

AGREEMENT  
BETWEEN  
FREMONT PUBLIC SCHOOLS  
BOARD OF EDUCATION  
AND  
FREMONT PUBLIC SCHOOL  
BUS DRIVERS

Represented by the

Retail, Wholesale, Department Store Union  
R.W.D.S.U. Local 386

ONE YEAR CONTRACT

AUGUST 1, 2016 –JULY 1, 2017

# BUS DRIVERS CONTRACT

## TABLE OF CONTENTS

	Page
Article 1 Recognition .....	3
Article 2 Union Security, Representation, and Check-Off.....	3
Article 3 Management Rights.....	4
Article 4 Seniority.....	5
Article 5 Leaves .....	9
Article 6 Grievance Procedure.....	12
Article 7 Wage Schedule .....	14
Article 8 Miscellaneous Conditions.....	18
Article 9 Duration of Agreement .....	20
Appendix I Agreement on Drug & Alcohol Testing .....	21
Appendix II Consent Form for Drug & Alcohol Screening.....	22

**AGREEMENT**  
**BETWEEN**  
**FREMONT PUBLIC SCHOOLS BOARD OF EDUCATION**  
**AND**  
**FREMONT PUBLIC SCHOOLS BUS DRIVERS**

This agreement made and entered into at Fremont, Newaygo County, Michigan dated \_\_\_\_\_, by and between Fremont Public Schools of Newaygo, Muskegon, and Oceana Counties, (hereinafter called the "School"), and Local 386 of the Retail, Wholesale, and Department Store Union, (hereinafter called the "Union").

**ARTICLE 1**  
**RECOGNITION**

SECTION 1

The School agrees to recognize the Union as the sole collective bargaining agency for all the School Bus Drivers employed at Fremont Public Schools, but excluding all other employees and supervisors as defined in the Act.

**ARTICLE 2**  
**UNION SECURITY, REPRESENTATION, AND CHECK-OFF**

SECTION 1

It is agreed that employees may elect to join the Union and pay dues.

SECTION 2

The bus drivers shall be represented at the unit level by a committee of two stewards, one of whom shall be the Chief Steward, elected according to the by-laws of the local union. The committee shall represent the members in contractual matters and shall participate in contract renewal negotiations.

SECTION 3

The Union agrees to indemnify and save the School harmless against any and all claims, demands, or other forms of liability that shall arise out of or by reason of action taken or not taken for the purpose of complying with this Article.

**ARTICLE 3**  
**MANAGEMENT RIGHTS**

SECTION 1

The management of the School and the direction of the working forces, including the right to plan, direct, and control School operation, to hire, suspend, or discharge for cause, or transfer, to relieve employees from duty because of lack of work, and the right to introduce new or improved methods or facilities are vested exclusively in the School, provided these rights shall not be used for the purpose of discrimination, and that they are subject to the Seniority Rules, Grievance Procedure and other provisions of this Agreement, as the same are herein set forth.

## **ARTICLE 4 SENIORITY**

### SECTION 1

Any new employee will be considered to be a probationary employee until he or she has been placed on a "permanent assignment" (Article IV, Section 5) for thirty (30) working days, and during the probationary period he or she will not be entitled to any seniority. At the end of the probationary period, seniority date will revert back to the date of hire at Fremont Public Schools as a School Bus Driver. During the probationary period, the employer may suspend, transfer or discharge the new employee for any reason whatsoever and no claim will be made by him or her or by the Union that the action was improper.

### SECTION 2

The School agrees to furnish the Union with a seniority list within ten (10) days after the signing of this Agreement and furnish a list every three (3) months thereafter, the names of employees hired during the interim. Identical hiring dates will be entered alphabetically.

### SECTION 3

- a. In the case of lay-off, recall from lay-off, job bidding, special trips or promotion, the principle of seniority shall prevail, all other things being relatively equal.
- b. In the case of lay-off or reduction in routes the chief steward and assistant steward, providing they have 4 years seniority, shall have super seniority.
- c. If a partial run is abandoned/discontinued, the driver of that abandoned/discontinued route will have the ability to bump to the lowest seniority driver with a complete/full run, (AM & PM). In the case that a complete/full run is being abandoned/discontinued, the driver will have the ability to bump the lowest seniority driver with a complete/full run. Any runs that are abandoned will be discussed by the committee before they are abandoned/discontinued.

### SECTION 4

- a. All notices of recall shall be by telephone or mail, whichever is most convenient to the School. As for employees in a lay-off status, the failure of any employee to inform the School of his or her availability to return to work within five (5) days after receiving such notice shall be deemed a waiver of any rights under this Agreement.

## SECTION 5- Job Bidding

### A.M./P.M. and Special Education Routes

A.M. route shall be defined as picking up students at an assigned bus stop in the a.m. and dropping them at the appropriate school. Paid at basic route pay for single a.m.

P.M. route shall be defined as a shuttle from the assigned school to a designated transfer school and then transporting students home to an assigned dropping point. Paid at basic route pay for single p.m.

Special education route shall be defined as picking up special education students at an assigned stop and dropping at the appropriate school. Special education route must be 51% of students on that bus are certified special education students. Paid at special education rate.

- a. A.M./P.M. A.M. P.M. & SPEC. ED. ROUTES. - These routes are "permanent assignments" which continue from year to year. As it becomes necessary to assign a bus driver to a route due to the formation of new routes, or due to the termination of a driver, such route openings shall be posted for bid for a minimum of three (3) working days, and among those applying the most senior employee shall be assigned to the route. Subsequent vacancies created by the bidding procedure will be filled in accord with the seniority of drivers who inform the transportation supervisor that they want to fill such vacancies.
- b. Noon K-Routes - Noon routes may be selected in accordance with seniority among the bus drivers desiring such routes.
- c. Voc-Tech School Route - Seniority drivers may bid on this route at the same time the noon routes are posted for bid. Among those applying, the most senior employee shall be assigned to the route for the ensuing school year.
- d. Elementary Swimming - Seniority drivers may bid on this route at the same time the noon routes are posted for bid. Among those applying, the most senior employee shall be assigned to the route for the ensuing school year.
- e. Special Trip or Regular Trip shall be defined as picking up students at the predetermined location (track field, which school) and transporting them to a predetermined destination and a return trip if requested. Special trips are over one hour and paid at the hourly rate.

Special Trips - Special trips may not be taken if they interfere with routes for the first five days of a new route or the beginning of the school year without supervisor approval. Drivers willing to make special trips are to sign prior to the beginning of each semester. Drivers willing to make special trips will be listed in order of seniority. Trip assignments will start at the top of the list and rotate in order as determined by bidding. In no event shall a driver be required to take a special trip

receive less compensation than what would have been received on their regular route. Special trips that have no signature will be assigned to the next senior driver in rotation. The least senior driver signed up for special trips shall be assigned to a trip (if necessary) and shall subsequently be moved to the top of the rotation list for special trips to be assigned. A single signature on the rotation list will count on the rotation. A driver will not receive two consecutive daily trips if more than one driver has signed.

- f. Special Runs - A Special Run is defined as a temporary run which occurs on more than one day within the school district. Special Runs will be posted for bid and be awarded to the most senior driver who signs the posting. Rotation will not be a factor. A driver who is awarded a special run shall be eligible for a special trip on the same day if times do not conflict. Special runs will be paid at the flat rate if consists of one hour or less. If more than one hour, then the hourly rate applies.
- g. Minimum trip shall be defined as picking up students and transporting them to a predetermined destination and a return ride, if requested, taking a total of 1 hour or less. Paid at the flat rate. If the trip exceeds 1.5 hours then it shall be posted as 2 minimum trips, one for drop off and one for return.
- h. A route may not be abandoned in the middle of the school year without good cause as determined by the Supervisor. (Does not include bidding.)
- i. Drivers may not accumulate more than 40 total hours driving time per week or a combination of driving time and other district employment without supervisor approval.
- j.. Summer runs - One week summer vacation shall not disqualify a driver from signing for a summer run.

#### SECTION 6 - Special Trips

- a. Drivers refusing or unable to make their trip shall be bypassed until the next regular rotation. **(Drivers shall not remove their name from the list without the supervisor's approval.)** The trip shall then be awarded by seniority to a driver who unsuccessfully bid on the trip. Such awards will not affect subsequent trip "rotation".
- b. No trading of trips shall be made.
- c. Special trips may be offered to drivers who would be required to miss their basic daily run.
- d. Special trips that are postponed, or cancelled, and subsequently rescheduled shall be posted as new trips. Drivers who had been awarded such trips will be awarded the next trip that he/she has signed without any change in the rotation. Immediately upon notice of cancellation, the next trip that driver signed will be pulled off the board and assigned to that driver. That trip must be within five (5) working days.

- e. A seniority driver who is awarded a special trip will not lose his/her regular route if the regular route return time is not later than the scheduled departure time of the special trip.
- f. Special trips, Summer runs and Bus repair and warranty work during the "off" season (or during other school district recesses) shall be handled in a like manner as described in section 6,d above.The intent is that extra duty trips during the summer and during school recesses shall be posted as extra duty trips. Drivers may call the weather line at 924-7317 to find out what is available and who is next in rotation. Then if you are interested in the trip contact the Bus Garage at 924-8270 to let them know you are available. Special trips such as the "baggage bus" and such other "unusual" trips as agreed between the Union Committee and the School Administration may be driven by other than seniority drivers.

## SECTION 7

Seniority and the relationship of employer and employee shall be considered broken and terminated when any of the following circumstances arise:

- a. An employee voluntarily quits the School employ. b.  
An employee is discharged for just cause.
- c. An employee is absent for three (3) consecutive working days without notifying his immediate supervisor, unless it is physically impossible for him to do so.
- d. An employee who has been laid off because of lack of work fails to report within a period of five (5) days after notification is mailed to him or he is called at his last address of record as given by the employee to the School, provided, however, that if said failure to report was excusable for reasons satisfactory to the School, such person shall lose only the immediate employment offered and shall retain his seniority.
- e. An employee fails to report for work at the termination of a leave of absence.
- f. An employee is not on the payroll for a period of one (1) year or a period equal to his length of service, whichever is shorter, or any reason, other than sickness, unless on an approved leave of absence.
  - 1. Failure to pass necessary physical exams by seniority drivers shall be administered as follows:

Drivers who fail to pass the annual physical examination, as required by the Michigan Department of Education, will be suspended without pay until such time as they are physically qualified to work.

Drivers who become physically incapacitated during the school calendar year will be allowed to use their accumulated sick pay for scheduled work days only. Drivers will then remain on seniority status without pay. Upon requalifying physically, a driver will be reassigned to the same route assigned prior to the absence, providing the return to work within one calendar year. If the physical requalification



occurs more than one calendar year from the date of initial absence, the principle of seniority will apply with respect to route assignment.

- g. Employees are expected to work every day and complete their assigned, daily duties with care, concern for safety and due diligence.

## **ARTICLE 5 LEAVES**

### SECTION 1 – Sickness

Recognizing that there are times when employees might be tempted to perform their duties while not physically up to par due to illness and with the intention that sick leave be used only under such circumstances, then each bus driver who drives a basic route as described in Article 7, Section 1a, shall be permitted paid absence from 8 days of such basic route driving each school year. Absence from a morning or from an afternoon run will be considered as 1/2 a day's absence. Such absences may be taken in no less than 1/2 day increments.

Sick leave may be used for a pre-scheduled routine Dr. appointment if the Transportation Supervisor is notified 3 days in advance. Later notification will result in loss of pay. Emergency appointments are exempted.

Sick leave allowance is intended primarily for the employee, however up to five (5) sick days per fiscal year may be used for family illnesses-children (including stepchildren and foster children), spouse, and parents or any persons that the employee is legally responsible for. Sick leave is not to be used for the routine care of the family.

Daily noon route (Kindergarten) drivers will be permitted eight such daily absences from work with pay.

Sick leave earned for basic route driving is not transferable to noon route sick leave, and sick leave earned for noon route driving is not transferable to basic route sick leave.

Drivers driving routes not fitting the basic route or noon route description will be permitted eight days absence with pay, however, the pay for such sick leave days will be in the same proportion as their annual salary is to the basic route annual salary.

Sick days may be accumulated to a maximum of 105 days.

Employees will be informed of the number of sick days he/she has available at least once each year.

Sick leave accumulated for driving routes as described in Article 7, Section 1b may be transferred to a basic route accumulation on a pro-rata basis in the event a driver transfers from a non-basic route assignment to a basic route assignment. (Example: if a non-basic route annual salary is

60% of the basic route annual salary, the year end sick leave accumulation for the non-basic route would be transferred at 60%. 15 non-basic route days of sick leave would equal 9 basic route days of sick leave.

Since annual route driving assignments may not necessarily be consecutive, sick leave accumulations will not be canceled until final termination of employment as a bus driver occurs. (Example: a noon route driver may have a lapse of one or more years as a noon route driver, continue on as a basic route driver and subsequently return to noon route driving without loss of noon route sick leave accumulation.) This concept would apply to other sick leave accumulations as well.

It is to be emphasized that this leave of absence is to be used strictly in the instance of illness. The Transportation Manager may, at his discretion, request verification of the illness.

It is further understood that abuse, or misuse of the sick leave provisions may be cause for disciplinary action including discharge in cases of repeat offenders.

In the event of illness, the employee shall notify the Transportation Supervisor as soon as possible so a substitute driver may be arranged for.

## SECTION 2 – Bereavement

Should a death occur in the employee's family (husband, wife, son, daughter, brother, sister, father, mother, father-in-law, mother-in-law, . stepchild, grandchild, son-in-law, daughter-in-law, sister-in-law, brother-in-law, grandparent) the employee will be entitled to receive up to a maximum of three (3) regular scheduled work days off, without loss of base earnings, beginning with the receipt of notice of death by the employee, through the day of the funeral. To receive funeral pay, the employee must attend the funeral. Funeral pay will be calculated on the base rate of the last job occupied prior to funeral leave. The Superintendent, in his sole discretion, may grant one (1) day per occurrence to attend to the death of a non-immediate family member charged against the employee's sick leave. If said leave is exhausted, the request will be considered under "unpaid leave" provisions.

SECTION 3

Employees shall be allowed two (2) personal leave days per year. Employees shall be paid for any unused personal days at the end of each year.

Arrangements for said leave shall be made at least three (3) work days in advance with the immediate supervisor.

Matters of an emergency nature shall be allowable without the three- (3) work-day advance notice at the discretion of the immediate supervisor.

Personal leave days shall not be used immediately before or after school vacation periods except with the approval of the immediate supervisor.

A maximum of three (3) bus drivers may be allowed to use their personal leave for the same day. Approval shall be given to the first employee who applies for a personal leave day. Approval for additional requests is contingent upon obtaining a substitute. Approval of leaves for the same days will be based on date of request.

If sick leave is exhausted, the requested will be considered under the "Unpaid Leaves" provisions.

Attendance Incentive- The Board will pay an annual attendance incentive to drivers based on a July 1 to June 30 year:

Use 0 sick days	\$100.00
Use 1 sick day	\$50.00
Use 2 sick days	\$25.00

SECTION 4

A total of ten (10) unpaid leave days for union business shall be provided each year of this agreement.

SECTION 5 Inclement Weather Days

When the Superintendent calls an Inclement Weather Day, employees will be paid for four (4) days if the school days are not required to be made up at the end of the year. If you are scheduled to work for the day you will get paid for the full day. In the event an employee is on paid leave, sick leave or bereavement leave during part or all of the school closure days as defined in this section, then the pay for the pay for the school closure time and that time on leave will not be charged against the employee's paid leave time.

## **ARTICLE 6 GRIEVANCE PROCEDURE**

### SECTION 1

For the purpose of this Agreement, a grievance shall be defined as any dispute or difference of opinion between an employee covered by this Agreement and the School involving the meaning and/or application of the terms of the Agreement.

#### Step 1

Any employee who believes he/she has a grievance may first discuss the matter with a steward, and shall then discuss the matter with the immediate supervisor, with or without the presence of a steward. The supervisor is to get a copy of the written grievance and such written grievance shall specify the portion of the contract that is alleged to have been violated and any and all relief sought by the grievant. The supervisor shall give his answer in writing within five (5) working days after such discussion. A grievance may be filed in writing with the supervisor within twenty (20) working days of the time the grievance is known or should have been known to exist.

#### Step 2

If the grievance has not been settled in Step One and the employee desires to appeal, the Chief Steward shall present the grievance in writing, signed by the aggrieved employee, to the Superintendent, within five (5) working days after the supervisor's answer in Step One above. Thereafter, the Chief Steward shall meet with the Superintendent for the purpose of discussing the grievance. If the grievance is settled as a result of such meeting, the disposition shall be reduced to writing and signed by the Superintendent and the Chief Steward. If no settlement is reached, the School shall give a written answer to the grievance within five (5) working days after the date of such meeting.

#### Step 3

If the grievance has not been settled in Step Two, and the School's answer is not satisfactory to the Union, the Union may appeal in writing to the School Superintendent within five (5) working days. Within ten (10) working days thereafter, the School Superintendent or his representative will meet with an Business Representative of the Union and the Union Committee for the purpose of discussing the grievance. If the grievance is resolved, the settlement will be reduced to writing and signed by the parties. If no settlement is reached, the School shall give its written answer to the grievance within five (5) working days after the date of such meeting.

#### Step 4

If the grievance is not settled in Step Three, and the School's final answer is not satisfactory to the Union, the Union may appeal the grievance to arbitration by giving written notice of the Union's desire to arbitrate to the School within twenty-one (21) calendar days from the date of the School's final answer in Step Three. If the parties cannot agree on an acceptable arbitrator within five (5) working days, they shall submit a joint request to the Federal Mediation and Conciliation Service to appoint an arbitrator. The decision of the arbitrator shall be final and binding upon both parties. The arbitrator shall have no right to amend, modify, nullify, ignore or add to the provisions of this Agreement. The arbitrator shall consider and decide only the particular grievance presented to him and his decision and award shall be based solely upon his interpretation of the meaning or application of the terms of this Agreement to the facts of the grievance presented. If the matter appealed does not involve an interpretation of the terms or provisions of this Agreement, the arbitrator shall so rule in his award and the matter shall not be considered further by the arbitrator. The willful failure of either party to present its case at the time of the hearing serves to delay the hearing or invalidate the decision of the arbitrator.

#### SECTION 2

Any grievance not appealed within the time limits set forth in each step of the above procedure shall be considered settled on the basis of the last answer given by the School. Any grievance not answered by the School within the time limits set forth in each step of the above procedure shall automatically advance to the next step. The time limits set forth in each step of the grievance procedure may be extended by mutual agreement in writing and such extended time limits shall then be considered as applicable to the grievance involved for the purposes of this section.

#### SECTION 3

No grievance shall be filed or processed if it concerns a matter occurring more than five (5) days prior to the date of filing of the grievance and no grievance settlement shall be retroactive to a date more than five (5) work days prior to the date the grievance is first presented to the School.

**ARTICLE 7**  
**WAGE SCHEDULE**

SECTION 1 – For the purpose of computing wages:

- a. A basic route shall be a double morning/single afternoon route. If the School Board should adopt a single morning run policy during the term of this contract the basic route shall be single morning/single afternoon route.
- b. Routes not fitting the description in "a" above, shall be considered exceptions and wages will be negotiated separately.

SECTION 2 – Base Pay (Basic Routes) = 2.5% wage increase

Single AM	2.00 hours	\$34.05/day	\$.28/minute
Single AM/Single PM	3.75 hours	\$68.10/day	\$.30/minute
Double AM/Single PM	3.75 hours	\$84.95/day	\$.38/minute
Single PM	1.75 hours	\$34.05/day	\$.32/minute
Spec. Ed. A.M./P.M. Routes	3.75 hours	\$85.71/day	\$.38/minute
Spec. Ed. Summer Routes	3.00 hours	\$69.10/day	\$.38 minute

A special education run is defined as a route where 51% of the students on that bus are certified special education students.

SECTION 3 - Noon K-Route and MECEP Wages

2016-17                      \$21.84/hour                      \$.36/minute

- a. Daily, noon route drivers will record the time of commencing the route and the time of returning to the Bus Garage upon completion of the route. The Transportation Supervisor will determine the method of such recording of times. The hourly rate indicated above will be applied to the time required to complete the route, including the pre-trip check of the bus.

SECTION 4- Voc-Tech School Route Wages

2016-17                      \$21.84/hour                      \$.36/minute

- a. The hourly rate will include the time required for the pre-trip check of the bus and all driving and waiting time from route commencement until return to the garage.

SECTION 5 – Elementary Swimming Route Wages

2016-17	\$13.84/hour	\$13.84/hour	\$.23/minute
Minimum Trip	\$13.84/hour		

- a. The driver will, according to the method determined by the Transportation Supervisor, keep a daily record of the time of commencing the route and the time of return to the bus garage upon completion of the route. The hourly rate will include the time required for the pre-trip check of the bus and all driving and waiting time from route commencement until return to the garage.

SECTION 6 – Special Trip Wage (driving/waiting time combined)

2016-17	\$13.84/hour	\$13.84/hour	\$.23/minute
Minimum Trip	\$13.84/hour		

- a. Special trip rates include driving and waiting time and a minimum amount per trip. The hourly rate will apply whenever such rate results in greater compensation than the minimum amount. Drivers on special trips will be required to remain at the event with the bus except when going to lunch.
- b. Drivers making special trips will be allowed \$7.00 for meals when appropriate. Meal allowance will be indicated on the trip authorization slip by the Transportation Supervisor prior to making the trip.

SECTION 7 – Down Time

2016-17	\$11.71/hour	\$11.71/hour	\$.20/minute
---------	--------------	--------------	--------------

SECTION 8 – Mechanics Assistant

Mechanic Assistant	2016-17	\$15.00/hour	\$15.00/hour	\$.25/minute
--------------------	---------	--------------	--------------	--------------

SECTION 9 – Bus Driver Trainers/Trainees

Bus Driver Trainer	2016-17	\$15.00/hour	\$15.00/hour	\$.25/minute
--------------------	---------	--------------	--------------	--------------

Bus Driver Trainee	2016-17	\$10.00/hour	\$10.00/hour	\$.17/minute
--------------------	---------	--------------	--------------	--------------

Mechanic's Assistant and Bus Driver Trainer positions will be posted for all interested. Drivers interested in said position must sign the posting. Drivers will be chosen by seniority and qualifications. If qualifications are relatively equal, seniority will prevail. The Transportation Supervisor will list the qualifications required on the posting.



SECTION 10 -Attendance at Bus Driver School

Drivers meeting the annual requirement of attendance and successful completion of 6 hours in instruction will be paid \$64.64 for 2016-17.

Transportation to Bus Driver School will be provided by the Board to the nearest site where such instruction is offered, and at such times as may be established by the Transportation Supervisor.

SECTION 11 - Conference Attendance

In the event a Bus Driver is requested by the Transportation Supervisor to take part in a conference with bus riders and/or parents and/or other school administrator for matters relating to bus rider discipline and the like, the Bus Driver will be paid at the rate of \$8.71/hr. for 2016-17.

SECTION 12 – Holidays

- a. Bus drivers will receive pay for Labor Day (when school begins prior to the day), Thanksgiving, the day after Thanksgiving, Christmas Eve, Christmas, New Year's Eve, New Years Day, Good Friday, Memorial Day and Independence Day\* holidays the same amount the driver would be paid for a normal workday.  
\*Independence Day (July 4<sup>th</sup>) will be a paid holiday only for drivers on a twelve month schedule.
- b. Effective with the 2016-17 school year, bus drivers will receive two (2) floating holidays annually. The bus drivers will decide the two specific dates for each floating holiday, which must be scheduled on a non-student day.
- c. To be eligible for holiday pay and employee must be a regular seniority driver and must be on the payroll the scheduled workdays immediately before and after the holiday. An employee on bona-fide sick leave will be deemed to be on the payroll. An employee on approved personal leave but otherwise eligible will receive holiday pay
- d. The Special Education route(s) will be bid as a year round route(s) and include any summer routes if applicable, and be a permanent assignment. Drivers assigned will be entitled to one (1) week paid vacation during non-instructional time if they drive 45 weeks in a year. School year route September – June. Full year route September - August. Bidder(s) may decline the route(s) in the summer. The route in the summer would then be granted to the senior qualified driver(s) who sign for the summer route(s).

### SECTION 13 – Jury Duty

Employees summoned to court for jury duty will receive their normal daily pay from the school while on such service. They must reimburse to the school their jury duty pay (except mileage).

### SECTION 14 – Longevity

Employees will be paid longevity based on the following scale:

\$100 if more than five (5) years, but less than ten (10) years of service  
\$150 if more than ten (10) years, but less than fifteen (15) years of service  
\$200 if more than fifteen (15) years of service

To be paid last payroll of June each year.

### SECTION 15 – Meal Money

Meal money shall be paid at a rate of \$7.00 each. Qualifying hours are as follows:

- One meal allowed if departure is before 7:30 a.m. and return is 11:00 a.m. or after.
- One meal allowed if departure is before 11:00 a.m. and return is 1:00 p.m. or after.
- One meal allowed if departure is before 5:00 p.m. and return is 7:00 p.m. or after.
- Meal allowance will only be paid if the meal is not provided free for the driver.

### SECTION 16 -Insurance

If the Fremont Public Schools Board of Education elects to provide insurance in the future the following language would apply:

The Board will pay a monthly stipend of \$58.00 each year of the agreement for a basic route driver (a.m. and p.m. run) towards the purchase of health insurance premiums.

### SECTION 17 – Completion Incentive/Driving Glove Allowance

Drivers who are employed by the district for the entire school year will be given \$50.00 per year toward driving gloves or other personal driving equipment.

### SECTION 18 – Lead Position

A lead position, when the need occurs, will be selected by the Superintendent of Fremont Public Schools. The lead position will not have any ability to discharge or discipline in any way. This position will have a \$.25 per hour premium for all time served in this position.

**ARTICLE 8  
MISCELLANEOUS  
CONDITIONS**

**SECTION 1**

In the event it becomes necessary for a driver to request permission to be absent from his or her work for an extended period of time, for whatever reason, except for those leaves necessary during a sickness or accident leave, the Bus Driver must submit a request, in writing, five (5) working days in advance of the intended absence stating the reasons for the requested absence. Approval of, and the granting of such requests is strictly at the option of the Supervisor and Business Manager. Written approval or disapproval of such requests will be given to the Bus Driver within four (4) days after submission stating the conditions of the leave of absence if granted. An "extended period of time" as used in this section shall be construed to mean any absence in excess of five (5) working days. Sickness or accident leave shall be substantiated by a doctor's certificate.

**SECTION 2**

A bus driver, who is a member of the bargaining unit, and who determines to terminate his employment as a bus driver with Fremont Public Schools in order to accept full time employment with United Dairy, Bakery, and Food Workers Local 386, or the R.W.D.S.U. International Union, shall retain his/her attained seniority for the duration of such employment. A bus driver who intends to exercise this provision shall give written notice to the Board at least thirty (30) days prior to the effective date of the termination of employment as a bus driver. At such time as full time employment with the Union terminates and the employee wishes to return to employment with Fremont Public Schools as a bus driver, he/she may exercise seniority at the beginning of a school year by giving the Board of Education written notice of such intent at least thirty (30) days prior to the first day of school. Seniority may be exercised to "bump" only the lowest seniority bus driver and must be exercised at the beginning of the school year immediately following the termination of Union employment. If the employee does not return to employment as a regular bus driver as indicated above, seniority will be forfeited and the employee will be considered as a voluntary quit.

**SECTION 3**

A monthly Union Committee/Management meeting may be held at the request of either party to discuss items and problems of mutual interest.

**SECTION 4**

Copies of memorandums, policies, directives, etc., directly concerning bus drivers will be issued to each driver.

## SECTION 5

The School will make arrangements for required periodic physical examinations at no cost to the employee. These periodic physical examinations will include drug testing, Appendix II and a Consent Form for Drug and Alcohol Screening, Appendix III. Employees will be paid \$13.59/hour for the amount of time necessary to complete the drug/alcohol testing. Any employees required to have their annual physical done at any location other than the worksite (School), will be reimbursed mileage if required to drive outside of the Fremont city limits.

## SECTION 6

The School will pay toward the cost of C.D.L. renewals. This does not apply to the original license which the driver must obtain at commencement of employment at his/her expense. As new requirements arise the Union and the Fremont Public School Board will discuss how the drivers will be compensated.

## SECTION 7

Bus drivers may utilize the "premium conversion" option of the district cafeteria plan. A "summary plan description" and enrollment forms are available in the school district main business office. This allows employees to use pre-tax dollars to pay for health insurance premiums.

Bus drivers may also utilize the "flexible benefits" option of the district cafeteria plan.\* Flexible benefits are defined as eligible dependent care expenses and unreimbursed medical expenses.

## SECTION 8

This agreement constitutes the entire agreement between the parties. This agreement is subject to amendment, alteration, or addition only by a subsequent written agreement between, and executed by, the district and the Union. The waiver or breach, term or condition of the agreement by either party shall not constitute a precedent in the future enforcement of all its terms and conditions.

## SECTION 9 - Displaced children

Procedures for picking up students that are covered under the Displaced Child Program. School appointed drivers or fuel slips could be used.

## SECTION 10 – Write-Ups

Employees must be aware of procedures in writing. All Write-Ups will remain in an employee's permanent record for the life of their employment but may only be used for progressive discipline for (1) one year unless it is a safety write-up. Safety write-ups will be used for progressive discipline for (2) two years. All letters of discipline and letters of response will be made available to the local Union Representative.

Employees must be aware of procedures in writing. All Write-Ups will remain in an employee's

permanent record for the life of their employment but may only be used for progressive discipline for (1) one year unless it is a safety write-up. Safety write-ups will be used for progressive discipline for (2) two years. All letters of discipline and letters of response will be made available to the local Union Representative.

#### SECTION 11 – Sports Pass

All bus drivers will get the All Sports Season Pass for all High School home games.

**ARTICLE 9  
DURATION OF AGREEMENT**

SECTION 1

This agreement shall remain in full force and effective until terminated, modified, amended or supplemented by a new agreement.

SECTION 2

The effective date of this Agreement shall be August 1, 2016 and the terms, thereof, shall be effective until July 31, 2017, and from year to year thereafter; provided, however, that either party may terminate the term thereof, on July 31, 2017 or any July 31 thereafter, by giving the other party sixty (60) days written notice to that effect.

In acknowledgment of, and agreement to the terms and conditions of this agreement, we have hereunto attached our signature this \_\_\_\_ day of \_\_\_\_\_, 2016.

FOR THE UNION:

FOR THE SCHOOL:

\_\_\_\_\_

\_\_\_\_\_

Union Steward

Board of Education President

\_\_\_\_\_

\_\_\_\_\_

Business Representative

Superintendent

**APPENDIX I**  
**AGREEMENT ON DRUG AND ALCOHOL TESTING**

By and between the Fremont Public Schools (District) and the Fremont Public bus division, Retail, Wholesale and Department Store Union, Local 386 RWDSU, (Drivers).

The parties hereto have discussed the high degree of care owed to students and the public by both the District and its Drivers and the need for a drug free workplace in order to prevent accidents and to maintain public confidence. The parties agree that the maintenance of such a drug free workplace shall include the following requirements.

Where an administrator or other representative of the District has reasonable cause to believe that a driver may be under the influence of alcohol, and or substance abuse, as defined in the Fremont Public School's Drug Free Alcohol Policy, a copy of which is attached, Appendix IV, or following an accident or incident in which safety rules or principles were violated, and/or careless actions taken, and/or a personal injury were suffered by an employee or others, the driver may be subject to drug and alcohol testing and required to submit to urinalysis, blood tests, or physical examination. The details of such physical examinations shall be in conformance with the requirements of the Michigan Motor Carrier Safety Act.

Employees who refuse to submit to tests or refuse to sign the required consent and release in the circumstance described above will be considered insubordinate and such refusal may result in discipline including discharge.

Employees who test positively for the first time for drugs or alcohol shall be suspended without pay and referred to a drug and/or alcohol abuse evaluation center satisfactory to the District. The employee shall submit to such treatment or counseling as is recommended at his own expense and shall not return to work until he has been certified as drug and alcohol free to the satisfaction of the District. Employees who submit to drug and alcohol treatment shall execute any release necessary for the treatment center or counselor to report his progress to the District and shall comply with any aftercare requirements and submit proof of such compliance to the District upon request.

Employees who return to work and who test positively for drugs or alcohol a second time may be disciplined up to and including discharge. Employees who return to work after a first offense may be subject to at least one random drug test during the year following his return.

Nothing in this agreement will prohibit the District from taking appropriate disciplinary action where the objective symptoms of the employee indicate that he/she is under the influence, regardless of the results of any tests and regardless of whether or not a test is administered.

FREMONT PUBLIC SCHOOLS

Dated: \_\_\_\_\_

By: \_\_\_\_\_

FREMONT PUBLIC SCHOOLS BUS  
DRIVERS, Retail, Wholesale and Department  
Store Union, RWDSU Local 386

Dated: \_\_\_\_\_

By: \_\_\_\_\_



**APPENDIX II**

**FREMONT PUBLIC SCHOOLS**

**CONSENT FORM FOR DRUG AND ALCOHOL SCREENING**

(Current Employee)

I hereby give my consent to Fremont Public Schools (Fremont), through an authorized testing service of its choice, to collect blood, urine, or saliva samples, or other fluid or tissue samples from me, and to conduct any other necessary medical tests to determine the presence or use of drugs, including alcohol and controlled substances. I hereby release Fremont from any liability arising out of such test or its results. Further, I give my consent for the release of the test results and other relevant medical information to authorized Fremont administration for appropriate review. I also understand that if I refuse to execute this consent, I am subject to immediate suspension, and ultimately, discharge from employment. I also agree to comply with Fremont's Drug and Alcohol Policy.

\_\_\_\_\_  
Signature of Employee

\_\_\_\_\_  
Date

WITNESS: \_\_\_\_\_

\_\_\_\_\_  
Fremont Public Schools

\_\_\_\_\_  
Date

