

# Master Agreement



**Between the  
Board of Education of Carroll County  
and the  
Carroll County School  
Food Services Association**

**2011 - 2013**

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THIS AGREEMENT, entered into this 1st day of July 2011, by and between THE BOARD OF EDUCATION OF CARROLL COUNTY ("Board"), and CARROLL COUNTY SCHOOL FOOD SERVICES ASSOCIATION ("Association").

## ARTICLE I - RECOGNITION

- A. The Board recognizes the Association as sole exclusive representative for the employees with regard to salaries, wages, hours and working conditions. The parties agree that all policies and practices of the Board pertaining to working conditions in effect shall remain in effect for the duration of this Agreement, except as modified by any provision contained herein.
- B. The Bargaining unit shall include all Food Services employees.
- C. The Association recognizes that the Board is the legally responsible agency charged with the operation of the public school system in Carroll County.
- D. The Association agrees to represent fully without discrimination all employees in this unit.
- E. For the purpose of this Agreement the term employee when used shall refer to all Food Services employees including managers and assistant managers represented by the Association.
- F. For the purpose of this Agreement the term immediate supervisor when used shall be referred to as principal of administrator in charge of individual schools.

## ARTICLE II - MANAGEMENT RIGHTS

Subject to the provisions of this Agreement, the Board reserves and retains full rights, authority and discretion in the proper discharge of its duties and responsibilities to control, supervise and manage the county schools under existing law, rules and procedures; and to determine the educational policies of the county school system; and to prescribe rules and regulations for the conduct and management of the public schools in the county school system; and to appoint and fix the salaries of all employees.

## ARTICLE III - GRIEVANCE

### SECTION 1 - DEFINITIONS

A "grievant" shall mean an employee or group of employees or the Executive Committee filing a grievance.

A "grievance" shall mean a controversy, dispute or disagreement of any kind or character arising out of or in any way involving interpretation or application of the term of this Agreement.

"Employer" shall mean the Board of Education or its administration.

## SECTION 2 - PROCEDURES AND STEPS

Within twenty (20) calendar days, excluding winter break, following the act or condition which is the basis of complaint, an employee may file a grievance with the employee's Manager or Food Services Supervisor. Prior to filing the written grievance every effort shall be made to solve the grievance informally between the grievant and the grievant's Manager or Food Services Supervisor.

### STEP 1

If the grievance has not been resolved informally as referred to above, a written grievance may be presented to the employee's Manager or immediate supervisor. Within ten (10) duty days thereafter the Manager or immediate supervisor to whom the grievance was presented or a designated representative shall meet with the grievant and give a written decision to the grievance.

### STEP 2

If the grievance is not settled in Step 1, the grievant may move it to Step 2 by written notice within ten (10) duty days to the Superintendent of Schools or his designated representative. The Superintendent of Schools or designated representative shall have ten (10) duty days after receipt of the grievance to meet with if necessary and give a written decision to the grievant.

### STEP 3 - ARBITRATION

If the grievance is not settled in Step 2, the Executive Council may move the matter to arbitration under the Voluntary Labor Arbitration Rules of the American Arbitration Association upon written notice to the board within fifteen (15) duty days following the Step 2 decision. The parties further agree to accept the arbitrator's award as final and binding upon them.

The arbitrator shall have no power to add to, subtract or modify any of the terms of this Agreement or to make any award which is beyond the terms of this Agreement or to make any award which in any way deprives the Board of any of the powers delegated to it by law.

## SECTION 3 - ASSOCIATION REPRESENTATION

All employees shall have the right of Association representation at each step of the grievance procedure, provided that the grievant shall be present at each step.

## SECTION 4 - NO REPRISALS

No reprisals shall be invoked against any employee for processing a grievance.

## ARTICLE IV - SCHOOL FOOD SERVICES ASSOCIATION RIGHTS

- A. The Association shall have the right to use school buildings in compliance with the established Guidelines for Use of School Facilities in the Carroll County School System as fifth priority users.

B. The Association shall have the right to place official notices, circulars and other materials in employees' mail boxes. The Association shall have the use of the inter-school delivery system.

C. Board Meetings

1. The Association will be mailed a copy of Board Agendas prior to the meetings.
2. A copy of Board Meeting minutes will be mailed to the Association promptly following such meetings.
3. The Association President or designee shall be released from her duties without loss of pay to attend all meetings of the Board.

ARTICLE V - JOB SECURITY AND TRANSFERS

A. Probationary Period:

All new unit members shall serve a probationary period of one hundred and eighty-two/one hundred ninety (182/190) duty days unless extended with notice. The Board may extend the probationary period for an additional ninety-one/ninety-five (91/95) duty days if conditions warrant such an extension. At any time during the period an employee may be terminated with or without cause and said termination shall not be subject to grievance procedure of this Agreement.

B. Discharge or Discipline:

After completion of the probationary period, employees may be discharged or disciplined only for just cause.

All employees shall have the right of representation during matters of suspension and/or discharge. The employee may appeal an issue related to discipline and/or discharge pursuant to the Administrative Appeals Process established in the Education Article of the *Annotated Code of Maryland*.

C. Vacancies:

Any vacancies that occur during the school year shall be posted so as to provide all interested employees the opportunity to apply.

D. Involuntary Transfers:

If a position is eliminated, the employee will be reassigned to a comparable position or any available position within the same class. If the employee does not accept the proposed assignment, the Board will not be obligated to offer any other positions.

E. Employee Evaluation

Unit members who transfer from one school to another within the school system will be evaluated during the first year in that new assignment. Unit members who have successfully completed the probationary period shall be evaluated once every two (2) years unless requested more often by worker, manager, supervisor, or principal.

1. All monitoring of the performance of any employee resulting in their evaluation shall be conducted openly and with the full knowledge of the employee.
  2. Any unit member performing at an overall rating of less than "Satisfactory" shall be informed in writing and in a conference of the areas of weakness and given suggestions for improvement prior to the evaluation and in time for the employee to demonstrate improvement.
  3. Evaluations shall be reduced to writing on the current appropriate form. Completion of the evaluation for workers shall be the responsibility of the cafeteria manager and school principal. Managers shall be evaluated by the Principal and Supervisor of Food Services.
  4. Any unit member who disagrees with his/her evaluation may submit a rebuttal in writing which shall be submitted to the Human Resources Department and made part of his/her personnel file.
  5. Any food service employee shall receive a duplicate copy of their evaluation. A signed copy along with any employee comments shall be placed in the employee's personnel file.
  6. Any alleged failure of the Board to follow the procedures in this section shall be subject to the grievance procedure.
- F. In the event it becomes necessary to layoff employees or reduce hours for any reason, employees shall be laid off or have hours reduced according to qualifications, work performance, certification and length of continuous service in Carroll County Food Services. Recall rights shall be for a period of two (2) years. No new employees shall be hired until all employees on layoff status, with recall rights desiring to return to work have been recalled.

## ARTICLE VI - LEAVES OF ABSENCE

### A. SICK LEAVE

1. Employees hired prior to July 1, 2010, or employees working 4½ hours or more per day, will be granted one (1) day for each month of their contract year.

Employees hired on or after July 1, 2010, and working less than 4½ hours per day, will be granted one-half (½) day for each month of their contract year.

The days granted will be available as of the first official day of the school year or the contract, whichever is applicable.

2. Sick leave may be accrued to the amount earned which shall be shown on each salary check.
3. The Board may require proof of illness whenever there is reasonable cause to believe that an absence is not due to a bona fide illness.
4. Days of accrued sick leave may be used to assist in the health care of persons who live in the employee's household, or to care for a parent, spouse, or a child regardless of their residence or for other relatives requested in writing and approved by the Superintendent/Designee prior to the leave. Employees may use sick leave for family illness up to the number of days earned in that contract year.
5. The absences in excess of available sick leave, deductions from salary shall be at the rate of 1/182 for Food Services Employees and 1/190 for Food Services Managers in excess of the number provided.
6. Employees hired prior to July 1, 1997: Employee will be paid for unused sick days in the following manner:
  - a. Payment for unused sick days will be made to the employee upon that employee's early or full service retirement or, upon the employee's death, to the employee's estate. Employees eligible for early or full service retirement who resign from employment and do not receive a retirement benefit, shall forfeit all rights to payment for unused sick days.
  - b. Employees, who have a balance of less than 250 unused sick days as of June 30, 2002, will receive payment for 50% of the employee's accumulated unused sick days up to a maximum of 250 unused days at their average daily rate\*.
  - c. Employees who have a balance of unused sick days greater than 250 days as of June 30, 2002, will receive payment for 50% of the employee's accumulated unused sick days up to their June 30, 2002, unused sick leave balance, at their average daily rate\*.
  - d. Payments for unused sick days in amounts greater than \$5,000 will be paid in equal amounts over five consecutive years beginning with the year of retirement.
  - e. Payments for unused sick days in the amount at \$5,000 or less or for the death of an employee will be paid in a lump sum to the employee or the employee's estate in the year of retirement or death.

\*Note: For sick leave payoff purposes, an employee's average daily rate will be calculated on the average of the employee's annual salary for the last three years of service divided by 1/182 for cafeteria general workers, specialists, assistant managers, and eligible part time employees and by 1/190 for cafeteria managers.

7. State required medical tests (tine test and x-rays) will be paid for by the Board of Education of Carroll County.

#### B. PERSONAL BUSINESS LEAVE

1. Employees hired prior to July 1, 2010, or employees working 4½ hours or more per day, will be granted three (3) additional days per year for personal business. Up to 1 unused personal business day from the current school year will be carried over for a maximum of four (4) personal business days the following year.

Employees hired on or after July 1, 2010, and working less than 4½ hours per day, will be granted one (1) additional day per year for personal business. Up to one (1) unused personal business day from the current school year will be carried over for a maximum of two (2) personal business days the following year.

Any remaining unused personal business days shall be added to accumulated sick leave at the end of each school year. Employees may not use more than three (3) personal business days consecutively.

2. The employee shall notify the manager or immediate supervisor in advance of the employee's duties. Personal Business Days shall not be granted on the days preceding and following school holidays, or the final day of school, except in an emergency, to be determined by the appropriate personnel.
3. For the 2011-2012 school year, unit members will receive two (2) additional personal business days.

#### C. Absence for the following reasons shall not be charged against personal leave:

1. Time necessary for appearance in any legal proceeding connected with the employee's employment.
2. Time used for jury duty.
3. Time used for approved inter-school activities.
4. Time used for work related conferences or workshops attended with prior approval by the Manager or immediate supervisor.

5. Time used by members of negotiating team to meet with representatives of the Board.

#### D. BEREAVEMENT LEAVE

Absence from duty may be allowed for a maximum of five (5) duty days when such absence is due to the death of:

- Parent (including foster parent)
- Employee's mother-in-law, father-in-law
- Son-in law, daughter-in-law
- Child
- Spouse
- Sibling
- Any member of the immediate household.

Absence from duty may be allowed for a maximum of three (3) duty days when such absence is due to the death of:

- Grandparent
- Grandchild
- Grandparent-in-law
- Brother-in-law, sister-in-law

The five (5) or three (3) day period must begin with the day of death or the first day following death and shall not exceed beyond five (5) or three (3) consecutive duty days. When the funeral does not immediately follow the death, the bereavement leave may be taken at the time of the funeral. Immediate supervisor will be advised and authorize prior approval. This provision does not affect the total number of days authorized for bereavement leave.

The Superintendent/Designee may grant bereavement leave for other relatives provided that the request is made in writing prior to the requested leave.

#### E. MATERNITY LEAVE

1. A request for non-compensatory leave shall be made to the Board at least thirty (30) days prior to the date on which the leave is to begin except in the case of an emergency. Said request shall include with such notice a physician's statement verifying pregnancy. Any employee may continue in active employment as late into pregnancy as desired provided the employee is able to properly perform required functions.

2. The leave of absence shall become effective on the last day of formal employment and may extend to a total of twelve (12) months. A request may be submitted to the Board of Education for an extension of this leave at the end of the first leave.
  3. While on leave any employee shall have the option to remain an active participant in the State Retirement System by contributing thereto the amount said employee would have been required to contribute if actively employed. The employee shall have the option to participate in the Board's fringe benefit plan while on leave provided the employee pays the entire cost of participation.
  4. Before returning to duty, the employee may be required to present a doctor's certificate stating that she is able to resume her regular work.
  5. Since maternity is treated as a temporary disability an employee who is expecting a child and plans to continue employment with the Board after the birth of the child may use earned sick leave to cover her absence. If sick leave is used, the employee is expected to return to her job as soon as her physician determines that she is physically able to do so. Such determination by the physician is required in writing.
  6. Any unit member adopting a child shall be entitled, upon request, to a non-compensatory leave to commence at any time during the first year after receiving de facto custody of said child, or prior to receiving such custody, in order to fulfill the requirements for adoption.
- F. Other leaves of absence without pay may be granted with the approval of the Board for good reason.
- G. Upon return from Board approved leave of absence, employees will be considered for any vacancy for which they may be qualified. The employee returning does not have "bumping rights."
- H. For all seven (7) hour per day employees, time taken shall be charged in increments of either one-half ( $\frac{1}{2}$ ) or one (1) full work day. For all employees working less than seven (7) hours per day, time taken shall be charged in increments of one (1) full work day.
- I. Salary and leave day benefits will be pro-rated on the full time equivalence for all eligible employees working less than full time.

## J. WORKERS' COMPENSATION LEAVE

Whenever an employee is absent from work as a result of personal injury occurring in the course of his/her employment, he/she will be paid his/her full salary for a compensable injury for a period of not to exceed 60 duty days\* and with no loss of fringe benefits, and no part of such absence will be charged to his/her accumulated personal, annual, or sick leave. Any Workers' Compensation payment made for temporary disability due to said injury and applicable to the aforementioned 60 duty day period shall be endorsed over to the Board.

If the employee is continued in temporary total disability from Workers' Compensation beyond the 60 duty day period, these options shall be available to him/her:

1. He/She may elect to use his/her earned leave or sick leave, (if said leave time is available to him/her) during which period(s) he/she shall receive his/her regular salary, less any amount paid as temporary disability under Workers' Compensation Law. The employee may elect to receive only Workers' Compensation benefits and not use any of his/her accrued sick leave. Workers' Compensation checks may be retained by the employee for those periods of time on annual leave.
2. When there is no other leave time available for the employee to use he/she must apply for a non-compensatory leave of absence.  
If an employee goes on Workers' Compensation, the Board agrees to continue paying its share of Medical Insurance premiums during the period of disability.
3. While on a non-compensatory leave of absence he/she will not receive salary payments. Any Workers' Compensation payment for temporary disability due to said injury may be retained by the employee.

\* The 60 day period means 60 days per injury. If there is a reoccurrence of the same injury, and a temporary total award is reinstated, the employee is under the initial 60 day period. The employee does not begin a new 60 day period with the aggravation of a pre-existing compensable injury.

## K. CLASSIFIED EMPLOYEES SICK LEAVE BANK

1. The purpose of the Sick Leave Bank is to provide paid sick leave to members of the Bank.
2. All employees who earn sick leave are eligible to participate in the Sick Leave Bank. Participation is voluntary, but only contributors will be permitted to use the Bank.

3. Three (3) standing Committees will be established:
  - A. Rules Committee
  - B. Review/Approval Committee
  - C. Board of Education Appeal Committee
  
4. Specific rules concerning eligibility, enrollment, contributions, and use will be developed by the Rules Committee. The Committee will also be responsible for periodic review of all rules and procedures.
  
5. Final appeal on all disputes will be to the Board of Education.

#### ARTICLE VII - INSURANCE

A. **FLEXIBLE BENEFIT PLAN:**

The Board shall provide the following flexible benefit plan to employees who are paid more than twenty (20) hours per week.

**No Coverage** - Employees who produce proof of other medical insurance coverage may elect no coverage. Those electing no coverage as of June 30, 2001, will receive a cash "buy-out" equal to 40% of the annual premium for the "Point-of-Service Plan Individual Coverage" up to \$1,200.44 per year. Any employee receiving a cash "buy-out" who elects coverage on or after July 1, 2001, will no longer receive a cash "buy-out" at a later date.

#### **DENTAL CHOICES**

**Traditional** - See Traditional Dental Chart below.

**Preferred** - Coverage as described in the Health Benefits Guide, which the parties have accepted.

**Direct Reimbursement Program** - See Section E. of this Article.

**No Coverage** - Employees may elect no coverage. Those electing no coverage as of June 30, 2001, will receive a cash "buy-out" equal to 40% of the annual premium for "Traditional Individual Coverage" up to \$89.70 per year. Any employee receiving a cash "buy-out" who elects coverage on or after July 1, 2001, will no longer receive the cash "buy-out" at a later date.

<b>TRADITIONAL DENTAL</b>		
<b>NO DEDUCTIBLE</b>	<b>PER PERSON PER CALENDAR YEAR DEDUCTIBLE*</b>	<b>PER PERSON PER CALENDAR YEAR DEDUCTIBLE*</b>
100%**	80%**	50%**
Emergency treatment Oral examinations X-Rays Teeth cleaning Fluoride treatments for children to age 19 Space maintainers	Laboratory tests Fillings Amalgam Silicate Acrylic Root canal Repair and maintenance of bridgework and dentures Periodontic services Extractions and other oral surgery Anesthesia	Gold and porcelain fillings and crowns Installation of bridgework and crowns
<b>PREVENTIVE SERVICES</b>	<b>BASIC SERVICES</b>	<b>MAJOR SERVICES</b>
<b>\$1,500 Per Person - Calendar Year Maximum*</b>		

\* \$50 per person; \$150 - Family maximum - when three (3) Family Members have each met the \$50 Deductible - See the Schedule of Insurance.

\*\*Paid by Traditional Dental.

**ADDITIONAL LIFE INSURANCE**

All eligible employees shall be permitted to purchase term life insurance in addition to the amount provided by the Board in paragraph C. of this Article.

**BEFORE TAX PREMIUM**

The premiums paid by employees shall be paid with pre-tax dollars where applicable.

**FLEXIBLE SPENDING ACCOUNTS**

Employees may establish spending accounts on a voluntary basis with pre-tax dollars to be used for non-covered medical expenses or dependent care expenses. The Board will establish an FSA for every participant in a medical plan. In addition, the Board will provide \$500 to each employee who participates in the Board's medical program for the 2011-2012 school year. All other employees who elect to participate in the Board

sponsored medical program will receive a prorated amount proportional to their date of employment.

B. **BASE RATES:**

POINT OF SERVICE PLAN (POS)

The Board pays 85% of the premium rate for all levels of coverage for members who select the POS.

HEALTH CARE SAVINGS ACCOUNT (HSA)

1. Members and enrolled family members who select the HSA medical plan will be enrolled in a catastrophic medical plan that picks up coverage after the HSA deductible is met.
2. The Board pays 95% of the catastrophic medical premium rate for all levels of coverage for members who select the HSA.
3. The Board will contribute to members' HSA, thirty-five percent (35%) of the plan deductible for each level of coverage it offers.
4. Members who select the HSA medical plan may contribute to their HSA, through payroll deductions, additional funds up to the IRS limit.

A detailed listing of HSA benefits can be found in the plan summary document

C. The Board shall provide for all eligible employees in this bargaining unit **TERM LIFE INSURANCE** in an amount equal to one and one-half of the employees' annual salary; provided, however, that any employee shall have the option of having the term life insurance capped at \$50,000.

D. The Board agrees to provide to the extent of present policy provisions for insurance coverage for financial loss arising from liability, provided such person, at the time of the act or omission complained of, was acting within the scope of such person's employment or under the direction of the Board.

E. The Board shall provide **DENTAL INSURANCE** as described in the Health Benefits Program, to employees (who are paid for more than twenty (20) hours per week) fully paid by the Board. If the employee chooses to cover dependents under said plan, the cost of such coverage shall be paid by the employee.

The schedule of benefits are:

**Direct Dental** will pay:

100% of the first \$200

0% of the next \$50 (Deductible)

80% of the next \$500

50% of the next \$1,800

\$1,500 maximum in benefits paid per person per year

- F. Effective July 1, 2010, the Board shall provide an OPTICAL INSURANCE plan for those unit members, who are not covered by medical insurance and enrolled prior to July 1, 2010, under which all eligible employees and each member of the eligible employee's immediate family shall be entitled to an eye examination and a discount program for lenses, frames and contacts every two (2) years.
- G. Health Insurance Advisory Committee - The Board and the Association agree to continue the Health Insurance Advisory Committee for the purpose of reviewing all aspects of the Health Insurance Program and making recommendations to the Superintendent of Schools for possible changes in content or procedures, as well as, regarding the components of an Employee Wellness Program.
- H. The Board and the Association shall encourage all employees to audit any and all hospital bills. There shall be an "Audit Incentive Program" under which employees shall receive 50% of any savings realized from the employee's audit of a hospital bill up to a maximum recovery of \$500 per hospital stay.

Point of Service Plan – Revised July 1, 2010

Summary of Benefits

A detailed listing of benefits can be found in the benefits book to be distributed during open enrollment.

Plan Feature	In-Network	Out-of-Network
Your Annual Deductible	None	\$250 per person/ \$500 per family
Co-insurance	Plan pays 90%  Excludes co-payments for certain services.	After the deductible, Plan pays 75% of UCR* You pay all remaining costs.
Your Annual Out-of-Pocket Maximum	\$1,000 per person/ \$2,000 per family	\$2,000 per person/ \$4,000 per family
Lifetime Maximum Benefit	No Maximum	
Inpatient Hospital (Facility and doctor charges)	Plan pays 90% after \$100 per confinement deductible	After the plan deductible and \$200 per confinement deductible, Plan pays 75% of UCR*, you pay all remaining costs.
Outpatient Hospital (Facility and doctor charges)	Plan pays 90%	After the deductible, Plan pays 75% of UCR*, you pay all remaining costs.
Emergency Care in a Hospital	For Facility - Plan pays 100%, you pay \$25 For Physician - Plan pays 90%  Non emergency use of emergency room is not covered.	Same as in network  Non emergency use of emergency room is not covered.
Surgical Expenses	For Facility - Plan pays 90% For Office: Plan pays 100% , you pay \$10 for office visit	After the deductible, Plan pays 75% of UCR*, you pay all remaining costs.
Doctor's Office Visits	You pay \$10 per visit	After the deductible, Plan pays 75% of UCR*, you pay all remaining cost.
Preventive Care	For annual physical - \$10 co-payment  Annual gyn exam - you pay \$10 co-payment  Pap smear - Plan pay 90%  Mammogram -- Plan pays 90%	After the deductible, Plan pays 75% of UCR*, you pay all remaining costs.  Annual gyn exam and Pap smear B Plan pay 75% of UCR, you pay all remaining costs.  Mammogram - Plan pay 75% of UCR*
Well Child Care	Schedule of visits based on age – you pay \$10 per visit	Plan pays 75% of UCR*, you pay all remaining costs.
Prescription Drug	\$10 co-payment – generic \$25 co-payment – name brand	No coverage for non participating pharmacies.
Vision Care – Eye Exam Covered every 24 months  Discount program available for frames, lenses and contacts	You pay \$10 co-payment	After Deductible, plan pay 75% of UCR*

**MENTAL HEALTH AND SUBSTANCE ABUSE BENEFITS**

<b>Plan Feature</b>	<b>In-Network</b>	<b>Out-of-Network</b>
<b>Mental Health and Substance Abuse Benefits</b>		
Inpatient Care	Plan pays 90% after \$100 per confinement deductible	After the plan deductible and \$200 per confinement deductible 75% of UCR*, and you pay remaining costs;
Outpatient Care	Plan pays 100% after \$10 copay	Plan pays 75% after deductible of UCR*

Mental Health and Substance Abuse Benefit revisions made due to change in federal law effective January 1, 2010.

**ARTICLE VIII - PROFESSIONAL DEVELOPMENT AND EDUCATIONAL IMPROVEMENT**

- A. The Board shall pay the full cost of tuition and textbooks, and transportation incurred in connection with any courses, seminars, conferences, in-service training sessions, or other such sessions which an employee is required and/or requested by the administration to take. Such request must be in writing. The above does not include workshops, college courses, or other training sessions for which credit is received.
- B. The Board shall pay up to a maximum of \$100.00 per credit hour for college level courses and \$20.00 for adult education courses for six credit hours per fiscal year.

Any course must relate directly to the unit member's job responsibility and requirements. All courses must be approved by the Supervisor of Food Services.

- C. Food Service Managers shall be compensated for their certification as an add-on to salary as follows:

2011 – 2012

Level I Certification = \$303  
 Level II Certification = \$865  
 Level III Certification = \$1,081

Cafeteria Workers and Specialists with Level I Certification shall be compensated for their certification within the salary scale. Cafeteria Workers and Specialists with Level II Certification shall be compensated for their certification with \$540 as an add-

on to salary. Cafeteria Workers and Specialists with Level III Certification shall be compensated for their certification with \$811 as an add-on to salary.

It shall be the responsibility of the employee to provide official written certification documents to the Department of Human Resources on or before August 1 of the current duty year in order to receive compensation. In order for employees to continue to receive compensation for Certification, Recertification must be maintained. Any lapse in Certification will result in the discontinuance of the compensation. Failure to meet any or all of the requirements in the Certification process will result in the loss of compensation. A new manager who is not certified at the time of hire must meet certification requirements before beginning the next school year.

#### ARTICLE IX - SALARIES

- A. All employees shall be paid in accordance with the Consolidated Food Service Workers and Specialist and Consolidated Food Service Manager 2011-2012 salary schedules attached hereto (Appendix A&B). For the 2012-2013 school year, employees will be paid on the restructured schedules attached hereto (Appendix C&D).

Should the anticipated revenue stated in the Superintendent's proposed operating budget for 2011-12 or 2012-13 increase or decrease, the Board and Food Services agree to renegotiate Article IX – Salaries, of the collective bargaining agreement at the request of either party.

- B. Every food service employee employed after September 1, 1990, must within one year of employment, satisfactorily complete a course in sanitation approved by the Food Service Office. (For example, Serve Safe, Serve Smart, or the Sanitation Course presented by the Maryland State Health Department.)

The Board of Education will recognize up to two (2) years of active military service for placement on the Food Service Salary Schedule. Placement on the salary schedule for active military service will occur upon completion of the probationary period, or extended probationary period, and completion of an approved course in sanitation within the first year of employment.

- C. If a food service employee is promoted to Manager, the person shall be moved laterally to the appropriate salary lane on the manager's scale. In computing salary placement, the Board of Education shall accept up to ten (10) years of service with a school system or approved program recognized by the Maryland State Department of Education.

- D. Food Service personnel will be paid bi-weekly through direct deposit (26 pay periods per year) in the 2011-2012 duty year.
1. General Workers, Specialists, part-time salaries shall be based on 182 days - as assigned. The per diem rate for lost time deductions shall be 1/182 of the annual salary.
  2. Employees who work a regular number of hours per week shall receive a salary prorated according to the number of hours of work.
  3. Assistant Managers shall be based upon 182 duty days - 7 hours per day. Food Services Managers may require an Assistant Manager to work up to 190 duty days depending upon need. The per diem rate for days worked beyond 182 will be 1/182 of the annual salary. Deduction shall be 1/182 of the annual salary.
  4. Managers' salaries shall be based upon 190 days - 7 hours per day. The per diem rate for lost time deductions shall be 1/190 of the annual salary.
  5. Any manager required to interview workers on non-duty days shall be compensated at their regular hourly rate of pay plus certification. Managers will work a reasonable number of hours interviewing. These hours are to be mutually agreed upon between the Principal, Manager, and Supervisor of Food Services.
  6. After duty hourly pay will be the regular hourly rate plus 25% pay differential.
  7. Any employee officially assigned to an Acting Manager's or Assistant Manager's position in excess of ten (10) consecutive duty days shall be compensated at the replacing employee's step on the current manager's or assistant manager's salary schedule, whichever position is being filled, provided the replacing person performs the entire manager's or assistant manager's job including all paper work; pay and higher classification shall be from the date on which the employee began working in the higher classification.
  8. The Board of Education shall compensate Food Services Managers for freezer checks in compliance with existing Board of Education administrative practice. A Food Services Manager may be authorized to make freezer checks by her immediate supervisor (Principal) or the Supervisor of Food Services during non-working hours.
  9. When major renovation interferes with the normal lunch schedule, those days should not be counted when averaging that school's participation. This determination will be made by the Director of Administrative Services.

10. In the event of a salary error neither the Board of Education or unit member may claim salary adjustments for any more than one (1) year.

#### ARTICLE X - GENERAL REGULATIONS

- A. The length of full working day shall be seven (7) hours, five (5) days per week. In addition to the seven (7) hour working day, one-half hour shall be set aside as lunch for all employees who work full time.
- B. There shall be no free lunches for any school Food Services personnel in Carroll County.

#### ARTICLE XI

##### A. TRAVEL

Policy for payment for personnel utilizing personal vehicles for business purposes:

1. The Carroll County Board of Education shall operate on the basis that those persons utilizing private vehicles for business usage shall be reimbursed on the basis of the number of miles driven for business usage.
2. Business mileage shall henceforth be defined as mileage driven in direct connection with the job. Mileage from the home to school shall not be considered business mileage.
3. Food Services personnel utilizing personal vehicles for business purposes shall be reimbursed at the IRS rate at the beginning of the Fiscal Year and continuing for said Fiscal Year for business mileage.

##### B. UNIFORMS

A uniform allowance of \$75.00 will be issued near the end of the work year to those employees who have worked equal to or more than one half (1/2) of the work year.

#### ARTICLE XII - SEVERABILITY

In the event any Article, Section, or portion of this Agreement should be held invalid and unenforceable by any Court of competent jurisdiction or the Maryland State Board of Education determines that certain provisions are not, or were not, legally a subject of bargaining, said Article, Section, or portion shall be removed from the Agreement as of the date of that determination. All other provisions or applications shall continue to be in full force and effect.

If any Court of competent jurisdiction or the Maryland State Board of Education determines that the item declared invalid is a legal subject of bargaining, the Board and the Union agree to negotiate immediately with regards to a substitute for the

invalidated Article, Section, or portion thereof. All other provisions or applications shall continue in full force and effect.

### ARTICLE XIII

#### A. SAFETY AND HEALTH

To the extent possible and within limits of funds available, the Board shall provide well maintained safe and healthful work conditions for all unit members. Current guidelines of the State and local health departments will be followed.

#### B. SMOKE-FREE WORKPLACE

The Board of Education of Carroll County is committed to providing employees, students, and visitors with a safe and healthy environment. It is also in the educational interest of this Board to set a positive example by its actions. Smoking, secondhand smoke, and smokeless tobacco have been found to pose definite health hazards.

As of July 1, 1991, tobacco use is not permitted in any Board indoor facility. This is meant to be sensitive to the needs of everyone in the Carroll County Public Schools.

### ARTICLE XIV - PRINTING THE AGREEMENT

The Cost of printing the ratified Agreement shall be shared jointly between the Association and the Board.

### ARTICLE XV - DURATION

Unless otherwise provided herein, the provisions of this Agreement with the exception of Article VII, Insurance, Article IX, Salaries, and Article VI – B, Personal Business leave, shall be effective July 1, 2011, and will remain in full force and effect until June 30, 2013.

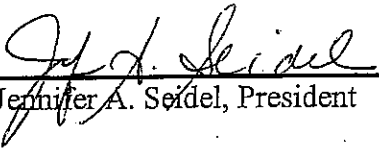
Except where noted, Article VII, Insurance, shall be effective as of January 1, 2012 and will remain in full force and effect until December 31, 2012.

Article IX, Salaries, shall be effective July 1, 2011 and will remain in full force and effect until June 30, 2013.

The Agreement is contingent on full funding by the County Commissioners of the Board of Education's fiscal year 2012 and 2013 budgets. In the event said budgets are not given final approval by July 1, 2011 for fiscal year 2012 and July 1, 2012 for fiscal year 2013, the parties shall renegotiate the Agreement upon the request of either.

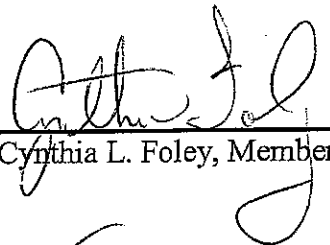
IN WITNESS HEREOF, the parties hereunto set their hands and seal this 8th day of June 2011.

**BOARD OF EDUCATION OF  
CARROLL COUNTY**

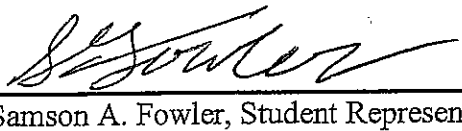
  
Jennifer A. Seidel, President

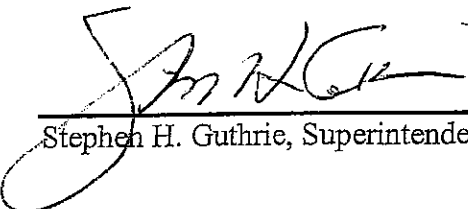
  
Barbara J. Shreeve, Vice President

  
Gary W. Bauer, Member


  
Cynthia L. Foley, Member

  
Virginia R. Harrison, Member

  
Samson A. Fowler, Student Representative

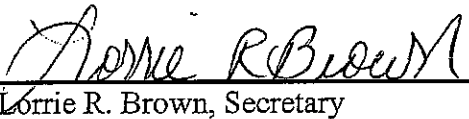
  
Stephen H. Guthrie, Superintendent of Schools

**CARROLL COUNTY SCHOOLS  
FOOD SERVICES ASSOCIATION**

  
Susan M. Quinn, President

  
Cindy A. Summers, Vice President

  
Jeannette M. Brophy, Treasurer

  
Lorrie R. Brown, Secretary

# Memorandum of Understanding

Between the Board of Education of Carroll County and the Carroll County  
School Food Services Association

## Healthcare and Dental Insurance Premium Holidays

The undersigned agree to the following stipulations.

The Board of Education of Carroll County will provide three healthcare and dental insurance premium holidays during fiscal year 2011-12 under the following conditions:

1. For each premium holiday, the Board will pay 100% of the healthcare and dental insurance premium, which includes the employer and employee portions of the premiums;
2. The premium holidays apply only to unit members who are enrolled in the Board's approved healthcare and dental plans for the 2011 plan year;
3. The premium holidays will occur on the following designated pay dates:
  - a. Friday, October 14, 2011;
  - b. Friday, October 28, 2011; and
  - c. Thursday, November 10, 2011.
4. The healthcare and dental insurance premium holidays are a one-time program that terminates at the end of fiscal year 2011-12.

This Memorandum of Understanding is not effective until ratified by both the Board of Education of Carroll County and the Carroll County School Food Services Association and expires June 30, 2012.

**2011 - 2012 Food Service Managers' Salary Scale**

<b>Step</b>	<b>Base</b>	<b>Level 1</b>	<b>Level 2</b>	<b>Level 3</b>	<b>Level 4</b>	<b>Level 5</b>	<b>Level 6</b>	<b>Level 7</b>
<b>Participation</b>		<b>1 - 150</b>	<b>151 - 250</b>	<b>251 - 350</b>	<b>351 - 450</b>	<b>451 - 550</b>	<b>551 - 650</b>	<b>651 and up</b>
1.0	\$17,673	\$18,381	\$18,482	\$18,584	\$18,684	\$18,785	\$18,884	\$18,984
1.5	\$17,673	\$18,381	\$18,482	\$18,584	\$18,684	\$18,785	\$18,884	\$18,984
2.0	\$17,673	\$18,381	\$18,482	\$18,584	\$18,684	\$18,785	\$18,884	\$18,984
2.5	\$18,336	\$19,049	\$19,151	\$19,253	\$19,353	\$19,454	\$19,553	\$19,653
3.0	\$18,999	\$19,718	\$19,820	\$19,922	\$20,022	\$20,123	\$20,222	\$20,322
3.5	\$19,098	\$19,819	\$19,920	\$20,022	\$20,122	\$20,223	\$20,323	\$20,423
4.0	\$19,196	\$19,919	\$20,020	\$20,123	\$20,222	\$20,323	\$20,423	\$20,524
4.5	\$19,317	\$20,041	\$20,142	\$20,244	\$20,344	\$20,444	\$20,545	\$20,646
5.0	\$19,437	\$20,162	\$20,263	\$20,365	\$20,466	\$20,566	\$20,666	\$20,767
5.5	\$19,588	\$20,314	\$20,414	\$20,517	\$20,618	\$20,717	\$20,818	\$20,919
6.0	\$19,738	\$20,466	\$20,566	\$20,668	\$20,769	\$20,868	\$20,969	\$21,070
6.5	\$19,884	\$20,613	\$20,713	\$20,815	\$20,916	\$21,016	\$21,116	\$21,217
7.0	\$20,030	\$20,760	\$20,861	\$20,962	\$21,063	\$21,163	\$21,264	\$21,365
7.5	\$20,208	\$20,940	\$21,041	\$21,143	\$21,243	\$21,343	\$21,444	\$21,546
8.0	\$20,386	\$21,120	\$21,221	\$21,324	\$21,424	\$21,523	\$21,625	\$21,727
8.5	\$20,526	\$21,262	\$21,362	\$21,465	\$21,565	\$21,665	\$21,766	\$21,867
9.0	\$20,666	\$21,404	\$21,504	\$21,606	\$21,707	\$21,807	\$21,907	\$22,007
9.5	\$20,807	\$21,546	\$21,646	\$21,749	\$21,850	\$21,950	\$22,049	\$22,149
10.0	\$20,948	\$21,689	\$21,789	\$21,891	\$21,992	\$22,092	\$22,191	\$22,291
10.5	\$21,126	\$21,867	\$21,968	\$22,071	\$22,171	\$22,271	\$22,371	\$22,472
11.0	\$21,304	\$22,046	\$22,147	\$22,251	\$22,349	\$22,449	\$22,551	\$22,653
11.5	\$22,050	\$22,801	\$22,902	\$23,004	\$23,103	\$23,204	\$23,304	\$23,405
12.0	\$22,796	\$23,555	\$23,657	\$23,757	\$23,858	\$23,959	\$24,057	\$24,156
12.5	\$22,978	\$23,738	\$23,839	\$23,940	\$24,041	\$24,141	\$24,241	\$24,340
13.0	\$23,159	\$23,921	\$24,021	\$24,123	\$24,224	\$24,323	\$24,424	\$24,525
13.5	\$23,316	\$24,079	\$24,179	\$24,281	\$24,382	\$24,481	\$24,582	\$24,683
14.0	\$23,473	\$24,237	\$24,336	\$24,439	\$24,539	\$24,639	\$24,739	\$24,840
14.5	\$23,634	\$24,400	\$24,500	\$24,603	\$24,703	\$24,803	\$24,904	\$25,005
15.0	\$23,796	\$24,563	\$24,664	\$24,767	\$24,866	\$24,966	\$25,068	\$25,170
15.5	\$23,952	\$24,721	\$24,822	\$24,925	\$25,024	\$25,124	\$25,225	\$25,327
16.0	\$24,108	\$24,879	\$24,979	\$25,082	\$25,182	\$25,282	\$25,382	\$25,483
16.5	\$24,767	\$25,544	\$25,644	\$25,747	\$25,848	\$25,948	\$26,048	\$26,148
17.0	\$25,426	\$26,209	\$26,310	\$26,412	\$26,513	\$26,613	\$26,713	\$26,813
17.5	\$25,564	\$26,348	\$26,449	\$26,551	\$26,652	\$26,752	\$26,852	\$26,952
18.0	\$25,702	\$26,487	\$26,587	\$26,690	\$26,791	\$26,890	\$26,990	\$27,091
18.5	\$25,881	\$26,668	\$26,768	\$26,872	\$26,972	\$27,071	\$27,172	\$27,273
19.0	\$26,060	\$26,850	\$26,949	\$27,053	\$27,153	\$27,252	\$27,354	\$27,456
19.5	\$26,222	\$27,013	\$27,113	\$27,216	\$27,316	\$27,415	\$27,516	\$27,618
20.0	\$26,383	\$27,175	\$27,276	\$27,378	\$27,479	\$27,577	\$27,679	\$27,781
20.5	\$26,538	\$27,332	\$27,433	\$27,535	\$27,636	\$27,735	\$27,836	\$27,936
21.0	\$26,693	\$27,489	\$27,590	\$27,692	\$27,793	\$27,893	\$27,992	\$28,092
21.5	\$27,332	\$28,134	\$28,235	\$28,336	\$28,438	\$28,538	\$28,637	\$28,736
22.0	\$27,971	\$28,779	\$28,880	\$28,981	\$29,082	\$29,183	\$29,282	\$29,380
22.5	\$28,150	\$28,959	\$29,059	\$29,162	\$29,262	\$29,363	\$29,463	\$29,563
23.0	\$28,329	\$29,139	\$29,239	\$29,343	\$29,443	\$29,542	\$29,644	\$29,746
23.5	\$28,488	\$29,300	\$29,400	\$29,504	\$29,604	\$29,703	\$29,805	\$29,907
24.0	\$28,646	\$29,461	\$29,561	\$29,665	\$29,765	\$29,864	\$29,966	\$30,068

Level I Certification = \$303  
 Level II Certification = \$865  
 Level III Certification = \$1,081

Participation includes the number of breakfasts, lunches and after school snacks.

Carroll County Public Schools  
 Salary Schedule for 2011 - 2012  
 Cafeteria Workers and Specialists Schedule

Step	Workers	Assistant Managers	Workers with Level I Certification	Assistant Mgrs. with Level I Certification
1.0	\$15,145	\$15,421	\$15,392	\$15,636
1.5	\$15,145	\$15,421	\$15,392	\$15,636
2.0	\$15,145	\$15,421	\$15,392	\$15,636
2.5	\$15,393	\$15,769	\$15,830	\$16,200
3.0	\$15,642	\$16,118	\$16,267	\$16,764
3.5	\$15,769	\$16,227	\$16,400	\$16,877
4.0	\$15,896	\$16,336	\$16,534	\$16,991
4.5	\$16,007	\$16,483	\$16,649	\$17,143
5.0	\$16,118	\$16,630	\$16,764	\$17,294
5.5	\$16,227	\$16,757	\$16,877	\$17,427
6.0	\$16,336	\$16,884	\$16,991	\$17,559
6.5	\$16,483	\$17,050	\$17,143	\$17,732
7.0	\$16,630	\$17,216	\$17,294	\$17,904
7.5	\$16,757	\$17,363	\$17,427	\$18,057
8.0	\$16,884	\$17,510	\$17,559	\$18,210
8.5	\$17,050	\$17,638	\$17,732	\$18,343
9.0	\$17,216	\$17,767	\$17,904	\$18,476
9.5	\$17,363	\$17,933	\$18,057	\$18,649
10.0	\$17,510	\$18,098	\$18,210	\$18,821
10.5	\$17,638	\$18,244	\$18,343	\$18,972
11.0	\$17,767	\$18,389	\$18,476	\$19,123
11.5	\$18,355	\$18,978	\$19,088	\$19,736
12.0	\$18,944	\$19,566	\$19,700	\$20,349
12.5	\$18,944	\$19,566	\$19,700	\$20,349
13.0	\$18,944	\$19,566	\$19,700	\$20,349
13.5	\$18,944	\$19,566	\$19,700	\$20,349
14.0	\$18,944	\$19,566	\$19,700	\$20,349
14.5	\$18,944	\$19,566	\$19,700	\$20,349
15.0	\$18,944	\$19,566	\$19,700	\$20,349
15.5	\$18,944	\$19,566	\$19,700	\$20,349
16.0	\$18,944	\$19,566	\$19,700	\$20,349
16.5	\$19,421	\$20,043	\$20,197	\$20,845
17.0	\$19,898	\$20,520	\$20,693	\$21,341
17.5	\$19,898	\$20,520	\$20,693	\$21,341
18.0	\$19,898	\$20,520	\$20,693	\$21,341
18.5	\$19,898	\$20,520	\$20,693	\$21,341
19.0	\$19,898	\$20,520	\$20,693	\$21,341
19.5	\$19,898	\$20,520	\$20,693	\$21,341
20.0	\$19,898	\$20,520	\$20,693	\$21,341
20.5	\$19,898	\$20,520	\$20,693	\$21,341
21.0	\$19,898	\$20,520	\$20,693	\$21,341
21.5	\$20,377	\$20,999	\$21,191	\$21,839
22.0	\$20,855	\$21,478	\$21,690	\$22,338

Level II Certification = \$540

Level III Certification = \$811

**2012 - 2013 Food Service Managers' Salary Scale**

<b>Step</b>	<b>Base</b>	<b>Level 1</b>	<b>Level 2</b>	<b>Level 3</b>	<b>Level 4</b>	<b>Level 5</b>	<b>Level 6</b>	<b>Level 7</b>
<b>Participation</b>		<b>1 - 150</b>	<b>151 - 250</b>	<b>251 - 350</b>	<b>351 - 450</b>	<b>451 - 550</b>	<b>551 - 650</b>	<b>651 and up</b>
1.0	\$17,673	\$18,381	\$18,482	\$18,584	\$18,684	\$18,785	\$18,884	\$18,984
1.5	\$18,336	\$19,049	\$19,151	\$19,253	\$19,353	\$19,454	\$19,553	\$19,653
2.0	\$18,999	\$19,718	\$19,820	\$19,922	\$20,022	\$20,123	\$20,222	\$20,322
2.5	\$19,098	\$19,819	\$19,920	\$20,022	\$20,122	\$20,223	\$20,323	\$20,423
3.0	\$19,196	\$19,919	\$20,020	\$20,123	\$20,222	\$20,323	\$20,423	\$20,524
3.5	\$19,317	\$20,041	\$20,142	\$20,244	\$20,344	\$20,444	\$20,545	\$20,646
4.0	\$19,437	\$20,162	\$20,263	\$20,365	\$20,466	\$20,566	\$20,666	\$20,767
4.5	\$19,588	\$20,314	\$20,414	\$20,517	\$20,618	\$20,717	\$20,818	\$20,919
5.0	\$19,738	\$20,466	\$20,566	\$20,668	\$20,769	\$20,868	\$20,969	\$21,070
5.5	\$19,884	\$20,613	\$20,713	\$20,815	\$20,916	\$21,016	\$21,116	\$21,217
6.0	\$20,030	\$20,760	\$20,861	\$20,962	\$21,063	\$21,163	\$21,264	\$21,365
6.5	\$20,208	\$20,940	\$21,041	\$21,143	\$21,243	\$21,343	\$21,444	\$21,546
7.0	\$20,386	\$21,120	\$21,221	\$21,324	\$21,424	\$21,523	\$21,625	\$21,727
7.5	\$20,526	\$21,262	\$21,362	\$21,465	\$21,565	\$21,665	\$21,766	\$21,867
8.0	\$20,666	\$21,404	\$21,504	\$21,606	\$21,707	\$21,807	\$21,907	\$22,007
8.5	\$20,807	\$21,546	\$21,646	\$21,749	\$21,850	\$21,950	\$22,049	\$22,149
9.0	\$20,948	\$21,689	\$21,789	\$21,891	\$21,992	\$22,092	\$22,191	\$22,291
9.5	\$21,126	\$21,867	\$21,968	\$22,071	\$22,171	\$22,271	\$22,371	\$22,472
10.0	\$21,304	\$22,046	\$22,147	\$22,251	\$22,349	\$22,449	\$22,551	\$22,653
10.5	\$22,050	\$22,801	\$22,902	\$23,004	\$23,103	\$23,204	\$23,304	\$23,405
11.0	\$22,796	\$23,555	\$23,657	\$23,757	\$23,858	\$23,959	\$24,057	\$24,156
11.5	\$22,978	\$23,738	\$23,839	\$23,940	\$24,041	\$24,141	\$24,241	\$24,340
12.0	\$23,159	\$23,921	\$24,021	\$24,123	\$24,224	\$24,323	\$24,424	\$24,525
12.5	\$23,316	\$24,079	\$24,179	\$24,281	\$24,382	\$24,481	\$24,582	\$24,683
13.0	\$23,473	\$24,237	\$24,336	\$24,439	\$24,539	\$24,639	\$24,739	\$24,840
13.5	\$23,634	\$24,400	\$24,500	\$24,603	\$24,703	\$24,803	\$24,904	\$25,005
14.0	\$23,796	\$24,563	\$24,664	\$24,767	\$24,866	\$24,966	\$25,068	\$25,170
14.5	\$23,952	\$24,721	\$24,822	\$24,925	\$25,024	\$25,124	\$25,225	\$25,327
15.0	\$24,108	\$24,879	\$24,979	\$25,082	\$25,182	\$25,282	\$25,382	\$25,483
15.5	\$24,767	\$25,544	\$25,644	\$25,747	\$25,848	\$25,948	\$26,048	\$26,148
16.0	\$25,426	\$26,209	\$26,310	\$26,412	\$26,513	\$26,613	\$26,713	\$26,813
16.5	\$25,564	\$26,348	\$26,449	\$26,551	\$26,652	\$26,752	\$26,852	\$26,952
17.0	\$25,702	\$26,487	\$26,587	\$26,690	\$26,791	\$26,890	\$26,990	\$27,091
17.5	\$25,881	\$26,668	\$26,768	\$26,872	\$26,972	\$27,071	\$27,172	\$27,273
18.0	\$26,060	\$26,850	\$26,949	\$27,053	\$27,153	\$27,252	\$27,354	\$27,456
18.5	\$26,222	\$27,013	\$27,113	\$27,216	\$27,316	\$27,415	\$27,516	\$27,618
19.0	\$26,383	\$27,175	\$27,276	\$27,378	\$27,479	\$27,577	\$27,679	\$27,781
19.5	\$26,538	\$27,332	\$27,433	\$27,535	\$27,636	\$27,735	\$27,836	\$27,936
20.0	\$26,693	\$27,489	\$27,590	\$27,692	\$27,793	\$27,893	\$27,992	\$28,092
20.5	\$27,332	\$28,134	\$28,235	\$28,336	\$28,438	\$28,538	\$28,637	\$28,736
21.0	\$27,971	\$28,779	\$28,880	\$28,981	\$29,082	\$29,183	\$29,282	\$29,380
21.5	\$28,150	\$28,959	\$29,059	\$29,162	\$29,262	\$29,363	\$29,463	\$29,563
22.0	\$28,329	\$29,139	\$29,239	\$29,343	\$29,443	\$29,542	\$29,644	\$29,746
22.5	\$28,488	\$29,300	\$29,400	\$29,504	\$29,604	\$29,703	\$29,805	\$29,907
23.0	\$28,646	\$29,461	\$29,561	\$29,665	\$29,765	\$29,864	\$29,966	\$30,068

Level I Certification = \$303  
 Level II Certification = \$865  
 Level III Certification = \$1,081

Participation includes the number of breakfasts, lunches and after school snacks.

Carroll County Public Schools  
 Salary Schedule for 2012 - 2013  
 Cafeteria Workers and Specialists Schedule

Step	Workers	Assistant Managers	Workers with Level I Certification	Assistant Mgrs. with Level I Certification
1.0	\$15,145	\$15,392	\$15,421	\$15,636
1.5	\$15,393	\$15,769	\$15,830	\$16,200
2.0	\$15,642	\$16,118	\$16,267	\$16,764
2.5	\$15,769	\$16,227	\$16,400	\$16,877
3.0	\$15,896	\$16,336	\$16,534	\$16,991
3.5	\$16,007	\$16,483	\$16,649	\$17,143
4.0	\$16,118	\$16,630	\$16,764	\$17,294
4.5	\$16,227	\$16,757	\$16,877	\$17,427
5.0	\$16,336	\$16,884	\$16,991	\$17,559
5.5	\$16,483	\$17,050	\$17,143	\$17,732
6.0	\$16,630	\$17,216	\$17,294	\$17,904
6.5	\$16,757	\$17,363	\$17,427	\$18,057
7.0	\$16,884	\$17,510	\$17,559	\$18,210
7.5	\$17,050	\$17,638	\$17,732	\$18,343
8.0	\$17,216	\$17,767	\$17,904	\$18,476
8.5	\$17,363	\$17,933	\$18,057	\$18,649
9.0	\$17,510	\$18,098	\$18,210	\$18,821
9.5	\$17,638	\$18,244	\$18,343	\$18,972
10.0	\$17,767	\$18,389	\$18,476	\$19,123
10.5	\$18,355	\$18,978	\$19,088	\$19,736
11.0	\$18,944	\$19,566	\$19,700	\$20,349
11.5	\$18,964	\$19,586	\$19,720	\$20,369
12.0	\$19,133	\$19,762	\$19,897	\$20,552
12.5	\$19,153	\$19,782	\$19,917	\$20,572
13.0	\$19,324	\$19,959	\$20,096	\$20,758
13.5	\$19,421	\$20,043	\$20,197	\$20,845
14.0	\$19,898	\$20,520	\$20,693	\$21,341
14.5	\$19,918	\$20,540	\$20,713	\$21,361
15.0	\$20,097	\$20,726	\$20,900	\$21,554
15.5	\$20,117	\$20,746	\$20,920	\$21,574
16.0	\$20,298	\$20,933	\$21,109	\$21,770
16.5	\$20,377	\$20,999	\$21,191	\$21,839
17.0	\$20,855	\$21,478	\$21,690	\$22,338

Level II Certification = \$540

Level III Certification = \$811