
AGREEMENT

between

CITY OF BOSTON

and

AMERICAN FEDERATION OF STATE, COUNTY AND
MUNICIPAL EMPLOYEES, AFL-CIO
MASSACHUSETTS PUBLIC EMPLOYEES COUNCIL 93
AND LOCAL 1526

EFFECTIVE: OCTOBER 1, 2006

EXPIRES: SEPTEMBER 30, 2010

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AGREEMENT

THIS AGREEMENT made under Chapter 150 E of the General Laws, by and between the City of Boston, hereinafter called "the City" or "the Municipal Employer," acting by and through its Mayor, and the American Federation of State, County and Municipal Employees, AFL-CIO, and its affiliates, Massachusetts Public Employees Council #93 and Local #1526, all of which jointly and severally, are hereinafter called "the Union."

WITNESSETH

WHEREAS the above-cited statutory provisions grant to employees of political subdivisions of the Commonwealth the right to bargain collectively with their Municipal Employer; and

WHEREAS the parties to this Agreement desire to establish a state of amicable understanding, cooperation and harmony; and

WHEREAS the parties to this Agreement consider themselves mutually responsible to improve the public service through the creation of increased morale and efficiency;

WHEREAS the parties agree to act at all times in such a manner so as to assure the proper dignity and respect for all City employees and for the people they serve.

NOW, THEREFORE, in consideration of the mutual promises and agreements herein contained, the parties mutually agree as follows:

ARTICLE I
PERSONS COVERED BY THIS AGREEMENT

The City recognizes the Union as the exclusive representative, for the purpose of collective bargaining relative to wages, hours and other conditions of employment, of all BLA, BC and BM employees regardless of grade whose positions are classified in Article XX of this Agreement except for those positions listed below which are deemed part of management:

MANAGERIAL POSITIONS

- | | |
|--------------------|------------------------------------|
| (1) LA 8 position | - President's Office |
| (1) LA 8 position | - Personnel Office |
| (3) LA 7 positions | - President's Office |
| (1) LA 7 position | - Personnel Office |
| (1) LA 7 position | - Resources and Processing Office |
| (1) LA 7 position | - Eastern Region Office |
| (1) LA 7 position | - Research Library Services Office |
| (1) LA 5 position | - Personnel Office |
| (1) D 3 position | - Development Office |
| (2) D 2 position | - Development Office |

and up to five (5) positions within the President's Office and the Personnel Office

Notwithstanding paragraph (1) above, employees within the bargaining unit shall be eligible for promotion to the above positions. Announcement of vacancies in these positions shall be made to the staff through General Administrative Notice. It is further agreed that the Union/employees shall have no right to grieve or arbitrate the selection or non-selection.

ARTICLE IA RESIDENCY ORDINANCE

Members of the bargaining unit must be residents of the City of Boston in accordance with the City of Boston's Residency Ordinance (Ord. 1976, c. 9 as amended), except that after ten (10) years of full-time service with the City of Boston, bargaining unit members will be exempted from the Residency Ordinance. This exception shall be effective October 1, 2006.

ARTICLE II NON-DISCRIMINATION

Section 1. The Municipal Employer and the Union agree not to discriminate in any way against employees covered by this Agreement on account of membership or non-membership in the Union, union activity, political activity or on account of race, religion, creed, color, ancestry, national origin, sex, age, physical or mental handicap, sexual preference, parental status, marital status, or military status. The parties agree that the concept of Affirmative Action shall be applied consistent with the terms of this Agreement.

Section 2. The Union and Management shall jointly select one disabled employee from the bargaining unit to take part in any joint labor/management AFSCME citywide committee established to discuss issues relevant to employees with disabilities. Time off without loss of pay shall be granted to this representative to attend quarterly meetings of the committee. The representative shall submit an informational report to the Personnel Office following each meeting.

Section 3. Where an employee files a discrimination charge at a state agency or in court under M.G.L. c. 151B, such employee and/or the Union waives any right it may have to file and/or pursue a grievance under the collective bargaining agreement alleging a violation of this Article.

ARTICLE III PAYROLL DEDUCTION OF UNION DUES

In accordance with the provisions of Section 17A, Chapter 180, of the General Laws (Chapter 740 of the Acts of 1950), accepted by the City Council of the City of Boston on January 15, 1951, and approved by its Mayor on January 17, 1951, union dues shall be deducted weekly from the salary of each employee who executes and remits to the Municipal Employer a form of authorization for payroll deduction of union dues

Remittance of the aggregate amount of dues deducted shall be made to the Union's Treasurer within twenty-five (25) working days after the month in which dues are deducted.

ARTICLE IV
PAYROLL DEDUCTION OF AGENCY SERVICE FEE

Section 1. Pursuant to G.L. c150E §12, to assure that employees covered by this Agreement shall be adequately represented by the Union in bargaining collectively on questions of wages, hours and other conditions of employment, the Collector-Treasurer of the City shall deduct from each payment of salary made to each such employee during the life of this collective bargaining Agreement and pay over to the Union, the exclusive bargaining agent of such employee, as an agency service fee, an amount equal to the weekly Union dues deduction from the salary of individual employees, which amount is proportionately commensurate with the cost of collective bargaining and contract administration. The Union certifies that this Agreement is formally executed pursuant to a vote of a majority of all employees in the bargaining unit.

Section 2. The Union agrees to indemnify the City for damages or other financial loss which the City may be required to pay or suffer by an administrative agency or court of competent jurisdiction as a result of the City's compliance with Section 1 of this Article.

ARTICLE V
MANAGEMENT RIGHTS

Section 1. Subject to the express provisions of this Agreement, the Municipal Employer shall not be deemed to be limited in any way by this Agreement in the performance of the regular and customary functions of municipal management, and reserves and retains all powers, authority and prerogatives including, without limitation, the exclusive right of the Appointing Authority to issue reasonable rules and regulations governing the conduct of his/her Department

Section 2. Subcontract Clause

The City reserves and retains the right to contract out work or subcontract out work Pursuant to the exercise of such right, no employee shall be laid off if there is available work in the same position or in a similar position which he/she is qualified to fill and is eligible to fill under Civil Service law and rules.

Section 3. The Appointing Authority retains any and all rights to determine the nature and scope of all job duties contained in the job descriptions for Boston Public Library Employees. The Union retains any and all existing rights pursuant to M.G.L. c. 150E and the collective bargaining agreement with regard to disputes concerning job grades and arising under this provision.

ARTICLE VI
EMPLOYMENT STATUS/DISCIPLINE & DISCHARGE

Section 1. No employee, either Civil Service or non-Civil Service, who has completed six (6) months of service shall be disciplined, suspended, or discharged except for just cause. An employee who appeals his/her suspension or discharge under Civil Service law, retirement law, or any other statutory appeal procedure shall not have access for such grievance under the contract grievance and arbitration procedure.

When an employee who is eligible to appeal his/her grievance under Civil Service law or otherwise under the preceding sentence elects to proceed under the grievance and arbitration procedure with the Union's approval, such dispute may be processed under the contract grievance and arbitration procedure, in which case the contract grievance and arbitration procedure shall be the exclusive procedure for resolving such grievance in accordance with G.L. c150e, §8.

In the event of group discipline arising out of the same incident, the dispute shall not be processed under the contract grievance and arbitration procedure unless all the employees subject to the group discipline so elect to proceed thereunder.

Section 2. The City agrees to apply the concept of progressive discipline in all but the most serious cases.

Section 3. Records of suspension in disciplinary actions shall be removed from the employees personnel file after three (3) years from the last disciplinary actions so long as there has been no further disciplinary action during the three (3) year period

Records of written warnings in disciplinary actions shall be removed from the employees personnel file after twelve (12) months from the last disciplinary actions so long as there has been no further disciplinary action during the twelve (12) month period.

Oral warnings shall cease to be in effect after twelve (12) months from the last disciplinary actions so long as there has been no further disciplinary action during the twelve month period.

Section 4. All employees who are not permanent Civil Service employees and who have six or more months of City Service shall, except in the most extreme circumstances, be entitled to a hearing before the Appointing Authority or his/her designee prior to a suspension of more than five days or a discharge. The imposition of a suspension of less than five days shall not preclude further action pursuant to this Article.

ARTICLE VII
GRIEVANCE PROCEDURE

Section 1. Only matters involving the question whether the Municipal Employer is complying with the application, meaning or interpretation of the written provisions of this Agreement shall constitute grievances under this Article.

Section 2. Grievances shall be processed in the following manner:

Step #1. The Union Steward, with or without the aggrieved employee, and with or without the Union representative shall present the grievance orally to the aggrieved employee's immediate supervisor outside the bargaining unit. The parties shall attempt to resolve the grievance informally. If they are unable to do so, the Union shall reduce the grievance to writing, within twenty-one (21) days after the employee or Union had knowledge or should have had knowledge of the occurrence or failure of occurrence of the incident on which the grievance is based, or it shall be waived. Except that promotional by-pass grievances shall be initially filed at Step #2.

The Supervisor shall respond to the grievance in writing within three (3) days of the Union's submission of the grievance to him/her.

Step #2 If the grievance is not settled at Step #1, it shall be presented in writing to the Appointing Authority or his/her delegate in the department in which the aggrieved employee serves within ten (10) days of the written submission of the grievance to the employee's supervisor, or seven (7) days after the supervisor's answer is received, or it shall be waived. The Appointing Authority or his/her delegate shall hold a hearing on the grievance within seven (7) days after he/she received it and shall issue a written answer thereto within three (3) days after the hearing has been completed.

Step #3 If the grievance is not satisfactorily resolved at Step #2, the grievance may be submitted to the City's Office of Labor Relations within seven (7) days of the Union's receipt of the Step #2 response or within seventeen (17) days after the grievance has been presented in writing at Step #2, or it shall be waived. A Step #3 hearing shall be held within twenty-one (21) days of the receipt of the Union's submission to Step #3. Conducting the hearing shall be one or more of the staff of the Office of Labor Relations. In addition, the City's committee to hear grievances may include such other persons as the Office of Labor Relations may from time to time designate. The City shall issue an answer to the grievance within ten (10) days of the Step #3 hearing.

Step #4 If the grievance is not satisfactorily resolved through the foregoing steps of the grievance procedure, the Union, and not any individual employee, may submit the matter to grievance

mediation. By mutual agreement the parties may elect to bypass grievance mediation.

Step #5 If the grievance is not satisfactorily resolved through the foregoing steps of the grievance procedure, the Union, and not any individual employee, may submit the matter to arbitration. Such submission must be made within forty-two (42) days after the receipt of the Step #3 response or within sixty-three (63) days after the grievance has been submitted in writing at Step #3, or it shall be waived. "Submit to arbitration" means a letter to the Labor Relations Connection "LRC" and to the Office of Labor Relations, with a copy to the Library's Personnel Office, postage prepaid, postmarked within the specified time limits. (For purposes of Steps #2, #3, and #5, days shall mean Monday through Friday, excluding Saturday, Sunday and holidays).

Section 3. Written submission of grievances at Step #2 shall be in triplicate, on forms to be agreed upon jointly, and shall be signed by the representative of the Union filing the grievances. If a grievance is adjusted at any step of the grievance procedure the adjustment shall be noted on the grievance form and shall be signed by the Municipal Employer's representative and the Union representative reaching the adjustment. At any step of the grievance procedure where no adjustment is reached, the grievance form shall bear a notation that the grievance is unsettled, shall be signed by the Municipal Employer's representative and the Union representative then handling the grievance, and shall be referred to the next step in the grievance procedure as provided herein.

Section 4. Arbitration

(a) The procedure for arbitration shall be as follows:

(1) Within seven (7) days after the Union has submitted a grievance to arbitration, the Labor Relations Connection shall initiate the selection of an arbitrator, consistent with this Article, by contacting the Union and the Employer (City and Library);

(2) The Labor Relations Connection shall maintain a list of arbitrators that is mutually agreed upon by the Parties and who will serve to hear disputes. An arbitrator shall be selected by mutual agreement. If the parties cannot mutually agree upon the selection of an arbitrator, the parties shall alternatively strike one (1) name from the list (the right to proceed first having been determined in the first instance by lot) until only one (1) name remains, and that person shall be selected as arbitrator. The Labor Relations Connection shall administer this selection process for the Parties;

(3) Either party shall have the right to remove arbitrators from the list upon giving thirty (30) days notice to the other party, in which case another arbitrator shall, by joint agreement, be added to the list. The

Parties shall promptly notify the Labor Relations Connection of any changes to the agreed upon list of arbitrators;

(4) Once an arbitrator is selected, the Labor Relations Connection shall initiate the scheduling process to schedule an early available date for the hearing, if possible within thirty (30) days. When an arbitrator is called and cannot meet within thirty (30) days, then the arbitrator who can meet in the least number of days shall be used.

(b) Arbitration hearings involving disciplinary matters or violations of Article II relating to political activity will be conducted as follows:

A transcript of the hearing shall be made if either party so request. Transcripts shall be paid for by the party requesting it (unless the other party also orders a copy) and in no event shall the utilization of the transcript affect any of the time limitations herein. Either party may file a post hearing memorandum to be placed in the mail to the arbitrator within fourteen (14) days following the close of the hearing. The arbitrator shall render a decision within fourteen (14) days of receipt of the post hearing memorandum, but in no event more than twenty-eight (28) days from the close of the hearing. The arbitrator's decision shall be based upon the record developed by the parties and shall include a brief written explanation for the basis of the decision.

In all other arbitrations, the arbitrator's award will be rendered within thirty-five (35) days following the conclusion of the hearing. If either party has declared its intention to file a post-hearing brief, the brief will be submitted within twenty-one (21) days following the conclusion of the hearing. The time limits may be waived by mutual consent.

The fees and expenses of the LRC and of the arbitrator shall be shared equally by the parties and the decision of the arbitrator shall be final and binding on the parties. In cases where the question of arbitrability is raised, the arbitrator (as selected in accordance with this Article) may decide the arbitrability of the grievance. In the event the Employer raised the question of arbitrability, the arbitrator shall receive evidence and testimony on arbitrability and the merits at the same hearing.

(c) Each party shall bear the expense of preparing and presenting its own case. The compensation and expenses of the LRC and of the arbitrator shall be borne equally by the parties.

(d) Any issue regarding the rules and procedures for arbitration not covered above shall be subject to the Voluntary Rules of the American Arbitration Association.

(e) By mutual consent the parties may elect to utilize the services of the State Board of Conciliation and Mediation

Section 5. Any incident which occurred or failed to occur prior to the effective date of this Agreement shall not be the subject of any grievance hereunder.

Section 6. The arbitrator hereunder shall be without power to alter, amend, add to, or detract from the language of this Agreement. The decision of the arbitrator shall be final and binding on the parties. The arbitrator shall have no power to recommend any rights or relief for any period of time prior to the effective date of the Agreement.

Section 7. Any matter which is subject to the jurisdiction of the Civil Service Commission or any Retirement Board established by law shall not be the subject of grievance or arbitration hereunder. Complaints by Civil Service employees that they are being required by the Appointing Authority to perform work outside their job descriptions shall be referred to the Office of Labor Relations prior to making complaints to the Director of Civil Service. The Office of Labor Relations shall issue a written opinion within twenty-one (21) calendar days after receipt of a written complaint. The failure of the Office of Labor Relations to timely issue a written opinion shall not be subject to the grievance procedure.

Section 8. It is understood that a grievance alleging a violation of Article VI, Section 1 may be initiated at Step #3 of the grievance procedure so long as the Union notified the appropriate Department Head three (3) calendar days in advance of initiation at Step #3.

Section 9. The parties shall meet at least twenty-one (21) days prior to the scheduled arbitration hearing date, where requested by the Union, to raise and discuss issues of procedural and substantive arbitrability if any exist.

Section 10. Compliance

When an arbitration award is granted in favor of the Union, that award shall be complied with by the City within forty-five (45) working days of the date the award was granted, unless the City, in a timely fashion, seeks to vacate the award. If the City fails to comply with a monetary award within fifty-five (55) working days after the date of the award, ten percent (10%) interest per year shall be added unless the award is ultimately vacated by a final court judgment.

If the City does not comply with an award within seventy-five (75) working days after the date of the award, or within seventy (75) working days following unsuccessful court proceedings to vacate the award, whichever comes later, the City shall pay all costs and attorneys' fees involved in successfully enforcing the award in court.

Section 11. General Grievances.

In the case of a general grievance affecting employees in two (2) or more departments, involving interpretation or application of any provision of this Agreement, the Union may initiate the processing of such grievance at Step #3 of the procedure set forth above. Said grievance shall be submitted to Step #3 in writing with a copy to the Library's Personnel Office within fifteen (15) working

days after an employee or the Union had knowledge or should have had knowledge of the occurrence or failure of occurrence of the incident on which the grievance is based, or it shall be waived.

Section 12. If a grievance is resolved at Steps #1 or #2 of this procedure, and is not implemented within a reasonable time, the Union may immediately advance the grievance to Step #3, and if necessary arbitration, for a determination of all matters relating to said grievance.

If a grievance is resolved at Step #3 of this procedure, and is not implemented within a reasonable time, the Union may immediately advance the grievance to arbitration for a determination of all matters relating to said grievance.

ARTICLE VIII NO-STRIKE CLAUSE

Section 1. No employee covered by this Agreement shall engage in, induce or encourage any strike, work stoppage, slowdown, or withholding of services. The Union agrees that neither it nor any of its officers or agents will call, institute, authorize, participate in, sanction or ratify any such strike, work stoppage, slowdown, or withholding of services.

Section 2. Should any employee or group of employees covered by this Agreement engage in any strike, work stoppage, slowdown, or withholding of services, the Union shall forthwith disavow any such strike, work stoppage, slowdown, or withholding of services and shall refuse to recognize any picket line established in connection therewith. Furthermore, at the request of the Municipal Employer, the Union shall take all reasonable means to induce such employee or group of employees to terminate the strike, work stoppage, slowdown or withholding of services and to return to work forthwith.

Section 3. In consideration of the performance by the Union of its obligations under Section 1 and Section 2 of this Article, there shall be no liability on the part of the Union nor of its officers or agents for any damages resulting from the unauthorized breach of Agreements contained in this Article by individual members of the Union

ARTICLE IX STABILITY OF AGREEMENT

Section 1. No agreement, understanding, alteration or variation of the Agreement, terms or provisions herein contained shall bind the parties hereto unless made and executed in writing by the parties hereto.

Section 2. The failure of the Municipal Employer or the Union to insist, in any one or more incidents, upon performance of any of the terms or conditions of this Agreement shall not be considered as a waiver or relinquishment of the right of the Municipal Employer or of the Union to future performance of any such term or condition, and the obligations of the Union and the Municipal Employer to such future performance shall continue in full force and effect.

ARTICLE X
HOURS OF WORK AND OVERTIME

Section 1. The regular work week for full-time employees shall be as follows:

Library Assistants Service	thirty-five (35) hours
Clerical Service	thirty-five (35) hours
Mechanical Service	forty (40) hours

The regular workweek for any employee covered by this Agreement is five days, Monday through Friday, inclusive. It is understood that the regular workweek for certain other employees covered by this Agreement differs from the regular workweek set forth in the preceding sentence in that it may include regularly scheduled work, on a straight time basis, on Saturdays; and/or regularly scheduled (overtime) work on Sunday.

It is understood that all branches may be opened any number of months, up to and including 12 months, on Saturdays. Branch personnel may be assigned on Saturdays as part of their regular schedule. Consistent with the operational needs of the Library, such Saturday assignments shall be on a rotating basis at branches open Monday through Saturday and shall be on a straight time basis.

The practice of waiving lost time, up to 30 minutes per week, will stay in effect. It is specifically understood that the waiver only involves compensation. Tardiness may constitute a basis for discipline.

Section 2. All authorized overtime service in excess of the regular workday or the regular workweek, or on the sixth and seventh days of service, shall be compensated on a time-and-one-half (1 1/2) basis, except the Mechanical Service employees who work seven days in a row shall be paid double time for work on the seventh day.

Section 3. An employee shall not be denied overtime compensation for authorized overtime service, as specified in Section 2 of this Article, by reason of authorized absence during the week in which such overtime service is performed. However, in the event of unauthorized absence, absence without pay, or absence by reason of disciplinary action during the week in which overtime service is performed, an employee shall be compensated for such overtime service on a straight-time basis only.

Section 4. Overtime may be paid or taken in compensatory time at the overtime rate, at the election of the employee, at or prior to the submission of the timesheet for the period in which the overtime service was performed. Overtime shall be paid with the approval of the Division Head or the Department Head; compensatory time shall be taken with the prior approval of either the Department Head or the Division Head, and shall be subject to the operational need as determined by the Department Head or Division Head.

Section 5. Overtime work shall be distributed as equitably as possible. A list of all eligible employees shall be posted in a conspicuous place, and kept up-to-date, by the

City. For the purpose of a regular rotation of overtime opportunities, but for such purpose only, overtime work refused shall be considered as overtime actually worked.

Where there is a complaint of a violation in the distribution of overtime, the City shall have thirty (30) days from the date of the complaint to correct any inequity. If said inequity is not corrected within that time, then the remedy for a violation shall be a cash payment equal to the amount of money the employee would have earned if said employee had not been deprived of the overtime opportunity.

Section 6. In the event an employee reports to his/her regular place of work at his/her regularly scheduled time and is sent home for lack of work, he/she shall be entitled to a day's pay.

Section 7. All employees' work schedules shall provide for a 15-minute rest period during each one-half (1/2) shift. The rest period shall be scheduled at the middle of each one-half (1/2) shift whenever this is feasible.

Section 8. (A) If an employee who has left his/her place of employment after having completed work on his/her regular shift is called back to work, he/she shall be paid for each hour worked on a time-and-one-half basis, and in no event shall he/she receive less than four (4) hours' pay on a straight-time basis.

(B) If an employee (other than an employee employed on a rotating shift or on a continuous operation) whose duties do not require him/her to work regularly on a day considered as a holiday under Section 1 of Article XIII is called in to work on a holiday, he/she shall receive, in addition to his/her regular weekly compensation, time-and-one-half for each hour worked on such holiday, and in no event shall he/she receive less than four (4) hours' pay on a straight time basis, or, in the case of any such employee in the Mechanical Service or in the case of a call-in for the specific purpose of raising and lowering the flag, in no event shall he/she receive less than four (4) hours' pay on a time-and-one-half basis.

(C) If an employee (other than an employee employed on a rotating shift or on a continuous operation) whose regular workweek does not include Sunday, is called in to work on a Sunday, he/she shall receive, in addition to his/her regular weekly compensation, double time for each hour worked on such Sunday, and in no event shall he/she receive less than four (4) hours' pay on a straight-time basis. It is understood that the City shall not be obligated to contribute to the State retirement system with respect to hours worked on Sunday for which an employee is compensated under this section.

Section 9. All employees shall be scheduled to work on regular work shifts, and each work shift shall have a regular starting time and quitting time. Work schedules shall be posted on all department bulletin boards at all times. Employees shall be given reasonable notice of any change in their work schedule. Reasonable notice, except in extreme circumstances shall be fourteen (14) calendar days.

Section 10. The City agrees to give the Union reasonable notice of any proposed change in scheduled work shifts and an opportunity to discuss the proposed change. In the event of failure to agree on this proposed change, the City shall have the right to institute the change and the Union shall have the right to take the matter up as a grievance under the grievance procedure.

Section 11. Employees may request in writing, flexible scheduling for library related programs or activities or for personal reasons or educational purposes. Such requests may be granted at the discretion of the Library on the following basis: (1) the schedule shall not, in the judgment of the Library, unreasonably limit operations or service provision; (2) the requested schedule shall total within the two week payroll period, the number of hours in two of the employee's regularly scheduled work weeks; and (3) the flexible schedule shall be mutually agreed upon and may be terminated by either party with reasonable notice.

Section 12 In the event that the Mayor declares a snow emergency on a Sunday and the Library closes, those employees schedule to work will be paid on a straight time basis for the hours each individual employee was scheduled to work. The rate of pay shall be based upon the individual's rate of compensation on that day minus normal and regular deductions.

ARTICLE XI
TEMPORARY SERVICE IN A LOWER OR HIGHER POSITION

Section 1. While an employee is performing, pursuant to assignment, the duties of a position classified in a grade lower than the grade of the position in which he/she performs regular service, he/she shall be compensated at the rate of pay for the grade of the position in which he/she performs regular service.

Section 2. An employee who is performing, pursuant to assignment, temporary service in a position classified in a grade higher than the grade of the position in which he/she performs regular service, other than for the purpose of filling in for an employee on vacation, shall commencing with the sixth consecutive day of actual service in such higher position, be compensated for such service at the rate to which he/she would have been entitled had he/she been promoted to such position. A supervisor shall not refuse to provide a written assignment form when requiring an employee to work in a position classified in a higher grade, as described above.

Any remedy based on a grievance filed under this Section shall be limited in effect to a period not to exceed five (5) days prior to the date of this grievance. The Employer shall not rotate such assignments among employees for the purpose of avoiding compensation at the higher grade.

Any such temporary service positions which last three months or more shall be filled in accordance with the posting and bidding procedure.

Section 3. When there is an existing Civil Service list for a higher position to be filled on a temporary basis, the selection of an employee to perform temporary service in such higher position shall be made in accordance with Civil Service rules.

Section 4.

When there is no existing Civil Service list for the position to be filled temporarily, or where such position is in the Library Assistants Service, the selection of an employee to perform temporary service in such higher position shall be made on the basis of qualifications and ability; where qualifications and ability are substantially equal, the determining factor shall be seniority as defined under Civil Service law and rules, or where applicable, under Article XIX, Section 8. The Appointing Authority's selection shall not be made arbitrarily, capriciously, or unreasonably.

In the event the senior applicant(s) for the position is not selected, the Appointing Authority shall, upon written request by the Union, submit reasons in writing why the three (3) most senior employees were not selected to fill the position. Any dispute hereunder shall be subject to the grievance and arbitration procedure.

A complaint by an employee who is junior to the employee selected under this Section shall not be a subject of grievance or arbitration.

ARTICLE XII
PROMOTIONAL VACANCIES

Section 1.

In the event the Appointing Authority seeks to fill with a provisional promotion a permanent vacancy in the clerical or mechanical services in a position covered by this Agreement at its effective date, the following procedure shall apply:

(A) The vacancy shall be posted for five (5) consecutive working days in the department, division or employing unit in which the vacancy exists.

(B) On the poster the Appointing Authority shall specify the job classifications eligible to fill the position. (His/her decision as to the eligible classifications of employees shall be subject to Civil Service law and rules and shall not be a subject of grievance or arbitration). The poster shall also specify the duties of the position, custodial shifts and typing speed requirements (the Library shall have twelve months from the date of January 1, 1986 to develop typing speed requirements).

Section 2.

Suitable notice of all permanent promotional vacancies within the bargaining unit will be given to staff and to the local Union President, and sufficient time will be allowed for employees to advance their candidacy. The Union shall also be given notice of all vacancies in newly created positions and temporary promotional opportunities within the bargaining unit. Notice will be effected by posting for five (5) consecutive workdays on suitable bulletin boards throughout the department. Such notice will include a description of the duties and location of the position in which the vacancy exists, together with its rank, title, pay grade, custodial shift and typing speed requirements. If the position in which the promotional vacancy exists is a newly created position, or if an examination or test is required, the notice will so indicate. Selection of an employee will be made in accordance with Article XI, Section 4.

An application by an employee in a given grade for a position of the same grade shall be treated as an application for a promotion for the purposes of this Article.

Any employee who wishes to ensure his/her being considered for a promotional vacancy despite his/her absence during the five (5) days in which said vacancy is posted shall submit a P.A.R. to the Personnel Office. In the request the employee shall state the length of his/her absence.

Section 3. It is understood and agreed that the Library Department reserves and retains the right to assign employees to a particular branch library or unit or to transfer employees from one branch library or unit to another. No assignment or transfer of employees shall be made due to the exercise of their rights under this Agreement.

Section 4. Notice of the selection made from among the eligible bidders, and the list of all bidders, under Section 1 and 2 will be sent to the Union. The Union shall receive the list of all bidders within fifteen (15) calendar days after the close of the application (posting deadline) period.

Where no selection has been made, the Union shall be notified in writing six (6) weeks after the posting deadline except in extenuating circumstances.

Section 5. A complaint by an employee who is junior to the employee selected under Section 1 or Section 2 of this Article shall not be a subject of a grievance or arbitration.

Section 6. Where a selection is made from among the eligible candidates it shall be made within a reasonable time not to exceed eight (8) weeks after the posting deadline except in extenuating circumstances.

Section 7. Within one hundred twenty (120) calendar days of an employee's departure from a unit, the Library will inform the Union in writing of its plans regarding the vacancy, where so requested.

Section 8. Where no selection is made from among the eligible candidates or through outside recruitment and the position remains unfilled for one hundred twenty (120) calendar days from the date of posting, the Library may repost the vacancy in accordance with the provisions of this Article. Should the position not be reposted, the Library shall respond in accordance with Section 7 of this Article where so requested.

ARTICLE XIII HOLIDAYS

Section 1. The following days shall be considered holidays for the purposes enumerated below:

New Year's Day
Martin Luther King Jr Day
Washington's Birthday

Evacuation Day
Patriots Day
Memorial Day
Bunker Hill Day
Independence Day
Labor Day
Columbus Day
Veterans' Day
Thanksgiving Day
Christmas Day

or the following Monday if any day aforesaid falls on Sunday.

Section 2. If an employee is not required to work on any of the holidays listed in Section 1 of this Article which falls on his/her regular workday, he/she shall nevertheless be paid his/her regular weekly compensation for the workweek in which the holiday falls.

(A) If the holiday falls during an employee's vacation or on his/her regular day off (such as Saturday) he/she shall receive, in addition to his/her regular compensation, either an additional day off or an additional day's pay on a straight time basis.

(B) Custodial employees required to work holidays will be compensated at a time and one-half (1 1/2) rate in addition to their regular weekly pay.

Section 3. Notwithstanding any provision of this Agreement to the contrary, the City reserves and retains the right to determine whether an employee who works on a holiday shall receive additional time off or additional pay.

Section 4. On January 1 of each calendar year, employees currently on the payroll shall be entitled to two Swing Holidays to be used within that calendar year. Employees hired after January 1 but on or before June 30 of that calendar year shall also be entitled to two Swing Holidays to be used within that calendar year. Employees hired between July 1 and November 30 shall be entitled to one Swing Holiday to be used within that calendar year. Such holidays may be taken in hour-long units. An employee must obtain the prior approval of the Division Head or delegate as to the scheduling of the swing holidays. Where reasonable notice is given to the Division Head or delegate, approval will be granted provided that the scheduling of such swing holidays does not unreasonably limit the operations or service provision of the agency/department.

Section 5. The practices of affording employees a half day of excused time during the month of December, and of declaring skeleton staffing on the morning of Good Friday will be discontinued.

ARTICLE XIV
ANNUAL LEAVE (VACATION)

Section 1. (A) Full-time employees earn annual leave from the first day of employment.

(B) Under no circumstances may annual leave be taken during the first six (6) months of employment.

(C) Annual leave earned in one year may be taken after January 1 of the year following and is ordinarily used within that year. However, an employee at his/her own option may defer ten (10) days annual leave from one year to the next. Permission to defer more than ten (10) days can be allowed only with the express written permission of the Division Head, and failure to obtain such permission will result in cancellation on December 31 of unused annual leave in excess of ten (10) days.

(D) Scheduling of annual leave is at the discretion of the Division Head. Subject to the preceding sentence the vacation period shall be from January through December. No employee may take annual leave without permission from his/her Department Head and Division Head. When there is a conflict among employees in scheduling annual leave, an employee may appeal the decision to his/her Division Head.

(E) Employees who leave the service of the Library will receive a lump-sum payment, less standard and usual deductions, for accrued annual leave not used prior to the last day of employment.

Section 2.

(A) Annual leave is earned as follows:

(1) During the first four (4) years, 0.2 days for each week of employment up to a maximum of ten (10) days annually.

(2) After four (4) years and up to seven (7) years, 0.3 days for each week of employment up to a maximum of fifteen (15) days annually.

(3) After seven (7) years and up to fifteen (15) years, 0.4 days for each week of employment up to a maximum of twenty (20) days annually.

(4) After fifteen (15) years, 0.5 days for each week of employment up to a maximum of twenty-five (25) days annually.

(5) After thirty (30) years, 0.6 days for each week of employment up to a maximum of thirty (30) days annually.

(B) Effective January 1, 1988, annual leave for new employees shall be awarded as follows: on January 1st of each year, employees who have not completed six (6) months of employment shall be credited with an annual leave account equal to the amount earned under Section 2(a). The time credited to this account shall be released to the employee upon completion of six (6) months of employment.

Section 3. Service with the Commonwealth of Massachusetts, the City of Boston, or County of Suffolk shall be included in computing length of service for the purpose of determining annual leave.

ARTICLE XV
SICK LEAVE

Section 1. Sick Leave Accrual

(A) The annual allotment of sick leave for employees covered by this Agreement shall be fifteen (15) workdays without loss of pay. On January 1 of each year, employees shall be allowed seven and one-half (7 1/2) workdays for illness without loss of pay, and on July 1 of each year employees shall be allowed seven and one-half (7 1/2) workdays for illness without loss of pay.

(B) New employees are allowed one (1) day for each month or major portion thereof remaining in the year in which they are hired, but they must be employed continuously for six (6) months before becoming eligible for paid sick leave.

If the employment of an employee with accrued but unused sick leave is terminated by death, said employee's spouse or next of kin shall be paid an amount received by retiring employees under Paragraph (B) of this Section. If such employee has no spouse or next of kin, the employee's accrued but unused sick leave shall be paid to his/her estate

(C) Allowance for sick leave is cumulative. Unused sick leave is carried forward at the end of each calendar year

(D) The Library will honor the unused sick leave balances of employees who transfer directly and without interruption of service from other City of Boston or Commonwealth of Massachusetts departments. However, sick leave accumulated elsewhere will not be counted toward the benefits of Sections 4(A) and 4(B) of this Article.

(E) An annual report of sick leave shall be made available upon request.

Section 2. Use of Sick Leave

(A) No employee shall be entitled to sick leave without loss of pay as provided in Section 1 of this Article unless (a) the employee has notified his/her immediate supervisor of the absence and the cause thereof before the expiration of the first hour of absence or as soon thereafter as practicable; (b) the employee is unable to work due to illness, injury, exposure to contagious disease, or medical or dental appointments, or as provided in Section 2(C); and (c) the Appointing Authority has approved such request. For periods of absence of five (5) consecutive working days or more, the appointing authority may require, as a condition precedent of his/her approval of such request, evidence in the form of a health care provider or physician's certificate indicating the dates of the incapacity, the necessity of such absence from work, and containing the health care provider or doctor's signature and address. If the absences are occasioned

by chronic illness, the Appointing Authority may require a letter at reasonable intervals

(B) On, or within four weeks after the last day of each payroll week in which any such period of absence occurs, the employee or, in case of his/her incapacity evidenced by a physician's certificate attached, or in the case of his/her death, a person acting in his/her behalf, must submit in writing, on a form furnished by the Personnel Office, a record of the approved leave without loss of pay for such period of absence.

(C) Up to ten (10) days of existing sick leave annually is to be allowed for immediate family or household illness

Section 3. Use of Sick Leave for Occupational Disability

An employee on leave because of an occupational disability may take such of the sick leave allowance to which he/she is entitled under this Article as, when added to the amount of any disability (Workers') compensation, will result in the payment to the employee of his/her full salary for any particular workweek. Up to five (5) days' sick leave credit will be restored to an employee's accumulated sick leave when such employee has used sick leave allowance between date of injury on the job and date of disability (Workers') compensation is awarded, except that such sick leave shall be offset proportionately by a disability benefit that is awarded retroactively to date disability was incurred.

Section 4. Conversion of Sick Leave to Annual Leave

(A) At the employee's option any accumulation of sick leave in excess of 150 days may be converted to annual leave at the rate of one (1) annual leave day for each three (3) sick leave days. Such option must be requested in writing and once exercised may not be revoked at a later time.

The maximum accumulation is 250 days, and all unused sick leave above that will be converted to annual leave at the rate of one (1) annual leave day for each three (3) sick leave days.

(B) In the last year before retirement, and if time permits, an employee may convert the first 150 days of unused sick leave time to annual leave at the rate of one (1) annual leave day for each four (4) sick leave days, and all days over 150 at one (1) for three (3).

If the employment of an employee with accrued but unused sick leave is terminated by death, said employee's spouse or next of kin shall be paid an amount received by retiring employees under Paragraph (B) of this Section. If such employee has no spouse or next of kin, the employee's accrued but unused sick leave shall be paid to his/her estate.

Section 5. Annual Redemption of Sick Leave

An employee who has used fewer than five (5) sick days in the twelve-month period ending December 31 of any year in which this Agreement is in effect may elect to redeem sick days in a lump sum cash payment in accordance with the following schedule:

Sick Days Used	Cash Redemption
0	5 days' pay
1	4 days' pay
2	3 days' pay
3	2 days' pay
4	1 days' pay
5	0 days' pay

The per diem rate will be the employee's rate on December 31 as specified in the Pay Schedule.

During January the City will notify each qualifying employee of his/her redemption options. An employee may elect to redeem all or part of his/her entitlement in full days. Unredeemed sick leave days will be accumulated in the normal manner.

Section 6. Sick Leave Abuse

It is agreed that employees who abuse sick leave provisions of this Agreement will be subject to disciplinary action in accordance with the provision of Article VI. The Union agrees to cooperate with the City in dealing with problems related to sick leave abuse.

Section 7. Sick Leave Bank -- Pre-1963

The Library shall establish on March 1, 1987 a Sick Leave Bank for all employees entitled to the former Pre-1963 Sick Leave Policy. The Bank shall be comprised of a fixed number of days, that number being one thousand twenty (1,020) sick days. Any employee formerly entitled to the Pre-1963 Sick Leave Policy shall have access to this Bank. It is understood that the use of sick days under this Bank shall reduce the number of days remaining in the bank. The conditions applicable under the former Pre-1963 Sick Leave Policy shall govern the use of sick days under this Bank.

Section 8. Illness During Vacation

Whenever an employee is certified as too ill to work during five (5) or more consecutive working days during a vacation period, he/she may at his/her option, after returning to work, charge one half of those days to sick leave and have restored as vacation for future use one half of the time he/she was ill.

Section 9. Illness in Excess of Sick Leave Balance

Absence for illness in excess of accumulated balances will be charged to annual leave, or, if none remains, to pay

Section 10. Certification of Fitness to Work

When an employee returns to work after a serious illness or injury, and when the Appointing Authority requests said employee to submit to a City medical examination, the employee will not be refused permission to return to work, if he/she is certified able to work at his/her position by his/her physician. The employee will then undergo City medical examination when such an examination is scheduled, and the results of that examination shall control, provided that the Union may grieve said results.

Section 11. Extended Sick Leave Fund

An extended sick leave fund (hereinafter the "Fund") shall be established according to the following terms and conditions.

(A) The Fund shall be administered by a committee designated by the Union.

(B) The purpose of the Fund shall be to permit employees who have exhausted their paid sick leave accumulation to continue on paid sick leave by withdrawing paid sick leave days from the Fund.

(C) The Fund shall be the accumulation of contributions by individual employees. Individual employees may contribute to the Fund two (2) days of paid sick leave each year from their personal accumulation. The Union shall notify the Library in writing on or before June 30 of each year the names of contributing employees and of the amounts contributed; said notification shall state that contributing employees irrevocably waive any personal rights to use or take advantage of the contributed days, and irrevocably waive any legal or equitable relief or recourse against the Library or against the Union relative to the Sick Leave Fund. Said notification shall be signed by contributing employees; upon said notification the Library shall reduce the accumulation of contributing employees accordingly; upon notification contributing employees may, according to the terms of Section 2 (d) below, request withdrawals from the general Fund.

(D) Only contributing employees who have exhausted their personal leave accumulation shall be allowed to withdraw from the Fund. Said withdrawals shall be requested by the employees, and must be approved by the Committee (The Committee may approve withdrawal requests up to the balance remaining in the general Fund.) Except with Library approval, which approval shall not be unreasonably withheld, the Committee shall not approve withdrawal requests for more than ten (10) days per contributing employee per calendar year.

(E) The Committee shall timely notify the Library in writing of approved withdrawals. The Library shall then adjust payroll and personnel records accordingly, except that, notwithstanding Committee

approval, under no circumstances shall an employee who would not have been entitled to a paid sick leave benefit according to the terms of Section 2 of this Article be extended a paid sick leave benefit.

(F) Decision of the Committee shall be binding on contributing employees. The grievance provisions of this Agreement shall not apply regarding Fund decisions, except that the Union may grieve the issue of whether the Library unreasonably withheld approval of Committee approval of withdrawal requests for more than ten (10) days. Decisions shall, in any event, be fair and equitable.

(G) The Committee may, after consultation with the Library, draft rules for administering Sick Leave Fund consistent with these provisions.

ARTICLE XVI LEAVES OF ABSENCE WITH PAY

Section 1. Leaves of Absence with Pay

Subject to the operating needs of the Library, as determined by its President (or delegate), leave of absence without loss of pay will be permitted for the following reasons:

(A) Military and Veteran Leave

(i) Attendance by an employee who is a veteran as defined in Section 21, Chapter 31, of the General Laws as a pall bearer, escort, bugler, or member of firing squad or color detail at the funeral or memorial services of a veteran, as so defined, or of any person who dies under other than dishonorable circumstances while serving in the armed services of the United States in the time of war or insurrection.

(ii) Attendance by an employee who is a veteran as defined in Section 21, Chapter 31, of the General Laws as a delegate or alternate to state or national conventions of certain veterans' organizations as designated from time to time, during the life of this Agreement, by the Mayor

(iii) Upon presentation of military orders, an employee will be granted two (2) weeks in a calendar year for the purpose of fulfilling his/her obligation as a member of the reserve of one of the United States Armed Forces or the National Guard. Additional days for travel will be granted for duty at distant posts provided the authority which issued the orders verified the need for such travel.

(B) Educational Activities

(i) Attendance at educational programs required or authorized by the Library.

(C) Health and Disability

- (i) Prophylactic inoculation required by the Municipal Employer.
- (ii) Red Cross blood donations, if made on the premises of the department in which an employee requesting such leave serves.
- (iii) Medical examination for retirement purposes.
- (iv) Attendance at hearings in Workers' Compensation cases as the injured person or as a witness. Any witness fees received by such injured person or witness shall be remitted to the Municipal Employer.
- (v) Emergency medical treatment for employees injured during performance of assigned work. Employees who have returned to regular duty or to light duty after having been injured during performance of assigned work will be permitted reasonable time off without loss of pay for the purpose of attending follow-up physician's appointments which cannot be scheduled during off duty hours.

(D) Civic and Legal Obligations

- (i) Voting time up to a maximum of two (2) hours for voting in a state, municipal, or other election, provided that the hour of opening and closing the polls in the city or town in which an employee is registered to vote would preclude him/her from voting outside regular working hours, taking into consideration travel time from the polls to his/her regular place of employment or vice versa.
- (ii) Attendance in court when required (by subpoena) to testify as a witness in a criminal case where the employee is to testify on matters which occurred during the course of employment or for the purpose of filing a complaint against a person for action which took place during the course of employment.
- (iii) An employee required to serve on jury will be paid his/her regular salary less the money received for his/her services as a juror.

(E) Promotional Exams

- (i) Promotional examinations conducted under Civil Service law and rules for promotion to any position in the service of the City.

Section 2. Funeral and Bereavement Leave

(A) In the event of the death of a spouse, domestic partner (as defined in the City of Boston Ordinance 12-9A), father, father-in-law, mother, mother-in-law, a person who stood in loco parentis to the employee, brother, brother-in-law, sister, sister-in-law, child, grandparent, grandchild, step family member, or member of the employee's immediate household (living in such household for a period of six (6) months or more) of an employee with six (6) or more months of

continuous active service and who is in active service at the time of such death, shall be entitled to receive **five (5)** working days' leave without loss of pay for the purpose of attending funeral services or arranging for burial. It is understood that these days must be days upon which the employee is regularly scheduled to work. Leave without loss of pay under this paragraph shall not be deducted from sick leave or vacation leave.

In the event of the death of aunt, uncle, niece or nephew, of an employee with six (6) or more months of continuous active service and who is in active service at the time of such death, shall be entitled to receive **one (1)** working days' leave without loss of pay for the purpose of attending funeral services or arranging for burial. It is understood that these days must be days upon which the employee is regularly scheduled to work. Leave without loss of pay under this paragraph shall not be deducted from sick leave or vacation leave.

In the event of a death in the immediate family of an employee not entitled to leave without loss of pay under this Section, leave for such purposes may be granted at the discretion of the President of the Library or delegate.

(B) If an employee entitled to leave without loss of pay under this section requires additional leave for bereavement purposes due to the death of someone specified under Section 2(A), leave for such purposes may be granted at the discretion of the Division Head or delegate and deducted from the employee's personal leave allowance, or if no personal leave allowance remains, from annual leave or pay.

(C) All employees shall be permitted one (1) day's leave without pay in order to attend the funeral of a relative not included under Section 2(A). An employee may choose to use swing holiday or personal leave, if any, for this purpose. Employees shall provide their supervisors with as much advance notice as possible.

Section 3. Personal Leave

(A) Up to three (3) personal leave days each calendar year may be used to conduct personal business that could not be done outside of working hours. Such leave shall be taken in units of not less than a half hour (1/2) and not more than seven hours (fractions of half hour (1/2) shall be deemed a half hour (1/2)). No employee shall use personal leave on the day before or after a holiday or on the day before or after annual leave. Personal days may not be accumulated, redeemed for monetary payment or carried forward to the following year.

(B) Except for emergency situations, an employee must obtain the prior approval of the Department or Division Head as to the timing of personal leave. Where reasonable notice is given to the Department or Division Head, approval will be granted provided the scheduling of personal leave does not render the particular library unit inoperative.

(C) Employees must work six months to be eligible for personal days. After the sixth month of employment, personal days shall be prorated on the following basis:

Thirty-five hour employee	1 3/4 hours per month
Forty hour employee	2 hours per month

Section 4. Special Provision

Employees who have twenty (20) or more years of service with the Library as of July 1, 1987 shall be entitled to receive at the completion of their twenty-fourth (24) year of service, an annual award of one-half (1/2) day of excused time. Such time may not be accumulated, redeemed for monetary payment or carried forward to the following year. An employee must obtain the prior approval of the Department or Division Head as to the scheduling of such time.

ARTICLE XVII LEAVES OF ABSENCE WITHOUT PAY

Section 1. Military Leave.

An employee who volunteers or is drafted for service in any of the Armed Forces of the United States shall be placed on leave without pay. He/she may return to the Library within two years following his/her discharge and be restored to a position and pay status not less than that obtaining at the time of his/her departure and without loss of seniority or longevity. Military leave is computed as time worked for retirement purposes.

Section 2. Pregnancy Maternity Leave.

Whenever a female employee shall become pregnant, she shall furnish the Appointing Authority with a certificate from her physician stating the expected date of her delivery. She may continue to work so long as her physician certifies that she is able to do so. Maternity leave without pay shall be granted, commencing with cessation of actual work under the preceding sentence, for a period not to exceed one (1) year after date of delivery.

An employee shall be eligible to use accumulated sick leave for disability caused by pregnancy, childbirth or related conditions and recovery there from, provided such period of disability is certified by the employee's physician.

One month prior to returning to work, an employee shall provide the Personnel Office with a written statement indicating the expected date of return to work. Prior to returning to work, an employee shall provide the Personnel Office with a statement from her physician indicating when she may resume her duties.

Maternity leave without pay shall be given to employees for a period not to exceed one (1) year after the date of arrival of an adopted child.

Upon returning to work from a maternity leave, the employee shall regain her previous position.

Section 3. Other Reasons.

While no employee has a right to leave without pay, a leave for any length of time for personal reasons, such as travel or study, may be allowed. Application for such leave should be made to the Appointing Authority in writing. Approval of such leave is at the discretion of the Appointing Authority in accordance with the needs and requirements of the Library.

Section 4. Paternal Leave.

Subject to the operating needs of the Library, an employee shall be granted one (1) week unpaid paternal leave in order to attend to the birth, adoption, or care of a new child in the employee's immediate household. At the discretion of the Library, an employee may be granted an additional one (1) week unpaid leave. The employee may choose to use any accumulated vacation and/or personal leave and/or sick leave for paternal leave purposes. Upon returning to work, the employee shall regain his previous position.

ARTICLE XVIII
SAFETY AND HEALTH

Section 1. Both parties to this Agreement shall cooperate in the enforcement of safety rules and regulations. Complaints with respect to unsafe or unhealthy working conditions shall be brought immediately to the attention of the employee's superior and shall be a subject of grievance hereunder.

Section 2. The Municipal Employer and the Union shall establish a Joint Safety Committee consisting of representatives of each party for the purpose of promoting sound safety practices and rules. The Committee shall meet once a month, and on the day of the meeting, a half an hour shall be allowed prior to the meeting for the Union representatives of the committee to meet and confer apart from the management representatives.

A subcommittee of the aforesaid Committee shall also be established to formulate appropriate building procedures to be followed if and when unsafe or unhealthy working conditions do, in fact, occur.

Section 3. The Library and the Union shall establish a joint subcommittee consisting of representatives from each side to discuss the possible effects of technological change on the health and safety of employees.

ARTICLE XIX
MISCELLANEOUS

Section 1. Savings Clause

Should any provisions of this Agreement be held unlawful by a court or administrative agency of competent jurisdiction, all other provisions of this Agreement shall remain in force for the duration of the Agreement.

Section 2. Uniforms

The present practice with respect to supply of uniforms shall remain in force during this Agreement.

Section 3. Employee Files

(A) No material originating from the Library derogatory to an employee's conduct service, character, or personality shall be placed in the personnel files unless the employee has had an opportunity to read the material. The employee shall acknowledge that he/she has read such material by affixing his/her signature on the actual copy to be filed. Such signature does not necessarily indicate agreement with its contents, but merely signifies that the employee has read the material to be filed.

(B) The employee shall have the right to answer any material filed and his/her answer shall be attached to the file copy.

(C) Any employee shall have the right, on request at reasonable times, to examine all material in his/her personnel file which is neither confidential nor privileged under law, in the presence of an officer in the Personnel Office, and with a Union representative if requested by the employee. A copy of any such material shall be furnished the employee at his/her request.

Section 4. Mileage

Effective July 1, 2007, mileage allowance shall be equal to the current IRS rate per mile.

Section 5. Injury through Act of Violence

The City will support legislation to broaden the coverage of Chapter 800 of the Acts of 1970 to apply to bodily injury resulting from an act of violence of any person on the premises.

Section 6. Continuing Education Fund

To increase the effectiveness of the Library services to the public, the Library and the Union agree to establish a mechanism to allow employees to further their education as well as provide an avenue for professional development and advancement. This Section applies to all employees covered under the Collective Bargaining Agreement.

(A) The Union and the Library will form a Joint Committee consisting of three (3) members appointed by the Union and three (3) members appointed by the Library which shall be charged with the formation, implementation and monitoring of training and educational programs covered by this Fund. The Union and the Library will each designate one member to serve as Co-Chair of the Committee. A quorum for this Committee shall be 4. If a committee member(s) is absent, the present member(s) on the absent member's side may vote a pro rata share of the vote of the absent member.

The Committee will begin meeting on or about July 1, 2007 to establish guidelines and will continue to meet periodically to administer the fund consistent with this Section.

(B) The Committee will create any/all applications to apply for funds. A member will submit the application to the Union for distribution to the Committee. Once the application has been submitted to the Committee and been approved by a majority of the Committee, the original application will be retained by the Library.

(C) The Library shall fund the Continuing Education Fund with an initial amount of \$10,000 on July 1, 2008, and shall increase that amount to \$20,000 on July 1, 2009. The Library will allocate \$20,000 on July 1, each year thereafter to fund the Continuing Education Fund.

Costs up to \$800 per member for approved courses are covered under this Section and include tuition and fees. All payment, or reimbursement for a course will be approved with a "2.0" grade or better, a "C" or better, or a "Pass" grade (if the course is only offered on a Pass/Fail basis) depending on the school's grade method. The Committee may elect to allocate over the \$800 amount if there are sufficient funds in this Fund which will not otherwise be expended in the fiscal year.

(D) An employee must have completed one year of employment from his/her most recent date of hire in the bargaining unit to be eligible for funds under this Section.

(E) Payment or reimbursement will be approved for courses which are related to the employee's present position or will increase the employee's qualifications for another position within the bargaining unit. Payment or reimbursement will be made for courses taken from accredited Colleges and Universities as well as other programs approved by the Committee.

(F) Employees are encouraged to seek approval for a flexible schedule if necessary in advance of applying for Funds under this Section.

Approval for benefits under this Section does not guarantee a flexible schedule.

(G) When an employee is directed by the Library to attend a course as part of his/her position, no payment for such courses shall be made from, nor considered part of the Continuing Education Fund benefit of this Article.

Educational and/or training opportunities, separate from this Fund, may be made available to bargaining unit employees at the sole discretion of the Library.

Section 7. Career Ladder Committee

The Library and the Union agree to create a Career Ladder Committee that will seek to develop a program to provide employees with an opportunity to advance

in reasonable steps to higher level jobs. There shall be an initial meeting of the Committee within sixty (60) days after execution of the contract to explore and define the function and operation of said committee. The Committee shall be comprised of three (3) management and three (3) Union representatives and will meet on a quarterly basis, or as determined by the Committee. Agreements between Committee representatives concerning Career ladder issues are subject to final approval by the Appointing Authority and the Union.

Section 8. Definition of Seniority for Employees other than Permanent Civil Service Employees

For non-Civil Service employees and non-permanent Civil Service employees seniority shall be defined as follows: seniority shall be measured by the length of actual and continuous service in the Boston Public Library commencing with the date of employment in a position covered by this Agreement. Any authorized leave of absence not exceeding one (1) year shall not result in a break in continuous service for seniority purposes. For those with leave of absence exceeding a year, seniority shall date from the beginning of actual continuous service minus the period of absence.

Section 9. Custodial Pay Differential

Whenever a branch custodian covers two branches due to a staffing shortage, he/she shall be paid a double coverage differential of thirty dollars (\$30.00) per week.

Section 10. MBTA Benefit

Effective the first pay period July 2007, the Library agrees to contribute twenty dollars (\$20.00) per month per employee towards the MBTA pass selected by the employee. (The Library's contribution will not exceed twenty dollars (\$20.00) per month per employee, regardless of the type of pass selected by the employee.) To be eligible, employees must receive their monthly pass through the City of Boston MBTA Pass Deduction Program. Any pass obtained through this program shall not be transferable. The cost of the pass will be deducted from the first paycheck of the month prior to the Pass ridership month and the Library's contribution will be applied at the same time.

For employees who purchase discounted passes directly through the MBTA based on age or disability and employees who are not eligible to participate in the City of Boston MBTA Pass Deduction Program, the Library agrees to reimburse such employees twenty dollars (\$20.00) per month upon proof of such purchase satisfactory to the Library. Such passes are not transferable.

If the MBTA Pass Program is discontinued, the benefit will continue to be paid to those employees who provide proof of purchase of a MBTA pass satisfactory to the Library.

Section 11. Miscellaneous Differential

If a position posting states that a particular World Language, excluding English, is desirable or required for the position and the employee selected for the

position is fluent in such a world language, he/she shall receive a differential of fifty dollars (\$50.00) per week. Payment shall commence upon the first pay period in July 2007.

ARTICLE XX
COMPENSATION

Section 1. Base wages for members of the bargaining unit will be increased by two percent (2%) on the first pay period of October 2006. Base wages for members of the bargaining unit will be increased by two and a half (2.5%) percent on the first pay period of October 2007, three (3%) percent on the first pay period of October 2008 and two and a half (2.5%) percent on the first pay period of October 2009.

Section 1A. Base wage increase as follows:

Effective FPP October 2006	2% base wage increase
Effective FPP October 2007	2.5% base wage increase
Effective FPP October 2008	3% base wage increase
Effective FPP October 2009	2.5% base wage increase

Effective the first pay period in January 2008 increase the annual base wage by one hundred fifty dollars (\$150.00) which will be subject to yearly increases.

Section 2 See Schedules for base wages effective October 2006, October 2007, January 2008, October 2008, and October 2009.

Section 3. Every permanent employee whose position is classified in a pay grade with the prefix BLA, BC, or BM shall upon completion of one year, two years, three years, four years, five years, and six years of service in the position, be advanced to the rate specified for the grade of the position in the next numerically numbered column, if any, for said grade. Said rates are to be paid in the first payroll week of the month in which the person's anniversary of employment occurs in each year.

Section 4. On the promotion of an employee to a higher pay grade, said employee's pay increase shall be at least equal to two (2) increments in the new pay grade. In no case, however, shall the new salary exceed the maximum for the new grade. A person with twenty (20) years of service shall go to the maximum salary for the grade to which he/she is promoted

Section 5. Effective January 1, 1980, whenever in the course of his/her regular service an employee works a night shift, he/she shall be paid a night shift differential of thirty dollars (\$30) per week in addition to his/her pay.

The term "night shift" shall mean a regular work shift four or more hours of which occur between 7:00 pm on one day and 8:00 am on the next succeeding day.

Section 6. The provisions of Section 18 of Chapter 190, Acts of 1982 are incorporated into this Agreement.

Section 7.

At the end of eleven (11) years', and again at the end of sixteen (16) years' service in the Library, an employee covered by this Agreement will be paid a longevity increment in an amount equal to the difference between Step 6 and Step 7 of the salary schedules. Longevity benefits shall be increased as follows:

(A) Effective July 1, 1982, increase the eleven (11) years' and sixteen (16) years' increments by \$50.00.

(B) Effective July 1, 1983, increase the eleven (11) years' and sixteen (16) years' increments by \$50.00.

(C) Effective 7/1/97, as a flat rate, yearly adjustment for people with eleven years of service, add \$15 to the total yearly longevity amount. Effective 7/1/97, as a flat rate, yearly adjustment for people with sixteen years of service, add \$30 to the total yearly longevity amount.

(D) Increase Longevity as follows:

1st pay period in January 2002, as a flat rate, yearly adjustment for employees with eleven and sixteen years of service, add three hundred (\$300 00) to the total yearly longevity amount.

Section 8.

The City's contribution to all group hospitalization insurance premiums shall be as follows:

(a) Seventy-five (75%) percent of total monthly premiums for the indemnity plan selected by the employer, including Master Medical or equivalent coverage;

(b) **Effective January 1, 2008** the City's rate of contribution for all approved and authorized health maintenance organizations shall be 87.5%. The employee's rate of contribution for all approved and authorized health maintenance organizations shall be 12.5%.

(c) **Effective January 1, 2009** the City's rate of contribution for all approved and authorized health maintenance organizations shall be 85%. The employee's rate of contribution for all approved and authorized health maintenance organizations shall be 15%.

(d) **Effective January 1, 2008** the City's rate of contribution for all approved and authorized point of service products shall be 82.5%. The employee's rate of contribution for all approved and authorized point of service products shall be 17.5%.

(e) **Effective January 1, 2009** the City's rate of contribution for all approved and authorized point of service products shall be 80%. The employee's rate of contribution for all approved and authorized point of service products shall be 20%.

- (f) **Effective October 2007** the City shall cease to offer Master Medical to bargaining unit members. On or about the first pay period October 2007 the City shall offer the indemnity PPO known as Blue Care Elect Preferred. The City's rate of contribution for the indemnity PPO shall be 75%. The employee's rate of contribution shall be 25%.
- (g) Adoption of M.G.L. Chapter 32B § 18.
- a. The Union agrees to support legislation that would allow Cities and Towns to adopt Section 18 and have the option of applying the provisions of Section 18 prospectively.
 - b. In the event the legislature takes no action on the above-mentioned matter by June 20, 2008, the Union will support the adoption of Section 18, in its current form, by the Boston City Council.
 - c. Upon adoption by the Boston City Council, the City will meet with the Union and bargain over the impact that the adoption will have on current members upon their retirement. The Union agrees that it will not require the City to bargain such impacts as part of a subsequent successor bargaining agreement even if the parties are already in negotiations for a successor bargaining agreement.

Section 9.

The City and the Union shall create a joint Compensation Grade Appeal Committee (Committee) comprised of up to two individuals designated by the Union and up to two individuals designated by the City. The Committee shall meet periodically in order to review a claim by the Union that certain position(s) should receive a compensation upgrade. The Committee may ensure that a job audit is completed as part of the review.

The Union agrees that any position for which an appeal is made was/is properly graded on the effective date of this Agreement. In considering an appeal, the Committee shall not examine changes in job content that occurred prior to the effective date of this Agreement in the position for which an appeal is claimed. Rather, the review shall be restricted to a review on the issue of whether, after the effective date of this Agreement, there was a fundamental and substantial change in the job content of such position that should have the effect of changing its compensation grade. Further, the review shall not consider perceived changes in job duties related to new technologies, state or federal mandates, and/or increases in the volume of work duties.

At the completion of its review, the Committee shall issue a non-binding recommendation to the City relative to the claim. The Union has a right to advance a grievance filed over the outcome of such recommendation under and in conformance with Article VII of this Agreement except that in no event shall such grievance be advanced to arbitration without the written agreement of the City of Boston's Office of Labor Relations.

In the event that the Committee unanimously recommends an upgrade, written agreement from the Office of Labor Relations shall not be withheld. Such arbitration shall be a de novo proceeding based on the standards set forth in paragraph two (2) of this section. In such arbitration, the Committee's recommendation and deliberations shall not be admissible as evidence. Furthermore, the arbitrator shall draw no inferences or base any findings on the fact that the dispute is before him/her.

All pending CGA's on file as of June 12, 2007 shall survive the effective dates of this Agreement.

Section 10. No moneys shall be paid under this Agreement unless and until the funds necessary to implement this Agreement have been appropriated.

Section 11. The City agrees to seek to join the Massachusetts Public Employees Fund in order to effectuate a dental/vision plan for its employees subject to the following terms:

(A) Effective January 1, 2001, the City shall commence contributions, not to exceed \$10.44 per week per employee, to the Fund.

(B) Effective July 1, 2001, the dental/vision plan shall be available to employees.

No dispute or claim relative to any and all aspects of the dental/vision plan, including, but not necessarily limited to claims related to the Fund's administration of such plan, the level of benefits provided by such plan, and/or any modifications to such plan, shall be subject to Article VII (Grievance Procedure) of the collective bargaining agreement.

Section 12. Effective July 1, 2007, bargaining unit members declining the City's health insurance benefit shall be eligible for a continuing annual opt-out insurance benefit pursuant to the City's health insurance policy. Those bargaining unit members shall receive fifteen hundred dollars (\$1,500) annually for opting-out of an individual plan or twenty-five hundred dollars (\$2,500) annually for opting-out of a family plan under the above mentioned policy.

Eligibility

To participate in the opt out, employees must have been enrolled in medical coverage through the City of Boston for at least one year and drop the coverage during the Open Enrollment period. For employees that have previously dropped a City of Boston health plan, they must have been enrolled in a City of Boston health plan for at least one year at some point during their employment and provide updated proof of other coverage during the open enrollment period as described below.

Employees are eligible for the payment if they have coverage under another plan. **Employees must show proof of coverage annually.** Other plans include:

- a. Your spouse's/partner's plan (as long as he/she is covered by someone other than the City of Boston, Boston Water and Sewer Commission or the Boston Public Health Commission);
- b. A private plan;
- c. A plan offered through a second employer (if you have another job that provides health care benefits); or
- d. A retiree health plan from an employer other than one of the City of Boston groups.

Section 13. Direct Deposit

Effective the first pay period of January 2008, all members will be required to receive his or her compensation via direct deposit.

ARTICLE XXI
LAYOFF, DISPLACEMENT AND RECALL OF EMPLOYEES

Section 1. Layoff shall be defined as an employer-initiated separation of an employee from service with the Library because of lack of work, shortage of funds, curtailment of services, or any other reason except for voluntary separation. Layoff does not include the discharge of an employee for cause.

It is the intention of the parties that the layoff provisions of this Agreement, where applicable, shall be read in conformance with M.G.L.c.31. It is also the parties' intent that the layoff provisions of this Agreement shall apply, except where prohibited by law.

Section 2. If a layoff becomes necessary it shall occur as follows:

(A) The least senior employees shall be laid off first provided that the more senior employee has the qualifications and ability for the position.

(B) Seniority for the purpose of layoff shall be as defined in Article XIX, Section 8.

(C) The Library Department shall endeavor to provide one month's advance notice of layoff. If said notice is not provided, then the employee shall be entitled to one week's pay for each week he/she did not receive said notice up to a maximum of two (2) weeks pay. This payment shall be in addition to any other compensation or benefits due to the employee.

No employee who is laid off from work or displaced from his/her original position pursuant to this Article shall be entitled to any added compensation other than as provided above.

(D) Any grievance relating to this section must be filed within five calendar days of notice of layoff, and if not resolved must be moved to expedited arbitration according to the Labor Relations Connection within five calendar days after initial filing.

Section 3.

Following notification of layoff to the least senior members of the bargaining unit, the remaining employees shall be given the opportunity to exercise the following bumping rights:

Employees in positions to be vacated shall exercise their seniority in displacing other employees through the following procedure. First, employees in positions saved who are among the least senior members of the bargaining unit shall be removed from their positions; these positions then will be defined as "available vacancies" for purposes of displacement.

Beginning with the highest grade level with incumbents in positions to be vacated, a displacing employee shall select an assignment through the following sequence of steps, beginning with the employee's own grade level and at each successive grade level below until an assignment is made or layoff occurs:

STEP #1: choose any "available vacancy" for which the employee is qualified. Any "available vacancies" which are not selected by displacing employees shall be filled by recalling the most senior employee qualified to fill the position.

STEP #2: choose any of the three (3) least senior positions in the same class.

STEP #3: choose any of the three (3) least senior positions in the same division for which the employee is qualified.

STEP #4: choose any of the three (3) least senior positions overall in the grade for which the employee is qualified.

It is understood that in no case shall an employee displace under Steps #2, #3, or #4 another employee whose seniority for layoff purposes is greater than that of the displacing employee. Should an employee decline positions in any step for which he/she is qualified, the employee will then move to the next step/grade in the sequence and relinquish rights to any previously tendered positions.

The Library's determination of qualifications shall not be arbitrary and capricious.

Section 4.

In the event that any employees have the same seniority date as defined in Article XIX, Section 8, their relative seniority shall be determined by the last digit(s) of the employees' social security number. Zero shall be the low number, and the low number always wins. This method shall also apply to any ties that arise during the recall process.

Section 5. In the event that any employee is displaced to a position in a lower grade, he/she shall be placed in the step which is closest to without exceeding their current base wage. Any longevity to which the employee is entitled shall be based upon the newly assigned grade level in accordance with Article XX, Section 7.

Section 6. All employees who are either laid off or displaced as a result of this Agreement shall be placed on a recall list in order of seniority.

Whenever a position becomes available, the Library shall offer the position to qualified employees on the recall list in order of seniority. Such notice shall be sent to the employee at his/her last known address by registered mail, with a copy to Local 1526. To be eligible for recall, the employee must notify the Personnel Office of his/her intent to accept the position within five (5) working days of his/her receipt of the written notice and must report to work within five (5) working days thereafter.

Section 7. Employees who have been laid off shall be returned to work in the inverse order in which they have been laid off provided that they are qualified and have the ability to perform the work available. An employee's right to be recalled shall cease after two (2) years from the date of layoff or at the time at which the employee has refused three (3) recall notices, whichever comes first. The right of laid off employees to accumulate seniority shall cease after two (2) years from the date of layoff. Seniority accumulated hereunder shall not count for purposes of longevity payments. An employee returning to a position from recall status shall have any sick leave which was un-liquidated at the time of layoff restored on the date of re-employment. Furthermore, vacancies which are to be filled during the time in which any employees remain on recall status, shall first be filled through recall; if no qualified employees for the position are available from recall, or if qualified employees on recall decline the position offered, filling of the vacancies then shall proceed in accordance with the provisions of Article XII. All laid off employees with seniority rights shall be given an opportunity to return to work if qualified and able to perform the work available before any new employees are hired by the Library Department.

Section 8. With the exception of the Grievance Rights outlined in Section 2 above, only the Library's determination of qualifications shall be subject to the grievance procedure as hereinafter defined.

The Parties agree to an expedited arbitration procedure in which the Union shall file any grievance relative to qualifications directly to the City's Office of Labor Relations. The Office of Labor Relations shall endeavor to hold a hearing as expeditiously as possible. Should the grievance remain unsettled, the Union shall file for arbitration within five days of the issuance of the Step 3 answer. At arbitration each party shall be limited to a forty-five-minute presentation of their case and a ten-minute rebuttal. No briefs shall be submitted. The arbitrator shall render his decision within forty-eight hours. The issue before the arbitrator shall be whether the Library was arbitrary or capricious in its determination that the employee was not qualified for the position grieved.

Section 9. The red-circled salary status of any BLA5, Class AA, whether or not they are displaced under these provisions shall be maintained.

ARTICLE XXII
UNION BUSINESS

Section 1. Union Officers & Authorized Representatives

The Union shall furnish the President of the Library or designee with a list of its officers and authorized representatives. The Union shall indicate the title of each authorized representative. The Union shall promptly notify the President or designee in writing of any changes therein.

Section 2. Paid Leaves of Absence for Union Business

(A) Subject to the operating needs of the Library as determined by its President/designee, leave of absence without loss of pay will be permitted upon written notification to the appropriate department head for members of the Executive Board of the Union to attend twelve (12) Executive Board meetings per year.

(B) Subject to the operating needs of each department, determined by the Appointing Authority or delegate, leave of absence without loss of pay will be permitted upon written notification to the appropriate department head for reasonable time off for the processing of grievances by a Union officer or authorized representative. The Appointing Authority's determination of its operating needs shall not be arbitrary or capricious.

(C) Time off without loss of pay shall be granted to the Union Negotiating Committee upon written notification to appropriate department heads for attendance at contract negotiating sessions. Prior to the commencement of contract negotiations the Union shall submit a list of its Negotiating Committee to the Library's Personnel Office.

(D) The parties agree that one representative of Local #1526, if duly designated by AFSCME Council #93, may serve as one of AFSCME Council #93's representatives on the Workers' Compensation Committee established by Article XIV, Section 4 of the City Wide collective bargaining agreement between AFSCME Council #93 and the City of Boston. Written notification of the Local #1526 representative selected to participate will be given to the President; time off without loss of pay shall be granted this representative for participation on the committee upon written notification to the appropriate department head.

(E) Time off without loss of pay shall be granted upon written notification to appropriate department head(s) for attendance by employees who are delegates or alternates at the annual convention of the Massachusetts State Labor Council, AFSCME AFL-CIO, or District Council #93.

(F) Release time shall be granted to the Union President or her/his designee upon written notification to the appropriate department head to attend the monthly half-day meetings of the AFSCME Boston Presidents' Committee.

(G) In the event that a citywide committee is established to investigate options for the provision of child care, one representative of the Union will be allowed time off without loss of pay for the purpose of attending the meetings of this committee.

(H) In the event that a citywide committee is established to investigate options for the provision of a dental care program, one representative of the Union will be allowed time off without loss of pay for the purpose of attending the meetings of this committee.

Section 3. Union Use of Premises

(A) Only representatives of the American Federation of State, County and Municipal Employees, AFL-CIO, and of Boston District Council #93 and/or Local #1526 shall be permitted to enter the premises of any department at any reasonable time for the purpose of discussing or processing grievances of employees covered by this Agreement, provided that they do not interfere with the performance of duties, and provided they give notice of their presence immediately upon arrival to the person in charge of such department and to the person in charge of the Personnel Office at the Central Library.

(B) Union meetings shall be allowed in the Central Library buildings so long as the time and place of the meetings have been approved.

Section 4. Bulletin Boards

Bulletin board space will be provided for Union announcements. Such announcements shall not contain anything political, denunciatory, or inflammatory; nor anything derogatory of the Municipal Employer or any of its officers or employees. Any Union-authorized violations of this Section shall entitle the Municipal Employer to disregard its obligations under this Section.

ARTICLE XXIII
PERFORMANCE EVALUATION

Pursuant to the terms of the 1996-1999 collective bargaining agreement, the City of Boston, Boston Public Library and AFSCME Local 1526 formed a joint committee to develop a performance evaluation system for the impartial evaluation of employees' job performance. The committee jointly agreed to the following terms:

(1) Three (3) months prior to an employee's anniversary date in the fiscal year 2001, a preliminary evaluation shall be completed which will encompass the preceding three (3) months. (i.e. an employee with a January anniversary date would undergo a preliminary evaluation in October encompassing the performance between July and October.) This preliminary evaluation will be

used by the Library only as an introduction to the performance evaluation process for the employee and evaluator.

(2) In the month of an employee's anniversary date in fiscal year 2001 a regular performance evaluation shall be completed encompassing the preceding six (6) months of performance.

(3) In the month of an employee's anniversary date in calendar year 2002, and every succeeding year, a performance evaluation shall be completed encompassing the preceding year of performance.

(4) Upon an employee's transfer or promotion to another position within the Library, a performance evaluation shall be done encompassing the period from the last evaluation completed to the effective date of transfer or promotion, unless less than six (6) months have elapsed from the date of the last evaluation. The date of the transfer or promotion shall then be used to determine an employee's anniversary date for the purposes of performance evaluations.

(5) All performance evaluations, excluding the preliminary evaluation referred to in above paragraph one, shall be placed in an employee's personnel file and remain there for the duration of the employee's employment with the Library.

(6) The performance evaluations shall be completed by an employee's supervisor outside the AFSCME bargaining unit. The supervisor may choose to involve a supervisor within the bargaining unit, in a classification of BLA-4 or above that supervise employees in the completion of the evaluation or the meeting with the employee concerning the performance evaluation.

(7) An employee may appeal any rating of "Need Improvement" by filing an appeal on the attached form to Human Resources within twenty-one (21) calendar days of the employee's receipt of the performance evaluation.

(8) There will be an Appeal Board consisting of two (2) members of management and two (2) members of the Union. Management and the Union shall each appoint a pool of five (5) members eligible to serve on the Appeal Board.

(9) The Appeal Board shall meet monthly to conduct hearings. Appeals of performance evaluations shall be heard within three (3) months of the filing of the appeal. The Appeal Board will determine what evidence may be allowed at the hearing. Evidence will be allowed unless the Board unanimously finds it inadmissible.

(10) The Appeal Board hearings may be attended by the evaluator and the employee. An employee may also choose to have a Union representative present but must designate one individual as the spokesperson.

(11) The Appeal Board will deliberate apart from the parties and issue a written answer to the Appeal within ten (10) calendar days of the hearing.

(12) An employee may file a written rebuttal to the performance evaluation in lieu of an appeal or may file a written rebuttal within twenty-one (21) calendar days of receipt of the hearing decision. The rebuttal shall be attached to the performance evaluation and remain in the employee's personnel file.

(13) Anything related to the appeal process of the performance evaluation system or an appeal of an individual performance evaluation is not subject to the grievance and arbitration procedure.

(14) All supervisors, including those in the AFSCME bargaining unit, will be trained in completing performance evaluations.

(15) The performance evaluation committee shall meet approximately six (6) months following the beginning of the regular annual evaluations to review the performance evaluation system and make alterations to the system as deemed necessary.

(16) Performance evaluations shall not be used for withholding of step increases. Performance evaluations may be used for any other purposes

ARTICLE XXIV BRANCH FLOATERS

The parties agree to establish a unique floater position to cover assignments throughout the branches of the library system as required by the operational needs of the Library. Such positions shall be included in the bargaining unit. Such positions may be for any amount of hours up to full-time. When a particular floater position is posted and filled, it shall have certain minimum number of hours guaranteed per week. Individuals in these positions shall not necessarily have a fixed work location, but shall work as assigned throughout the library branches as needed. Work schedules for such positions may be assigned within a 6 day Monday to Saturday week. Any time worked in excess of 35 hours within this 6 day period shall be compensated at time and one-half. As the schedules within these positions are fixed neither by days of the week nor hours of the day, they may be changed without notice as required by the operational needs of the library system.

Floater positions may be used to provided coverage on an as needed basis to ensure, among other things, that libraries need not close during any regularly scheduled operating hours and to further permit flexible scheduling consistent with the operational needs of the library system. Non-floater position employees may not be involuntarily assigned to take a floater position on a permanent basis nor may they be involuntarily assigned to take over the schedule of a specific floater. However, the establishment of and/or use of floater employees shall not limit the right of the Library to assign any other employee. These positions shall be entry level positions and those who take such positions must have a year of continuous service in the floater position before they may apply for any vacant position within the library system. Except as limited by this Article, for purposes of compensation and/or benefits and/or any other contractual rights which may pertain under the agreement, employees in floater positions shall be BLA3s or higher.

ARTICLE XXV
DURATION OF AGREEMENT

October 1, 2006 – September 30, 2010

Except as otherwise provided herein, this Agreement shall take effect as of the date of execution and shall continue in force until superseded by a new collective bargaining agreement. On or after March 15, 2010, the Union and or the City may notify the other of the terms and provisions it desires in a successor Agreement. Notification of this section shall be accomplished by the Union delivering its proposals to the Office of Labor Relations or vice versa.

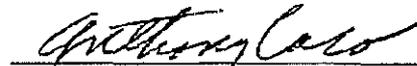
In witness whereof, the parties hereto have caused their names to be subscribed as the duly authorized officers and representatives on this 14th day of August, 2007.

For the City of Boston:

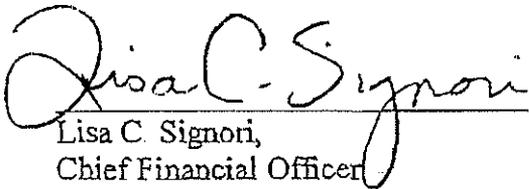
For the Union:



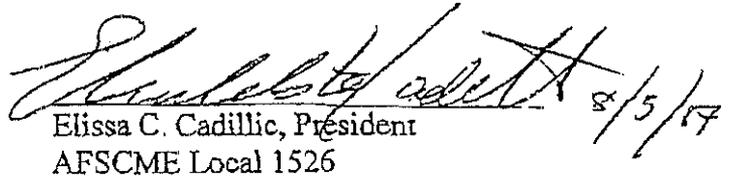
Thomas M. Menino, Mayor



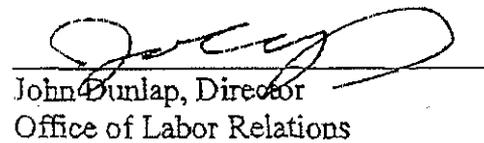
Anthony Caso, Executive Director
AFSCME Council 93



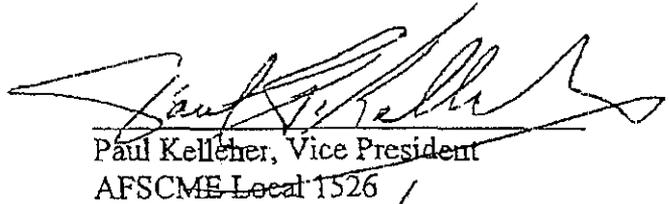
Lisa C. Signori,
Chief Financial Officer



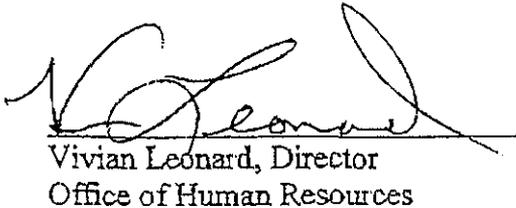
Elissa C. Cadillic, President
AFSCME Local 1526



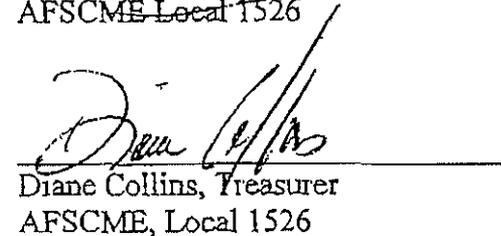
John Dunlap, Director
Office of Labor Relations



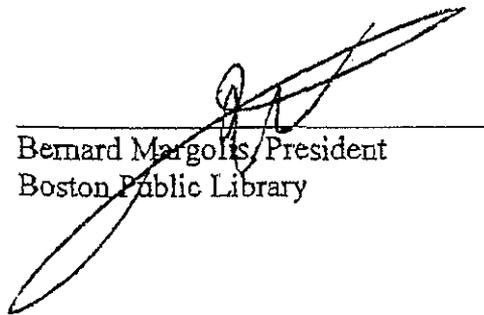
Paul Keller, Vice President
AFSCME Local 1526



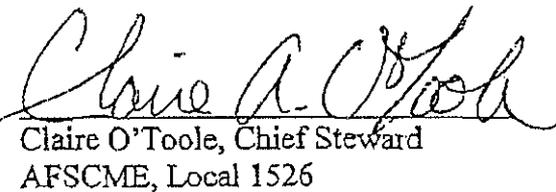
Vivian Leonard, Director
Office of Human Resources



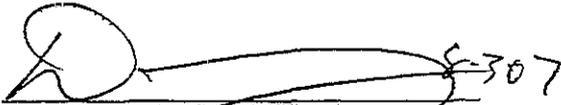
Diane Collins, Treasurer
AFSCME, Local 1526

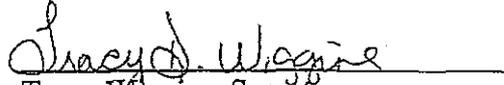


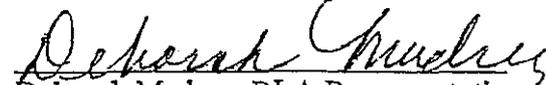
Bernard Margolis, President
Boston Public Library

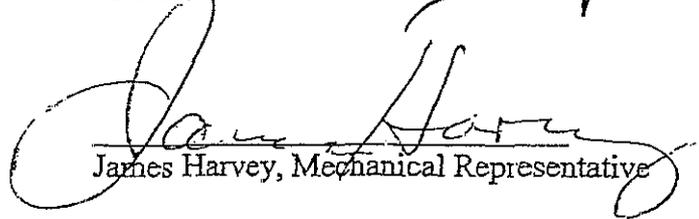


Claire O'Toole, Chief Steward
AFSCME, Local 1526

 E-307
David Young, Human Resources
Manager, BPL

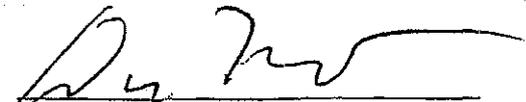

Tracy Wiggins, Secretary
AFSCME, Local 1526


Deborah Madrey, BLA Representative
AFSCME Local 1526

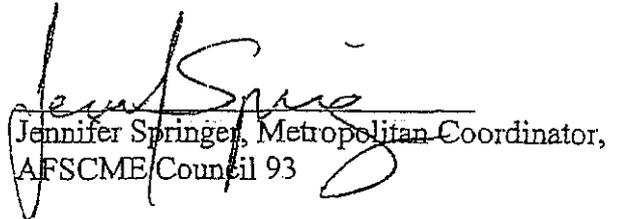

James Harvey, Mechanical Representative
AFSCME, Local 1526


David Cianetti, Bargaining Committee
AFSCME Local 1526

Approved as to form:


William Sinnott, Corporation Counsel

TM


Jennifer Springer, Metropolitan Coordinator,
AFSCME Council 93

Clerical Services Salaries
Effective 10/1/2006 - 2%

Salary Plan	Grade		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	1st Long*	2nd Long*
BC	3	hourly	\$ 14.12	\$ 14.85	\$ 15.52	\$ 16.24	\$ 16.97	\$ 17.64	\$ 18.37	\$ 33.37	\$ 61.54
		weekly	\$ 494.34	\$ 519.69	\$ 543.24	\$ 568.53	\$ 593.91	\$ 617.44	\$ 642.82	\$ 676.19	\$ 704.37
		annually	\$ 25,705.71	\$ 27,023.82	\$ 28,248.51	\$ 29,563.42	\$ 30,883.45	\$ 32,106.87	\$ 33,426.89	\$ 35,161.88	\$ 36,626.99
BC	5	hourly	\$ 16.97	\$ 17.80	\$ 18.68	\$ 19.50	\$ 20.33	\$ 21.21	\$ 22.04	\$ 36.93	\$ 68.68
		weekly	\$ 593.91	\$ 622.87	\$ 653.68	\$ 682.64	\$ 711.63	\$ 742.40	\$ 771.35	\$ 808.28	\$ 840.03
		annually	\$ 30,883.45	\$ 32,389.04	\$ 33,991.25	\$ 35,497.48	\$ 37,004.99	\$ 38,604.64	\$ 40,110.23	\$ 42,030.78	\$ 43,681.45
BC	7	hourly	\$ 20.33	\$ 21.37	\$ 22.35	\$ 23.38	\$ 24.42	\$ 25.40	\$ 26.44	\$ 44.18	\$ 83.17
		weekly	\$ 711.63	\$ 747.82	\$ 782.19	\$ 818.42	\$ 854.66	\$ 889.07	\$ 925.27	\$ 969.45	\$ 1,008.45
		annually	\$ 37,004.99	\$ 38,886.82	\$ 40,673.94	\$ 42,557.69	\$ 44,442.07	\$ 46,231.76	\$ 48,114.23	\$ 50,411.66	\$ 52,439.21
BC	8	hourly	\$ 22.25	\$ 23.38	\$ 24.47	\$ 25.61	\$ 26.75	\$ 27.83	\$ 28.97	\$ 47.80	\$ 90.41
		weekly	\$ 778.59	\$ 818.42	\$ 856.46	\$ 896.26	\$ 936.16	\$ 974.19	\$ 1,014.00	\$ 1,061.80	\$ 1,104.41
		annually	\$ 40,486.46	\$ 42,557.69	\$ 44,536.13	\$ 46,605.44	\$ 48,680.51	\$ 50,657.67	\$ 52,728.26	\$ 55,213.80	\$ 57,429.46
BC	9	hourly	\$ 24.32	\$ 25.61	\$ 26.80	\$ 28.04	\$ 29.28	\$ 30.47	\$ 31.77	\$ 53.29	\$ 101.38
		weekly	\$ 851.04	\$ 896.26	\$ 937.96	\$ 981.41	\$ 1,024.85	\$ 1,066.47	\$ 1,111.78	\$ 1,165.07	\$ 1,213.16
		annually	\$ 44,253.96	\$ 46,605.44	\$ 48,773.92	\$ 51,033.27	\$ 53,291.97	\$ 55,456.62	\$ 57,812.58	\$ 60,583.51	\$ 63,084.55
D	2	hourly	\$ 20.69	\$ 21.73	\$ 22.71	\$ 23.75	\$ 24.78	\$ 25.76	\$ 26.80	\$ 44.23	\$ 83.27
		weekly	\$ 724.32	\$ 760.49	\$ 794.90	\$ 831.10	\$ 867.34	\$ 901.71	\$ 937.96	\$ 982.19	\$ 1,021.23
		annually	\$ 37,664.68	\$ 39,545.23	\$ 41,334.92	\$ 43,217.39	\$ 45,101.77	\$ 46,888.90	\$ 48,773.92	\$ 51,073.91	\$ 53,104.01

*Please note that the rate listed as 'hourly' under first and second longevity is actually the weekly amount that gets added to the Step 7 weekly rate.

Clerical Services Salaries
Effective 10/6/2007 - 2.5%

Salary Plan	Grade		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	1st Long*	2nd Long*
BC	3	hourly	\$ 14.48	\$ 15.22	\$ 15.91	\$ 16.65	\$ 17.39	\$ 18.08	\$ 18.83	\$ 34.00	\$ 62.81
		weekly	\$ 506.70	\$ 532.68	\$ 556.82	\$ 582.74	\$ 608.76	\$ 632.88	\$ 658.90	\$ 692.90	\$ 721.71
		annually	\$ 26,348.35	\$ 27,699.41	\$ 28,954.72	\$ 30,302.51	\$ 31,655.54	\$ 32,909.54	\$ 34,262.57	\$ 36,030.55	\$ 37,528.66
BC	5	hourly	\$ 17.39	\$ 18.24	\$ 19.14	\$ 19.99	\$ 20.84	\$ 21.74	\$ 22.59	\$ 37.66	\$ 70.13
		weekly	\$ 608.76	\$ 638.44	\$ 670.02	\$ 699.71	\$ 729.43	\$ 760.96	\$ 790.63	\$ 828.29	\$ 860.76
		annually	\$ 31,655.54	\$ 33,198.77	\$ 34,841.04	\$ 36,384.92	\$ 37,930.11	\$ 39,569.75	\$ 41,112.98	\$ 43,071.17	\$ 44,759.48
BC	7	hourly	\$ 20.84	\$ 21.90	\$ 22.91	\$ 23.97	\$ 25.03	\$ 26.04	\$ 27.10	\$ 45.09	\$ 84.98
		weekly	\$ 729.43	\$ 766.52	\$ 801.75	\$ 838.88	\$ 876.02	\$ 911.30	\$ 948.41	\$ 993.49	\$ 1,033.39
		annually	\$ 37,930.11	\$ 39,858.99	\$ 41,690.79	\$ 43,621.63	\$ 45,553.12	\$ 47,387.56	\$ 49,317.09	\$ 51,661.58	\$ 53,736.19
BC	8	hourly	\$ 22.80	\$ 23.97	\$ 25.08	\$ 26.25	\$ 27.42	\$ 28.53	\$ 29.70	\$ 48.79	\$ 92.40
		weekly	\$ 798.05	\$ 838.88	\$ 877.88	\$ 918.66	\$ 959.57	\$ 998.54	\$ 1,039.36	\$ 1,088.15	\$ 1,131.75
		annually	\$ 41,498.62	\$ 43,621.63	\$ 45,649.54	\$ 47,770.58	\$ 49,897.52	\$ 51,924.11	\$ 54,046.46	\$ 56,583.77	\$ 58,851.20
BC	9	hourly	\$ 24.92	\$ 26.25	\$ 27.47	\$ 28.74	\$ 30.01	\$ 31.23	\$ 32.56	\$ 54.42	\$ 103.65
		weekly	\$ 872.31	\$ 918.66	\$ 961.41	\$ 1,005.94	\$ 1,050.47	\$ 1,093.14	\$ 1,139.57	\$ 1,193.99	\$ 1,243.22
		annually	\$ 45,360.31	\$ 47,770.58	\$ 49,993.27	\$ 52,309.10	\$ 54,624.27	\$ 56,843.03	\$ 59,257.90	\$ 62,087.72	\$ 64,647.66
D	2	hourly	\$ 21.21	\$ 22.27	\$ 23.28	\$ 24.34	\$ 25.40	\$ 26.41	\$ 27.47	\$ 45.14	\$ 85.08
		weekly	\$ 742.43	\$ 779.50	\$ 814.77	\$ 851.88	\$ 889.03	\$ 924.25	\$ 961.41	\$ 1,006.55	\$ 1,046.49
		annually	\$ 38,606.30	\$ 40,533.86	\$ 42,368.29	\$ 44,297.82	\$ 46,229.32	\$ 48,061.12	\$ 49,993.27	\$ 52,340.38	\$ 54,417.61

*Please note that the rate listed as 'hourly' under first and second longevity is actually the weekly amount that gets added to the Step 7 weekly rate.

Clerical Services Salaries

Effective 1/5/2008 Add \$150.00 to Annual Rate

Salary Plan	Grade		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	1st Long*	2nd Long*
BC	3	hourly	\$ 14.56	\$ 15.30	\$ 15.99	\$ 16.73	\$ 17.48	\$ 18.16	\$ 18.91	\$ 34.00	\$ 62.81
		weekly	\$ 509.58	\$ 535.57	\$ 559.71	\$ 585.63	\$ 611.64	\$ 635.76	\$ 661.78	\$ 695.78	\$ 724.59
		annually	\$ 26,498.35	\$ 27,849.41	\$ 29,104.72	\$ 30,452.51	\$ 31,805.54	\$ 33,059.54	\$ 34,412.57	\$ 36,180.55	\$ 37,678.66
BC	5	hourly	\$ 17.48	\$ 18.32	\$ 19.23	\$ 20.07	\$ 20.92	\$ 21.82	\$ 22.67	\$ 37.66	\$ 70.13
		weekly	\$ 611.64	\$ 641.32	\$ 672.90	\$ 702.59	\$ 732.31	\$ 763.84	\$ 793.52	\$ 831.18	\$ 863.64
		annually	\$ 31,805.54	\$ 33,348.77	\$ 34,991.04	\$ 36,534.92	\$ 38,080.11	\$ 39,719.75	\$ 41,262.98	\$ 43,221.17	\$ 44,909.48
BC	7	hourly	\$ 20.92	\$ 21.98	\$ 22.99	\$ 24.05	\$ 25.11	\$ 26.12	\$ 27.18	\$ 45.09	\$ 84.98
		weekly	\$ 732.31	\$ 769.40	\$ 804.63	\$ 841.76	\$ 878.91	\$ 914.13	\$ 951.29	\$ 996.38	\$ 1,036.27
		annually	\$ 38,080.11	\$ 40,008.99	\$ 41,840.79	\$ 43,771.63	\$ 45,703.12	\$ 47,537.56	\$ 49,467.09	\$ 51,811.58	\$ 53,886.19
BC	8	hourly	\$ 22.88	\$ 24.05	\$ 25.16	\$ 26.33	\$ 27.50	\$ 28.61	\$ 29.78	\$ 48.79	\$ 92.40
		weekly	\$ 800.94	\$ 841.76	\$ 880.76	\$ 921.55	\$ 962.45	\$ 1,001.43	\$ 1,042.24	\$ 1,091.03	\$ 1,134.64
		annually	\$ 41,648.62	\$ 43,771.63	\$ 45,799.54	\$ 47,920.58	\$ 50,047.52	\$ 52,074.11	\$ 54,196.46	\$ 56,733.77	\$ 59,001.20
BC	9	hourly	\$ 25.01	\$ 26.33	\$ 27.55	\$ 28.82	\$ 30.10	\$ 31.31	\$ 32.64	\$ 54.42	\$ 103.65
		weekly	\$ 875.20	\$ 921.55	\$ 964.29	\$ 1,008.83	\$ 1,053.35	\$ 1,096.02	\$ 1,142.46	\$ 1,196.88	\$ 1,246.11
		annually	\$ 45,510.31	\$ 47,920.58	\$ 50,143.27	\$ 52,459.10	\$ 54,774.27	\$ 56,993.03	\$ 59,407.90	\$ 62,237.72	\$ 64,797.66
D	2	hourly	\$ 21.29	\$ 22.35	\$ 23.36	\$ 24.42	\$ 25.48	\$ 26.49	\$ 27.55	\$ 45.14	\$ 85.08
		weekly	\$ 745.31	\$ 782.38	\$ 817.66	\$ 854.77	\$ 891.91	\$ 927.14	\$ 964.29	\$ 1,009.43	\$ 1,049.38
		annually	\$ 38,756.30	\$ 40,683.86	\$ 42,518.29	\$ 44,447.82	\$ 46,379.32	\$ 48,211.12	\$ 50,143.27	\$ 52,490.38	\$ 54,567.61

*Please note that the rate listed as 'hourly' under first and second longevity is actually the weekly amount that gets added to the Step 7 weekly rate.

Clerical Services Salaries
Effective 10/4/2008 - 3%

Salary Plan	Grade		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	1st Long*	2nd Long*
BC	3	hourly	\$ 15.00	\$ 15.76	\$ 16.47	\$ 17.23	\$ 18.00	\$ 18.71	\$ 19.48	\$ 34.78	\$ 64.37
		weekly	\$ 524.87	\$ 551.63	\$ 576.50	\$ 603.19	\$ 629.99	\$ 654.83	\$ 681.63	\$ 716.41	\$ 746.00
		annually	\$ 27,293.30	\$ 28,684.90	\$ 29,977.86	\$ 31,366.08	\$ 32,759.71	\$ 34,051.32	\$ 35,444.94	\$ 37,253.52	\$ 38,792.22
BC	5	hourly	\$ 18.00	\$ 18.87	\$ 19.80	\$ 20.68	\$ 21.55	\$ 22.48	\$ 23.35	\$ 38.55	\$ 71.91
		weekly	\$ 629.99	\$ 660.56	\$ 693.09	\$ 723.67	\$ 754.28	\$ 786.76	\$ 817.32	\$ 855.87	\$ 889.23
		annually	\$ 32,759.71	\$ 34,349.23	\$ 36,040.77	\$ 37,630.97	\$ 39,222.52	\$ 40,911.35	\$ 42,500.87	\$ 44,505.36	\$ 46,239.97
BC	7	hourly	\$ 21.55	\$ 22.64	\$ 23.68	\$ 24.77	\$ 25.86	\$ 26.90	\$ 28.00	\$ 46.20	\$ 87.21
		weekly	\$ 754.28	\$ 792.49	\$ 828.77	\$ 867.02	\$ 905.27	\$ 941.61	\$ 979.83	\$ 1,026.03	\$ 1,067.04
		annually	\$ 39,222.52	\$ 41,209.26	\$ 43,096.02	\$ 45,084.78	\$ 47,074.22	\$ 48,963.68	\$ 50,951.10	\$ 53,353.47	\$ 55,485.97
BC	8	hourly	\$ 23.57	\$ 24.77	\$ 25.92	\$ 27.12	\$ 28.32	\$ 29.47	\$ 30.67	\$ 50.02	\$ 94.85
		weekly	\$ 824.96	\$ 867.02	\$ 907.18	\$ 949.20	\$ 991.33	\$ 1,031.47	\$ 1,073.51	\$ 1,123.53	\$ 1,168.35
		annually	\$ 42,898.08	\$ 45,084.78	\$ 47,173.52	\$ 49,358.20	\$ 51,548.95	\$ 53,636.34	\$ 55,822.36	\$ 58,423.33	\$ 60,754.43
BC	9	hourly	\$ 25.76	\$ 27.12	\$ 28.38	\$ 29.69	\$ 31.00	\$ 32.25	\$ 33.62	\$ 55.81	\$ 106.44
		weekly	\$ 901.45	\$ 949.20	\$ 993.22	\$ 1,039.09	\$ 1,084.95	\$ 1,128.90	\$ 1,176.73	\$ 1,232.55	\$ 1,283.17
		annually	\$ 46,875.61	\$ 49,358.20	\$ 51,647.57	\$ 54,032.87	\$ 56,417.50	\$ 58,702.82	\$ 61,190.13	\$ 64,092.40	\$ 66,724.79
D	2	hourly	\$ 21.93	\$ 23.02	\$ 24.06	\$ 25.15	\$ 26.25	\$ 27.28	\$ 28.38	\$ 46.25	\$ 87.31
		weekly	\$ 767.67	\$ 805.85	\$ 842.19	\$ 880.41	\$ 918.67	\$ 954.95	\$ 993.22	\$ 1,039.47	\$ 1,080.54
		annually	\$ 39,918.99	\$ 41,904.38	\$ 43,793.84	\$ 45,781.25	\$ 47,770.70	\$ 49,657.45	\$ 51,647.57	\$ 54,052.64	\$ 56,187.84

*Please note that the rate listed as 'hourly' under first and second longevity is actually the weekly amount that gets added to the Step 7 weekly rate.

Clerical Services Salaries
Effective 10/3/2009 - 2.5%

Salary Plan	Grade		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	1st Long*	2nd Long*
BC	3	hourly	\$ 15.37	\$ 16.15	\$ 16.88	\$ 17.66	\$ 18.45	\$ 19.18	\$ 19.96	\$ 35.45	\$ 65.71
		weekly	\$ 537.99	\$ 565.42	\$ 590.91	\$ 618.27	\$ 645.74	\$ 671.20	\$ 698.67	\$ 734.12	\$ 764.39
		annually	\$ 27,975.64	\$ 29,402.02	\$ 30,727.31	\$ 32,150.24	\$ 33,578.70	\$ 34,902.61	\$ 36,331.07	\$ 38,174.48	\$ 39,748.02
BC	5	hourly	\$ 18.45	\$ 19.35	\$ 20.30	\$ 21.19	\$ 22.09	\$ 23.04	\$ 23.94	\$ 39.31	\$ 73.43
		weekly	\$ 645.74	\$ 677.08	\$ 710.42	\$ 741.76	\$ 773.14	\$ 806.43	\$ 837.76	\$ 877.07	\$ 911.19
		annually	\$ 33,578.70	\$ 35,207.96	\$ 36,941.79	\$ 38,571.74	\$ 40,203.08	\$ 41,934.13	\$ 43,563.40	\$ 45,607.62	\$ 47,381.97
BC	7	hourly	\$ 22.09	\$ 23.21	\$ 24.27	\$ 25.39	\$ 26.51	\$ 27.58	\$ 28.69	\$ 47.16	\$ 89.12
		weekly	\$ 773.14	\$ 812.30	\$ 849.49	\$ 888.69	\$ 927.91	\$ 965.15	\$ 1,004.32	\$ 1,051.48	\$ 1,093.44
		annually	\$ 40,203.08	\$ 42,239.49	\$ 44,173.42	\$ 46,211.90	\$ 48,251.07	\$ 50,187.78	\$ 52,224.88	\$ 54,676.94	\$ 56,859.12
BC	8	hourly	\$ 24.16	\$ 25.39	\$ 26.57	\$ 27.80	\$ 29.03	\$ 30.21	\$ 31.44	\$ 51.07	\$ 96.95
		weekly	\$ 845.59	\$ 888.69	\$ 929.86	\$ 972.93	\$ 1,016.11	\$ 1,057.25	\$ 1,100.34	\$ 1,151.41	\$ 1,197.29
		annually	\$ 43,970.54	\$ 46,211.90	\$ 48,352.86	\$ 50,592.15	\$ 52,837.67	\$ 54,977.25	\$ 57,217.91	\$ 59,873.54	\$ 62,259.29
BC	9	hourly	\$ 26.40	\$ 27.80	\$ 29.09	\$ 30.43	\$ 31.77	\$ 33.06	\$ 34.46	\$ 57.01	\$ 108.83
		weekly	\$ 923.99	\$ 972.93	\$ 1,018.05	\$ 1,065.07	\$ 1,112.08	\$ 1,157.12	\$ 1,206.15	\$ 1,263.16	\$ 1,314.98
		annually	\$ 48,047.51	\$ 50,592.15	\$ 52,938.76	\$ 55,383.69	\$ 57,827.94	\$ 60,170.39	\$ 62,719.89	\$ 65,684.34	\$ 68,378.91
D	2	hourly	\$ 22.48	\$ 23.60	\$ 24.66	\$ 25.78	\$ 26.90	\$ 27.97	\$ 29.09	\$ 47.21	\$ 89.23
		weekly	\$ 786.86	\$ 826.00	\$ 863.24	\$ 902.42	\$ 941.63	\$ 978.82	\$ 1,018.05	\$ 1,065.26	\$ 1,107.28
		annually	\$ 40,916.96	\$ 42,951.99	\$ 44,888.69	\$ 46,925.79	\$ 48,964.96	\$ 50,898.89	\$ 52,938.76	\$ 55,393.58	\$ 57,578.53

*Please note that the rate listed as 'hourly' under first and second longevity is actually the weekly amount that gets added to the Step 7 weekly rate.

Library Assistant Salaries
Effective 10/1/2006 - 2%

Salary Plan	Grade		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	1st Long*	2nd Long*
BLA	2	hourly	\$ 12.93	\$ 13.56	\$ 14.23	\$ 14.85	\$ 15.47	\$ 16.14	\$ 16.76	\$ 29.69	\$ 54.18
		weekly	\$ 452.69	\$ 474.43	\$ 497.95	\$ 519.69	\$ 541.44	\$ 564.97	\$ 586.68	\$ 616.36	\$ 640.86
		annually	\$ 23,539.79	\$ 24,670.42	\$ 25,893.19	\$ 27,023.82	\$ 28,155.09	\$ 29,378.50	\$ 30,507.21	\$ 32,050.89	\$ 33,324.68
BLA	3	hourly	\$ 14.12	\$ 14.85	\$ 15.52	\$ 16.24	\$ 16.97	\$ 17.64	\$ 18.37	\$ 33.37	\$ 61.54
		weekly	\$ 494.34	\$ 519.69	\$ 543.24	\$ 568.53	\$ 593.91	\$ 617.44	\$ 642.82	\$ 676.19	\$ 704.37
		annually	\$ 25,705.71	\$ 27,023.82	\$ 28,248.51	\$ 29,563.37	\$ 30,883.45	\$ 32,106.86	\$ 33,426.89	\$ 35,161.88	\$ 36,626.99
BLA	4	hourly	15.469832	16.2436377	17.0216662	17.7961756	18.5727965	19.3483627	20.1256873	\$ 35.19	\$ 65.18
		weekly	541.444121	568.52732	595.758316	622.866147	650.047877	677.192693	704.399056	\$ 739.59	\$ 769.58
		annually	28155.0943	29563.4206	30979.4324	32389.0396	33802.4896	35214.02	36628.7509	\$ 38,458.44	\$ 40,018.25
BLA	5	hourly	\$ 16.97	\$ 17.80	\$ 18.68	\$ 19.50	\$ 20.33	\$ 21.21	\$ 22.04	\$ 36.93	\$ 68.68
		weekly	\$ 593.91	\$ 622.87	\$ 653.68	\$ 682.64	\$ 711.63	\$ 742.40	\$ 771.35	\$ 808.28	\$ 840.03
		annually	\$ 30,883.45	\$ 32,389.04	\$ 33,991.25	\$ 35,497.48	\$ 37,004.99	\$ 38,604.64	\$ 40,110.23	\$ 42,030.78	\$ 43,681.45
BLA	6	hourly	\$ 18.57	\$ 19.50	\$ 20.44	\$ 21.37	\$ 22.30	\$ 23.23	\$ 24.16	\$ 40.58	\$ 75.96
		weekly	\$ 650.05	\$ 682.64	\$ 715.26	\$ 747.82	\$ 780.39	\$ 813.00	\$ 845.60	\$ 886.17	\$ 921.56
		annually	\$ 33,802.49	\$ 35,497.48	\$ 37,193.75	\$ 38,886.82	\$ 40,580.52	\$ 42,276.15	\$ 43,971.14	\$ 46,081.09	\$ 47,921.16
BLA	7	hourly	\$ 20.33	\$ 21.37	\$ 22.35	\$ 23.38	\$ 24.42	\$ 25.40	\$ 26.44	\$ 44.18	\$ 83.17
		weekly	\$ 711.63	\$ 747.82	\$ 782.19	\$ 818.42	\$ 854.66	\$ 889.07	\$ 925.27	\$ 969.45	\$ 1,008.45
		annually	\$ 37,004.99	\$ 38,886.82	\$ 40,673.94	\$ 42,557.69	\$ 44,442.07	\$ 46,231.76	\$ 48,114.23	\$ 50,411.66	\$ 52,439.21
BLA	8	hourly	\$ 22.25	\$ 23.38	\$ 24.47	\$ 25.61	\$ 26.75	\$ 27.83	\$ 28.97	\$ 47.80	\$ 90.41
		weekly	\$ 778.59	\$ 818.42	\$ 856.46	\$ 896.26	\$ 936.16	\$ 974.19	\$ 1,014.00	\$ 1,061.80	\$ 1,104.41
		annually	\$ 40,486.46	\$ 42,557.69	\$ 44,536.13	\$ 46,605.44	\$ 48,680.51	\$ 50,657.67	\$ 52,728.26	\$ 55,213.80	\$ 57,429.46
BLA	8F	hourly	\$ 24.32	\$ 25.61	\$ 26.80	\$ 28.04	\$ 29.28	\$ 30.47	\$ 31.77	\$ 53.29	\$ 101.38
		weekly	\$ 851.04	\$ 896.26	\$ 937.96	\$ 981.41	\$ 1,024.85	\$ 1,066.47	\$ 1,111.78	\$ 1,165.07	\$ 1,213.16
		annually	\$ 44,253.96	\$ 46,605.44	\$ 48,773.92	\$ 51,033.27	\$ 53,291.97	\$ 55,456.62	\$ 57,812.58	\$ 60,583.51	\$ 63,084.55

*Please note that the rate listed as 'hourly' under first and second longevity is actually the weekly amount that gets added to the Step 7 weekly rate.

Library Assistant Salaries
Effective 10/6/2007 - 2%

Salary Plan	Grade		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	1st Long*	2nd Long*
BLA	2	hourly	\$ 13.26	\$ 13.89	\$ 14.58	\$ 15.22	\$ 15.86	\$ 16.55	\$ 17.18	\$ 30.23	\$ 55.27
		weekly	\$ 464.01	\$ 486.29	\$ 510.39	\$ 532.68	\$ 554.98	\$ 579.10	\$ 601.34	\$ 631.57	\$ 656.61
		annually	\$ 24,128.28	\$ 25,287.18	\$ 26,540.52	\$ 27,699.41	\$ 28,858.97	\$ 30,112.97	\$ 31,269.89	\$ 32,841.78	\$ 34,143.79
BLA	3	hourly	\$ 14.48	\$ 15.22	\$ 15.91	\$ 16.65	\$ 17.39	\$ 18.08	\$ 18.83	\$ 34.00	\$ 62.81
		weekly	\$ 506.70	\$ 532.68	\$ 556.82	\$ 582.74	\$ 608.76	\$ 632.88	\$ 658.90	\$ 692.90	\$ 721.71
		annually	\$ 26,348.35	\$ 27,699.41	\$ 28,954.72	\$ 30,302.45	\$ 31,655.54	\$ 32,909.54	\$ 34,262.57	\$ 36,030.56	\$ 37,528.66
BLA	4	hourly	\$ 15.86	\$ 16.65	\$ 17.45	\$ 18.24	\$ 19.04	\$ 19.83	\$ 20.63	\$ 35.87	\$ 66.54
		weekly	\$ 554.98	\$ 582.74	\$ 610.65	\$ 638.44	\$ 666.30	\$ 694.12	\$ 722.01	\$ 757.88	\$ 788.55
		annually	\$ 28,858.97	\$ 30,302.51	\$ 31,753.92	\$ 33,198.77	\$ 34,647.55	\$ 36,094.37	\$ 37,544.47	\$ 39,409.53	\$ 41,004.71
BLA	5	hourly	\$ 17.39	\$ 18.24	\$ 19.14	\$ 19.99	\$ 20.84	\$ 21.74	\$ 22.59	\$ 37.66	\$ 70.13
		weekly	\$ 608.76	\$ 638.44	\$ 670.02	\$ 699.71	\$ 729.43	\$ 760.96	\$ 790.63	\$ 828.29	\$ 860.76
		annually	\$ 31,655.54	\$ 33,198.77	\$ 34,841.04	\$ 36,384.92	\$ 37,930.11	\$ 39,569.75	\$ 41,112.98	\$ 43,071.17	\$ 44,759.48
BLA	6	hourly	\$ 19.04	\$ 19.99	\$ 20.95	\$ 21.90	\$ 22.85	\$ 23.81	\$ 24.76	\$ 41.39	\$ 77.59
		weekly	\$ 666.30	\$ 699.71	\$ 733.15	\$ 766.52	\$ 799.90	\$ 833.33	\$ 866.74	\$ 908.13	\$ 944.33
		annually	\$ 34,647.55	\$ 36,384.92	\$ 38,123.59	\$ 39,858.99	\$ 41,595.03	\$ 43,333.05	\$ 45,070.42	\$ 47,222.75	\$ 49,105.19
BLA	7	hourly	\$ 20.84	\$ 21.90	\$ 22.91	\$ 23.97	\$ 25.03	\$ 26.04	\$ 27.10	\$ 45.09	\$ 84.98
		weekly	\$ 729.43	\$ 766.52	\$ 801.75	\$ 838.88	\$ 876.02	\$ 911.30	\$ 948.41	\$ 993.49	\$ 1,033.39
		annually	\$ 37,930.11	\$ 39,858.99	\$ 41,690.79	\$ 43,621.63	\$ 45,553.12	\$ 47,387.56	\$ 49,317.09	\$ 51,661.58	\$ 53,736.19
BLA	8	hourly	\$ 22.80	\$ 23.97	\$ 25.08	\$ 26.25	\$ 27.42	\$ 28.53	\$ 29.70	\$ 48.79	\$ 92.40
		weekly	\$ 798.05	\$ 838.88	\$ 877.88	\$ 918.66	\$ 959.57	\$ 998.54	\$ 1,039.36	\$ 1,088.15	\$ 1,131.75
		annually	\$ 41,498.62	\$ 43,621.63	\$ 45,649.54	\$ 47,770.58	\$ 49,897.52	\$ 51,924.11	\$ 54,046.46	\$ 56,583.77	\$ 58,851.20
BLA	8F	hourly	\$ 24.92	\$ 26.25	\$ 27.47	\$ 28.74	\$ 30.01	\$ 31.23	\$ 32.56	\$ 54.42	\$ 103.65
		weekly	\$ 872.31	\$ 918.66	\$ 961.41	\$ 1,005.94	\$ 1,050.47	\$ 1,093.14	\$ 1,139.57	\$ 1,193.99	\$ 1,243.22
		annually	\$ 45,360.31	\$ 47,770.58	\$ 49,993.27	\$ 52,309.10	\$ 54,624.27	\$ 56,843.03	\$ 59,257.90	\$ 62,087.72	\$ 64,647.66

*Please note that the rate listed as 'hourly' under first and second longevity is actually the weekly amount that gets added to the Step 7 weekly rate.

Library Assistant Salaries
Effective 1/05/08 add \$150.00 to Annual Rate

Saairy Plan	Grade		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	1st Long*	2nd Long*
BLA	2	hourly	\$ 13.34	\$ 13.98	\$ 14.67	\$ 15.30	\$ 15.94	\$ 16.63	\$ 17.26	\$ 30.23	\$ 55.27
		weekly	\$ 466.89	\$ 489.18	\$ 513.28	\$ 535.57	\$ 557.86	\$ 581.98	\$ 604.23	\$ 634.46	\$ 659.50
		annually	\$ 24,278.28	\$ 25,437.18	\$ 26,690.52	\$ 27,849.41	\$ 29,008.97	\$ 30,262.97	\$ 31,419.89	\$ 32,991.78	\$ 34,293.79
BLA	3	hourly	\$ 14.56	\$ 15.30	\$ 15.99	\$ 16.73	\$ 17.48	\$ 18.16	\$ 18.91	\$ 34.00	\$ 62.81
		weekly	\$ 509.58	\$ 535.57	\$ 559.71	\$ 585.62	\$ 611.64	\$ 635.76	\$ 661.78	\$ 695.78	\$ 724.59
		annually	\$ 26,498.35	\$ 27,849.41	\$ 29,104.72	\$ 30,452.45	\$ 31,805.54	\$ 33,059.54	\$ 34,412.57	\$ 36,180.56	\$ 37,678.66
BLA	4	hourly	\$ 15.94	\$ 16.73	\$ 17.53	\$ 18.32	\$ 19.12	\$ 19.91	\$ 20.71	\$ 35.87	\$ 66.54
		weekly	\$ 557.86	\$ 585.63	\$ 613.54	\$ 641.32	\$ 669.18	\$ 697.01	\$ 724.89	\$ 760.76	\$ 791.44
		annually	\$ 29,008.97	\$ 30,452.51	\$ 31,903.92	\$ 33,348.77	\$ 34,797.55	\$ 36,244.37	\$ 37,694.47	\$ 39,559.53	\$ 41,154.71
BLA	5	hourly	\$ 17.48	\$ 18.32	\$ 19.23	\$ 20.07	\$ 20.92	\$ 21.82	\$ 22.67	\$ 37.66	\$ 70.13
		weekly	\$ 611.64	\$ 641.32	\$ 672.90	\$ 702.59	\$ 732.31	\$ 763.84	\$ 793.52	\$ 831.18	\$ 863.64
		annually	\$ 31,805.54	\$ 33,348.77	\$ 34,991.04	\$ 36,534.92	\$ 38,080.11	\$ 39,719.75	\$ 41,262.98	\$ 43,221.17	\$ 44,909.48
BLA	6	hourly	\$ 19.12	\$ 20.07	\$ 21.03	\$ 21.98	\$ 22.94	\$ 23.89	\$ 24.85	\$ 41.39	\$ 77.59
		weekly	\$ 669.18	\$ 702.59	\$ 736.03	\$ 769.40	\$ 802.79	\$ 836.21	\$ 869.62	\$ 911.01	\$ 947.22
		annually	\$ 34,797.55	\$ 36,534.92	\$ 38,273.59	\$ 40,008.99	\$ 41,745.03	\$ 43,483.05	\$ 45,220.42	\$ 47,372.75	\$ 49,255.19
BLA	7	hourly	\$ 20.92	\$ 21.98	\$ 22.99	\$ 24.05	\$ 25.11	\$ 26.12	\$ 27.18	\$ 45.09	\$ 84.98
		weekly	\$ 732.31	\$ 769.40	\$ 804.63	\$ 841.76	\$ 878.91	\$ 914.18	\$ 951.29	\$ 996.38	\$ 1,036.27
		annually	\$ 38,080.11	\$ 40,008.99	\$ 41,840.79	\$ 43,771.63	\$ 45,703.12	\$ 47,537.56	\$ 49,467.09	\$ 51,811.58	\$ 53,886.19
BLA	8	hourly	\$ 22.88	\$ 24.05	\$ 25.16	\$ 26.33	\$ 27.50	\$ 28.61	\$ 29.78	\$ 48.79	\$ 92.40
		weekly	\$ 800.94	\$ 841.76	\$ 880.76	\$ 921.55	\$ 962.45	\$ 1,001.43	\$ 1,042.24	\$ 1,091.03	\$ 1,134.64
		annually	\$ 41,648.62	\$ 43,771.63	\$ 45,799.54	\$ 47,920.58	\$ 50,047.52	\$ 52,074.11	\$ 54,196.46	\$ 56,733.77	\$ 59,001.20
BLA	8F	hourly	\$ 25.01	\$ 26.33	\$ 27.55	\$ 28.82	\$ 30.10	\$ 31.31	\$ 32.64	\$ 54.42	\$ 103.65
		weekly	\$ 875.20	\$ 921.55	\$ 964.29	\$ 1,008.83	\$ 1,053.35	\$ 1,096.02	\$ 1,142.46	\$ 1,196.88	\$ 1,246.11
		annually	\$ 45,510.31	\$ 47,920.58	\$ 50,143.27	\$ 52,459.10	\$ 54,774.27	\$ 56,993.03	\$ 59,407.90	\$ 62,237.72	\$ 64,797.66

*Please note that the rate listed as 'hourly' under first and second longevity is actually the weekly amount that gets added to the Step 7 weekly rate.

Library Assistant Salaries
Effective 10/4/2008 - 3%

Salary Plan	Grade		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	1st Long*	2nd Long*
BLA	2	hourly	\$ 13.74	\$ 14.40	\$ 15.11	\$ 15.76	\$ 16.42	\$ 17.13	\$ 17.78	\$ 30.90	\$ 56.60
		weekly	\$ 480.90	\$ 503.85	\$ 528.68	\$ 551.63	\$ 574.60	\$ 599.44	\$ 622.36	\$ 653.25	\$ 678.96
		annually	\$ 25,006.63	\$ 26,200.29	\$ 27,491.23	\$ 28,684.89	\$ 29,879.24	\$ 31,170.85	\$ 32,362.49	\$ 33,969.09	\$ 35,305.81
BLA	3	hourly	\$ 15.00	\$ 15.76	\$ 16.47	\$ 17.23	\$ 18.00	\$ 18.71	\$ 19.48	\$ 34.78	\$ 64.37
		weekly	\$ 524.87	\$ 551.63	\$ 576.50	\$ 603.19	\$ 629.99	\$ 654.83	\$ 681.63	\$ 716.41	\$ 746.00
		annually	\$ 27,293.30	\$ 28,684.89	\$ 29,977.86	\$ 31,366.02	\$ 32,759.70	\$ 34,051.32	\$ 35,444.94	\$ 37,253.52	\$ 38,792.22
BLA	4	hourly	\$ 16.42	\$ 17.23	\$ 18.06	\$ 18.87	\$ 19.69	\$ 20.51	\$ 21.33	\$ 36.70	\$ 68.22
		weekly	\$ 574.60	\$ 603.19	\$ 631.94	\$ 660.56	\$ 689.26	\$ 717.92	\$ 746.64	\$ 783.34	\$ 814.86
		annually	\$ 29,879.24	\$ 31,366.08	\$ 32,861.04	\$ 34,349.23	\$ 35,841.48	\$ 37,331.70	\$ 38,825.30	\$ 40,733.87	\$ 42,372.55
BLA	5	hourly	\$ 18.00	\$ 18.87	\$ 19.80	\$ 20.68	\$ 21.55	\$ 22.48	\$ 23.35	\$ 38.55	\$ 71.91
		weekly	\$ 629.99	\$ 660.56	\$ 693.09	\$ 723.67	\$ 754.28	\$ 786.76	\$ 817.32	\$ 855.87	\$ 889.23
		annually	\$ 32,759.70	\$ 34,349.23	\$ 36,040.77	\$ 37,630.96	\$ 39,222.52	\$ 40,911.35	\$ 42,500.87	\$ 44,505.36	\$ 46,239.97
BLA	6	hourly	\$ 19.69	\$ 20.68	\$ 21.66	\$ 22.64	\$ 23.62	\$ 24.61	\$ 25.59	\$ 42.39	\$ 79.60
		weekly	\$ 689.26	\$ 723.67	\$ 758.11	\$ 792.49	\$ 826.87	\$ 861.30	\$ 895.71	\$ 938.11	\$ 975.31
		annually	\$ 35,841.48	\$ 37,630.96	\$ 39,421.80	\$ 41,209.26	\$ 42,997.39	\$ 44,787.55	\$ 46,577.03	\$ 48,781.48	\$ 50,716.05
BLA	7	hourly	\$ 21.55	\$ 22.64	\$ 23.68	\$ 24.77	\$ 25.86	\$ 26.90	\$ 28.00	\$ 46.20	\$ 87.21
		weekly	\$ 754.28	\$ 792.49	\$ 828.77	\$ 867.02	\$ 905.27	\$ 941.61	\$ 979.83	\$ 1,026.03	\$ 1,067.04
		annually	\$ 39,222.52	\$ 41,209.26	\$ 43,096.02	\$ 45,084.78	\$ 47,074.22	\$ 48,963.68	\$ 50,951.10	\$ 53,353.47	\$ 55,485.97
BLA	8	hourly	\$ 23.57	\$ 24.77	\$ 25.92	\$ 27.12	\$ 28.32	\$ 29.47	\$ 30.67	\$ 50.02	\$ 94.85
		weekly	\$ 824.96	\$ 867.02	\$ 907.18	\$ 949.20	\$ 991.33	\$ 1,031.47	\$ 1,073.51	\$ 1,123.53	\$ 1,168.35
		annually	\$ 42,898.08	\$ 45,084.78	\$ 47,173.52	\$ 49,358.20	\$ 51,548.95	\$ 53,636.34	\$ 55,822.36	\$ 58,423.33	\$ 60,754.43
BLA	8F	hourly	\$ 25.76	\$ 27.12	\$ 28.38	\$ 29.69	\$ 31.00	\$ 32.25	\$ 33.62	\$ 55.81	\$ 106.44
		weekly	\$ 901.45	\$ 949.20	\$ 993.22	\$ 1,039.09	\$ 1,084.95	\$ 1,128.90	\$ 1,176.73	\$ 1,232.55	\$ 1,283.17
		annually	\$ 46,875.61	\$ 49,358.20	\$ 51,647.57	\$ 54,032.87	\$ 56,417.50	\$ 58,702.82	\$ 61,190.13	\$ 64,092.40	\$ 66,724.79

*Please note that the rate listed as 'hourly' under first and second longevity is actually the weekly amount that gets added to the Step 7 weekly rate.

Library Assistant Salaries
Effective 10/3/2009 - 2.5%

Salary Plan	Grade		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	1st Long*	2nd Long*
BLA	2	hourly	\$ 14.08	\$ 14.76	\$ 15.48	\$ 16.15	\$ 16.83	\$ 17.56	\$ 18.23	\$ 31.47	\$ 57.75
		weekly	\$ 492.92	\$ 516.45	\$ 541.89	\$ 585.42	\$ 588.97	\$ 614.43	\$ 637.91	\$ 669.38	\$ 695.66
		annually	\$ 25,631.79	\$ 26,855.30	\$ 28,178.51	\$ 29,402.02	\$ 30,626.22	\$ 31,950.13	\$ 33,171.55	\$ 34,807.94	\$ 36,174.45
BLA	3	hourly	\$ 15.37	\$ 16.15	\$ 16.88	\$ 17.66	\$ 18.45	\$ 19.18	\$ 19.96	\$ 35.45	\$ 65.71
		weekly	\$ 537.99	\$ 565.42	\$ 590.91	\$ 618.27	\$ 645.74	\$ 671.20	\$ 698.67	\$ 734.12	\$ 764.39
		annually	\$ 27,975.63	\$ 29,402.02	\$ 30,727.31	\$ 32,150.18	\$ 33,578.70	\$ 34,902.61	\$ 36,331.07	\$ 38,174.49	\$ 39,748.03
BLA	4	hourly	\$ 16.83	\$ 17.66	\$ 18.51	\$ 19.35	\$ 20.19	\$ 21.02	\$ 21.87	\$ 37.42	\$ 69.65
		weekly	\$ 588.97	\$ 618.27	\$ 647.74	\$ 677.08	\$ 706.49	\$ 735.87	\$ 765.31	\$ 802.73	\$ 834.96
		annually	\$ 30,626.22	\$ 32,150.23	\$ 33,682.56	\$ 35,207.96	\$ 36,737.52	\$ 38,264.99	\$ 39,795.94	\$ 41,741.84	\$ 43,417.86
BLA	5	hourly	\$ 18.45	\$ 19.35	\$ 20.30	\$ 21.19	\$ 22.09	\$ 23.04	\$ 23.94	\$ 39.31	\$ 73.43
		weekly	\$ 645.74	\$ 677.08	\$ 710.42	\$ 741.76	\$ 773.14	\$ 806.43	\$ 837.76	\$ 877.07	\$ 911.19
		annually	\$ 33,578.70	\$ 35,207.96	\$ 36,941.79	\$ 38,571.74	\$ 40,203.08	\$ 41,934.13	\$ 43,563.40	\$ 45,607.62	\$ 47,381.97
BLA	6	hourly	\$ 20.19	\$ 21.19	\$ 22.20	\$ 23.21	\$ 24.22	\$ 25.22	\$ 26.23	\$ 43.25	\$ 81.32
		weekly	\$ 706.49	\$ 741.76	\$ 777.06	\$ 812.30	\$ 847.54	\$ 882.83	\$ 918.10	\$ 961.36	\$ 999.42
		annually	\$ 36,737.52	\$ 38,571.74	\$ 40,407.34	\$ 42,239.49	\$ 44,072.32	\$ 45,907.23	\$ 47,741.46	\$ 49,990.64	\$ 51,969.95
BLA	7	hourly	\$ 22.09	\$ 23.21	\$ 24.27	\$ 25.39	\$ 26.51	\$ 27.58	\$ 28.69	\$ 47.16	\$ 89.12
		weekly	\$ 773.14	\$ 812.30	\$ 849.49	\$ 888.69	\$ 927.91	\$ 965.15	\$ 1,004.32	\$ 1,051.48	\$ 1,093.44
		annually	\$ 40,203.08	\$ 42,239.49	\$ 44,173.42	\$ 46,211.90	\$ 48,251.07	\$ 50,187.78	\$ 52,224.88	\$ 54,676.94	\$ 56,859.12
BLA	8	hourly	\$ 24.16	\$ 25.39	\$ 26.57	\$ 27.80	\$ 29.03	\$ 30.21	\$ 31.44	\$ 51.07	\$ 96.95
		weekly	\$ 845.59	\$ 888.69	\$ 929.86	\$ 972.93	\$ 1,016.11	\$ 1,057.25	\$ 1,100.34	\$ 1,151.41	\$ 1,197.29
		annually	\$ 43,970.54	\$ 46,211.90	\$ 48,352.86	\$ 50,592.15	\$ 52,837.67	\$ 54,977.25	\$ 57,217.91	\$ 59,873.54	\$ 62,259.29
BLA	8F	hourly	\$ 26.40	\$ 27.80	\$ 29.09	\$ 30.43	\$ 31.77	\$ 33.06	\$ 34.46	\$ 57.01	\$ 108.83
		weekly	\$ 923.99	\$ 972.93	\$ 1,018.05	\$ 1,065.07	\$ 1,112.08	\$ 1,157.12	\$ 1,206.15	\$ 1,263.16	\$ 1,314.98
		annually	\$ 48,047.51	\$ 50,592.15	\$ 52,938.76	\$ 55,383.69	\$ 57,827.94	\$ 60,170.39	\$ 62,719.89	\$ 65,684.34	\$ 68,378.91

*Please note that the rate listed as 'hourly' under first and second longevity is actually the weekly amount that gets added to the Step 7 weekly rate.

Mechanical Services Salaries
Effective 10/1/2006 - 2%

Salary Plan	Grade		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	1st Long*	2nd Long*
BM	3	hourly	\$ 12.86	\$ 13.40	\$ 13.90	\$ 14.44	\$ 14.98	\$ 15.48	\$ 16.03	\$ 29.78	\$ 54.38
		weekly	\$ 514.24	\$ 535.96	\$ 555.91	\$ 577.63	\$ 599.34	\$ 619.24	\$ 641.04	\$ 670.83	\$ 695.42
		annually	\$ 26,740.36	\$ 27,869.72	\$ 28,907.57	\$ 30,036.91	\$ 31,165.63	\$ 32,200.28	\$ 33,334.11	\$ 34,882.91	\$ 36,161.82
BM	4	hourly	\$ 13.63	\$ 14.21	\$ 14.76	\$ 15.35	\$ 15.93	\$ 16.48	\$ 17.07	\$ 31.51	\$ 57.82
		weekly	\$ 545.02	\$ 568.53	\$ 590.26	\$ 613.81	\$ 637.39	\$ 659.12	\$ 682.64	\$ 714.15	\$ 740.47
		annually	\$ 28,341.29	\$ 29,563.42	\$ 30,693.41	\$ 31,918.11	\$ 33,144.07	\$ 34,274.06	\$ 35,497.48	\$ 37,135.86	\$ 38,504.35
BM	5	hourly	\$ 14.48	\$ 15.07	\$ 15.71	\$ 16.30	\$ 16.89	\$ 17.52	\$ 18.11	\$ 31.56	\$ 57.92
		weekly	\$ 579.39	\$ 602.94	\$ 628.28	\$ 651.86	\$ 675.43	\$ 700.74	\$ 724.32	\$ 755.88	\$ 782.24
		annually	\$ 30,128.42	\$ 31,353.11	\$ 32,670.58	\$ 33,896.55	\$ 35,122.52	\$ 36,438.71	\$ 37,664.68	\$ 39,305.61	\$ 40,676.66
BM	6	hourly	\$ 15.39	\$ 16.03	\$ 16.70	\$ 17.34	\$ 17.97	\$ 18.65	\$ 19.28	\$ 33.37	\$ 61.54
		weekly	\$ 615.66	\$ 641.04	\$ 668.12	\$ 693.53	\$ 718.86	\$ 745.97	\$ 771.35	\$ 804.72	\$ 832.89
		annually	\$ 32,014.08	\$ 33,334.11	\$ 34,742.44	\$ 36,063.75	\$ 37,380.59	\$ 38,790.20	\$ 40,110.22	\$ 41,845.21	\$ 43,310.32
BM	7	hourly	\$ 16.39	\$ 17.07	\$ 17.75	\$ 18.42	\$ 19.10	\$ 19.78	\$ 20.46	\$ 35.09	\$ 64.99
		weekly	\$ 655.46	\$ 682.64	\$ 709.87	\$ 736.98	\$ 764.12	\$ 791.31	\$ 818.42	\$ 853.50	\$ 883.40
		annually	\$ 34,084.03	\$ 35,497.48	\$ 36,913.49	\$ 38,323.10	\$ 39,733.99	\$ 41,148.08	\$ 42,557.69	\$ 44,382.26	\$ 45,936.94
BM	8	hourly	\$ 17.43	\$ 18.15	\$ 18.88	\$ 19.60	\$ 20.33	\$ 21.05	\$ 21.77	\$ 36.98	\$ 68.78
		weekly	\$ 697.09	\$ 726.13	\$ 755.06	\$ 784.05	\$ 813.00	\$ 841.99	\$ 871.00	\$ 907.98	\$ 939.77
		annually	\$ 36,248.67	\$ 37,758.74	\$ 39,263.06	\$ 40,770.56	\$ 42,276.15	\$ 43,783.66	\$ 45,291.81	\$ 47,214.91	\$ 48,868.14

*Please note that the rate listed as 'hourly' under first and second longevity is actually the weekly amount that gets added to the Step 7 weekly rate.

Mechanical Services Salaries
Effective 10/6/2007- 2.5%

Salary Plan	Grade		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	1st Long*	2nd Long*
BM	3	hourly	\$ 13.18	\$ 13.73	\$ 14.25	\$ 14.80	\$ 15.36	\$ 15.87	\$ 16.43	\$ 30.33	\$ 55.47
		weekly	\$ 527.09	\$ 549.36	\$ 569.81	\$ 592.07	\$ 614.32	\$ 634.72	\$ 657.07	\$ 687.40	\$ 712.54
		annually	\$ 27,408.87	\$ 28,566.46	\$ 29,630.26	\$ 30,787.84	\$ 31,944.77	\$ 33,005.29	\$ 34,167.47	\$ 35,744.61	\$ 37,051.86
BM	4	hourly	\$ 13.97	\$ 14.57	\$ 15.13	\$ 15.73	\$ 16.33	\$ 16.89	\$ 17.49	\$ 32.10	\$ 59.00
		weekly	\$ 558.65	\$ 582.74	\$ 605.01	\$ 629.15	\$ 653.32	\$ 675.59	\$ 699.71	\$ 731.81	\$ 758.71
		annually	\$ 29,049.82	\$ 30,302.51	\$ 31,460.75	\$ 32,716.06	\$ 33,972.68	\$ 35,130.92	\$ 36,384.92	\$ 38,053.88	\$ 39,452.96
BM	5	hourly	\$ 14.85	\$ 15.45	\$ 16.10	\$ 16.70	\$ 17.31	\$ 17.96	\$ 18.56	\$ 32.15	\$ 59.10
		weekly	\$ 593.88	\$ 618.02	\$ 643.99	\$ 668.15	\$ 692.32	\$ 718.26	\$ 742.43	\$ 774.57	\$ 801.53
		annually	\$ 30,881.63	\$ 32,136.94	\$ 33,487.34	\$ 34,743.96	\$ 36,000.58	\$ 37,349.68	\$ 38,606.30	\$ 40,277.88	\$ 41,679.58
BM	6	hourly	15.7761705	16.426666	17.1206752	17.7718021	18.420722	19.1153606	19.765856	\$ 34.00	\$ 62.81
		weekly	631.046821	657.06664	684.827007	710.872084	736.82888	764.614423	790.634241	\$ 824.63	\$ 853.44
		annually	32814.4347	34167.4653	35611.0043	36965.3484	38315.1018	39759.95	41112.9805	\$ 42,880.97	\$ 44,379.08
BM	7	hourly	\$ 16.80	\$ 17.49	\$ 18.19	\$ 18.89	\$ 19.58	\$ 20.28	\$ 20.97	\$ 35.77	\$ 66.34
		weekly	\$ 671.85	\$ 699.71	\$ 727.62	\$ 755.41	\$ 783.22	\$ 811.09	\$ 838.88	\$ 874.64	\$ 905.22
		annually	\$ 34,936.13	\$ 36,384.92	\$ 37,836.33	\$ 39,281.18	\$ 40,727.34	\$ 42,176.78	\$ 43,621.63	\$ 45,481.44	\$ 47,071.37
BM	8	hourly	\$ 17.86	\$ 18.61	\$ 19.35	\$ 20.09	\$ 20.83	\$ 21.58	\$ 22.32	\$ 37.71	\$ 70.23
		weekly	\$ 714.52	\$ 744.28	\$ 773.94	\$ 803.65	\$ 833.33	\$ 863.04	\$ 892.77	\$ 930.48	\$ 963.00
		annually	\$ 37,154.89	\$ 38,702.71	\$ 40,244.63	\$ 41,789.83	\$ 43,333.05	\$ 44,878.25	\$ 46,424.10	\$ 48,384.91	\$ 50,075.84

*Please note that the rate listed as 'hourly' under first and second longevity is actually the weekly amount that gets added to the Step 7 weekly rate.

Mechanical Services Salaries

Effective 1/5/08 - Add \$150.00 to Annual Rate

Salary Plan	Grade		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	1st Long*	2nd Long*
BM	3	hourly	\$ 13.25	\$ 13.81	\$ 14.32	\$ 14.87	\$ 15.43	\$ 15.94	\$ 16.50	\$ 30.33	\$ 55.47
		weekly	\$ 529.98	\$ 552.24	\$ 572.70	\$ 594.96	\$ 617.21	\$ 637.60	\$ 659.95	\$ 690.28	\$ 715.42
		annually	\$ 27,558.87	\$ 28,716.46	\$ 29,780.26	\$ 30,937.84	\$ 32,094.77	\$ 33,155.29	\$ 34,317.47	\$ 35,894.61	\$ 37,201.86
BM	4	hourly	\$ 14.04	\$ 14.64	\$ 15.20	\$ 15.80	\$ 16.41	\$ 16.96	\$ 17.56	\$ 32.10	\$ 59.00
		weekly	\$ 561.53	\$ 585.63	\$ 607.90	\$ 632.04	\$ 656.21	\$ 678.48	\$ 702.59	\$ 734.69	\$ 761.60
		annually	\$ 29,199.82	\$ 30,452.51	\$ 31,610.75	\$ 32,866.06	\$ 34,122.68	\$ 35,280.92	\$ 36,534.92	\$ 38,203.88	\$ 39,602.96
BM	5	hourly	\$ 14.92	\$ 15.52	\$ 16.17	\$ 16.78	\$ 17.38	\$ 18.03	\$ 18.63	\$ 32.15	\$ 59.10
		weekly	\$ 596.76	\$ 620.90	\$ 646.87	\$ 671.04	\$ 695.20	\$ 721.15	\$ 745.31	\$ 777.46	\$ 804.41
		annually	\$ 31,031.63	\$ 32,286.94	\$ 33,637.34	\$ 34,893.96	\$ 36,150.58	\$ 37,499.68	\$ 38,756.30	\$ 40,427.88	\$ 41,829.58
BM	6	hourly	\$ 15.85	\$ 16.50	\$ 17.19	\$ 17.84	\$ 18.49	\$ 19.19	\$ 19.84	\$ 34.00	\$ 62.81
		weekly	\$ 633.93	\$ 659.95	\$ 687.71	\$ 713.76	\$ 739.71	\$ 767.50	\$ 793.52	\$ 827.52	\$ 856.33
		annually	\$ 32,964.43	\$ 34,317.47	\$ 35,761.00	\$ 37,115.35	\$ 38,465.10	\$ 39,909.95	\$ 41,262.98	\$ 43,030.97	\$ 44,529.08
BM	7	hourly	\$ 16.87	\$ 17.56	\$ 18.26	\$ 18.96	\$ 19.65	\$ 20.35	\$ 21.04	\$ 35.77	\$ 66.34
		weekly	\$ 674.73	\$ 702.59	\$ 730.51	\$ 758.29	\$ 786.10	\$ 813.98	\$ 841.76	\$ 877.53	\$ 908.10
		annually	\$ 35,086.13	\$ 36,534.92	\$ 37,986.33	\$ 39,431.18	\$ 40,877.34	\$ 42,326.78	\$ 43,771.63	\$ 45,631.44	\$ 47,221.37
BM	8	hourly	\$ 17.94	\$ 18.68	\$ 19.42	\$ 20.16	\$ 20.91	\$ 21.65	\$ 22.39	\$ 37.71	\$ 70.23
		weekly	\$ 717.40	\$ 747.17	\$ 776.82	\$ 806.54	\$ 836.21	\$ 865.93	\$ 895.66	\$ 933.36	\$ 965.88
		annually	\$ 37,304.89	\$ 38,852.71	\$ 40,394.63	\$ 41,939.83	\$ 43,483.05	\$ 45,028.25	\$ 46,574.10	\$ 48,534.91	\$ 50,225.84

*Please note that the rate listed as 'hourly' under first and second longevity is actually the weekly amount that gets added to the Step 7 weekly rate.

Mechanical Services Salaries

Effective 10/4/2008 - 3%

Salary Plan	Grade		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	1st Long*	2nd Long*
BM	3	hourly	\$ 13.65	\$ 14.22	\$ 14.75	\$ 15.32	\$ 15.89	\$ 16.42	\$ 16.99	\$ 31.00	\$ 56.81
		weekly	\$ 545.88	\$ 568.81	\$ 589.88	\$ 612.81	\$ 635.72	\$ 656.73	\$ 679.75	\$ 710.75	\$ 736.56
		annually	\$ 28,385.64	\$ 29,577.95	\$ 30,673.66	\$ 31,865.97	\$ 33,057.61	\$ 34,149.94	\$ 35,346.99	\$ 36,958.99	\$ 38,301.12
BM	4	hourly	\$ 14.46	\$ 15.08	\$ 15.65	\$ 16.28	\$ 16.90	\$ 17.47	\$ 18.09	\$ 32.82	\$ 60.45
		weekly	\$ 578.38	\$ 603.19	\$ 626.14	\$ 651.00	\$ 675.89	\$ 698.83	\$ 723.67	\$ 756.49	\$ 784.12
		annually	\$ 30,075.81	\$ 31,366.08	\$ 32,559.07	\$ 33,852.04	\$ 35,146.36	\$ 36,339.34	\$ 37,630.96	\$ 39,337.55	\$ 40,774.25
BM	5	hourly	\$ 15.37	\$ 15.99	\$ 16.66	\$ 17.28	\$ 17.90	\$ 18.57	\$ 19.19	\$ 32.87	\$ 60.55
		weekly	\$ 614.66	\$ 639.53	\$ 666.28	\$ 691.17	\$ 716.06	\$ 742.78	\$ 767.67	\$ 800.54	\$ 828.22
		annually	\$ 31,962.57	\$ 33,255.55	\$ 34,646.46	\$ 35,940.78	\$ 37,235.10	\$ 38,624.67	\$ 39,918.99	\$ 41,628.27	\$ 43,067.67
BM	6	hourly	\$ 16.32	\$ 16.99	\$ 17.71	\$ 18.38	\$ 19.05	\$ 19.76	\$ 20.43	\$ 34.78	\$ 64.37
		weekly	\$ 652.95	\$ 679.75	\$ 708.34	\$ 735.17	\$ 761.90	\$ 790.52	\$ 817.32	\$ 852.10	\$ 881.70
		annually	\$ 33,953.37	\$ 35,346.99	\$ 36,833.83	\$ 38,228.81	\$ 39,619.05	\$ 41,107.25	\$ 42,500.87	\$ 44,309.45	\$ 45,848.15
BM	7	hourly	\$ 17.37	\$ 18.09	\$ 18.81	\$ 19.53	\$ 20.24	\$ 20.96	\$ 21.68	\$ 36.60	\$ 68.01
		weekly	\$ 694.98	\$ 723.67	\$ 752.42	\$ 781.04	\$ 809.69	\$ 838.40	\$ 867.01	\$ 903.61	\$ 935.02
		annually	\$ 36,138.71	\$ 37,630.96	\$ 39,125.92	\$ 40,614.11	\$ 42,103.66	\$ 43,596.59	\$ 45,084.78	\$ 46,987.93	\$ 48,621.21
BM	8	hourly	\$ 18.47	\$ 19.24	\$ 20.00	\$ 20.77	\$ 21.53	\$ 22.30	\$ 23.06	\$ 38.60	\$ 72.01
		weekly	\$ 738.92	\$ 769.58	\$ 800.12	\$ 830.73	\$ 861.30	\$ 891.91	\$ 922.53	\$ 961.13	\$ 994.53
		annually	\$ 38,424.03	\$ 40,018.29	\$ 41,606.47	\$ 43,198.02	\$ 44,787.54	\$ 46,379.10	\$ 47,971.32	\$ 49,978.51	\$ 51,715.81

*Please note that the rate listed as 'hourly' under first and second longevity is actually the weekly amount that gets added to the Step 7 weekly rate.

Mechanical Services Salaries
Effective 10/3/2009 - 2.5%

Salary Plan	Grade		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	1st Long*	2nd Long*
BM	3	hourly	\$ 13.99	\$ 14.58	\$ 15.12	\$ 15.70	\$ 16.29	\$ 16.83	\$ 17.42	\$ 31.58	\$ 57.96
		weekly	\$ 559.52	\$ 583.03	\$ 604.63	\$ 628.13	\$ 651.62	\$ 673.15	\$ 696.74	\$ 728.32	\$ 754.70
		annually	\$ 29,095.28	\$ 30,317.40	\$ 31,440.51	\$ 32,662.62	\$ 33,884.05	\$ 35,003.69	\$ 36,230.66	\$ 37,872.60	\$ 39,244.65
BM	4	hourly	\$ 14.82	\$ 15.46	\$ 16.04	\$ 16.68	\$ 17.32	\$ 17.91	\$ 18.54	\$ 33.44	\$ 61.69
		weekly	\$ 592.84	\$ 618.27	\$ 641.79	\$ 667.28	\$ 692.79	\$ 716.30	\$ 741.76	\$ 775.20	\$ 803.45
		annually	\$ 30,827.71	\$ 32,150.24	\$ 33,373.05	\$ 34,698.34	\$ 36,025.02	\$ 37,247.83	\$ 38,571.74	\$ 40,310.61	\$ 41,779.60
BM	5	hourly	\$ 15.75	\$ 16.39	\$ 17.07	\$ 17.71	\$ 18.35	\$ 19.03	\$ 19.67	\$ 33.49	\$ 61.80
		weekly	\$ 630.03	\$ 655.52	\$ 682.94	\$ 708.45	\$ 733.96	\$ 761.35	\$ 786.86	\$ 820.36	\$ 848.66
		annually	\$ 32,761.64	\$ 34,086.94	\$ 35,512.62	\$ 36,839.30	\$ 38,165.98	\$ 39,590.29	\$ 40,916.96	\$ 42,658.60	\$ 44,130.36
BM	6	hourly	\$ 16.73	\$ 17.42	\$ 18.15	\$ 18.84	\$ 19.52	\$ 20.26	\$ 20.94	\$ 35.45	\$ 65.71
		weekly	\$ 669.27	\$ 696.74	\$ 726.05	\$ 753.55	\$ 780.95	\$ 810.29	\$ 837.76	\$ 873.21	\$ 903.47
		annually	\$ 34,802.20	\$ 36,230.66	\$ 37,754.68	\$ 39,184.53	\$ 40,609.53	\$ 42,134.93	\$ 43,563.39	\$ 45,406.81	\$ 46,980.36
BM	7	hourly	\$ 17.81	\$ 18.54	\$ 19.28	\$ 20.01	\$ 20.75	\$ 21.48	\$ 22.22	\$ 37.31	\$ 69.44
		weekly	\$ 712.35	\$ 741.76	\$ 771.23	\$ 800.57	\$ 829.93	\$ 859.36	\$ 888.69	\$ 926.00	\$ 958.13
		annually	\$ 37,042.18	\$ 38,571.74	\$ 40,104.06	\$ 41,629.46	\$ 43,156.25	\$ 44,686.50	\$ 46,211.90	\$ 48,152.26	\$ 49,822.74
BM	8	hourly	\$ 18.93	\$ 19.72	\$ 20.50	\$ 21.29	\$ 22.07	\$ 22.86	\$ 23.64	\$ 39.37	\$ 73.54
		weekly	\$ 757.40	\$ 788.82	\$ 820.13	\$ 851.50	\$ 882.83	\$ 914.20	\$ 945.59	\$ 984.95	\$ 1,019.13
		annually	\$ 39,384.64	\$ 41,018.75	\$ 42,646.63	\$ 44,277.97	\$ 45,907.23	\$ 47,538.58	\$ 49,170.61	\$ 51,217.60	\$ 52,994.71

*Please note that the rate listed as 'hourly' under first and second longevity is actually the weekly amount that gets added to the Step 7 weekly rate.

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