

Issues with the Classified Contract

ARTICLE 4 - WAGES, HOURS, WORKING CONDITIONS

4.1 Work Day/Week: A work day for a permanent, full-time employee shall normally consist of **eight hours**, exclusive of meal period, and a work week for such an employee shall normally consist of forty hours. All classified employees will have the option of working TDDs. Employees will be permitted to use vacation days during TDDs, but will not be permitted to use sick days. Custodians normally scheduled to work during TDDs may use leave time as appropriate.

4.7 Breaks: In addition to meal periods, each employee shall be granted a work break(s) with pay on days they work **four hours or more. Employees scheduled to work six hours a day or more shall be entitled to take one fifteen minute work break during the first four hours of work and one fifteen minute work break during the remaining hours. An employee scheduled to work less than six hours, but for four hours or more, shall be entitled to take one fifteen minute work break during the first four hours.** Work and meal breaks shall be taken in accordance with a schedule approved by the employee's supervisor.

4.10 Work Schedules: The District shall retain the right to set work schedules based upon the needs of the District.

8.2 Accrual: Each permanent employee shall earn sick leave credits from the first day of employment. Sick leave credits shall be credited at the end of each pay period. Sick leave credits shall be earned at the rate of .046 hours for each hour in pay status without restriction as to the number of hours that may be accumulated. **Employees are not entitled to be paid sick leave until they have been continuously employed ninety days.**

9.1 Definition: "Vacation leave" means a leave of absence with pay for the purpose of rest, relaxation, or personal business at the request of the employee and with the concurrence of the District. **An employee other than one scheduled to work 260 days per year** may elect to be paid for all or a portion of his or her remaining and unused annual leave credits in the June paycheck if such notification is given to the District Clerk prior to June 10.

- *What does 9.6 mean?*

9.6 Accumulation: Annual vacation leave may be accumulated to a total not to exceed two times the maximum of days earned annually as of the end of the first pay period of the next

calendar year. Excess vacation time is not forfeited if taken within ninety days from the last day of the calendar year in which the excess was accrued.