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PM

Unit C
ARTICLE XIV

WAGES AND SALARIES, PAY ALLOWANCES, DIFFERENTIALS
AND CERTAIN SALARY PRACTICES

1.0 – 2.0 – No Changes

2.21 Uniforms:

a. If distinctive uniforms are required for an employee, the cost of purchase, lease, or rental of uniforms, identification badges, emblems and cards for employee shall be borne by the District. Such items provided by the District shall be returned to the District upon separation from the service or termination of the assignment. Further, if uniforms are provided through the issuance of coupons/vouchers or the like, the employee shall return any unused coupons/vouchers, etc., upon separation from service or termination of the assignment. Pursuant to California Code of Regulations Section 571, the District will report as special compensation to CalPERS the monetary value of any District issued uniforms provided up to \$200.00. Any uniform article deemed creditable to CalPERS will be subject to both employee and employer contributions. The value amount listed previously is for CalPERS compliance and the actual amount issued can be less than value stated.

b. The district shall, for the duration of this Agreement, continue to provide and/or make available to the employees the uniforms, uniform allowances, protective gear and equipment (for example, wraparounds for cafeteria employees and housekeepers at cafeteria and children's center sites) which the District currently provides to employees under District practice, provided, however, that uniforms for bus drivers, truck drivers and employees in related classes shall be governed by the specific provisions in 2.2c below. One (1) lightweight jacket shall be provided to each Bus Park attendant and uniforms for Building and Grounds Workers shall be governed by 2.2 d below.

c. Bus and Truck Drivers and employees in related classes: All initial basic uniforms and replacement items shall be provided by District-approved vendors (at least one of which shall be located in the San Fernando Valley). No employee will receive a cash reimbursement for such items. The District shall pay the vendors directly. The initial basic uniform shall consist of the following: one (1) jacket, four (4) shirts, four (4) pairs of trousers (female drivers may substitute skirts for any or all of the pairs of trousers), two (2) ties (optional), and one (1) belt; unless precluded by safety concerns, two (2) pairs of shorts may be substituted upon request for two of the four pairs of trousers. Employees shall be issued up to two (2) identification badges each year; additional badges must be purchased by the

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employee at \$3 each. The first year of employment, all new employees shall receive the initial basic uniform. In subsequent fiscal years, employees may acquire replacement items not to exceed \$125 per fiscal year for bus drivers, and \$175 per fiscal year for truck drivers and related classes. Initial basic uniforms and replacement items provided by the District shall be returned to the District upon separation from the service or termination of the assignment. Pursuant to California Code of Regulations Section 571, the District will report as special compensation to CalPERS the monetary value of any District issued uniform voucher provided up to \$175.00. Any uniform article deemed creditable to CalPERS will be subject to both employee and employer contributions. The value amount listed previously is for CalPERS compliance and the actual amount issued can be less than value stated.

d. For Building and Grounds Workers (class codes 4075, 4088, and 4068 only) the initial basic uniform shall consist of six (6) T-shirts with a District or Facilities Services Division emblem. Once uniforms are issued, it shall be mandatory for employees to wear their uniform at all times while on duty except when excused in writing by the employee's administrator or designee. The maintenance and cleanliness of uniforms shall be the responsibility of the employee. Replacement items will be provided by the District, on a one for one basis, when deemed necessary by the District due to normal wear and tear. Pursuant to California Code of Regulations Section 571, the District will report as special compensation to CalPERS the monetary value of any District issued uniform voucher provided up to \$175.00. Any uniform article deemed creditable to CalPERS will be subject to both employee and employer contributions. The value amount listed previously is for CalPERS compliance and the actual amount issued can be less than value stated.

2.32 Daily Food Allowance: The District shall provide a daily food allowance of one meal, either a National School Lunch or breakfast (including an adult beverage in lieu of milk), or its equivalent based upon Board approved adult meal prices, to adult kitchen workers at schools, the Nutrition Center and Children's Centers. Children's Center Housekeepers who are assigned duties including food preparation and/or service shall also receive the food allowance.

2.43 Mileage Reimbursement: Employees who are required to use their personal vehicles for District business shall be reimbursed at the Internal Revenue Service established standard business rate for such usage for all miles driven in District service.

For automobiles of employees who are assigned to haul District authorized materials, tools, supplies and/or equipment in excess of 75 pounds in a single trip ~~large quantities of materials or tools or both~~ in their automobiles or by attached trailers, ~~upon recommendation of the division head, when specifically approved by the Superintendent or his designated representative:~~

Seven ~~(7)~~ (10) dollars for each day or part of a day worked,

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plus the Internal Revenue Service established standard
business rate for all miles

~~"Large quantities of materials or tools or both" shall be construed to mean materials or tools of such excessive weight, bulk, or injurious nature that unusual wear or serious injury to the automobile may occur.~~

2.54 Emergency Vehicle Breakdown: In the event of an emergency vehicle breakdown during regular work hours, employees who are eligible to receive the flat rate pursuant to Section ~~2.4~~ 2.3 above, shall be allowed up to two (2) paid hours to arrange for the repair of the vehicle. However, in the event that extenuating circumstances exist, the two-hour period may be extended for employees who, prior to the expiration of the two-hour period, notify their superior of such circumstances and obtain appropriate approval. The employee shall notify ~~his/her~~ their immediate supervisor immediately to report the breakdown. Any breakdown time permitted under this section shall, at the sole discretion of the immediate supervisor, be charged to personal necessity, vacation or regular assigned hours.

3.0 – 3.5 – No Changes

3.6 Language Differential:

3.6 a-c – No Change

d. Eligible full-time employees shall be paid at the rate of ~~\$.2875~~ \$1.00 per hour, if required to speak, read, and write a non-English language, or ~~\$.175~~ \$.50 per hour if only required to converse in a non-English language.

e. Eligible full-time employees who have passed the District sign language test at Level I shall be paid at the rate of ~~\$.2875~~ \$1.00 per hour if required to converse in sign language. Eligible full-time employees who have passed the District sign language test at Level II shall be paid at the rate of ~~\$.175~~ \$.50 per hour if required to converse in sign language.

3.6 f-h – 6.0 No Change

7.0 Payroll Errors:

7.1 Off-Cycle Pay Warrant: A permanent regular employee who does not receive a scheduled pay warrant or receives an underpayment because of problems involving assignment, time reporting, or payroll processing, may request an Off-Cycle Pay Warrant for hours reported and approved by the employee's work location. The request will be processed, and a warrant ~~will be mailed~~ made available for pick-up within (3) three work days unless employee has previously requested ~~requests~~ that the warrant is made

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~~available for pick up. be mailed. In circumstances where the employee received no warrant at all or a substantial underpayment of at least fifty percent (50%) of their normal net pay, the employee may request that a Off Cycle Pay Warrant be made available for pick-up within (1) one work days unless employee requests that the warrant be mailed.~~

7.1 a-c – 8.0 – No Change

9.0 Longevity Increment: All unit members who have completed the required years of District service, as defined below, shall be eligible to receive a longevity increment.

9.1 The longevity increment shall become effective on July 1st ~~the first day of the second Special School month~~ following completion of the qualifying number of years of service.

9.2 A "year of service" for the purpose of the longevity increment shall be defined as paid service in regular status for 130 days or more within the fiscal year, including time served in probationary or permanent certificated service; however, total assignment hours annually shall not exceed 2080 hours for years of service credit.

9.3 The longevity increment shall be part of the employee's basic wage for the purpose of computing overtime but shall not affect salary allocation upon promotion or reclassification to a higher class. Employees paid less than eight (8) hours per day shall receive a proportionate amount of the applicable increment.

9.4 The longevity increment schedule for years of qualifying District service shall be:

~~\$.15625~~ \$.31250 per hour after 10 years
~~\$.18750~~ \$.37500 per hour after 15 years
~~\$.21875~~ \$.43750 per hour after 20 years
~~\$.25000~~ \$.50000 per hour after 25 years
~~\$.28125~~ \$.56250 per hour after 30 years

10.0 – 12.0 – No Change