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THIS BOOK DOES
NOT CIRCULATE

AGREEMENT

between the

WESTWOOD CUSTODIAL AND MAINTENANCE ASSOCIATION

and the

BOARD OF EDUCATION OF THE WESTWOOD REGIONAL SCHOOL DISTRICT

COUNTY OF BERGEN, NEW JERSEY

1976-77

1977-78

1978-79

LIBRARY
Institute of Management and
Labor Relations

SEP 4 1978

RUTGERS UNIVERSITY

NEW EMPLOYEES

New employees shall have a probationary period of 3 months before a contract is issued. The services of a new employee may be terminated upon 1 week's notification by either the employer or the employee.

WORK WEEK

The work week is 40 hours.

OVERTIME

All authorized overtime shall be paid on a basis of 1.5 times the basic hourly rate with a minimum of 4 hours of work scheduled.

HOLIDAYS

There are 12 paid holidays: July 4, Labor Day, Columbus Day, Veterans Day, Thanksgiving, the day following Thanksgiving, Christmas, New Year, Lincoln's Birthday, Washington's Birthday, Good Friday, and Memorial Day.

If July 4, Christmas, New Year, or Lincoln's Birthday falls on a Saturday or Sunday either the adjacent Friday or Monday, respectively, shall be the declared holiday.

In the event that work is required on a paid holiday, an employee shall be paid 2 times his basic hourly rate or shall be given the equivalent in time on a work week day.

To be eligible for a paid holiday, the employee must work the last working day before the holiday and the first working day following the holiday.

VACATION

Employees for a full year, July 1 of any given year to June 30 of the next year, shall receive a vacation of two weeks (10 working days) during the following July or August unless otherwise arranged. Employees of less than a full year on June 30 shall receive a vacation determined on the basis of one day of vacation for each full month of employment with a maximum of 2 weeks (10 working days).

After 6 years of full-time employment, an employee shall be entitled to 11 working days of vacation with an additional day of vacation for each succeeding year to a maximum of 3 weeks (15 working days) after 10 years of continuous full-time employment.

PERSONAL LEAVE

Written requests for a day of personal leave with pay may be granted when the absence must occur on a working day. Examples: closing of a mortgage, required court attendance, moving, etc. Prior approval must be obtained from the Superintendent of Schools.

BEREAVEMENT LEAVE

In case of death in the immediate family, a maintenance or custodial employee shall receive full salary for not more than five working days. This leave is not deducted from the accumulated sick leave. Immediate family is designated as wife, husband, child, father, mother, brother, sister of the employee. In the case of death of a mother-in-law or father-in-law, a maintenance or custodial employee shall receive full salary for not more than one working day. This leave is not deducted from the accumulated sick leave.

SALARY

1. Each employee shall be granted an increase of \$700 or seven percent whichever is greater in base salary for the 1976-77 school year based upon the following formula and upon the recommendation of the Superintendent for satisfactory service:

Employment between 1 day and 1 day less than 4 months - No increase

Employment between 4 months and 1 day less than 8 months - $\frac{1}{2}$ increase

Employment between 8 months and 12 months - Full Increase

2. An increase of seven percent (7%) in base salary shall be granted to each employee employed in the 1977-78 school year based upon the above formula and upon the recommendation of the Superintendent for satisfactory service.
3. An increase of seven percent (7%) in base salary shall be granted to each employee employed in the 1978-79 school year based upon the above formula and upon the recommendation of the Superintendent for satisfactory service.
4. Compensation in addition to the base salary for the employees designated in the special classifications listed shall be:

Head Groundsman:	\$ 550
Head Elementary Building Custodian:	\$ 550
Asst. Head High School Building Custodian (Night):	\$ 325
Head Middle School Building Custodian:	\$ 725

TRAINING STIPEND

Any member of the custodial or maintenance staff who attends a school offering a minimum of 72 hours of class work for the purpose of improvement of job skills directly applicable to the employee's assignment in the Westwood Regional School District shall receive a stipend of \$250 upon completion of this course and upon presentation of a certificate stating that the course has been satisfactorily completed.

All requests for courses shall have prior approval from the Superintendent of Schools.

AGREEMENT

This agreement shall be effective as of July 1, 1976, and shall continue in effect until June 30, 1979, or until a subsequent successor agreement has been negotiated.

Negotiations for a successor agreement shall begin no later than October 15, 1978, and shall be completed for signature by both parties by December 15, 1978.

All present policies shall remain in effect except for such additions or changes as included in this agreement.

SIGNATURES OF AUTHORIZED REPRESENTATIVES

In witness of this agreement, the Westwood Custodial and Maintenance Association has caused this agreement to be signed by its Representatives and the Westwood Regional Board of Education has caused this agreement to be signed by its President attested by its Secretary and its corporate seal to be placed hereon, on this 9th day of February, 1976.

Westwood Custodial & Maintenance Association Westwood Regional Board of Education

By Anthony Luongo
Anthony Luongo, Representative

By R. Wayne Boyd
R. Wayne Boyd, President

By Paul LoPresti
Paul LoPresti, Representative

By Gerald Gelfand
Gerald Gelfand, Secretary

By William Schwarz
William Schwarz, Representative