MEMORANDUM OF AGREEMENT
between
GLEN COVE CITY SCHOOL DISTRICT
and the
GLEN COVE EDUCATIONAL SUPPORT ASSOCIATION

MEMORANDUM OF AGREEMENT dated this 24th day of August, 2026, by and between the negotiating representatives of the GLEN COVE CITY SCHOOL DISTRICT (hereinafter referred to as the "District") and the GLEN COVE EDUCATIONAL SUPPORT ASSOCIATION (hereinafter referred to as the "Union").

I. GENERAL:

The labor agreement between the parties for the period of July 1, 2022 through June 30, 2026, did expire on June 30, 2026. The parties herewith agree that said agreement shall be modified as of July **1,** 2026, to the extent set forth herein, as a result of their collective bargaining for a successor agreement to said expired contract. Except for changes to the contract expressly set forth herein, changes in the language of the Agreement made necessary by the following agreement, and changes to said contract arising from expired contract language, the provisions of said Agreement shall remain unchanged. It is understood that items of agreement not set forth in italicized text will require the drafting of contract language for insertion into the parties' more formal agreement.

II. CONTINGENCIES:

This agreement is subject to approval by the Board of Education and formal ratification by the membership of the Union. Such approval or ratification shall occur within thirty (30) days of the date of execution of this memorandum of agreement. If either party fails to ratify or fails to act within the aforesaid thirty (30) day period, this memorandum of agreement shall be of no further force and effect and shall be a nullity. Notwithstanding the foregoing, the team of negotiating representatives for each party will urge their respective principals to ratify this Memorandum of Agreement.

III. TERMS:

A. Duration:

This Agreement shall be effective July 1, 2026 through June 30, 2030.

B. Salary - Twelve Month Clerical Employees:

i. Effective July 1, 2026, the salary schedule shall be increased by 1.5%.

ii. Effective July 1, 2027, the salary schedule shall be increased by 2.0%.

iii. Effective July 1, 2028, the salary schedule shall be increased by 2.0%.

iv. Effective July 1, 2029, the salary schedule shall be increased by 2.0%.

C. **Salary - Ten-Month Clerical Employees:**

i. Effective July 1, 2026, the salary schedule shall be increased by 1.5%.

ii. Effective July 1, 2027, the salary schedule shall be increased by 2.0%.

iii. Effective July 1, 2028, the salary schedule shall be increased by 2.0%.

iv. Effective July 1, 2029, the salary schedule shall be increased by 2.0%.

D. **Salary - Teaching Assistants:**

i. Effective July 1, 2026, the salary schedule shall be increased by 1.5%.

ii. Effective July 1, 2027, the salary schedule shall be increased by .75 cents per hour.

iii. Effective July 1, 2028, the salary schedule shall be increased by .75 cents per hour.

iv. Effective July 1, 2029, the salary schedule shall be increased by 1.5%.

E. **Salary - Monitors:**

i. Effective July 1, 2026, the salary schedule shall be increased by 1.5%.

ii. Effective July 1, 2027, the salary schedule shall be increased by 1.5%.

iii. Effective July 1, 2028, the salary schedule shall be increased by 1.5%.

iv. Effective July 1, 2029, the salary schedule shall be increased by 1.5%.

F. **Vacation:**

Article V.9.A.2a. and 2b. shall be replaced as follows:

Employees shall be eligible to accrue and use up to five (5) vacation days on a pro-rated basis during their first year of employment. If employed prior to January 1st of the school year, the employee shall be eligible for up to 5 vacation days. If employed on or subsequent to January 1st of the school year, the employee shall accrue one-half vacation day for each month, or major fraction thereof, for continuous service through June 30th. The number of vacation days not utilized in the first year of employment shall carry forward and will constitute the total number of vacation days that will be available to the unit member as of the succeeding July 1st.

Rewrite Article V.10 as follows:

Payment for Unused Vacation Days

Upon separation from employment, any regularly employed full-time unit member, after having been employed for one (1) full year, shall receive payment of any unused vacation days at their daily rate of pay. If the unit member leaves employment prior to June 30th, the payment will be pro-rated by the number of months of full-time employment in the fiscal year ending with June 30th.

G. Retirement Benefits:

Modify Article X by adding language as follows:

Employees intending to retire must provide written notice at least sixty (60) days in advance unless there are unforeseen or extenuating circumstances that preclude timely notice, including illness or medical needs of the employee or immediate family, relocation, or other unexpected events. In such case, notice must be provided as soon as reasonably possible. The failure to provide timely notice due to qualifying circumstances is not grounds for an adverse employment action by the District, and such employees retain full entitlement to the contractual retirement benefits set forth in this provision.

Accrued sick days in the last year of employment will be pro-rated for payout purposes if retiring prior to June 30th.

H. Personal Illness:

Article XI.1.B. shall be replaced as follows:

"The above specified absences, with full salary, shall be for the purpose of meeting personal illnesses, however up to twenty (20) of the personal sick days may be used for family illnesses annually. For full-time unit members, these days may accumulate, if not used, to a maximum of two hundred (200) days.

Effective July 1, 2025, unit members that had sick leave days reduced by the utilization of personal days in 2025-26 shall have the debited sick days restored. Any unused personal days will

be added to accumulated sick leave.

I. Longevity:

Article XIV.3 shall be replaced as follows:

Longevity payments shall be awarded as follows:

After completion of ten (10) years of service: $750
After completion of fifteen (15) years of service: $1,250
After completion of twenty (20) years of service: $2,250
After completion of twenty-five (25) years of service: $3,000
After completion of thirty (30) years of service: $3,500

Longevity will be paid in equal installments through the District's payroll schedule. Longevity payments will commence in the payroll period in which the unit member completes the requisite years of service. Longevity will be prorated for partial years' service. The longevity payments indicate the total amounts payable to eligible unit members based on years of service in the unit and are not cumulative.

J. School Holidays

Replace the second sentence of Article XI.7 C as follows:

Twelve (12) month clerical unit members shall be off from work the week of Christmas as set forth in the teachers' calendar.

K. Part-Time Employees

1. Revise Article XVI by adding a new "L" entitled "*Longevity Payment*" as follows:

Longevity payments shall be awarded to 20 hours or more part-time employees as follows:

After completion of fifteen (15) years of service: $500
After completion of twenty (20) years of service: $1,000
After completion of twenty-five (25) years of service: $1,250

Longevity will be paid in equal installments through the District's payroll schedule. Longevity payments will commence in the payroll period in which the unit member completes the requisite years of service. Longevity will be prorated for partial year's service. The longevity payments indicate the total amounts payable to eligible unit members based on years of service in the unit and are not cumulative.

2. Revise Article XVI.A by increasing the number of annual days off for personal

illness from five (5) days to eight (8) days.

3. Revise Article XVI.C by adding *Juneteenth* to the list of holidays.

4. Revise Article XVI.D to match the definition of immediate family for bereavement leave that went into effect on February 8, 2023 for clerical employees as set forth in Article XI.5.

5. Article XVI.E shall be replaced as follows"

Part time employees shall receive a total of three (3) personal days as follows: One (1) personal day after completion of one (1) years of service for unit members hired prior to January 1st, otherwise the personal day will be awarded the following September; and two (2) personal days after completion of three (3) years of service. Such absence shall be allowed for personal business which cannot be conducted outside the workday upon advance approval by the Superintendent or her designee. Each employee must file a written request with their immediate supervisor and the Superintendent at least two (2) days in advance of the personal leave. Unused personal days may be added to accumulated sick leave.

L. <u>Sign In and Out:</u>

Add a new Article V.19 entitled *Sign In and Out* to read as follows:

Unit member shall be required to sign in at the start of the workday and sign out at the end of the workday utilizing a methodology selected at the District's discretion provided it does not use biometric signatures. A biometic signature is defined as a digital image or hard copy of a fingerprint, retinal pattern or biometric identifier. The District will consult with the Association over the number and locations of the sign in/out stations at each school.

M. <u>Housekeeping/Editorial</u>:

i. Ten (10) month employees that move to a twelve (12) month position shall receive years of credit as a full-time ten (10) month employee for vacation entitlement. The formula to be utilized to determine the actual number of years credited is ten (10) times the number of years worked as an employee divided by twelve (12). Immediately eligible unit members are: Joy Caseiro, Laurae Daniels and Laurie Koehler.

ii. Remove Article X.2 and the last sentence of Article X.3.

iii. Remove obsolete language for vacation allowances from date of employment in Article V.9.

iv. Add language that payment of accumulated sick and/or vacation days upon retirement (sick days) or upon retirement and/or separation (vacation days) shall be a non-elective payment into the employee's 403-b and/or 457 plan account.

v. Other editorial changes shall be made upon mutual agreement of the parties while drafting the new formal agreement.

Dated: Glen Cove, New York
August 24, 2026

GLEN COVE CITY
SCHOOL DISTRICT

GLEN COVE EDUCATIONAL
SUPPORT ASSOCIATION