

Glassboro Public Schools



MEMO

To: Mark Silverstein

From: Lisa Ridgway

Date: May 12, 2022

Re: Resolution – GESPA Contract sidebar agreement

Recommend the board approve the attached sidebar agreement for the summer of 2022 for the contract in place with:

- GESPA – This sidebar provides details of Maintenance, Grounds and Custodian summer work hours for 2022.

There are no changes from the sidebar agreement approved for the summer of 2021.

Please note that the sidebar agreement for GEA – Secretaries is no longer necessary, in the newest agreement, under Article XXII, D, the summer work schedule is addressed.

**Glassboro Board of Education/GESPA – Sidebar Agreement for
the Summer of 2022 only as applies to the
Collective Bargaining Agreement Covering the Time Period from
July 1, 2019 to June 30, 2023**

1. Article IX, "Work Hours and Work Load". (Page 8), subparagraph B:

During the Summer of 2022 only, work hours for all full-time Maintenance, Grounds, and Custodian employees shall consist of 10.5 consecutive hours, four (4) days a week, inclusive of a 30-minute duty free lunch/dinner period. This shall constitute a work shift. A work shift will start between 6:00 AM and 8:00 AM. Start times can be changed at the discretion of the Board based upon the needs of the District.

All full-time Maintenance, Grounds, and Custodian employees shall work a four (4) day workweek during the summer of 2022. For purposes of this Sidebar Agreement, a workweek for the summer of 2022 for all Maintenance, Grounds, and Custodial employees is defined as four (4) days, Monday through Thursday. The summer of 2022 is defined as the 1st working day after the school year ends for all students in June of 2022 and the last working day prior to the students' return for the next school year.

During the Summer of 2022 only, all full-time Maintenance, Grounds, & Custodial employees shall be scheduled to work 10.5 hour shifts and each such employee shall be advised of his/her regular starting and quitting times. At least one (1) Black Seal Custodian or shift foreman in each building must remain on the premises during their duty-free lunch. In the event that a shift cannot be filled, the shift foreman must remain in the building.

Each full-time Maintenance, Grounds, and Custodial employee shall receive two (2) fifteen (15) minute breaks each day.

Any time worked beyond 40 hours per week shall be compensated as overtime.

Maintenance, Grounds and Custodial employees shall be eligible for overtime assignments on a seniority basis provided the employees possess the necessary credentials for the particular assignment. Foremen are responsible for ensuring that qualified staff are present

for all needed assignments and shall cover the assignment if no qualified employees volunteer for the assignment.

During the summer of 2022 only as defined above, the usage of sick and personal leave days shall be calculated on a day-to-day basis. If an employee takes a sick day, that employee will be charged for the usage of one (1) sick day. If an employee takes a personal day, that employee shall be charged for the usage of one (1) personal day.

The usage of vacation time shall be based upon what constitutes a work week. If a Maintenance, Grounds, or Custodian employee takes a week's worth of vacation, that employee is entitled to four (4) days of vacation and will be charged for four (4) days of vacation.

For the Board of Education

Date: May 27, 2022

For the GESPA

Date: May 27, 2022