheduled 5.00-7.50 hrs per day

# Years	2023-24	2024-25	2025-26	2026-27
5	\$ 200	\$ 204	\$ 208	\$ 212
10	\$ 400	\$ 408	\$ 416	\$ 424
15	\$ 600	\$ 612	\$ 624	\$ 636
20	\$ 800	\$ 816	\$ 832	\$ 849
25	\$ 1,000	\$ 1,020	\$ 1,040	\$ 1,061
30	\$ 1,200	\$ 1,224	\$ 1,248	\$ 1,273

Staff Scheduled less than 5.00 hrs per day

# Years	2023-24	2024-25	2025-26	2026-27
5	\$ 120	\$ 122	\$ 125	\$ 127
10	\$ 240	\$ 245	\$ 250	\$ 254
15	\$ 360	\$ 367	\$ 374	\$ 382
20	\$ 480	\$ 490	\$ 499	\$ 509
25	\$ 600	\$ 612	\$ 624	\$ 637
30	\$ 720	\$ 734	\$ 749	\$ 764