COLLECTIVE BARGAINING AGREEMENT

By and Between

The Greenfield School Committee

and the

UNITED PUBLIC SERVICE EMPLOYEES UNION

Local 424M: Cafeteria Workers

July 1, 2026 through June 30, 2029

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ARTICLE 1
RECOGNITION

A. The Committee recognizes the Union as the sole and exclusive representative for the purposes of collective bargaining in respect to rates of pay, wages, hours of employment and working conditions for cafeteria personnel regularly employed a minimum of seventeen and one-half hours (17.5) per week by the Greenfield School Committee, excluding all confidential, all managerial and all other employees of the Greenfield School Committee. Personnel working less than 17.5 hours/week are not considered covered by this contract and will not pay dues. Membership is excluded until the 90 calendar day benefit probationary period is met. For purposes of this agreement:

- Full-time is defined as 30-40 hours/week
- Part-time is defined as less than 30 hours per week
- Threshold for insurance benefits is defined as 20 hours per week.

B. It is further agreed that the following portions of this contract will apply to all part-time employees working in the cafeteria working less than (20) hours per week: Article 5, Section A; Article 9; Article 10; Article 15; and Appendix A. Part-time employees will be entitled to pro-rated benefits for Articles 5, A-H, 6 and 7.

ARTICLE 2
COMMITTEE RESPONSIBILITIES

A. The management of the school system and the direction of the working force, including the right to plan, direct and control operations; to schedule and assign duties to employees; to determine the means, methods, processes, materials, and schedules; to establish standards and require employees to observe rules and regulations; to hire, to make building assignments, lay-off and to maintain order and to suspend, discipline and discharge employees for just cause, are the recognized reserved rights of the School Committee and/or their agents.

The Union recognizes the right of the Committee and/or their agents, subject to State and Federal laws, rules and regulations, and except as modified by the provisions of this agreement, to control, supervise, direct and manage the school system and its staff. The exercise of the School Committee and/or their agents of any of the foregoing rights shall not alter any of the specific provisions of this agreement; nor shall they be used to discriminate against any member of the Union or bargaining unit.

ARTICLE 3
NEGOTIATION PROCEDURE

A. Prior to October 1st of the school calendar year in which this agreement expires, either party may give written notice to the other that it desires to alter or modify this agreement, and upon receipt of such written notice, the parties agree to meet and confer for the purpose of negotiating a successor agreement. Provided, however, if negotiations for a successor agreement are not completed by June 30, 2029, the provisions of this agreement will remain in full force and effect until said successor agreement is executed.

B. After June 30, 2029, either party may terminate this agreement by thirty (30) days written notice to the other party to the contract.

ARTICLE 4
UNION DUES/AGENCY FEE

A. Effective June 27, 2018, the Committee may only deduct union dues or fees from an employee's paycheck if the employee has clearly and affirmatively consented to the deduction in writing.

B. The specific amount of the dues or fees, along with a list of a specific listing of all employees for whom deductions shall be taken, shall be certified to the Committee by the union treasurer on or before September 15th of each school year, or upon initial hire for employees hired after September 15th of a given school year.

C. The City Treasurer shall deduct from the salary of such employee the amount of dues as may be certified to her/him by the Committee and transmit the sum so deducted to the union within thirty days of such deduction.

D. It is specifically understood and agreed that the Greenfield School Committee and its officers and agents shall be held harmless against all claims, demands, suits or other forms of liability which may arise by reason of any action taken in making said deductions and remitting the same to the Union under this Article.

E. The Union and Committee agree and understand that the Supreme Court Janus decision invalidates this Article, as a Union may no longer require the assessment of agency service fees for representation. If the Janus decision is overturned, the provisions of this Article shall be re-instated.

ARTICLE 5
HOURS, WAGES & WORKING CONDITIONS

A. Managers shall be assigned a work week of eight (8) hours per day for the number of days each week that the cafeteria to which the individual is assigned is open for lunch.

Employees considered full-time are typically assigned a work week of six (6) hours per day for the number of days each week that the cafeteria to which the individual is assigned is open for lunch.

Employees working six (6) hours or more per day are entitled to a 30-minute, paid lunch within regular work hours. All employees working 4 hours or more will have a 15-minute, paid break. The manager will assist with day-to-day scheduling of work and breaks of all full-time and part-time personnel. Part-time employees' hours will be assigned by the Food Service Director.

B. The wages of all food service personnel covered by this agreement are set forth in Appendix A which follows and is made a part hereof.

C. Personnel required to return to work (call back) a special evening and/or non school-day function above their normally scheduled work hours shall be paid at the rate of one and-one half times the regular rate of pay for each hour worked, if the employee has worked either their regular work schedule or a minimum of the thirty hours in a week exclusive of sick time.

D. When it is necessary that full-time personnel work in excess of six (6) hours to complete the regular day's work, those personnel (with the exception of cook/managers) shall be paid at the regular hourly rate for the additional time up to 40 hours per week. No such additional hours shall be worked except with prior

approval of the Food Service Director.

E. Cafeteria employees who are required by the District to drive from school to school within a school day will be reimbursed seven ($7.00) dollars a day.

F. Holidays

1. Employees covered by the Agreement shall receive pay for the following thirteen (13) holidays:

New Year's Day (Jan)	Columbus Day (Oct)
Martin Luther King Day (Jan)	Veterans Day (Nov)
Presidents Day (Feb)	Thanksgiving (Nov)
Patriot's Day (April)	Day after Thanksgiving (Nov)
Memorial Day (May)	Christmas Eve (Dec)
Juneteenth (June)*	Christmas (Dec)
	Labor Day (Sept)

*Juneteenth shall be a holiday when it occurs during the work year.

2. To be eligible for holiday pay, an employee must have completed ninety (90) calendar days continuous service and must have worked not less than twenty (20) days in the aggregate in the year prior to the holiday and must have worked on the day preceding and the day following the holiday, unless a duly authorized leave of absence shall have been granted for either of said days. This in no way affects the number of eligible holidays under Section H, Paragraph I.

No holiday pay will be paid to employees during the first ninety (90) working days of their employment.

G. If school is cancelled after 7:00 a.m., employees who report to work at their regular time prior to 8:00 a.m. will be paid a minimum of three (3) hours pay.

H. School Delays
On any day where there is a delayed opening, the cafeteria will serve breakfast to students (a grab and go type breakfast) and shall receive no less than for (4) hours pay.

I. Employees covered in this agreement will be eligible to participate in group life ($10,000); accidental death and dismemberment; and general hospital, surgical and medical insurance programs established under Chapter 32B to the General Laws.

J. All cafeteria kitchen positions are 10-month positions and workdays follow the 180-day school calendar, plus up to two (2) additional days prior to the beginning of the school calendar at the discretion of the Director. In addition, cafeteria kitchen positions shall have an optional additional day on the first day of summer break. Not all personnel work early release days.

K.Student Half Days. On scheduled student half-days, employees shall be required to remain at work for the full workday. The remainder of the workday may be used for professional development, training, cleaning, certification or recertification activities, or other work-related duties as assigned by the Food Service Director.

ARTICLE 6
SICK LEAVE

A. Unused leave of absence for sick leave shall be accumulated from year to year up to one hundred and eighty (180) days so long as the employee remains continuously in the employ of the Committee for employees hired after July 1, 2023. All cafeteria employees covered under this contract will earn sick leave credit at the rate of one and one-half (1.5) days/month for each month of employment up to a total fifteen (15) days per year. Unused leave of absence for disability shall be accumulated from year to year without limitation so long as the employee remains continuously in the employ of the Committee.

B. The Superintendent or designee may require that absences of 4 (four) or more consecutive workdays or a pattern of non-consecutive absences for health or disability be certified by a primary care provider. Re-certification may be required every ten (10) working days thereafter. An individual who is required to submit a letter from a primary care provider under this paragraph will also be required to submit a letter from a primary care provider stating the individual can return to their normal duties before resuming work.

C. Any employee covered under this contract shall be entitled to use up to five (5) days per year of accumulated sick leave in the event of illness of a member of the employee's immediate family. Immediate family is defined for this section to include; spouse, children, parents, or member of the immediate household residing with the employee, or individual for whom the employee has acted as a parent or legal guardian.

ARTICLE 7
EMERGENCY LEAVE

A. Emergency Leave

Emergency leave for unforeseen events of an emergency nature not to exceed five (5) normal work days per incident, may be granted with pay at the discretion of the Food Service Director with the concurrence of the Superintendent of Schools. Additional days may be granted with or without pay at the discretion of the Superintendent of Schools.

B. Bereavement

Time under this paragraph will be granted for death in the employee's immediate family, employees will be granted up to five (5) paid days to mourn the death of a family member. Immediate family is defined to include: spouse, children, parents, grandparents, grandchildren, parents-in-law, brother, sister or brother/sister-in-law, son-in-law, daughter-in-law, stepchildren, and member of the immediate household residing with the employee or individual for whom the employee has acted as a parent or legal guardian. Only one (1) paid school day will be granted in the event of death of a relative other than specified in this section to attend the funeral.

C. Personal Leave

Each employee working 30 or more hours/week covered under this section of the agreement shall be granted up to two (2) days personal time with pay per fiscal year, for the purpose of transacting or attending to personal business, which can only be accomplished during the regular work hours. Reasonable prior notice must be made to the Superintendent's designee unless the circumstances attendant to the leave request preclude such notice. Leaves of absence under this section will not be granted for days immediately preceding or following school vacations or holidays or during the month of June except in those circumstances approved by the Superintendent of Schools or designee. No less than three (3) hours

may be taken under this section at any one time.

D. Unused personal days will accumulate as sick leave.

ARTICLE 8
OTHER LEAVES OF ABSENCE

A. Extended Leave without Pay - Leave of absence in excess of ten (10) work days must receive prior approval of the Superintendent of Schools and shall be without compensation.

B. An employee involved in a Worker's Compensation case may receive the difference between what they received from Worker's Compensation and their regular gross pay, deductible from their sick pay to the extent that they have sick pay available.

C. Necessary time will be granted to official Union representatives to attend conferences or conventions each year. A written request describing the nature, time and place of such meeting will be submitted to the Superintendent thirty (30) days in advance of the conference or convention. The Superintendent agrees to authorize for this purpose up to sixteen (16) work days total for the entire Union membership per contract year without pay. No more than two (2) members can attend conferences or conventions on a given day.

ARTICLE 9
GRIEVANCE PROCEDURE

A. A grievance is defined as a complaint by any employee, group of employees, or the Union, that there has been a violation, misinterpretation or misapplication of the terms of this agreement.

B. General Provisions

1. The Union shall have the right to be present and to participate in the processing of any grievance, at any level, once a grievance has been formalized and submitted in writing. In addition, at any time during an informal proceeding employees can request to have a union representative with them.

2. The time limits specified mean work days, exclusive of vacations and holidays, and are to be considered as maxima, with every effort made to expedite the process. The time limits specified may, however, be extended by mutual consent in writing.

3. No reprisals of any kind will be taken against any party by reason of participation in a grievance. All documents, communications and records dealing with the processing of a grievance will be filed separately from the personnel files of the participants.

4. Response at all levels of the grievance procedure shall indicate clearly the rationale for the decision and shall be communicated in writing to the grievant(s), the Union and the Chairman of the School Committee.

C. Purpose

The purpose of this procedure is to secure, at the lowest possible level, equitable and prompt solutions to problems which arise under this agreement. The Committee and the Union desire that such procedure shall remain as informal and as confidential as may be appropriate, and nothing in this contract shall be construed as limiting the rights of any employee having a grievance to discuss the matter informally with any appropriate member of the administration, provided the adjustment of the grievance is not inconsistent with the terms of this contract, and nothing in this contract shall be construed as limiting the Union from bringing other matters to the attention of the Committee in a manner other than as a grievance.

D. Informal Procedure

Any employee(s) having a complaint sufficient to state a grievance under the above definition, shall, prior to filing it under the formal procedure, discuss the matter informally with the employee's immediate supervisor in an attempt to adjust such. Such discussion should be held no more than twenty-one (21) calendar days from the time the employee(s) knew or should have known of the act or condition on which the grievance is based. Employee(s) may request a Union representative be present for this discussion. A reasonable attempt by all parties must be made to secure a solution via the informal procedure as stated above. A class grievance may not be initiated beyond Level Two of the grievance procedure.

E. Formal Procedure

1. Level One: The employee(s) or the Union shall present the grievance to the immediate supervisor, in writing, within ten (10) work days after the completion of the informal procedure, including dates and circumstances where applicable, and the portion(s) of the contract on which the grievance is based. The remedy desired shall be stated at the time of the filing of the grievance at this level. If the remedy is not stated, the grievance shall be returned and the Union will have three (3) work days from receipt of returned grievance to indicate the resolution desired. If not stated within the above time frame, the grievance is considered dropped. Once submitted, the content of the grievance may not be changed. The grievance shall be answered within ten (10) school work days of its receipt.

2. Level Two: If the grievance is not settled in Level One, the Union may appeal it by giving a written notice of such appeal, within ten (10) working days after receipt of the immediate superior's written answer, to the Superintendent of Schools or designee, who shall discuss it with the Union's representative(s) or designee at a time to be mutually agreed upon. This meeting is to be held not later than ten (10) school work days after receipt of this written notice of appeal.

The Superintendent or designated representative shall give a written answer to the grievance within ten (10) school work days after the close of the discussion.

3. Level Three: If the grievance is not settled in Level Two, the Union may appeal it by giving a written notice of such appeal, within ten (10) working days after such receipt of the answer of the Superintendent or designated representative, to the School Committee, who shall discuss it with the Union's representative (s) or designee(s), at a time to be mutually agreed upon. This meeting is to be scheduled no later than fourteen (14) calendar days after receipt of this written notice of appeal.

The School Committee shall give their written answer to the grievance within thirty (30) days of the official grievance meeting.

4. Level Four:

a. If the grievance is not settled in Level Three, it may be appealed to arbitration by a written notice of such appeal given by the Union to the School Committee within thirty (30) calendar days after the receipt of the written answer of the School Committee in accordance with the rules of the American Arbitration Association.

b. The arbitrator chosen under the aforementioned rules of the American Arbitration Association shall not have authority to add to, subtract from, modify, change or alter any of the provisions of this agreement.

c. The arbitrator shall decide the dispute and render their award, and the arbitrator's award shall be final and binding on the parties. Each party shall bear the expense of its representatives and witnesses; and the fees and expenses of the arbitrator shall be borne equally by the parties.

F. Processing and Settlement

1. The parties agree to follow each of the foregoing steps in the processing of the grievance; and if any step the School committee's representative fails to give a written answer within the time limit therein set forth, the Union may appeal the grievance to the next step at the expiration of such time limit.

2. The settlement of a grievance in any case, shall not be made retroactive for a period prior to the date the alleged grievance arose.

3. Every attempt will be made by all parties to a grievance to settle the matter outside of the regular work day for the grievant(s). The Committee will pay reasonable time to one (1) Union representative to investigate and/or process a grievance by an employee of the committee. Should there be an abuse of this provision by such agent of the Union, the Committee may discontinue such payments on such occasions.

ARTICLE 10
JOB OPENINGS & FILLING OF VACANCIES

A. Employees shall be notified of all job openings within their bargaining unit via electronic notice. Notice of a bargaining unit vacancy shall be posted internally for 5 (five) working days before being advertised publicly. When school is not in session, notices will be sent electronically. Employees desiring to apply for the open position must submit their request through the online platform (currently School Spring) The job award will be made taking the following into consideration:

1. Qualifications and past performance;
2. Seniority

Where qualifications and past performance are relatively equal, seniority shall be the determining factor.

It is understood that any employee awarded a job on the above basis must demonstrate his/her their ability to perform the job satisfactorily within the first six (6) months of employment.

The Superintendent or designee will furnish the Union with an electronic copy of each job posting and the name of the person to whom the position is awarded.

B. If the Food Service Director wants to change an employee's regular hours or school location of employment, the employee and the Union will receive notification ten (10) calendar days in advance, and they may request a meeting with the Food Service Director before the change goes into effect. In the event where there is an immediate need to transfer an employee or make adjustments in their hours in order to maintain essential work functions, the change(s) may happen before the ten (10) days' notice. The employee's needs as well as the Food Service Director's reasons for the change will be taken into account before a change is made. The employee and the Union can appeal to the Food Service Director. The decision of the Director is final.

ARTICLE 11
SENIORITY

A. Seniority along with past performance and qualifications will be used in regards to transfers. Seniority for an employee shall be defined and restricted to their continuous length of employment by the Committee in the bargaining unit. Past performance will include absenteeism, ability to work without direct supervision, work habits, attitude towards work and fellow employees and dependability. Where qualifications and past performance are relatively equal, seniority will be the determining factor.

B. Summer help shall not acquire or accrue any seniority while serving in such capacities.

C. An employee shall lose their seniority and cease to be an employee of the School Committee for any of the following reasons:

1. If the employee quits;
2. If the employee is discharged;
3. If the employee fails to report within five (5) days when recalled from lay-off;
4. If the employee is absent for five (5) or more calendar days without notifying the appropriate supervisor;
5. If an employee gives false reasons for a leave of absence or for use of sick time.

ARTICLE 12
LAY-OFF

A. Natural attrition and/or retirements shall be taken into account prior to invoking the provisions of this section.

B. When it is necessary to reduce the number of employees, those affected by a lay-off will be notified, in writing, thirty (30) days prior to the time the lay-off will take place.
In the event of lay-offs, employees will be laid off in reverse order of seniority.

C. Any employee whose position is eliminated shall:

1. Be transferred to an open position for which they are qualified.

If this is not possible, then they may:

2. replace an employee with lower seniority where, within the school district, there is a position for which the employee whose position is eliminated is qualified to fill.

D. The Union shall be notified, in writing, of any employee(s) to be laid off at the same time as Section B above.

ARTICLE 13
REHIRE

A. Employees who have been laid off shall be entitled to recall rights for a period of two (2) years from the effective date of their lay-off. It is the responsibility of the employee to keep the Superintendent's office informed of any changes in name, current address, or contact information.

1. During the recall period, employees shall be notified in writing to their last address of record and given preference for positions for which they are qualified in the inverse order of their respective lay-off.

2. Employees so notified shall have five (5) working days to respond, in writing, to claim the position.

3. All benefits which an employee had accrued up to the date of lay-off shall be restored in full upon re-employment within the recall period. No benefits or seniority shall accrue during the period of lay-off.

B. The Union shall be notified, in writing, of any employee rehired.

ARTICLE 14
SICK LEAVE BUY-BACK

A. All employees shall receive twenty percent (20%) of their unused accumulated sick leave at their base rate of pay in a lump sum payment based upon years of service in the following termination of employment classifications:

1. Death - No minimum years of employment.
2. Disabled - No minimum years of employment.
3. Laid-off - One (1) year of employment.
4. Retirement - Ten (10) years of employment.
5. After ten (10) years of continuous service to the Greenfield Schools, and contingent on adequate budget resources, an employee can cash in up to 12 days of sick leave each year, at the end of the year, and shall receive twenty percent (20%) of their base rate of pay in a lump sum payment. Written notice of intent to cash in days at year's end should be received by April 1st.

ARTICLE 15
MILITARY LEAVE

A maximum of seventeen (17) days per school year, for persons called into temporary active duty with any unit of the United States Reserves of the National Guard, provided such obligations cannot be fulfilled on days when school is not in session and the reservist has made an effort to request duty when school is not in session. The reservist will be paid the difference between their military pay and their normal school compensation.

Military leave will be granted to any Food Service Employee who is inducted or enlists in any branch of the armed forces of the United States. Upon return from such leave, the Food Service Employee will be placed on the salary schedule at the same level.

ARTICLE 16
PROTECTION

If any provision of this agreement, or any application of the agreement to any employee or group of employees shall be found contrary to law, then such provision or application shall not be deemed valid and subsisting, except to the extent permitted by law, but all other provisions or applications will continue in full force and effect.

ARTICLE 17
GENERAL

The Union recognizes that the School Committee or their agents shall not be obligated to provide any of the benefits set forth in this agreement, or comply with any of its provisions, in the absence of the applicable City Council approval. The Employer, however, shall be obligated to seek City Council approval and shall exercise its best efforts to obtain approval. Compliance by both parties with Massachusetts General Laws Chapter 150E, Section 7b, as amended by Proposition 2½, will prevail if City Council approval is not secured.

ARTICLE 18
NO STRIKE

During the term of the Agreement, the Parties hereto agree that there shall be no strikes or lock-outs of any kind whatsoever, work stoppages, slow-downs, withholding of services or interference or interruption of work during the term of this Agreement because of any disputes or disagreements between any other parties (or other employers or unions), who are not signatory parties to this Agreement. Employees who violate this provision shall be subject to disciplinary action, including discharge; and any claim by either Party against the other, of a violation of this Article, shall be subject to arbitration as provided for in Article IX of the Agreement.

ARTICLE 19
FAMILY AND MEDICAL LEAVE

In compliance with the School Department's policy to implement and administer the provisions of the Family Medical Leave Act (FMLA) of 1993, the School Department and the Union agree the FMLA leave policy governs events such as:

1. the birth, adoption, or foster care placement of a child and for care of that child;

2. the serious health condition of a spouse, spousal equivalent or life partner, child, or parent of the employee;

3. the employee's own serious health condition.

Pursuant to the policy, all eligible employees are entitled to take up to twelve (12) weeks of unpaid family medical leave during a twelve (12) month period as provided for under the FMLA policy definitions and procedures and in conjunction with:

1. as provided for under any applicable leave contained elsewhere in this Agreement; and,

2. as outlined in the "Paid Leave and Benefits" section of the FMLA policy; and

3. any paid leave provided by this Agreement shall run concurrently with and not in addition to any unpaid leave.

The School Department and the Union hereby affirm and adopt the Massachusetts Small Necessities Act whereas employees are entitled to 24 hours of unpaid leave time in addition to any FMLA leave. Any paid leave as provided elsewhere within this agreement shall run concurrently with and not in addition to any unpaid leave. Such leave includes:

1. School activities involving the educational advancement of the employee's child;

2. To accompany the employee's child to a routine medical or dental appointment;

3. To accompany the employee's elderly parent (60 or older and related by blood or marriage) to routine medical or dental appointments or for appointments for other professional services related to the elder's care.

ARTICLE 20
TRAINING AND PROFESSIONAL DEVELOPMENT

The USDA has established mandatory, minimum Professionals Development standards for school nutrition professionals who manage and operate the National School Lunch and Breakfast Programs:

Cafeteria managers	Ten (10) hours per school year
Cafeteria employees working twenty (20) or more hours/week	Six (6) hours per school year
Cafeteria employees working less than twenty (20) hours/week	Four (4) hours per school year

District-mandated PD may also be required in addition to these USDA hours.

All staff will be paid for PD hours they are required to attend and mandated trainings will be held at no cost to the employee. If PD is held outside of regular working hours, personnel will be paid at their hourly rate. All efforts will be made to provide at least two weeks' notice to allow for scheduling.

During the course of any employment orientation program for new employees, or during the first month of a new hire's employment, where such orientation programs do not exist, the union shall be provided an opportunity to meet such new employees on employee time. Such time shall not exceed twenty (20) minutes.

ARTICLE 21
NONDISCRIMINATION

In accordance with applicable Federal and State laws, the Committee and the UPSEU agree not to discriminate against any employee covered by this Agreement on the basis of age, sex, pregnancy, or pregnancy-related condition, gender identity, race, religion, color, creed, sexual orientation, physical disability, or national origin.

The Committee further agrees that it will not discriminate against any employee for UPSEU membership of UPSEU activity or for adhering to any lawful provision of this Agreement. The UPSEU agrees that it will fairly represent all persons covered by this Agreement in matters related to the contract. Neither the UPSEU, not any officer, other agent not representative, shall intimidate or coerce any employee of the Greenfield Public Schools at any time.

ARTICLE 22
FOOD TRUCK

The Director may assign bargaining unit members to work in the food truck during the school year.

School breakfast/lunch (NSLP): During the school year, staff may occasionally be assigned to the food truck for field days, and other special events during the workday.

Personnel required to return to work (call back) a special evening and/or non-school-day function in the food truck above their normally scheduled work hours shall be paid at the rate of one and-one half times the regular rate of pay for each hour worked, if the employee has worked either their regular work schedule or a minimum of the thirty hours in a week exclusive of sick time.

ARTICLE 23
DURATION

The provisions of this agreement shall be in effect from July 1, 2026, through June 30, 2029. If negotiations for a successor agreement are not completed prior to June 30, 2029, the provisions of this agreement will remain in full force and effect until said successor is executed. Provided however, either party can terminate this agreement after June 30, 2029,
by serving written notice of their intention to terminate the agreement. Said written notice must be served at least thirty (30) days prior to actual termination.

IN WITNESS HEREOF, the parties hereto set their hands and seals this 9th day of ~~October~~ November, 2026.

GREENFIELD SCHOOL COMMITTEE	UPSEU LOCAL 424-CAFETERIA WORKERS
DATE: 11/9/26	DATE: 11/9/26

APPENDIX A

I. WAGE SCALES

a) Probationary Employees - During the first twelve (12) months of employment, the probationary employees may be disciplined and/or terminated at the sole discretion of the Employer with such discipline/termination not subject to the grievance/arbitration provisions of Article 9.

b) Salary Assignment, New Employees
New employees will be hired at an hourly wage, assigned based on prior experience and references, up to a maximum of Step 5.

c) Pants and Shoe Allowance
Employees shall receive an annual payment of two hundred dollars ($200.00) for the purchase of work-related shoes and pants. The allowance shall be paid as a flat annual payment. Employees shall not submit receipts or other documentation of clothing purchases.

d) School kitchen operations with five (5) or more food preparation personnel shall have a designated kitchen coordinator (Manager). The salary adjustment shall be thirty dollars ($30.00) per day. The Manager shall receive the salary adjustment during any school vacation week which the school cafeteria is in operation.

e) The Cafeteria Assistant/Driver will receive a $0.50/hour adjustment due to the extensive lifting and moving responsibilities of the position. Effective upon ratification, the salary adjustment shall be one dollar and fifty cents ($1.50) per hour. In the event a cafeteria employee is required to substitute for a driver, the cafeteria employee will receive the one dollar and fifty cents ($1.50) per hour adjustment for any hours worked as a driver up to, but not exceeding, the regularly scheduled hours of the driver position.

f) Any employee hired as Manager prior to execution of the 2017-2020 collective bargaining agreement will receive the Manager stipend included in their base rate of pay pursuant to Article 14.

g) In the case of a Manager being on extended medical leave, a temporary replacement will fulfill those Manager duties and receive the daily stipend.

h) The daily stipend applies to days worked, paid time off (holidays and personal days) and up to fifteen (15) sick days per fiscal year.

i) With respect to sick leave buy-back pursuant to Article 14, the Manager stipend shall not be included in calculating base rate of pay.

CAFETERIA WORKERS WAGE SCHEDULE

CAFETERIA WORKERS

	FY 27	FY 28	FY29
Step 1	$17.22	$17.74	$18.27
Step 2	$17.74	$18.27	$18.82
Step 3	$18.26	$18.81	$19.37
Step 4	$18.82	$19.38	$19.96
Step 5	$19.38	$19.97	$20.57
Step 6	$19.96	$20.56	$21.18
Step 7	$20.56	$21.18	$21.81
Step 8	$21.19	$21.82	$22.48
Step 9	$21.82	$22.47	$23.14

COOKS

	FY 27	FY 28	FY 29
Step 1	$17.74	$18.27	$18.82
Step 2	$18.24	$18.79	$19.35
Step 3	$18.78	$19.34	$19.92
Step 4	$19.32	$19.90	$20.50
Step 5	$19.89	$20.49	$21.10
Step 6	$20.48	$21.09	$21.72
Step 7	$21.07	$21.71	$22.36
Step 8	$21.69	$22.34	$23.01
Step 9	$22.34	$23.01	$23.70

** The Superintendent may place new hires on scale in accordance with relevant experience.

II. LONGEVITY:

A. A premium of $.35 per hour over the indicated scales will be paid to employees after ten (10) years of service in positions covered in this agreement.

Effective July 1, 2027 a premium of $.45 per hour over the indicated scales will be paid to employees after ten (10) years of service in positions covered in this agreement.

B. A premium of $.55 per hour over the indicated scales will be paid to employees after fifteen (15) years of service in positions covered in this agreement.

Effective July 1, 2027 a premium of $.65 per hour over the indicated scales will be paid to employees after fifteen (15) years of service in positions covered in this agreement.

C A premium of $.75 per hour over the indicated scales will be paid to employees after twenty (20) years of service in positions covered in this agreement.

Effective July 1, 2027 a premium of $.85 per hour over the indicated scales will be paid to employees after twenty (20) years of service in positions covered in this agreement.

D. A premium of $1.00 per hour over the indicated scales will be paid to employees after twenty-five (25) years of service in positions covered in this agreement.

Effective July 1, 2027 a premium of $1.10 per hour over the indicated scales will be paid to employees after twenty-five (25) years of service in positions covered in this agreement.

III. HEALTH INSURANCE PAYROLL DEDUCTIONS – Payroll deductions will be spread over the year rather than double payments at the beginning and end of the school year.

APPENDIX B
PERFORMANCE EVALUATION

Greenfield Public Schools
Food Service Employee Evaluation

Name of Employee: _____ Title: _____

School: _____ Date of Evaluation: _____

AREAS OF EVALUATION:

	Outstanding	**Meets Expectations**	**Needs Improvement**	**Unsatisfactory**
Sanitation, Safety, and Security				
Food Production				
Punctuality, Dependability, and Attendance				
Customer Service				
Teamwork and Communication				
Job Performance, Efficiency & Initiative				
Regulations and Accountability				
Equipment Use and Care				
Professional Development				

Director Comments:

Employee Signature: _____ Date: _____

Director Signature: _____ Date: _____

Greenfield Public Schools
Food Service Employee Evaluation

EVALUATION STANDARDS & COMPETENCIES:

Sanitation, Safety, and Security *Maintains a safe facility for food preparation and service*	- Demonstrates good personal hygiene at all times - Follows safe food preparation and handling procedures - Follows rules of time / temperature compliance - Maintains a clean and sanitary work area - Practices safe work techniques
Food Production *Maintains quality control and follows procedures for efficient and effective food production*	Uses trained cooking techniques to prepare appealing and delicious food Follows protocol for holding, serving, portioning, batch cooking, inventory, production records, and following recipes Checks food during preparation and service to ensure quality standards are met Organizes tasks for efficient and effective food production and service
Dependability *Demonstrates consistent attendance and punctuality*	Reports for work on time and ready to work promptly when shift begins Takes absences only when necessary, on an infrequent basis, and communicates absences properly to all supervisors with as much notice as possible Maintains focus while at work and does not spend excessive time outside of the kitchen socializing, taking personal calls, checking messages, or on social media
Customer Service *Maintains high standards for the presentation and service of food in a pleasant environment*	Assists in creating a pleasant eating environment Handles customer complaints efficiently and effectively Is ready to serve before students arrive Demonstrates a positive attitude and appropriate behavior while serving Accurately describes food and knowledge about flavors and ingredients Makes appropriate accommodations when necessary
Teamwork and Communication *Maintains professional working relationships and contributes to group responsibilities*	Assists coworkers as necessary in completing tasks Contributes to a positive group work environment Consistently uses appropriate communication and is cooperative with students, staff and co-workers Demonstrates willingness to work with others and ability to accept constructive criticism Communicates clearly and concisely and checks for understanding
Job Performance, Efficiency & Initiative *Performs all duties effectively in a professional manner*	Performs all work-related activities efficiently with limited supervision Completes assigned tasks in a timely manner with few errors Takes initiative to complete tasks that benefit the program and makes suggestions toward program improvement
Regulations and Accountability	Maintains student confidentiality Identifies and ensures reimbursable meals meet established regulations

Maintains program integrity through compliance of all regulations	Prepares reports and records accurately in compliance with regulations Handles cash according to protocol Follows district, local, state, and federal regulations, policies, and procedures
Equipment Use and Care *Follows procedures for proper use and care of all equipment*	Operates all equipment safely Uses equipment suitable for the task being completed Follows sanitation procedures when using and cleaning equipment Monitors equipment operation and reports malfunctions
Professional Development *Complies with training requirements*	Attends all required PD hours, including any make-up hours for missed trainings Demonstrates a positive attitude and a willingness to learn and participate during all PD