

Contract Between the

Government Employees' Union, IUPE, Local 4
(Food Services Unit)

and

The Leicester School Committee

July 1, 2022 - June 30, 2025

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I. *PURPOSE*

Pursuant to the provisions of Massachusetts General Laws, Chapter 150E, Section 4, this agreement is made this day of July 1, 2022 by and between the Leicester School Committee (hereinafter referred to as the Employer) and the school Food Service Employees represented by Government Employees' Union (GEU) (hereinafter referred to as the Union), and has as its purpose the promotion of harmonious relations between the Employer and the Union.

II. *RECOGNITION*

The Leicester School Committee recognizes the Government Employees' Union as the exclusive representative of all regular full time and part time food service employees but excluding all managerial, confidential, casual and other employees.

III. *EMPLOYER'S RIGHTS*

The Union recognizes that the School Committee and the Administration must provide quality, efficient and economical operation of its schools and to promulgate reasonable rules and regulations thereof. To this end, the District retains and reserves all regular and customary functions of management and all powers, rights, and duties it has under law, except as abridged, delegated, granted, or modified by this agreement. These rights include but are not limited to:

- maintain order and efficiency
- select, hire, promote and direct the Food Service Employee in accordance with requirements, enrollment needs, and financial needs
- assign, reassign and schedule all duties and assignments
- determine the quantity and types of equipment to be used
- introduce new methods and facilities
- determine staffing requirements and the number and location of facilities
- determine whether the whole or any part of the operation shall continue to operate
- determine the qualifications for positions
- demote, suspend, discipline or discharge
- layoff food service employees for lack of work or funds subject to the terms of this agreement

IV. *FOOD SERVICE EMPLOYEES*

Food Service Employees will perform their duties as outlined in the job description or directed by the Food Service Director and the Superintendent/designee.

V. *PROBATIONARY PERIOD*

The first ninety (90) days of continuous service by a newly hired employee shall constitute such employee's probationary period. At any time during the probationary period a newly hired employee may be terminated at the sole discretion of the Employer, and said termination is not subject to grievance or arbitration.

VI. *CHECK OFF/UNION SECURITY*

After 30 days of employment an employee may tender monthly membership dues charged by the Union by signing a payroll deduction authorization form. During the life of this Agreement and in accordance with the terms of the authorization from hereinafter set forth, the Employer agrees to deduct from each pay period, dues levied in accordance with the Constitution of the Union and remit the aggregate amount to the Treasurer of the Union on a monthly basis.

VII. AGENCY SERVICE FEE

- A. It is recognized that the negotiation for and administration of the Agreement entail expenses which appropriately should be shared by all Employees who are beneficiaries of the Agreement. To this end, if an Employee in the bargaining unit does not want to be a member of the Union, he/she must sign a statement to that effect (Appendix A). The Employee shall also acknowledge and agree that if representation by the Union is requested by the Employee, the Employee will be required to pay the union all expenses to the extent permissible by applicable law, prior to any representational duties taking place.
- B. It is the responsibility of the Food Service Director to notify G.E.U and the Steward of any new employees hired into the bargaining unit.

VIII. NO STRIKE/NO LOCKOUT

During the term of this agreement there shall be no strikes, work stoppages or slowdowns of school operations by the Union or its members. The employer agrees not to lock out any employee covered by this agreement.

IX. DISCIPLINE

The Superintendent may impose disciplinary action for just cause. Disciplinary action may include, but is not limited to:

1. Oral reprimand
2. Written reprimand
3. Suspension
4. Discharge

The School Committee or representative will give written notice to employees within five (5) days of imposing 3 and 4 above and will forward a copy to G.E.U. Local #4.

Written notice regarding suspension will specify the number of days imposed. Disciplinary actions under items 3 and 4 above can be taken up at the second step of grievance procedure.

No employee will be suspended for more than five (5) days without a hearing. Hearings will be held before the building Food Service Director, unless it involves a decision made by the Superintendent, in which case, s/he will be the sole hearing officer. If a suspended employee disagrees with a decision of a building Food Service Director, the aggrieved employee may appeal to the Superintendent for a hearing, whose decision is final. In cases repeated suspension of more than five (5) days or that may result in a termination, the hearing will be conducted by the Superintendent.

X. GRIEVANCE PROCEDURE

A grievance shall be defined as a dispute concerning the interpretation, implementation, or application of this collective bargaining agreement. The purpose of the procedure set forth is to produce prompt and equitable solutions to those problems which from time to time arise and affect the conditions of employment. The Committee and Union desire that such procedure be as informal and confidential as may be appropriate for the grievance and level involved.

1. **Level One:**
An employee or group of employees having a grievance shall present it in writing through the Union steward or bargaining representative, to the Food Service Director/designee, stating specifically what article or articles of the collective bargaining agreement the employee believes to have been violated. This must take place no later than ten (10) working days after the employee is aware or reasonably should have been aware of, the event or events giving rise to the grievance, but not to exceed 30 school days from the event or events giving rise to the grievance. The Food Service Director shall have ten (10) working days to respond to the grievance and, depending on the nature of the grievance reserves the right to confer with the Superintendent/designee.
2. **Level Two:**
If the employee is not satisfied with the Food Service Director's, or his or her designee's response, the employee together with his union representative, may appeal the grievance to the Superintendent; such appeal must be filed within ten (10) working days of the date of the answer from the Food Service Director. The Superintendent or his designee will have ten (10) working days to give his or her answer to the grievance in writing.
3. **Level Three:**
In the event that the aggrieved employee is not satisfied with the decision of the Superintendent, the Union, within ten (10) working days after receipt of the decision of the Superintendent, may submit the grievance for arbitration to the Massachusetts Board of Conciliation and Arbitration. Any such arbitration shall be conducted in accordance with the rules of the Board of Conciliation and Arbitration. The Arbitrator or arbitration panel shall be without power to add to, subtract from, or modify in any way the provisions of this Agreement. The costs of arbitration shall be borne equally by the parties.
4. Failure of the employee or the Union at any stage of this procedure to appeal the grievance to the next level within the time specified shall be deemed to be acceptance of the decision rendered at that level.
5. The grievant shall have the right to use at his/her presentation of any level of this grievance procedure, representation of his/her choosing but not normally to exceed two (2) representatives.
6. Failure by the Superintendent to respond within the time limits set forth in the Article shall be deemed a denial of the grievance at that step of the grievance process.
7. Any time limits contained in this Article may be waived by agreement of the parties.

XI. SENIORITY

The length of continuous service of the employee in the bargaining unit shall determine the seniority of the employee. In the cases of a newly recognized unit, all members coming under contract will retain their length of service from their date of hire. (current seniority list)

The competency of the candidate in relation to the requirements of the open position along with length of service shall be the governing factor in cases of transfer and preference in vacant shift assignments.

In cases of promotion, seniority shall be considered along with qualifications, ability and experience.

XII. EVALUATION

The evaluation process is intended to be a positive approach to enhance Employer and Employee relationships and is to be used as a tool for both parties to have a clear understanding of the expectations of the job and employee performance. It is not intended to replace or to be used in conjunction with matters of discipline however; an evaluation may be used as support documentation by the Food Service Director or Superintendent /designee for disciplinary reasons.

The evaluation will be an objective analysis of the Employees' job performance. Evaluations shall be conducted annually and provided to the employee prior to June 1. Employees shall have five (5) days to review the evaluations and shall be afforded the opportunity to meet and discuss the contents of the evaluation with the evaluators if requested. A bargaining unit member may submit a rebuttal to be attached to the evaluation form and put in the employee's official personnel file. An employee cannot grieve his/her evaluation.

XIII. HOURS OF WORK

The regular hours of work each day will be consecutive except interruption of lunch periods. The workday for managers will be no less than six (6) hours fifteen (15) minutes (15 minutes for bank deposit). The workday for food service staff and their school assignment will be established by the food services director by the last day of the previous school year. Each employee will be scheduled to work a shift with the regular starting and ending times. When the Superintendent calls an early release day due to weather or an emergency event, employees shall be allowed to leave once the cafeterias are cleaned and shall be paid for their regularly scheduled hours for the day.

When work hours need to be altered due to the needs of the food services department, the food services director will meet with the union president to determine if a posting is required.

The work year for the food service employees shall be the full days that school is in session for the school year. In addition, the food service director will schedule hours necessary for the opening or closing of the school, for cleaning, or for training required for professional standards. Such extra days shall not be less than 2 days per year, shall not be optional, and shall be scheduled prior to the start of the school year. Workers will be paid their regular rate of pay.

The work schedule shall provide a ten (10) minute rest period during each four (4) hours of work. Whenever possible, the rest period shall be in the middle of the shift.

Overtime work is hereby defined for the purpose of this contract as work performed by an employee in excess of eight (8) hours per day or forty (40) hours per week. The School Department agrees to pay any bargaining unit member time and one half (1 ½) the regular hourly rate for all overtime hours worked.

XIV. HOLIDAYS

The following days are paid holidays at the Food Service Employees daily prorated pay rate:

New Year's Day, Martin Luther King's Birthday, Presidents' Day, Good Friday, Patriot's Day, Memorial Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, Day after Thanksgiving and Christmas Day.

Should the school year have extended beyond June 19th, then the bargaining unit employees shall receive Juneteenth (June 19th) as a paid holiday. Should school year end prior to June 19th, then the bargaining unit employees shall not receive the Juneteenth holiday.

XV. SICK LEAVE

An employee must work at least twenty (20) hours per week to be eligible to earn sick leave benefits. Each eligible employee shall earn 12 sick days per year accruing sick leave pay at the rate of one and one-quarter (1.25) days for each month of work. A sick day will be considered an absence by an employee for his/her regular working shift within a 24 hour period. There shall be a one hundred eighty (180) day accrual limit as to the total number of unused sick leave days. Cafeteria workers who have accrued more than one hundred eighty (180) unused sick days as of July 1, 2008 may retain these days, however once the number of unused sick days drops to one hundred eighty (180), they will not be allowed to accrue beyond the one hundred eighty (180) day cap. The following is to be considered due reason for sick leave:

1. Personal sickness or injury
2. Bedside care. (see below)

Bedside care - an employee will be entitled to use up to five (5) sick days per year in the event of an illness or injury requiring bedside care for members of the employee's household or the following immediate relatives: mother, father, sister, brother, husband, wife, daughter or son.

After three (3) consecutive days, a doctor's certificate may be required and shall be filed with the Superintendent or his/her Designee. If the employee's absence from duty recurs frequently or habitually, and when in the judgment of the Superintendent there appears to be reasonable cause, a medical certification from a physician shall be required. For any absences of more than ten (10) consecutive days a doctor's certificate shall be required indicating that the employee is permitted to return to full duty.

To be eligible to use paid sick leave, an employee must report the illness or injury to their immediate supervisor through a phone call as soon as it is reasonably possible, but in no event less than one hour prior to such employee's scheduled reporting time on the first day of absence (unless prevented from doing so for reasons of emergency) and shall also notify the immediate supervisor no later than the evening before the day in which the employee intends to return. Texting may be used to report an absence only in addition to a phone call.

An employee shall be notified within thirty (30) school days of accumulated sick days. Notification may include an employee accessing their own data through the District's computerized program.

Food Service Employees hired prior to July 1, 2008, upon retirement under Massachusetts General Laws or death, shall be able to "buy back" a maximum of twenty (20) days of accrued sick leave. Food Service Employees hired on or after July 1, 2008, upon retirement under Massachusetts General Laws or death, shall be able to "buy back" 1/3 of their total accumulated sick leave, to a maximum of twenty (20) days.

Food Service Employees must give at least 60 days written notice prior to retirement to qualify for the sick leave "buy back" benefit. The superintendent may, at his/her discretion, waive this notice requirement.

XVI. PERSONAL LEAVE

An employee must work at least twenty (20) hour per week to be eligible to receive personal leave time benefit. All eligible food service employees will be entitled to three (3) personal days per year. A personal day will be considered as a day off with pay by an employee, for their regular working shift within a 24

hour period. During an employee's first year of employment, 1 day of personal time will be received for every four (4) months worked.

Personal leave days are provided for the purpose of attending to matters that cannot be reasonably attended to outside of the normal work day. Such days may not be used for vacation-type activities, nor can they be used in conjunction with a holiday weekend or holiday vacation week with exceptions only at the discretion of and with prior written approval of the Superintendent (valid reason must be provided). No more than 2 personal days can be taken at a time. Unused personal time shall be rolled into a person's accrued sick time at the end of the school year.

Should there be more than one (1) personal day request for the same day from a school, only the first request shall be awarded. The Superintendent will have the authority to extend the number of individuals on personal days at any building if the situation in his/her opinion warrants and the decision of the Superintendent is not subject to the grievance procedure.

Nonpaid leave is not provided in this contract. Under exceptional circumstances, nonpaid leave may be provided only with the prior written approval of the Superintendent and granted as a once in the lifetime request. When such leave is granted, a notation will be made in the employee's file.

XVII. *FAMILY MEDICAL LEAVE ACT*

Cafeteria workers who meet the 1250 hours/calendar year and all other FMLA requirements will be eligible for this benefit.

XVIII. *BEREAVEMENT LEAVE*

Food Service personnel will be granted bereavement leave in accordance with the following provisions:

1. In the event of the death of a father, mother, sister, brother, spouse, daughter, son, stepfather, stepmother, stepsister, stepbrother, stepdaughter, stepson and foster child, five (5) days beginning with the first full day of absence following the day of death.
2. In the event of the death of grandparents, grandchild, mother-in-law, father-in-law, three (3) days beginning with the first full day of absence following the day of death.
3. In the event of the death of other relatives (aunt, uncle, spouses of aunt or uncle, niece, nephew, brother-in-law, sister-in-law and first cousins), one day (1) for attendance at the bereavement services/funeral.
4. All time periods shall include weekends and holidays.
5. In the event additional time is necessary, said additional time will be deducted from sick leave on approval by the Superintendent.

XIX. *GROUP HEALTH AND LIFE INSURANCE/LIABILITY*

An employee must work at least twenty (20) hour per week to be eligible to receive insurance benefits. All eligible food service employees will receive the same fringe benefits, including but not limited to individual or family group health insurance, group life insurance, dental insurance, accidental death, and dismemberment insurance, as provided to all employees of the Town of Leicester. A food service employee

hired prior to June 30, 2008 will contribute twenty-five (25%) to the cost of the health insurance plan and food service employees hired from July 1, 2008 on, will contribute thirty (30%) to cost of the health insurance plan.

In order to shelter an employee's contribution to medical insurance or an HMO plan from income tax, the School Committee agrees, to the extent permitted by law, to implement a "premium conversion plan" (cafeteria plan) for health insurance employees.

A minimum of \$10,000.00 life insurance coverage will be available for all employees covered by this agreement

XX. UNIFORMS/CLOTHING

In order to promote a professional appearance and uniformity within the school cafeteria, uniforms/clothing will be worn to all food service staff. The uniform/clothing items typically will consist of: pants, shirts, aprons, visors, hat/hair nets, and will be ordered by the food service director from district approved vendors. In addition, the district shall reimburse employees no more than \$150.00, per year, for black, non-skid work shoes.

XXI. UNION STEWARD

The identification of the Union steward and other representatives will be furnished to the employer immediately after their designation and the Union will notify the employer of any changes. The Union steward shall be given reasonable time (one hour) to investigate and settle grievances filed. This process shall not interfere with the educational process nor interfere with the normal operations of the schools. Request for time shall be made with the Food Service Director.

XXII. LAYOFF AND RECALL

- a. The Superintendent, upon recommendation by the Food Service Director, may layoff an employee for lack of work or lack of funds.
- b. An employee who is to be laid off for lack of work or lack of funds shall receive a written notice of layoff not less than fifteen (15) calendar days prior to the effective date of the layoff.
- c. Employees shall be laid off in inverse order of seniority within their job titles, with the least senior employee in a job title being laid off first.
- d. An employee who is to be laid off shall have the right to bump a less senior employee in an equal or lower job classification, providing the bumping employee is determined by the Superintendent to be qualified to do the work of the bumped employee. The Superintendent's decision as to qualifications is final and shall not be subject to grievance or arbitration.
- e. An employee who has been laid off shall be entitled to recall for a period of twelve (12) months from the effective date of the layoff. Employees shall be recalled in inverse order of layoff, provided an employee is being recalled is determined by the Superintendent's to be qualified to do the work of the position to which he would be recalled. The Superintendent's decision as to qualifications is final and shall not be subject to grievance or arbitration.
- f. An employee shall be notified in writing of an opportunity for recall. Such employee shall notify the Superintendent no later than ten (10) calendar days after the date of such notice if he wished to be

reinstated. If he/she fails to respond within the ten (10) calendar day period, he/she shall forfeit his/her recall rights under this article. Employees may refuse to be recalled to a lesser paying position without a penalty.

- g. A recalled employee shall work 50% of the time equal to his/her layoff to regain full seniority rights.
- h. In connection with any notice to be sent pursuant to this Article, it shall be the responsibility of the employee to advise the Superintendent of the address to which all notices shall be sent and the Superintendent may relay on such information as supplied by the employees.
- i. It is the responsibility of the Superintendent to notify the Union of an impending reduction of force within fifteen (15) calendar days in order to schedule a meeting with the Union to discuss the impact of the layoff on the affected employees.

XXIII. HEALTH AND SAFETY

A Safety Committee composed of two (2) representatives of the Union and two (2) supervisory personnel shall be appointed when necessary. Said safety committee shall meet for the purpose of reviewing safety practices.

All food service work areas shall be fitted with a first aid kit, and a supply of protective gloves will be provided.

An employee has the right to refuse an order that endangers the personal safety of the employee without punitive actions taken. The Food Service Director and Superintendent/designee shall decide the safety issue in question.

XXIV. WAGES

Effective **July 1, 2022**, all employees shall receive a zero (0%) percent hourly increase.

Effective **July 1, 2023**, all employees shall receive a zero (0%) percent hourly increase.

Effective **July 1, 2024**, all employees shall receive a zero (0%) percent hourly increase.

The "super step" is for bargaining unit members that have 20 years or more of service to the District.

Longevity:

The Committee agrees to provide one hundred dollars (\$100) payable at the completion of the employee's 15th year and an additional twenty dollars (\$20) per year will be paid for each succeeding year of employment thereafter (16 years = \$120; 17 years = \$140, etc.). Said sum shall be paid the last pay period in June.

Pay schedule is stated in Appendix A.

Any individual working in a manager's position while the manager is out, will receive a fifty cents (\$.50) more per hour for the first five (5) days and a seventy five cents (\$.75) more per hour for days beyond the first five (5) days. This person shall be appointed on the basis of qualifications and seniority in that school.

XXV. RETIREMENT BONUS

A retirement bonus only applies to employees covered by this agreement hired prior to July 1, 2000. A \$1500 retirement bonus will be paid upon completion of twenty (20) years of service and upon notification of retirement to be received six months before the retirement date. A \$2000 retirement bonus will be paid upon completion of twenty-five (25) years of service and upon notification of retirement to be received six months before the retirement date. All retirement bonus amounts will be prorated for those working less than 30 hours per week.

XXVI. BULLETIN BOARD

The District shall provide a bulletin board in the food service area of each school. Parties to this agreement, both of whom may use the bulletin boards for notices of routine nature, agree that it would be improper to post denunciatory or inflammatory written material on such bulletin boards.

XXVII. MATERNITY LEAVE

An employee who has worked for at least 3 consecutive months and who gives at least two weeks advance notice to the Food Service Director or Superintendent/designee of his/her anticipated date of departure and his/her intention to return, shall be allowed maternity leave of eight (8) weeks for the purpose of giving birth or for adopting a child under 18 years of age or 23 years of age if the child is mentally or physically disabled. Upon his/her return s/he shall be restored to his/her previous or similar position with the same status, pay, length of service and seniority, whenever applicable, as of the date of his or her leave. The maternity leave will be without pay.

Maternity leave shall not affect the employee's right to receive vacation time, sick leave, advancement, seniority, length of service credit benefits programs for which she was eligible at the date of her leave. The leave shall not be included, however, in the computation of such benefits.

This article is intended to recognize provisions of Massachusetts General Laws, Chapter 149, Section 105D.

XXVIII. JURY LEAVE

Food services employees serving on jury duty will be reimbursed the difference between their regular hourly rate and the State allotment. Appropriate paperwork verifying jury duty participation must be filed by the employee. If an employee is required to appear in a court of law under subpoena due to a legal matter related to their position then the employee will be paid at their hourly rate for the time spent in court not exceeding their daily number of hours

XXIX. PROFESSIONAL DEVELOPMENT/CONFERENCE/TRAINING DAYS/FINGERPRINTING

Professional Development opportunities with reimbursement, after submission of appropriate paperwork including receipts for all charges, will be at the discretion of and with prior written approval of the Superintendent subject to funding.

ServSafe Certification: employees who work under 20 hours per week are required to take the ServSafe food handler course. Employees who work more than 20 hours per week are required to take and pass the ServSafe Manager Course. The District will pay the cost of the test and course. If the employee does not pass the test, subsequent test costs shall be the responsibility of the employee. All new employee will have 6 (six) months from date of hire to become certified or pass a Serve Safe Certification course. If at any

time the Serve Safe Certification Program is offered by the Leicester School Department employees must participate in the training.

In-service programs will be scheduled at the discretion of the Food Service Director depending on availability of such programs and funding.

Employees are held to USDA Professional Standards. Managers are required to participate in 12 hours of training, while 6 hours of training are required for other staff who work over 20 hours per week. Four (4) hours of training are required for staff working less than are 20 hours per week. Opportunities for training will be provided by the district, however, it is the employee's responsibility to commit to at least the minimum required training. Employees are encouraged to participate in training above the minimum required hours.

The costs for fingerprinting shall be reimbursed by district after 30 (working) days of employment for new employees, substitutes, and for renewal of current employees.

XXX. ROAD MILEAGE

Employees will be reimbursed for road mileage and tolls upon submission of receipts for travel out of town with prior written approval of the Superintendent/designee, at the rate set by the District.

XXXI. PAYROLL

All members of the bargaining unit will be eligible to elect to receive payment by electronic deposit. The District will provide at a minimum, the ability to deposit funds into two different accounts, with the employee determining the amounts/portions of each pay period to be placed into these accounts by August 1st. Employees may adjust these amounts annually by June 1st of each subsequent year of the contract, by submitting appropriate paperwork as required by the Town and District.

XXXII. SCOPE OF AGREEMENT

This contract represents the entire agreement of the parties. There are no inducements, promises, terms, conditions, or obligations made or entered into by either party other than those contained herein. This agreement fulfills and resolves all outstanding grievances existing prior to its effective date. During the term of this Agreement, neither party shall be required to negotiate with respect to any such matter, whether or not covered by this Agreement nor whether or not within the knowledge or contemplation of either or both of the parties at the time they negotiated or signed this Agreement.

In the event that any provision of this agreement is or shall at any time be declared contrary to law, all other provisions of this agreement shall continue in effect.

This Agreement may not be modified in whole or in part by the parties except by instrument in writing duly executed by both parties

XXXIII. DURATION

This contract shall extend from July 1, 2022 to June 30, 2025 and shall continue in force and effect thereafter while the parties are negotiating toward a new Agreement. Either party wishing to modify, amend, or terminate the contract must notify the other party in writing not more than one hundred eighty (180) days and no later than thirty (30) days prior to the expiration date as set forth above or the contract will automatically renew itself for successive terms of one (1) year. After receipt of notice by either party, a conference will be held between the Committee and the Union's Negotiation Committee for the purpose of negotiating such amendments or modifications.

XXXIV. LABOR MANAGEMENT COMMITTEE

The parties to this Agreement hereby express their joint intention, through the provisions of this Article, to seek to continue their harmonious relations; to promote mutual cooperation and understanding; to establish and maintain new and effective lines of communication between the parties; to insure the safety and physical well-being of the employees; to resolve problems arising during the administration and implementation of this Agreement; to consider the proper interests of the employees in the conditions under which they perform their duties by giving the employees an effective voice in the development, evolution, and improvement of those conditions – all with the goal of providing the Leicester School Department with the best, safest, and most efficient services possible.

In order to achieve these ideal ends, the parties recognize the need for establishing and maintaining a conduit for informal, mutual expression and meaningful discussion.

THEREFORE, the parties to the Agreement hereby establish the Labor-Management Committee, (herein called “the LMC” which shall consist of at least four (4) members as follows:

1. the President of the Union or his/her designee;
2. one (1) other member of the Union;
3. the Superintendent of Schools or his/her designee; and
4. the Director of Food Services.

Section 1. The LMS shall meet at mutually convenient times to consult as provided herein, but not less than once every three (3) months. If both parties agree that no issues warrant a LMC meeting, the meeting shall be cancelled.

Section 2. The parties agree that at least one (1) week prior to the date scheduled for the regular meeting of the Committee described above, the Union and the Superintendent will exchange a written agenda of subjects about which they desire to consult. The consultation as nearly as possible will be confined to subjects on the agenda. Where no written agenda is submitted, the meeting shall be cancelled.

Section 3. The parties agree that the provisions of this Article will in no way be construed as broadening the scope or application of this Agreement as requiring collective bargaining negotiations during its life.

Appendix A

| Cafeteria Salary Schedule | July 1, 2022 (retro) to June 30, 2025 |
|--------------------------------------|--|
| Managers | Hourly Rate |
| Step 1 | \$22.00 |
| Step 2 | \$22.50 |
| Step 3 | \$23.00 |
| Step 4 | \$23.50 |
| Super Step | \$24.50 |
| | |
| Cafeteria Workers | Hourly Rate |
| Step 1 | \$15.00 |
| Step 2 | \$15.50 |
| Step 3 | \$16.00 |
| Step 4 | \$16.50 |
| Step 5 | \$17.00 |
| Step 6 | \$17.50 |
| Step 7 | \$18.00 |
| Step 8 | \$18.50 |
| Step 9 | \$19.00 |
| Step 10 | \$19.50 |
| Super Step | \$20.50 |

FILL IN BOXES MARKED WITH AN (X)

REQUEST AND AUTHORIZATION FOR VOLUNTRY ALLOTMENT OF COMPENSATION FOR PAYMENT OF EMPLOYEE ORGANIZATION DUES AND REQUEST THE GOVERNMENT EMPLOYEES' UNION, IUPE/UFPO, TO ACT AS MY EXCLUSIVE COLLECTIVE BARGAINING AGENT

NAME OF EMPLOYEE (*Print Last Name, First, Middle*)

IDENTIFICATION NO. (*Soc. Sec. or Other*)

(X)

(X)

HOME ADDRESS (*Street and Number*)

CITY AND STATE

ZIP CODE

(X)

(X)

PHONE

DEPARTMENT

(X)

(X)

NAME OF EMPLOYEE ORGANIZATION

GOVERNMENT EMPLOYEES' UNION, IUPE / UFPO - LOCAL 4

[] I hereby certify that the regular dues of I.U.P.E. / U.F.P.O. for the above named member are currently established at \$ _____ per week. I acknowledge I may withdraw from the Union only during the month of July of each year with written notice to the Union and the School Department.

[] I hereby certify that the employee listed above wishes to not be a dues paying member of I.U.P.E. / U.F.P.O. and acknowledges any individual need for Union services shall be required to pay an hourly rate which shall be determined by the Executive Committee.

(X)

SIGNATURE AND TITLE OF AUTHORIZED OFFICE (*President or Treasurer*)

(X)

DATE

I HEREBY AUTHORIZE THE ABOVE NAMED AGENT TO DEDUCT FROM MY PAY EACH PAY PERIOD, OR THE FIRST FULL PAY PERIOD OF EACH MONTH THE AMOUNT CERTIFIED ABOVE AS THE REGULAR DUES AND TO REMIT SUCH AMOUNTS TO THE NEW ENGLAND POLICE BENEVOLENT ASSOCIATION IN ACCORDANCE WITH ITS ARRANGEMENTS WITH MY EMPLOYING AGENCY. I FURTHER AUTHORIZE ANY CHANGE IN THE AMOUNT TO BE DEDUCTED WHICH IS CERTIFIED BY THE ABOVE NAMED EMPLOYEE ORGANIZATION AS A UNIFORM CHANGE IN ITS DUES STRUCTURE

(X)

SIGNATURE OF EMPLOYEE

(X)

DATE

* COPY SHOULD BE SENT TO: Secretary / Treasurer, G.E.U. / I.U.P.E., 7 Technology Drive, Suite 202, Chelmsford, MA 01863