



*Agreement between
The Board of Education City of Elizabeth
& The Elizabeth Education Association*

**CAFETERIA WORKERS
&
FOOD SERVICE WORKERS**

JULY 1, 2009 - JUNE 30, 2012

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PREAMBLE

THIS AGREEMENT entered into by and between the BOARD OF EDUCATION OF THE CITY OF ELIZABETH, NEW JERSEY, hereinafter called the "Board", and the ELIZABETH EDUCATION ASSOCIATION (Elizabeth Cafeteria Workers and Food Service Workers Unit), hereinafter called the "Association".

ARTICLE I RECOGNITION

A. Pursuant to the provision of the New Jersey Employer-Employee Act, N.J.S.A. 34:13A-5, 1 et seq., the Elizabeth Board of Education hereby recognizes the Elizabeth Education Association [Elizabeth Cafeteria Workers and Food Service Workers Unit], as the majority representative and as exclusive and sole representative for collective negotiations concerning terms and conditions of employment for all cafeteria personnel, including Cook Managers, Cook Manager II and Cafeteria Workers and Food Service Workers Two (2) Hours, Food Service Workers Two and one-quarter (2.25) Hours, Food Service Workers Three (3) Hours, Food Service Workers Three and one-half (3.5) Hours and Food Service Workers Six (6) Hours except the cafeteria manager.

B. Unless otherwise indicated, references in this Agreement to male employees shall include female employees and words used in the singular shall include words in the plural where the text so requires.

ARTICLE II
NEGOTIATIONS PROCEDURE

A. Neither party in any negotiations shall have any control over the selection of the negotiating representatives of the other party.

B. This Agreement incorporates the entire understanding of the parties on all matters which were or could have been the subject of negotiation. During the term of this Agreement neither party shall be required to negotiate with respect to any such matter whether or not within the knowledge or contemplation of either or both of the parties at the time they negotiated or executed this Agreement.

C. Not later than November 1st of the calendar year preceding the year in which this Agreement expires, the Board and the Association agree to initiate negotiations over an Agreement in accordance with the procedures set forth herein in a good-faith effort to reach a successor agreement on salaries and other conditions of employment. Any agreement so negotiated shall apply to all members of the negotiating unit and shall be reduced to writing and signed by all parties after ratification.

D. During negotiations the Board and the Association may present relevant data, exchange points of view and make proposals and counterproposals.

E. The Board agrees not to negotiate with any organization other than the Association for the duration of this Agreement unless the Association is legally removed as bargaining agent.

**ARTICLE III
GRIEVANCE PROCEDURE**

A. DEFINITION:

1. A "grievance" shall mean a complaint by an employee(s) or by the Association that there has been an inequitable, improper or unjust application, interpretation or violation of Board Policy, this Agreement, or an administrative decision, except that the term "grievance" shall not apply to:

(a) Any matter for which a specific method of review is prescribed and expressly set forth by law or any rule or regulation of the State Commissioner of Education; or

(b) A complaint by an employee occasioned by appointment to or lack of appointment to, retention in or lack of retention in any position for which tenure either is not possible or not required.

2. A grievance to be considered under this procedure must be initiated by the grievant [the employee(s) or the Association] within twenty (20) work days from the time when the grievant knew or should have known of its occurrence.

B. PROCEDURE:

1. (a) Failure at any step of this procedure to communicate the decision on a grievance within the specified time limits shall permit the grievant to proceed to the next step. Failure at any step of this procedure to appeal a grievance to the next step within the specified time limits shall be deemed to be waiver of further appeal of the decision. The parties may mutually agree in writing to extend or contract any time limitations set forth in this Article.

(b) It is understood that an employee grievant shall, during and notwithstanding the pendency of any grievance, continue to observe all assignments and applicable rules and regulations of the Board until such grievance and any effect thereof shall have been duly determined.

2. The grievant shall file a written grievance with his/her immediate supervisor or department head, as the case may be, within twenty (20) work days (as defined in Section A.2. of this Article). The written grievance must specify the following: (a) the date the grievance occurred; (b) the nature of the grievance, including the Board Policy, administrative decision and/or Article(s) and section(s) of this Agreement giving rise to the grievance; (c) the nature and extent of any claimed injury, loss or inconvenience. The immediate supervisor or department head, as the case may be, shall provide the grievant with a written answer to the grievance within five (5) work days from the date the written grievance was received.

3. The employee grievant, no later than five (5) work days after receipt of the decision of his/her immediate supervisor may appeal the decision to the Secretary-School Business Administrator. The appeal to the Secretary-School Business Administrator must be made in writing and shall set forth the reason(s) why the grievant is dissatisfied with the answer of the immediate supervisor. The written appeal must have the previously filed grievance and answer thereto attached.

The Secretary-School Business Administrator shall attempt to resolve the matter as quickly as possible, but within a period not to exceed ten (10) work days from receipt of appeal.

The Secretary-School Business Administrator shall communicate his/her decision in writing to the employee grievant, to the Association and to the immediate supervisor.

4. If the grievance is not resolved to the satisfaction of the employee grievant and he/she wishes a review by a third party, he/she shall so notify the Association within ten (10) work days of receipt of the Secretary-School Business Administrator's decision. If the Association determines that the matter should be reviewed further, it may initiate arbitration under the procedure set forth below.

C. ARBITRATION:

a. If the Association desires to initiate arbitration, it shall send a written demand for arbitration to the New Jersey Public Employment Relations Commission (PERC), with a copy to the Secretary-School Business Administrator, within twenty (20) work days from the date of receipt of the Secretary-School Business Administrator's decision or, if not timely received, within twenty (20) work days from the date it should have been received. The arbitration shall be conducted under the rules and regulations of PERC then in effect.

The Board and the Association shall agree upon an arbitrator for the purpose of holding scheduled arbitral hearings during the months of November, February and May. Grievances to be heard shall be mutually agreed to by the authorized representatives of the Board and the Association. Hearings shall be timely cancelled in the absence of any agreement as to grievances. This provision to take effect July 1, 2006. Grievances not heard via this provision shall be subject to the procedures of Article III of this agreement.

b. The arbitrator shall be limited to the issue(s) submitted and shall consider nothing else unless mutually agreed to by the Board and Association. The arbitrator can add nothing to, or subtract anything from the Agreement between the parties or any policy of the Board of Education. The recommendations of the arbitrator shall be advisory, except in the case of an alleged violation of this Agreement wherein the arbitrator's decision shall be final and binding on both parties.

c. Rights of an Employee to Representation:

1. An aggrieved employee may be represented at all stages of the grievance procedure by himself/herself or, at his/her option, by the Association or by a representative selected or approved by the Association.

2. When an employee is not represented by the Association in the processing of a grievance, the Association shall at the time of submission of the grievance to the Secretary-School Business Administrator, or at any later level, be notified by the Secretary-School Business Administrator that the grievance is in process, have the right to be present and submit its position in writing at any hearing held concerning the grievance and shall receive a copy of all decisions rendered.

3. The Board and the Association shall assure the employee freedom from restraint, interference, coercion, discrimination or reprisal in presenting his/her appeal with respect to his/her grievance.

D. COSTS:

1. Each party will bear their own costs incurred in the grievance/arbitration procedure.

2. The fees and reasonable expenses of the arbitrator are the only costs which will be shared by the two parties and such costs will be shared equally.

3. If time is lost by any employee due to arbitration proceedings necessitating the retention of a substitute, the Board of Education will pay only the cost of the substitute. The time lost by the employee must be without pay or charged to personal time.

E. CLASS GRIEVANCE:

If, in the judgment of the Association, a grievance affects a group or class of employees which has common issues of fact and law, the Association may initiate and submit such grievance in writing at the Secretary-School Business Administrator's level of the grievance procedure set forth in this Article. The Association may process such grievance through all levels of the grievance procedure.

**ARTICLE IV
EMPLOYEE RIGHTS AND PRIVILEGES**

A. Pursuant to "The New Jersey Employer-Employee Relations Act", the Board and the Association hereby agree that every employee in the unit shall have the right to freely organize, join and support the Association and its affiliates for the purpose of engaging in collective negotiations or to refrain from such activity.

B. Nothing contained herein shall be construed to deny or restrict to any employee such rights as he/she may have under New Jersey School Laws or other applicable laws and regulations. The rights granted to employees here under shall be deemed to be in addition to those provided elsewhere.

C. No employee shall be disciplined, reprimanded or reduced in rank or compensation without just cause. Any such action asserted by the Board, or any agent or representative thereof, shall not be made public and shall be subject to the grievance procedure herein set forth. This paragraph shall not apply to employees serving a probationary period as set forth in Article XII Section F.

D. Whenever any employee is required to appear before the Superintendent, Board, or any committee or member thereof concerning any disciplinary matter in which the employee is charged, then the employee shall be given prior notice of the reasons for such meeting or interview and shall be entitled to have a representative of the Association present for advice and representation during such meeting or interview.

E. Personnel files shall only be available to the employee whose file it is, under current Board policy and practice, and to administrators with school business which requires review of the employee's file. Each file shall contain a log indicating the name of the person reviewing the file and the date in which it was reviewed.

F. No employee shall be prevented from wearing pins or other identification of membership in the Association or its affiliates, provided that such pins or other identification are reasonable in size and not disruptive to the work place.

ARTICLE V
ASSOCIATION RIGHTS AND PRIVILEGES:

A. Association Business

1. The President of the Association shall have a full release schedule beginning July 1, 2001. In the event the Vice-President of the Association is not a high school teacher, the President of the Association and the Superintendent of Schools shall jointly develop the respective work schedule of such employee to provide comparable released time as provided in the foregoing provisions of the teachers' contract.

2. The Association President shall request of the Superintendent paid time for Association leaders and representatives for the purpose of conducting business of the Association and its affiliate organizations. The district may limit to thirty (30) the number of employees released at any one time for the purpose of legislative lobbying outside the district. The approval for these requests shall be within the discretion of the Superintendent or his/her designee.

3. One (1) member of the Association executive committee designated by the Association President shall have a half-time schedule for the purpose of conducting Association business.

4. Employees who need to attend to any personal and/or Association related litigation activities, including litigation-related conferences and court appearances shall be required to use personal time, vacation time or leave without pay.

B. The Association shall have the right to reasonable use of the school mailboxes. A copy of any open material placed in the mailboxes shall be filed in the Superintendent's office at the time of distribution. No approval shall be required.

C. The Association may use district facilities with the approval of the Business Administrator/Board Secretary and the Facilities Manager subject to availability and relevant Board policies.

D. When the Board receives a subpoena requesting a copy of an employee's personnel file, the Association President shall receive a copy of the subpoena prior to the release of the employee's file.

ARTICLE VI SICK LEAVE

All bargaining unit employees shall be entitled to sick leave days to the extent and in the manner following:

A. ABSENCE WHICH MAY BE ALLOWED WITHOUT LOSS OF SALARY

1. All employees shall be entitled to twelve (12) days annual sick leave per year.

a. All twelve (12) days may be accumulated for future years. Full salary shall be paid such accumulated days in case of absence due to prolonged illness or disability, when properly certified by the attending physician or physicians.

b. Physical examinations of the employee may be required subject to the prescriptions of N.J.S.A. 18A:16-20.

B. ABSENCE PROCEDURE

1. All absentees shall sign statements giving causes and dates of absences. The signed statement shall be sent to the Secretary-School Business Administrator's office with the proper payroll report.

2. Cafeteria Workers who have been out ill for three (3) or more consecutive days or who have been out ill the day before or the day after a working holiday are required to present a physician's certificate as to the nature of the illness and that they are physically able to return to work.

3. Food Service Workers who have been out ill for three (3) or more consecutive days are required to present a physician's certificate as to the nature of the illness and that they are physically able to return to their duties. Food Service Workers who have been out ill only the day before or the day after a school holiday shall not be required to present a physician's certificate, provided that the school administration shall determine the validity of such absence by administration standards.

C. No employee will be paid at the beginning of any school year until that employee has reported for duty, except any person steadily employed in the previous school year by the Elizabeth Board of Education.

D. Upon resigning from the district for retirement from the pension fund, an employee shall be paid for unused sick leave as follows:

Days	Rate per day
16-50	\$20.00
51-100	\$22.50
101-150	\$26.66
151-200	\$31.25
201 and above	\$45.00

These rates will be prorated based on the number of hours worked per day. Employees who work 6 hours per day or more shall receive the entire monetary amount. Employees working fewer than 6 hours per day shall receive a pro-rated monetary amount. Each rate per day shall be separate and distinct and apply to the total number of unused sick leave days as in the following examples: An employee with forty-nine (49) days shall receive nine hundred and eighty dollars (\$980). An employee with one hundred and forty-nine (149) days shall receive three thousand nine hundred and seventy-two dollars and thirty-four cents (\$3,972.34). This provision goes into effect July 1, 2002.

E. Attendance Incentive Compensation: Employees who are absent zero (0) days in a school year will receive compensation in the amount of one thousand dollars (\$1,000.00).

All employees who are absent from one (1) to three (3) days will receive three hundred dollars (\$300.00) as compensation.

Absences for the following reasons will not be counted as part of attendance for this incentive compensation:

1. Military service
2. Jury duty
3. On the job injury
4. Bereavement Leave
5. Vacation
6. Association Business

E. Attendance Incentive

1. This compensation shall be made on a pro rata monthly basis. For example, a ten (10) month employee hired October 1 shall receive nine-tenth's (9/10's) of the appropriate compensation. This formulation shall apply to eleven (11) and twelve (12) month employees as well.

2. The compensation shall be awarded only to persons employed by the district as of February 1 of the relevant school year.

**ARTICLE VII
EMERGENCY LEAVES OF ABSENCE**

A. CAFETERIA WORKERS - Non-Cumulative Emergency Leave of Absence

Non-cumulative emergency leaves of absence shall be allowed for a maximum of not more than five (5) days in any one year, except as covered in Section 1 of this Article, with pay in the event of an emergency. An emergency is understood to be:

1. Death in the immediate family - five (5) days of leave will be permitted for each death in the immediate family of an employee. Immediate family is defined as spouse, parent, child, sister, brother, mother-in-law, father-in-law, sister-in-law, brother-in-law, and grandchildren. Three (3) days of leave shall be granted in the case of the death of a grandparent or grandparent-in-law.

To be entitled to leave for death in the immediate family or otherwise as set forth above, the death must occur within the employee's regular work year and the leave shall commence on the next paid day following the date of death.

2. Death of a near relative or close associate - one (1) day.

3. Quarantine ordered by the Board of Health.

4. Serious illness of a member of an employee's family which requires the personal attention of the employee - not more than one (1) school day per year.

5. Personal business days (not to exceed two (2) days) may be permitted per year. Employees planning to be absent under this clause shall notify the Food Service Department five (5) days in advance; payment for absence classified as "personal business" shall be subject to review and approved by the Director of Food Services or the Secretary-School Business Administrator whichever one is in charge. "Personal business" absences will not be allowed for either the last day prior to or the first day after a school holiday or holiday period. Any unused personal business days shall be accumulative as additional sick days.

6. In the event that all accumulated sick leave has been exhausted due to protracted illness, an employee may apply to the Board for additional paid sick leave consistent with the provisions of N.J.S.A. 18A: 30-6, which is incorporated herein by reference.

B. FOOD SERVICE WORKERS

1. BEREAVEMENT LEAVE

a. Five (5) days of leave will be permitted for each death in the immediate family of an employee. Immediate family is defined as spouse, parent, child, sister, brother, mother-in-law, father-in-law, sister-in-law, brother-in-law, and grandchildren. Three (3) days of leave shall be granted in the case of the death of grandparent or grandparent-in-law. To be entitled to such leave, the death must occur within the employee's regular work year and the leave shall commence on the next paid day following the date of death.

b. Death of a near relative or close associate - one (1) day.

2. PERSONAL DAY

Food Service Workers may be permitted one (1) personal business day per year under the same conditions as set forth in Section A.(5) of this Article.

3. Serious illness of a member of an employee's family which requires the personal attention of the employee - not more than one (1) school day per year.

**ARTICLE VIII
EXTENDED LEAVES OF ABSENCE**

A. No employee shall be granted a leave of absence until the employee has served three (3) calendar years from the date of annual employment.

B. MATERNITY/CHILD CARE LEAVE

1. An employee shall notify the Superintendent of her pregnancy as soon as it is medically confirmed.

2. The Board shall not remove any tenured employee from her regular duties during her pregnancy or a non-tenured employee during those months of her pregnancy which occur during the work/school year for which she has contracted unless her performance has substantially declined or her health would be impaired if she were to continue in her employment.

3. The Board shall grant leave for pregnancy/child care to any employee wishing to return within a school year in which her leave commences. The child care portion of the leave shall be unpaid.

4. The Board shall grant leave for pregnancy/child care to any tenured employee or other employee who has been continuously employed by the district for at least three (3) calendar years from the date of annual appointment wishing to return at the beginning of any of the two (2) school years following the year in which leave commences.

5. The Board shall not bar any employee from returning to work after the birth of her child solely on the grounds of a prescribed lapse of time between birth and the desired return date.

6. For the period of disability related to the employee's pregnancy and childbirth, the employee may elect to use her accumulated sick leave and receive full pay and benefits. The period of disability shall be defined to be any period of time that the employee's doctor certifies subject to verification by a physician chosen by the district.

7. Similar leaves of absence shall be granted to any employee at the inception of child custody or at the time of adoption.

C. GOOD CAUSE

Other leaves of absence without pay may be granted by the Board for good reason.

1. BENEFITS

All contractual benefits to which an employee was entitled at the commencement of a leave of absence under this Article shall be restored upon return to employment. The employee shall be assigned to the same title which she/he held at the commencement of the leave, if available; or if not, to a substantially equivalent title.

E. EXTENSIONS AND RENEWALS

All extensions or renewals of leaves of absences shall be applied for and granted in writing.

**ARTICLE IX
SALARY**

A. Salaries for all employees shall be paid in accordance with the attached salary guide.

B. Whenever a general cafeteria worker is temporarily assigned as the assistant cook or cook-manager for a full day, such employee shall receive the following additional hourly compensation:

Effective July 1, 2009.....	\$1.19
Effective July 1, 2010.....	\$1.25
Effective July 1, 2011.....	\$1.30

Whenever an assistant cook is temporarily assigned as the cook-manager for a full day, such employee shall receive the following additional hourly compensation:

Effective July 1, 2009.....	\$1.19
Effective July 1, 2010.....	\$1.25
Effective July 1, 2011.....	\$1.30

Effective 2002-03 Cook Managers assigned to prepare for special functions during the regular workday shall be compensated one (1) hour's pay for each day of the assigned function.

C. Cafeteria workers who are required to work more than their regular shift hours but not more than eight (8) hours in one day shall be compensated for such work at their regular hourly rate of pay. Cafeteria workers who are required to work more than eight (8) hours in one day shall be paid time and one-half (1 1/2) for any hours worked in excess of the eight (8) hour day.

D. Whenever a cafeteria worker vacancy occurs (which the Board intends to fill) or an opening in a new cafeteria worker position occurs, the Board shall post the position in accordance with the following:

1. Notice of such vacancy shall be posted and a copy of the posting shall be sent to the Association President at least five (5) working days prior to the final date for submission of applications set forth in the notice.

2. In filling such positions seniority shall prevail among equally qualified candidates in accordance with Article XII(C) 1.

E. The practice of the parties shall be utilized in determining promotional increases of cafeteria workers.

F. 1. Cafeteria Workers and Food Service Workers shall be employed on a ten (10) month basis and shall be paid in twenty (20) equal semi-monthly payments. Those workers employed on an eleven (11) month basis shall be paid in twenty two (22) equal semi-monthly payments.

2. Such employees shall be given the school holidays and inclement weather days without deduction in salary.

3. When a payday falls on or during a school holiday vacation or weekend, employees shall receive their paychecks on the last previous working day

4. Employees shall receive their final paychecks on the last working day in June or July whichever is appropriate to their schedules.

G. ESP Career Academy

1. A committee comprised of members appointed by the Association President and the Superintendent shall meet to make recommendations to the Board of Education for the purpose of establishing a system whereby ESP employees would be compensated for successfully completing Career Development Programs, Seminars and Workshops and College Credits through the NJEA ESP Career Academy.

H. The Board shall implement the summer payment plan and direct deposit plan by July 1, 1996.

I. Employees reaching their 15th year, 20th year, 25th year, 30th year or 35th year of Elizabeth experience as of June 30th of each contract year shall receive an additional adjustment of up to the dollar amount shown in the longevity scale in this clause per adjustment per employee. This additional adjustment shall be incorporated in base salary. Employees who work six and one-half (6) hours per day or more shall receive the entire monetary adjustment. Employees working fewer than six and one-half (6) hours per day shall receive a pro-rated adjustment.

Years of Service	Longevity Adjustment
15	\$750(effective July 1, 2007)
20	\$1,000
25	\$1,750
30	\$2,500
35	\$3,250(effective July 1, 2006)

**ARTICLE X
INSURANCE PROTECTION
EMPLOYEES WORKING 20 HOURS OR MORE
PER WEEK**

A. Employees working 20 hours or more per week and their dependents shall be covered with health care insurance provided by the School Employees Health Benefits Plan.

1. The employer agrees to pay the full premium cost of these benefits.

2. The employer reserves the right to change the insurance carrier provided the benefits are equal to or better than the benefits provided by the School Employees Health Benefit Plan.

3. Health Insurance waiver of \$2,000 annually per P. L. 2010 chapter 2.

B. For those employees not covered by the insurance provisions of the New Jersey Public Employees Retirement System or the Teachers Pension and Annuity Fund, the Board will make all attempts to have them covered within a reasonable time after their application is received for such plan.

C. For those employees who cannot be covered under the above plans, the Board agrees that they will provide life insurance of \$1,000.00.

D. Employees working 20 hours or more per week and their dependents shall be covered with a prescription plan, which shall be the program provided under the Agreement between the Board and the Association covering the Teachers/Secretarial bargaining unit. The Board agrees to pay the premium cost of the plan. The employee shall be responsible for the following co-payment:

Generic Drugs.....\$3.00
Non-Generic Drugs.....\$6.00
Mandatory Mail Order\$0.00
(21 or more days supply)

An employee and his/her dependents must use mail order for a prescription supply of 21 days or more. There shall be no prescription premium cap.

E. Employees working 20 hours or more per week and their dependents shall be covered by dental insurance. This coverage shall be limited to those employees who have at least one (1) year or more of continuous service in the district. The employer shall pay the premium cost of the dental plan, and there shall be no premium cap. Effective July 1, 1994, the following deductibles shall apply:

Single.....\$30.00
Family.....\$90.00

Effective July 1, 2006 the annual dental maximum coverage shall be two thousand dollars (\$2,000.00).

F. Effective February 1, 1999 the Board of Education shall provide for each employee working an average of at least 20 or more hours per week a family Vision Care Plan fully paid for by the Board.

Service frequency shall be examination-12 months, lenses 24-months, and frames-24 months. Copay amounts shall be \$10.00 for the examination and \$10.00 for materials.

ARTICLE XI DEDUCTION FROM SALARY

A. The Board agrees to deduct from the salaries of its employees Association dues for the said employees who individually and voluntarily authorize the Board to deduct. The Board agrees to deduct Association dues in accordance with N.J.S.A. 52:14-15.9e, and under rules established by the State Department of Education.

The Association shall indemnify and hold the Board harmless against any and all claims, demands, suits and other forms of liability that shall arise out, or by reason of any action taken or not taken by the Board for the purpose of complying with any of the provisions of this Section A. The Association shall intervene in, and defend, any administrative or court litigation concerning this provision. In any such litigation, the Board shall have no obligation to defend actions arising under this Section, but once compelled to do so, the Association shall reimburse the Board for all reasonable costs incurred in defending or participating in such litigation.

B. The Board of Education agrees to make available, for salaried employees, salary deductions for a tax sheltered annuity plan and the Union County Teachers Federal Credit Union.

ARTICLE XII SENIORITY

A. Seniority is defined as an employee's length of service in the job category, beginning with his or her date of permanent hiring or permanent appointment to that job category.

B. Job categories shall include general worker, food service worker, assistant cook/manager, cook/manager.

C. If a question arises concerning two (2) or more employees hired on the same date, the following procedure will apply:

1. If the employees were hired prior to the effective date of this contract, seniority preference shall be determined by the order in which such employees are shown upon the Board's payroll voucher, first name, first preference, etc.

2. For employees hired on the same date subsequent to the effective date of this contract, preference shall be given in alphabetical order of the employee's last name.

D. In the event of reduction in force or layoff, employees with the low seniority in promotional categories (assistant cook/manager and cook/manager) who have had prior service in lower ranking categories shall be permitted to bump back to a former position and to include all service in the higher category in calculating seniority in the former position.

E. In all cases of promotion, demotion, layoff, recall and other situations where substantial advantages or disadvantages are concerned, employees with the greatest amount of seniority shall be given preference, provided the employee has the ability to perform the work involved after a reasonable training period.

F. The probationary period for newly hired or promoted employees shall be thirty (30) working days. The Board shall have the right to extend the probationary period for an additional thirty (30) working days upon written notice to the employee and the Association. If the employee fails to successfully meet the requirements of the promotional position within the probationary period, the employee shall be returned to his/her former classification and shall assume seniority and pay as though he/she had never left his/her old classification.

G. Substitute cafeteria workers shall be given preference over all other candidates when applying to become a general worker except as provided in Article XII of this Agreement, provided the employee is qualified to perform the work.

H. Layoff and Recall - The parties agree to establish a joint committee composed of equal representatives. The committee shall make its report by July 1, 2000 for implementation in year 1. The committee shall review and establish a procedure of layoff and recall of bargaining unit members not covered by a statutory schedule for layoff and recall in the teachers', custodians' and cafeteria contracts. The parties agree that the seniority shall be the method utilized for such new provision, that an employee shall enjoy a maximum of five (5) years on a recall list, that if an individual is recalled to employment at the Board and declines an offer of reemployment, said individual shall be removed from a recall list, that a dispute on the application of the layoff/recall provision shall be subject to expedited arbitration before a mutually selected arbitrator, and the arbitrator shall not have the authority to award back pay but shall be limited in authority to ordering a different employee be recalled or placed on layoff.

ARTICLE XIII UNIFORMS

A. Effective July 1, 1993, the Board agrees to provide annually a uniform allowance (inclusive of work shoes) for all employees except Food Service Workers. The allowance shall be:

2009-2010	\$388.74
2010-2011	\$406.23
2011-2012	\$424.51

B. The Board reserves the right to inspect uniforms and work shoes purchased and to require sales slips as proof of purchase.

C. The uniform allowance shall be paid not later than October 31st of each school year.

D. The Board shall provide annually smocks or aprons for Food Service Workers.

**ARTICLE XIV
PRODUCTIVITY STUDY COMMITTEE**

A. It is hereby agreed that a joint committee shall be established by the Board and the Association to study and make recommendations with regard to methods and means by which productivity may be substantially improved within the food service operation of the Elizabeth Board of Education.

Included within this concept shall be methods and means by which losses through spoilage and other means may be eliminated.

**ARTICLE XV
BREAKS AND LUNCH PERIODS**

Employees shall be entitled to breaks and/or lunch periods as scheduled by the Cafeteria Manager or Cook Manager subject to review by the Director of Food and Nutrition Services:

1. Employees employed for fewer than five (5) hours are permitted a fifteen (15) minute break.

2. Employees appointed for five (5) hours or more are allowed a ten (10) minute break in the a.m. and thirty (30) minutes for lunch as determined by the Cook Manager in accordance with the scheduling and needs of the school building.

**ARTICLE XVI
MISCELLANEOUS**

A. If any provision of this Agreement or any application of this Agreement to any employee or group of employees is held to be contrary to law, then such provision or application shall not be deemed valid and subsisting, except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect.

**ARTICLE XVII
AGENCY SHOP**

A. If any employee does not become a member of the Association during any membership year which is covered in whole or part by this Agreement said employee will be required to pay a representation fee to the Association for that membership year. The purpose of this will be to offset the employee's per capita cost of services rendered by the Association as majority representative.

B. Prior to the beginning of each membership year, the amount of said representation fee shall be certified to the Board by the Association, which amount shall not exceed eighty-five percent (85%) of the regular membership dues, fees and assessments charged by the Union to its own members.

C. Once during each membership year covered in whole or in part by this Agreement, the Association will submit to the Board a list of those employees who have not become members of the Association for the then current membership year. The Board will deduct the representation fee in equal installments, as nearly as possible from the paycheck paid to each employee on the aforesaid list during the remainder of the membership year in question.

D. The Employer shall remit the amount deducted to the Association monthly, on or before the 15th of the month following the month in which such deductions were made.

E. These deductions shall commence thirty(30) days after the beginning of employment in the unit or ten (10) days after re-entry into employment in the unit.

F. The Association shall establish and maintain at all times a demand and return system as provided by N.J.S.A. 34:13A-5.5(c) and 5.6, and membership in the Association shall be available to all employees in the unit on an equal basis at all times. In the event the Association fails to maintain such a system or if membership is not so available, the employer shall immediately cease making said deductions.

G. The Association shall indemnify and hold the Board harmless against any and all claims, demands, suits and other forms of liability that shall arise out, or by reason of any action taken or not taken by the Board for the purpose of complying with any of the provisions of this Article. The Association shall intervene in, and defend, any administrative or court litigation concerning this provision. In any such litigation, the Board shall have no obligation to defend actions arising under this Article but, once compelled to do so, the Association shall reimburse the Board for all reasonable costs incurred in defending or participating in such litigation.

ARTICLE XVIII
PROTECTION OF EMPLOYEES

A. The Board shall provide legal assistance for any employee who is assaulted during the course of the performance of his/her lawful duties as an employee in the school district.

B. The Board agrees that an employee shall be entitled to full salary for up to one (1) year with no deduction for sick leave or personal leave in the event of absence caused by an assault upon the employee while in the performance of his/her lawful functions on behalf of the Board of Education. The extent and causation of such disability shall be verified by the Chief Medical Inspector of the Board of Education.

C. Absences due to injuries sustained by employees as the result of a student assault as well as all other work related absences, illnesses or injuries shall be governed by the provisions of N.J.S.A. 18A: 30.2.1.

D. Employees shall immediately report cases of assault suffered by them or by students to their principal or supervisor; a copy of such report shall be forwarded to the central administration office. The reporting requirements for all incidents of assault, violence and vandalism shall be consistent with the New Jersey administrative code. The district is required to prepare forms which are completed by the employee and given to the principal. The principal is required to review the report for accuracy and notify the chief school administrator of the action taken as a result of the report.

**ARTICLE XIX
DURATION OF AGREEMENT**

THIS AGREEMENT shall be effective July 1, 2009 except as otherwise provided in this Agreement and shall continue and remain in full force and effect to and including June 30, 2012 when it shall expire. This Agreement shall not be extended.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed by their representative Presidents, attested to by their respective Secretaries, and their corporate seals to be affixed hereto, all on this day of 2011.

**ELIZABETH BOARD OF
EDUCATION**

**ELIZABETH EDUCATION
ASSOCIATION**

/s/ Marie Munn, PRESIDENT

/s/ Rose Carreto, PRESIDENT

Attest:

Attest:

/s/ Harold Kennedy Jr., SECRETARY

/s/ Terrie Kennedy, SECRETARY

Date:

Date:

APPENDIX A

1. Board of Education attendance policy 4151.21 revised September 4, 2007 shall be applied to all bargaining unit employees. The policy defines a) attendance review procedures; b) movement on the salary guide for the subsequent year; c) assessment for tardiness.

2. Section III-G of policy 4151.21 shall be modified to include the following language: "All paid time shall count towards movement on the salary guide. With the exception of family and medical leaves taken by the employee pursuant to the New Jersey Family Leave Act and the Federal Family and Medical Leave Act, unpaid leaves of absences shall not count for movement on the salary guide."

Elizabeth Public Schools	File Code: 4151.21
Elizabeth, New Jersey 07207	<input type="checkbox"/> Monitored
	<input checked="" type="checkbox"/> Mandated
Regulation	<input checked="" type="checkbox"/> Other Reasons

Elizabeth Public Schools District Attendance Policy Staff Attendance Improvement Plan

Daily attendance is essential in contributing to the success of our District's Mission Statement. The assurance that all students are provided with meaningful, well-organized, and excellent educational experiences and services, require not only the presence of the regularly assigned teachers, but also the daily presence of all certified and non-certified staff. The absence of any Elizabeth Public School employee adversely affects the sequence of instruction, as well as disrupts the daily work schedules of all District operations.

Therefore, the Elizabeth Board of Education hereby adopts this regulation to improve employee attendance in the District.

The following Staff Attendance Improvement Plan shall be implemented by all administrators and shall be reviewed with both the certified and non-certified staff

The Principal or Administrator shall require all absentees to sign a Statement Covering Employee's Absence (Exhibit 4151-A) giving the causes and dates of absences.

I. The Principal or Administrator shall require employees, who return from being out ill for three (3) or more consecutive days, to submit a fully completed District Medical Certificate (Exhibit 4151-B) as to the nature of the illness and verifying that they are physically able to return to work, with no restrictions in the performance of their duties.

II. The Principal or Administrator shall require employees to submit a completed District Medical Certificate after six (6) days of consecutive absences for sickness and shall continue to require the District Medical Certificate to cover the term of the employees' prospective or continued illness.

III. Definitions(Intermittent and Long Term Absences refer to sick days only):

Intermittent Absence: Absent for one (1) to five (5) days — whether consecutive or non-consecutive days

Long-Term Absence: Absent for six (6) consecutive days or more

School Year: July 1st to June 30th

A. After the sixth (6th) day of intermittent absence, or one (1) long term absence, the Principal or Administrator will initiate a conference to demonstrate an interest in the welfare of the staff member, remind them that his/her attendance will be closely monitored, and document that said conference was held.

B. After the eighth (8th) day of intermittent absence, the Principal or Administrator will initiate a conference with the staff member, demonstrate an interest in the welfare of the staff member, and inform him/her, that on the next day (9th) of intermittent absence, the school administrator will submit a letter to the Superintendent of Schools. See Step III-C.

C. On the ninth (9th) day of intermittent absence, the Principal or Administrator will forward the letter, (Exhibit 4151-C) mentioned in Step III-B, to the Superintendent of Schools recommending the implementation of the following procedures:

1. Review of absentee's current absence record
2. Review of absentee's past absence record
3. Review of the underlying reasons for each intermittent/long-term absence, considering its impact on the continuity of education or services, and the validity of the reasons for the absence
4. Recommendation, with support data, whether future action is necessary in light of 1, 2, and/or 3

Please note: Any staff member may be subject to attendance review by Central Office personnel at any time during the school year.

D. After a thorough review of the documentation and recommendation (if submitted by the administrator), as indicated in Step III C-4, a letter may be sent to the employee by the Superintendent or designee indicating that, based on the review and/or the administrator's recommendation, a conference is required at this time. If a conference is not required at this time, the employee will be notified that any additional absence(s) may result in a conference with the Superintendent or designee at a future date.

E. Employees called for a conference at this level may be subject to disciplinary action. Any future disciplinary actions, regarding attendance, will also be preceded by a conference.

F. By June 1st of each year, the Principal or Administrator will conduct a review of the attendance of his/her staff, and submit a letter to the Superintendent recommending a final review for any employee who has continued to accrue excessive absences, even if this employee was already subject to a review during the same school year. This may result in a letter of reprimand being placed in an employee's personnel file or other disciplinary action.

G. After being absent more than the allotted amount of time designated below, employees will undergo a review of their absences to determine if their next year's salary will remain on the same step on the salary scale for the following school year.

Designated allotted time:

- Ten-month employees who have been absent for the equivalent of five (5) months or more
- Eleven-month employees, who have been absent for the equivalent of five and one-half (5 ½) months or more
- Twelve-month employees who have been absent for the equivalent of six (6) months or more

IV. Each school/department within the Elizabeth Public Schools will establish a committee which will recommend procedures for the improvement of staff attendance.

V. All Principals or Administrators will recognize staff members who have achieved perfect attendance by issuing a letter of commendation and placing a copy of said letter in the individual's personnel file.

VI. The Superintendent of Schools will annually submit to the Board of Education the names of the Elizabeth Public Schools' staff members who have achieved perfect attendance the preceding school year.

VII. The Board of Education will officially acknowledge those members of the Elizabeth Public Schools who have achieved excellence in attendance.

VIII. The Board of Education will implement an Attendance Incentive Program, effective July 1, 2006, in accordance with the agreement between the Elizabeth Board of Education and the Elizabeth Education Association.

Absences for the following reasons will not be counted as part of attendance for this incentive program: Military Service; Jury Duty; On the Job Injury; Bereavement Leave; Vacation; Administrator-approved Professional Days.

Assessment for Tardiness

A. The accumulation of five (5) tardy marks to an assigned duty within a given school year will result in a deduction from pay of twenty-five percent (25%) of the daily salary computed at $1/200$ for ten (10) month employees; $1/220$ for eleven (11) month employees; $1/240$ for twelve (12) month employees of the employee's annual salary.

B. After the first accumulation of five (5) tardy marks in a given school year, each tardy will result in a deduction from pay of twenty-five percent (25%) of the daily salary computed at $1/200$ for ten (10) month employees; $1/220$ for eleven (11) month employees; $1/240$ for twelve (12) month employees of the employee's annual salary.

C. Inexcusable failure to report to work will result in the forfeiture of $1/200$ for ten (10) month employees; $1/220$ for eleven (11) month employees; $1/240$ for twelve (12) month employees of the employee's annual salary.

D. Inexcusable absence during a portion of the working day shall result in an assessment equal to the ratio of the time missed to the total time offered, times $1/200$ for ten (10) month employees; $1/220$ for eleven (11) month employees; $1/240$ for twelve (12) month employees of the employee's annual salary.

Whether failure to perform an assigned or contracted duty is excusable or not shall be determined by the building or department administrator, or the Superintendent of Schools, in accordance with applicable Board rules. Tardiness records shall not be cumulative from one school year to the next. Records of tardiness and assessments for this, or other causes for failure to perform assigned or contracted services, will be retained in the employee's personnel file.

The Board therefore directs the Superintendent of Schools to report all cases which violate Board of Education policy and have resulted in recommendations for assessment as prescribed herein.

Date: September 12, 1991

Revised: November 16, 2006

Revised: September 4, 2007

Cook Managers						
08-09		09-10		10-11		11-12
						1
				1	→	2
		1	→	2	→	3
1	→	2	→	3	→	4
2	→	3	→	4	→	5
3	→	4	→	5	→	6
4	→	5	→	6	→	7
5	→	6	→	7	→	8
6	→	7	→	8	→	9
7	→	8	→	9	→	10
8	→	9	→	10	→	11
9	→	10	→	11	→	12
10	→	11	→	12	→	13
11	→	12	→	13	→	13
12	→	13	→	13	→	13
13	→	13	→	13	→	13

BASE YEAR**2008-09 Elizabeth (Union)****Cook Managers****Salary Guide**

Step	CKMGR	CKMGR II	CKMGR Extended Yr	CKMGR II Extended Yr
1	27,321	22,430	30,355	24,921
2	27,647	24,475	30,718	27,193
3	27,999	24,820	31,108	27,576
4	28,377	25,192	31,529	27,990
5	28,785	25,590	31,982	28,432
6	29,276	26,018	32,527	28,907
7	30,136	26,471	33,483	29,411
8	31,171	28,033	34,633	31,147
9	32,892	29,549	36,545	32,830
10	33,971	30,310	37,744	33,676
11	35,462	31,284	39,401	34,758
12	36,374	31,946	40,413	35,494
13	36,881	32,205	40,977	35,781

YEAR 1**2009-10 Elizabeth (Union)****Cook Managers****Salary Guide**

Step	CKMGR	CKMGR II	CKMGR Extended Yr	CKMGR II Extended Yr
1	27,413	22,522	30,457	25,023
2	27,739	24,567	30,820	27,295
3	28,091	24,912	31,210	27,678
4	28,469	25,284	31,631	28,092
5	28,877	25,682	32,084	28,534
6	29,368	26,110	32,629	29,009
7	30,228	26,563	33,585	29,513
8	31,263	28,125	34,735	31,249
9	32,984	29,641	36,647	32,933
10	34,063	30,402	37,846	33,779
11	35,554	31,376	39,503	34,860
12	36,874	32,446	40,969	36,050
13	37,381	32,705	41,533	36,337

YEAR 2

**2010-11 Elizabeth (Union)
Cook Managers**

Salary Guide			CKMGR	CKMGR II
Step	CKMGR	CKMGR II	Extended Yr	Extended Yr
1	27,453	22,562	30,502	25,067
2	27,779	24,607	30,864	27,340
3	28,131	24,952	31,255	27,723
4	28,509	25,324	31,675	28,136
5	28,917	25,722	32,129	28,579
6	29,408	26,150	32,674	29,054
7	30,268	26,603	33,630	29,558
8	31,303	28,165	34,779	31,293
9	33,024	29,681	36,691	32,977
10	34,103	30,442	37,890	33,823
11	35,594	31,416	39,547	34,905
12	37,374	32,946	41,525	36,605
13	37,881	33,205	42,088	36,892

YEAR 3

**2011-12 Elizabeth (Union)
Cook Managers**

Salary Guide			CKMGR	CKMGR II
Step	CKMGR	CKMGR II	Extended Yr	Extended Yr
1	27,506	22,615	30,561	25,126
2	27,832	24,660	30,923	27,399
3	28,184	25,005	31,314	27,782
4	28,562	25,377	31,734	28,195
5	28,970	25,775	32,187	28,638
6	29,461	26,203	32,733	29,113
7	30,321	26,656	33,689	29,617
8	31,356	28,218	34,838	31,352
9	33,077	29,734	36,750	33,036
10	34,156	30,495	37,949	33,882
11	35,647	31,469	39,606	34,964
12	37,874	33,446	42,080	37,161
13	38,381	33,705	42,644	37,448

Cafeteria Workers						
08-09		09-10		10-11		11-12
				1	→	1
				2	→	2
		1	→	3	→	3
1	→	2	→	4	→	4
2	→	3	→	5	→	5
3	→	4	→	6	→	6
4	→	5	→	7	→	7
5	→	6	→	8	→	8
6	→	7	→	9	→	9
7	→	8	→	10	→	10
8	→	9	→	11	→	11
9	→	10	→	12	→	12
10	→	11	→	13	→	13
11	→	12	→	14	→	14
12	→	13	→	15	→	15
13	→	14	→	16	→	16
14	→	15	→	16	→	16
15	→	16	→	16	→	16
16	→	16	→	16	→	16

BASE YEAR

**2008-09 Elizabeth (Union)
Cafeteria Workers**

Salary Guide

Step	WKR-4	WKR-5	WKR-6	ASM-6	ACM-8
1	7,561	8,968	10,401	12,585	16,017
2	7,723	9,141	10,591	12,871	16,402
3	7,898	9,332	10,800	13,183	16,809
4	8,083	9,543	11,015	13,516	17,246
5	8,279	9,770	11,250	13,872	17,706
6	8,495	10,128	11,533	14,257	18,212
7	8,713	10,514	11,921	14,798	18,958
8	8,941	10,917	12,325	15,474	19,837
9	9,179	11,338	12,746	16,195	20,858
10	9,427	11,775	13,183	16,962	21,931
11	9,685	12,228	13,636	17,775	23,058
12	9,953	12,697	14,105	18,634	24,241
13	10,231	13,182	14,590	19,539	25,481
14	10,519	13,683	15,091	20,491	26,778
15	10,817	14,200	15,608	21,491	28,133
16	11,125	14,733	16,141	22,541	29,546

YEAR 1

**2009-10 Elizabeth (Union)
Cafeteria Workers**

Salary Guide

Step	WKR-4	WKR-5	WKR-6	ASM-6	ACM-8
1	7,653	9,060	10,493	12,677	16,109
2	7,815	9,233	10,683	12,963	16,494
3	7,990	9,424	10,892	13,275	16,901
4	8,175	9,635	11,107	13,608	17,338
5	8,371	9,862	11,342	13,964	17,798
6	8,587	10,220	11,625	14,349	18,304
7	8,805	10,606	12,013	14,890	19,050
8	9,033	11,009	12,417	15,566	19,929
9	9,271	11,430	12,838	16,287	20,950
10	9,519	11,867	13,275	17,054	22,123
11	9,777	12,320	13,728	17,867	23,458
12	10,045	12,789	14,197	18,726	24,965
13	10,323	13,274	14,682	19,631	26,646
14	10,611	13,775	15,183	20,583	28,491
15	10,909	14,292	15,690	21,583	30,501
16	11,217	14,825	16,213	22,633	32,676

YEAR 2
2010-11 Elizabeth (Union)
Cafeteria Workers

Salary Guide					
Step	WKR-4	WKR-5	WKR-6	ASM-6	ACM-8
1	7,693	9,100	10,533	12,717	16,149
2	7,855	9,273	10,723	13,003	16,534
3	8,030	9,464	10,932	13,315	16,941
4	8,215	9,675	11,147	13,648	17,378
5	8,411	9,902	11,382	14,004	17,838
6	8,627	10,260	11,665	14,389	18,344
7	8,845	10,646	12,053	14,830	19,090
8	9,073	11,049	12,657	15,606	19,969
9	9,882	11,710	13,543	16,635	21,330
10	10,338	12,282	14,230	17,322	22,247
11	10,796	12,856	14,920	18,013	23,167
12	11,254	13,428	15,607	18,698	24,082
13	11,710	14,005	16,292	19,389	25,003
14	13,087	15,719	18,355	21,446	27,747
15	14,715	17,396	20,207	23,934	29,964
16	16,716	19,444	22,431	26,795	32,553

YEAR 3
2011-12 Elizabeth (Union)
Cafeteria Workers

Salary Guide					
Step	WKR-4	WKR-5	WKR-6	ASM-6	ACM-8
1	7,746	9,153	10,586	12,770	16,202
2	7,908	9,326	10,776	13,058	16,587
3	8,083	9,517	10,985	13,368	16,994
4	8,268	9,728	11,200	13,701	17,431
5	8,464	9,955	11,435	14,057	17,891
6	8,680	10,313	11,718	14,442	18,397
7	8,898	10,699	12,106	14,983	19,143
8	9,126	11,102	12,710	15,659	20,022
9	9,935	11,763	13,596	16,688	21,383
10	10,391	12,335	14,283	17,375	22,300
11	10,849	12,909	14,973	18,066	23,220
12	11,307	13,481	15,660	18,751	24,135
13	11,763	14,058	16,345	19,442	25,056
14	13,140	15,772	18,408	21,499	27,800
15	14,768	17,449	20,260	23,987	30,017
16	16,916	19,644	22,631	26,995	32,753

BASE YEAR

2008-09 Elizabeth (Union)
Cafeteria Workers Extended Year

Salary Guide	WKR-4	WKR-5	WKR-6	ASM-6	ACM-8
Step 1	8,401	9,963	11,556	13,982	17,796
2	8,581	10,156	11,767	14,300	18,224
3	8,775	10,368	11,999	14,647	18,676
4	8,981	10,603	12,238	15,017	19,161
5	9,198	10,855	12,499	15,412	19,673
6	9,439	11,253	12,813	15,840	20,235
7	9,681	11,682	13,245	16,442	21,064
8	9,934	12,129	13,916	17,193	22,041
9	10,832	12,864	14,901	18,336	23,553
10	11,339	13,499	15,664	19,099	24,572
11	11,848	14,137	16,430	19,867	25,593
12	12,357	14,773	17,194	20,628	26,609
13	12,864	15,413	17,955	21,395	27,633
14	14,393	17,318	20,247	23,681	30,681
15	16,203	19,181	22,305	26,446	33,145
16	18,128	21,159	24,478	29,326	35,723

YEAR 1

2009-10 Elizabeth (Union)
Cafeteria Workers Extended Year

Salary Guide	WKR-4	WKR-5	WKR-6	ASM-6	ACM-8
Step 1	8,503	10,066	11,659	14,084	17,898
2	8,683	10,258	11,869	14,402	18,326
3	8,878	10,471	12,101	14,749	18,778
4	9,083	10,705	12,340	15,119	19,264
5	9,301	10,958	12,601	15,514	19,775
6	9,541	11,355	12,916	15,942	20,337
7	9,783	11,784	13,347	16,544	21,166
8	10,037	12,232	14,018	17,295	22,143
9	10,935	12,966	15,003	18,438	23,655
10	11,441	13,601	15,766	19,201	24,674
11	11,950	14,239	16,532	19,970	25,695
12	12,459	14,875	17,296	20,730	26,712
13	12,966	15,516	18,057	21,497	27,735
14	14,495	17,420	20,349	23,783	30,784
15	16,305	19,283	22,407	26,548	33,247
16	18,350	21,381	24,700	29,548	35,946

YEAR 2

**2010-11 Elizabeth (Union)
Cafeteria Workers Extended Year**

Salary Guide					
Step	WKR-4	WKR-5	WKR-6	ASM-6	ACM-8
1	8,547	10,110	11,703	14,129	17,942
2	8,727	10,302	11,913	14,447	18,370
3	8,922	10,515	12,145	14,794	18,822
4	9,127	10,749	12,385	15,164	19,308
5	9,345	11,002	12,646	15,559	19,819
6	9,586	11,400	12,960	15,987	20,381
7	9,827	11,829	13,392	16,589	21,211
8	10,081	12,276	14,062	17,339	22,187
9	10,979	13,011	15,048	18,483	23,699
10	11,486	13,645	15,810	19,245	24,718
11	11,994	14,284	16,577	20,014	25,739
12	12,503	14,919	17,340	20,774	26,756
13	13,011	15,560	18,102	21,542	27,780
14	14,540	17,465	20,394	23,827	30,828
15	16,349	19,327	22,451	26,592	33,291
16	18,572	21,603	24,922	29,770	36,168

YEAR 3

**2011-12 Elizabeth (Union)
Cafeteria Workers Extended Year**

Salary Guide					
Step	WKR-4	WKR-5	WKR-6	ASM-6	ACM-8
1	8,606	10,169	11,762	14,188	18,001
2	8,786	10,361	11,972	14,506	18,429
3	8,981	10,574	12,204	14,853	18,881
4	9,186	10,808	12,444	15,222	19,367
5	9,404	11,061	12,705	15,618	19,878
6	9,644	11,459	13,019	16,046	20,440
7	9,886	11,888	13,451	16,647	21,269
8	10,140	12,335	14,121	17,398	22,246
9	11,038	13,070	15,106	18,541	23,758
10	11,544	13,704	15,869	19,304	24,777
11	12,053	14,343	16,635	20,073	25,798
12	12,562	14,978	17,399	20,833	26,815
13	13,070	15,619	18,161	21,601	27,839
14	14,599	17,524	20,452	23,886	30,887
15	16,408	19,386	22,510	26,651	33,350
16	18,794	21,826	25,145	29,993	36,390

Food Service HFS-3 and HFS-5						
08-09		09-10		10-11		11-12
		1	→	2	→	3
1	→	2	→	3	→	4
2	→	3	→	4	→	5
3	→	4	→	5	→	6
4	→	5	→	6	→	7
5	→	6	→	7	→	8
6	→	7	→	8	→	9
7	→	8	→	9	→	10
8	→	9	→	10	→	11
9	→	10	→	11	→	12
10	→	11	→	12	→	12
11	→	12	→	12	→	12
12	→	12	→	12	→	12

Food Service FS-2, FS-2.25, FS-3, FS-3.5, FS-6.0						
08-09		09-10		10-11		11-12
				1	→	2
		1	→	2	→	3
1	→	2	→	3	→	4
2	→	3	→	4	→	5
3	→	4	→	5	→	6
4	→	5	→	6	→	7
5	→	6	→	7	→	7
6	→	7	→	7	→	7
7	→	7	→	7	→	7

BASE YEAR

**2008-09 Elizabeth (Union)
Food Service**

Salary Guide	FS-2.0	FS2.25	FS-3	FS-3.5	FS-6.0	HFS-3	HFS-5
Step 1	3,773	4,245	5,168	5,866	10,239	5,802	9,042
2	3,882	4,367	5,294	6,015	10,492	6,118	9,515
3	3,967	4,462	5,423	6,164	10,751	6,435	9,989
4	4,055	4,562	5,561	6,326	11,027	6,751	10,463
5	4,145	4,663	5,680	6,461	11,264	7,068	10,936
6	4,805	5,406	6,383	7,177	12,670	7,384	11,410
7	5,466	6,149	7,086	7,894	14,075	7,701	11,884
8						8,017	12,358
9						8,334	12,831
10						8,650	13,305
11						8,967	13,779
12						9,283	14,252

YEAR 1

**2009-10 Elizabeth (Union)
Food Service**

Salary Guide	FS-2.0	FS2.25	FS-3	FS-3.5	FS-6.0	HFS-3	HFS-5
Step 1	3,865	4,348	5,260	5,958	10,331	5,894	9,134
2	3,974	4,470	5,386	6,107	10,584	6,210	9,607
3	4,059	4,566	5,515	6,256	10,843	6,527	10,081
4	4,147	4,665	5,653	6,418	11,119	6,843	10,555
5	4,237	4,767	5,772	6,553	11,356	7,160	11,028
6	4,897	5,510	6,475	7,269	12,762	7,476	11,502
7	5,558	6,252	7,178	7,986	14,167	7,793	11,976
8						8,109	12,450
9						8,426	12,923
10						8,742	13,397
11						9,059	13,871
12						9,375	14,344

YEAR 2
2010-11 Elizabeth (Union)
Food Service

Salary Guide							
Step	FS-2.0	FS2.25	FS-3	FS-3.5	FS-6.0	HFS-3	HFS-5
1	3,905	4,393	5,300	5,998	10,371	5,934	9,174
2	4,014	4,515	5,426	6,147	10,624	6,250	9,647
3	4,099	4,611	5,555	6,296	10,883	6,567	10,121
4	4,187	4,710	5,693	6,458	11,159	6,883	10,595
5	4,277	4,812	5,812	6,593	11,396	7,200	11,068
6	4,937	5,555	6,515	7,309	12,802	7,516	11,542
7	5,598	6,287	7,218	8,026	14,207	7,833	12,016
8						8,149	12,490
9						8,466	12,963
10						8,782	13,437
11						9,099	13,911
12						9,415	14,384

YEAR 3
2011-12 Elizabeth (Union)
Food Service

Salary Guide							
Step	FS-2.0	FS2.25	FS-3	FS-3.5	FS-6.0	HFS-3	HFS-5
1	3,958	4,453	5,353	6,051	10,424	5,987	9,227
2	4,067	4,575	5,479	6,200	10,677	6,303	9,700
3	4,152	4,671	5,608	6,349	10,936	6,620	10,174
4	4,240	4,770	5,746	6,511	11,212	6,936	10,648
5	4,330	4,871	5,865	6,646	11,449	7,253	11,121
6	4,990	5,614	6,568	7,362	12,855	7,569	11,595
7	5,651	6,357	7,271	8,079	14,260	7,886	12,069
8						8,202	12,543
9						8,519	13,016
10						8,835	13,490
11						9,152	13,964
12						9,468	14,437

BASE YEAR

2008-09 Elizabeth (Union)

Salary Guide	Food Service						Extended Year	
	FS-2.0	FS2.25	FS-3	FS-3.5	FS-6.0	HFS-3	HFS-5	
Step 1	4,192	4,716	5,742	6,517	11,376	6,446	10,046	
2	4,313	4,852	5,882	6,683	11,657	6,798	10,572	
3	4,407	4,958	6,026	6,849	11,944	7,149	11,098	
4	4,505	5,068	6,179	7,029	12,251	7,501	11,625	
5	4,605	5,181	6,311	7,179	12,515	7,853	12,151	
6	5,339	6,006	7,092	7,975	14,077	8,204	12,677	
7	6,073	6,832	7,872	8,770	15,638	8,556	13,204	
8						8,907	13,730	
9						9,259	14,256	
10						9,611	14,783	
11						9,962	15,309	
12						10,314	15,835	

YEAR 1

2009-10 Elizabeth (Union)

Salary Guide	Food Service						Extended Year	
	FS-2.0	FS2.25	FS-3	FS-3.5	FS-6.0	HFS-3	HFS-5	
Step 1	4,294	4,831	5,844	6,620	11,479	6,548	10,148	
2	4,415	4,967	5,984	6,785	11,759	6,900	10,674	
3	4,509	5,073	6,128	6,951	12,047	7,252	11,200	
4	4,607	5,183	6,281	7,131	12,354	7,603	11,727	
5	4,708	5,296	6,413	7,281	12,617	7,955	12,253	
6	5,441	6,121	7,194	8,077	14,179	8,306	12,779	
7	6,175	6,947	7,975	8,873	15,740	8,658	13,306	
8						9,010	13,832	
9						9,361	14,358	
10						9,713	14,885	
11						10,065	15,411	
12						10,416	15,937	

YEAR 2

2010-11 Elizabeth (Union)

		Food Service				Extended Year		
Salary Guide		FS-2.0	FS2.25	FS-3	FS-3.5	FS-6.0	HFS-3	HFS-5
Step								
1		4,339	4,881	5,888	6,664	11,523	6,593	10,192
2		4,460	5,017	6,028	6,830	11,803	6,944	10,719
3		4,554	5,123	6,172	6,995	12,091	7,296	11,245
4		4,652	5,233	6,326	7,175	12,398	7,648	11,771
5		4,752	5,346	6,457	7,325	12,662	7,999	12,298
6		5,486	6,171	7,238	8,121	14,223	8,351	12,824
7		6,219	6,997	8,019	8,917	15,785	8,703	13,350
8							9,054	13,877
9							9,406	14,403
10							9,757	14,929
11							10,109	15,456
12							10,461	15,982

YEAR 3

2011-12 Elizabeth (Union)

		Food Service				Extended Year		
Salary Guide		FS-2.0	FS2.25	FS-3	FS-3.5	FS-6.0	HFS-3	HFS-5
Step								
1		4,398	4,947	5,947	6,723	11,582	6,652	10,251
2		4,518	5,083	6,087	6,889	11,862	7,003	10,777
3		4,613	5,189	6,231	7,054	12,150	7,355	11,304
4		4,711	5,299	6,385	7,234	12,457	7,707	11,830
5		4,811	5,412	6,516	7,384	12,720	8,058	12,356
6		5,545	6,238	7,297	8,180	14,282	8,410	12,883
7		6,278	7,063	8,078	8,976	15,844	8,761	13,409
8							9,113	13,935
9							9,465	14,462
10							9,816	14,988
11							10,168	15,514
12							10,519	16,041