

Non-Represented Employees
(Confidential/Managerial Class)

I. Non-Pedagogical (Confidential)

The Board recognizes the importance of employing qualified and competent personnel in all positions in the School District. The Board shall approve the employment, fix the compensation and establish terms and conditions for each person employed by the District.

All non-instructional employees not included in a negotiation unit [hereinafter referred to as non-represented employees] shall be subject to the personnel policies of the CSEA Bargaining Unit, provided however, that the salaries of such employees shall be determined annually by the Board of Education, upon the recommendation of the Superintendent, notwithstanding any salaries negotiated for the various units. The work year of such employees shall correspond to that of the Superintendent and his/her administrative staff, notwithstanding any provisions negotiated for the various units.

Non-represented employees shall be entitled to:

Longevity: as recommended by the Superintendent and approved by the Board, to be reviewed annually. Effective July 1, 2010:

L10	-	\$1,647.00
L15	-	\$2,816.00
L20	-	\$3,985.00
L25	-	\$5,154.00
L30	-	\$6,744.00

Leaves of Absence

Vacation: 20 days after the completion of one year; 25 days after 20 years of District service.

Personal Leave: 3 days per year; unused personal leave is turned into sick days and added to accumulated sick time.

Sick Leave: 18 days per year; cumulates yearly; up to 165 days may be used at the time of retirement as service credit, if the employee is enrolled in the NYS Employees Retirement System.

- a) **Sick Bank** – at the recommendation of the Superintendent and subject to the approval of the Board.
- b) **Buy Back** - 25% of the daily rate

Bereavement Leave: 3 days for immediate family members; 500 miles away or above, add one additional day. Immediate family is defined as: spouse, mother, father, mother-in-law, father-in-law, grandparent, grandchild, child (natural, adopted or step-child), brother, sister, brother-in-law, sister-in-law, or any relative for whom the employee is solely financially responsible or who has made a permanent home in the family of the employee at least thirty days prior to the absence occurring.

Leave of Absence: at the recommendation of the Superintendent and subject to the approval of the Board.

Childbirth/Adoptive Leave: Two days leave with pay will be granted to the mother and/or father upon the birth of a child or upon the adoption of a child.

Childcare Leave: Up to two years of unpaid leave.

Health Benefits

Medical Benefits: Aligned with the medical benefits offered to the CSEA Bargaining Unit, and will contribute the same percentage towards the premium costs as the CSEA Bargaining Unit.

Vision and Dental Benefits: Aligned with the vision and dental benefits offered to the CSEA Bargaining Unit

Medical Benefits at the Time of Retirement: Employees with 10 years of District service shall be entitled to 100% District paid health benefits at the time of retirement as per Board Policy # 3423. Vision and Dental insurance will be available at the retiree's expense.

Health Insurance Buy Out: Employees will be eligible for the same Health Insurance buy out as is negotiated with the CSEA Bargaining Unit.

Retirement

Retirement Incentive: Employees with 25 years or more of District service and at least age 55, as well as being vested in the New York State Employees Retirement System, shall receive a retirement incentive of 25% of their final year's salary, not to exceed \$10,000. (Reference resolution of 5/27/97)

Employees with 20-24 years of District service and at least age 55, shall receive 20% of their final year's salary not to exceed \$7,500.

Employees with at least 15 years of service, and at least age 55, shall receive 15% of their final year's salary not to exceed \$5,000.

All other benefits shall be associated with the CSEA Bargaining Unit or specifically approved by the Board of Education.

II. Pedagogical and Non-Pedagogical (Managerial)

The terms and conditions of employment of persons in positions that are managerial within the meaning of the Taylor Law shall be set forth in non-durational terms and conditions of employment agreements.