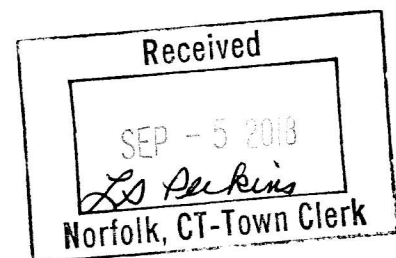


**AGREEMENT**  
**BETWEEN**  
**NORFOLK BOARD OF EDUCATION**  
**- and -**

**CUSTODIAL EMPLOYEES**  
**LOCAL 1303-322 OF COUNCIL #4**

**AMERICAN FEDERATION OF STATE, COUNTY**  
**AND MUNICIPAL EMPLOYEES**  
**AFL-CIO**

**JULY 1, 2017 THROUGH JUNE 30, 2020**



**ARTICLE I**  
**RECOGNITION & MANAGEMENT RIGHTS**

**Section 1.1**

The Norfolk Board of Education (hereinafter, "the Board") recognizes Local 1303-322 of Council #4, American Federation of State, County and Municipal Employees, AFL-CIO (hereinafter, "the Union"), as the exclusive bargaining agent for the purpose of establishing wages, hours, and conditions of employment for custodians employed by the Board as certified by the Connecticut Board of Labor Relations in Case No. ME-15,378, issued on April 30, 1993, including custodians and head custodians (hereinafter referred to collectively as "employee" or "employees") and excluding seasonal custodians.

**Section 1.2**

Except as otherwise limited by provisions of this agreement, the Board has and continue to retain the sole right, responsibility and prerogative to direct the operation of the school building in all respects including, but not limited to, the following: the right to determine staffing levels and composition; to appoint, promote, demote, lay off, transfer, assign and direct personnel; to determine job content and job classification; to establish new positions and/or changes in the content of existing positions; to assign work to employees and/or to other persons; to suspend, discharge or otherwise discipline employees; to prescribe rules and regulations to maintain the discipline of employees and the efficiency of the school; to determine the extent to which work or employment shall be increased or reduced; to plan, direct and control departmental operations and hours; and to determine and/or change methods, processes, equipment and facilities.

**Section 1.3**

When it is known that an employee will be absent for one month or longer, the Board may supplement the remaining work force in that school with either temporary non-bargaining unit employees or temporary sub-contractors. When the employee returns to work, the arrangement for supplemental personnel shall end. In the event the employee does not return to work and has terminated employment with the Board, the assignment of supplemental personnel shall continue no longer than 30 workdays after the date of termination. As used herein, "date of termination" shall mean the effective date of the termination unless a grievance appeal is pending, in which case "date of termination" shall mean the date on which the appeal is concluded.

**ARTICLE II**  
**UNION SECURITY**

**Section 2.1**

It shall be a condition of employment that all employees hired on or after the effective date of this Agreement shall on the thirty-first (31<sup>st</sup>) day following the beginning of their employment become and remain members in good standing in the Union or elect to pay service fees designated by the Union.

### **Section 2.2**

The Board agrees to deduct Union dues or service fees from the paycheck of each employee who has signed an authorization deduction card as certified by the Treasurer or other authorized official of the Union. Deductions shall be made monthly.

### **Section 2.3**

The total amount deducted each month in accordance with the provisions of this Agreement will be remitted by the Board together with a list of employees' names, addresses and social security numbers from whose wages such deductions have been made, to "Local 1303-, Council #4" as shall be specified by the Treasurer of the Union. Such remittance shall be made by the last day of the month in which deductions are made.

### **Section 2.4**

The Union agrees to indemnify and save the Board harmless against any and all claims, demands, suits, judgments, reasonable attorney fees, or other forms of liability that shall arise out of, or by reason of, action taken by the Board for the purpose of complying with the dues and service fees deduction provisions of this Article.

## **ARTICLE III** **SENIORITY**

### **Section 3.1**

The length of continuous service within the bargaining unit shall generally determine the seniority of employees except for individuals employed as custodians and head custodians at the time the bargaining unit was originally formed whose seniority shall be determined from date of hire. Only the following shall break seniority: discharge, retirement, resignation and layoff in excess of recall.

### **Section 3.2**

The Board shall prepare an annual list of all employees covered by this Agreement setting forth each employee's hiring date, classification and rate of pay. A copy of such listing shall be furnished to the Union upon request.

### **Section 3.3**

The Board shall provide notice to the Union President of all personnel changes, including layoff, recall, transfer, promotion, discipline, discharge, voluntary quit, retirement, and new hires when such changes occur.

### **Section 3.4**

When, in the judgment of the Board, it becomes necessary to eliminate positions in the bargaining unit, layoffs shall be in order of seniority, from least senior to most senior, within each of the following classifications:

1. Senior Head Custodian
2. Head Custodian
3. Custodians

An employee scheduled for layoff may bump the least senior employee within his/her classification. If there is no least senior employee within his/her classification, he may bump the least senior employee in the next lower classification.

### **Section 3.5**

The laid-off individual's name shall be placed on a recall list for a period of one (1) year subject to recall in order of seniority, from most senior to least senior, within the classification from which he was laid off, if a position should become vacant or be reinstated.

No persons shall be newly employed in a classification that includes an individual on the recall list until every individual on the recall list in that classification has been notified by certified mail sent to the individual's last known address and such individual either accepts employment or declines such re-employment offer. It shall be the laid-off individual's responsibility to notify the Principal of his/her current address. An individual who declines an offer of re-employment in the same classifications as previously employed shall forfeit recall rights. Failure to respond in writing within five (5) working days after the receipt of an offer of re-employment shall be deemed to be a refusal to accept such offer. Individuals must return to work within fifteen (15) days from the receipt of the offer of re-employment.

### **Section 3.5.1**

If an employee is laid-off for a period not to exceed six (6) months, the Board will continue his/her health insurance at no cost to the employee, provided the Board has paid the premium for the remainder of the quarter and the employee makes his/her contribution.

### **Section 3.6**

All new employee(s) shall serve a ninety (90) day probationary period. If, at the end of such period, the employee is found to be qualified, his/her seniority shall start from the beginning date of employment in the bargaining unit. If an employee is terminated during his/her probationary period, he may not grieve his/her termination.

### **Section 3.7**

Any approved leave of absence without pay shall not void an employee's seniority, but the period of absence shall not be counted as part of his/her accumulated service for seniority purposes.

## **ARTICLE IV VACANCIES AND TRANSFERS**

### **Section 4.1**

The Board and the Union agree that all position vacancies within the bargaining unit shall be posted in each school for five (5) working days. When a vacancy exists in the department the

employees with the most seniority shall be given equal consideration. All vacancies shall be filled on the basis of qualifications and experience.

## **ARTICLE V** **HOURS OF WORK**

### **Section 5.1**

The normal hours of work shall be eight (8) hours per day and forty (40) hours per week, and the work-week shall consist of one paid half (1/2) hour lunch each work day as follows:

1<sup>st</sup> Shift: Monday – Friday 6:30 A.M. – 2:30 P.M.

2<sup>nd</sup> Shift: Monday – Friday 1:00 P.M. – 9:00 P.M.

Second shift custodian will work first shift hours when school is not in session. If the custodian leaves the building during the school day, he should carry a walkie-talkie, a cell phone, or other device that provides school officials' access to him in case of an emergency.

Summer hours:

Monday – Thursday: Nine (9) hours per day: between the hours of 6:00 A.M. and 4:00 P.M.

Fridays: - 4 hours per day (no lunch break): 7:00 A.M. – 11:00 A.M.

Notwithstanding the foregoing, during the July 4<sup>th</sup> week only, all days will be considered eight (8) hour days.

The schedule of hours of work shall not be permanently changed without at least 2 weeks prior notice to the Union and the affected employees except where the occurrence of an event causing the change is not known to the employer within that time. In such a case, notice shall be given to the affected employees and the Union as soon as possible.

### **Section 5.2**

An overtime premium of one-half (1/2) the hourly rate will be added to all time worked in excess of forty (40) hours in one week. Vacation, holidays and other paid leave will be considered as work days for the purposes of computing the overtime premium.

An employee shall be paid double such employee's hourly rate when required to work on a Sunday. If an employee is required to work on a holiday, he will be paid for the holiday and in addition he shall be paid the hourly rate for hours worked.

### **Section 5.3**

At least two weeks prior to the start of each month the Principal, or in his absence the Superintendent shall prepare a projected overtime schedule for custodial staff. In arranging this schedule the Principal shall equalize the opportunities for overtime amongst the custodial staff. The Principal will provide on the monthly schedule a summary of the total number of overtime hours offered to custodian staff. Projected overtime will be determined using the master building calendar, approved building use applications, and pre-arranged schedules for building checks and special maintenance. If a custodial staff member refuses an overtime opportunity, the amount of overtime worked will not be figured into the monthly total of the accepting custodial staff member.

#### **Section 5.4**

An employee who may be called back to work after his/her regular work day is complete, shall receive a minimum of two (2) hours pay at the applicable hourly overtime rate.

#### **Section 5.5**

Board records pertaining to assigned overtime work for employees shall be made available to the Union upon request.

### **ARTICLE VI** **HOLIDAYS**

#### **Section 6.1**

All employees shall receive the following paid holidays:

New Year's Day	Labor Day
Martin Luther King Day	Day before Thanksgiving
Presidents Day	Thanksgiving Day
Good Friday	Day after Thanksgiving
Memorial Day	Christmas Eve
Independence Day	Christmas Day
Columbus Day	*Two Floating Holidays

The work hours for the half days before the holiday (second shift) shall be 7:00 a.m. to 11:00 a.m.

\* The employee shall select his/her floating holidays each fiscal year and it shall be on a non-school day.

If Veteran's Day returns as a school holiday, Veteran's Day will revert back to being a paid Holiday and the day before Thanksgiving, and Christmas Eve, will revert back to ½ day holidays.

The parties understand and agree that their work constitutes a public service, and that the Board of Education from time to time may find it necessary to adjust the school day calendar during the year. If the school calendar is changed to accommodate such scheduling, custodians will be required to work the holiday their normal hours and a floating holiday will be given in its place to be taken on a non-school day.

### **ARTICLE VII** **VACATIONS**

#### **Section 7.1**

Employees shall earn paid vacation in accordance with the schedule set forth below. Such vacation shall be administered on July 1<sup>st</sup> of the fiscal years that coincide with the employees' dates of hire.

Years of Continuous Service  
As of Anniversary Date

Working Days of  
Annual Vacation

1 - 4 years

10 working days

5 - 9 years

15 working days

10 years and over

20 working days

**Section 7.2**

An initially employed person with less than one (1) year of service at the time of regular vacation period, will be granted one (1) day for each full month of service not to exceed ten (10) days.

**Section 7.3**

Employees may take earned vacation days with approval of superintendent with notification of four weeks in advance, prior to taking vacation. Carry over vacation time from previous years shall not exceed five (5) days.

**Section 7.4**

At the termination of employment, employees shall be paid accrued vacation. In the event of the death of an employee, payment shall be made to his/her estate or spouse.

**ARTICLE VIII  
LEAVES OF ABSENCE**

**Section 8.1**

Sick leave shall be considered to be absence from duty with pay for illness or injury, except where such illness or injury arises out of or in the course of employment by an employer other than the Board.

**Section 8.2**

Employees shall be granted fifteen (15) days of sick leave each July 1<sup>st</sup>. Sick leave shall accumulate to a maximum of one hundred-fifty (150) working days.

**Section 8.3**

Employees shall be entitled to compensation benefits under the Workers' Compensation Act.

**Section 8.4**

An employee who has exhausted his/her accumulated sick leave may request, in writing, an advance of sick leave privileges. If substantiated by a medical certificate, the Superintendent may advance to such employee sick leave privileges not to exceed one (1) day for each completed year of service. Advanced sick leave days shall be repayable by the employee from his/her future sick leave accumulation.

### **Section 8.5 - Bereavement Leave**

In the event of death in the immediate family, an employee shall be granted five (5) days of leave with pay. For purposes of this Section "immediate family" is defined as follows: mother, father, wife, husband, brother, sister, child, stepchild, grandmother, grandfather and grandchild.

#### **Section 8.5.1**

In the event of the death of an employee's mother-in-law, father-in-law, daughter-in-law, son-in-law, stepmother, stepfather, stepbrother, stepsister, sister-in-law, brother-in-law, aunt or uncle, bereavement leave with pay shall not exceed one (1) day.

### **Section 8.6 - Personal Leave**

Each employee shall be entitled to three (3) personal days per year for personal business, and shall give forty-eight (48) hours notice to the Principal except in cases of emergency in which event the employee shall notify the Principal as soon as possible. Personal leave may be taken in increments of two or more hours only. Custodians are allowed to carry over one personal day per year but not to exceed a balance of four days

Personal Days are provided for medical, legal, and other personal business (weddings, graduations, religious requirements, birth of child by employee's spouse or child,) and urgent personal business that cannot be scheduled or attended to outside regular school hours.

Personal business days should not be requested the day or consecutive days prior to, or following any vacation or holiday, except in emergency or special circumstances approved by the superintendent. The decision of the superintendent in respect to the granting of such days is final. Request for leave must be made in writing to, and approved by, the superintendent 48 hours in advance except in extenuating circumstances.

### **Section 8.7 - Union Activities**

One Union Representative shall be allowed to use a paid personal leave day to attend Union educational conferences and seminars.

Total days under this Section shall not exceed one (1) day per year.

### **Section 8.8**

Union members who attend negotiating meetings, grievance hearings, labor board and arbitration hearings shall not suffer a loss of pay if conducted during working time.

### **Section 8.9**

An employee who is required to serve on jury duty shall notify the Board. Special leave shall be granted for bona fide jury duty, with the Board paying the difference between the employee's regular pay and his compensation for said jury duty.



### **Section 8.10**

Paid leave for illness in the immediate family, not to exceed three (3) work days per fiscal year, shall be granted when the employee's presence is required at the bedside of a family member. Family members shall be limited to spouse, children, stepchildren, parents, sister, brother, grandparents, and grandchild.

### **Section 8.11**

Upon retirement or resignation of an employee who has completed a minimum of five (5) years of service to the Board, he/she shall be paid twenty dollars (\$20) per day for all unused accumulated sick leave. Upon the death of said employees his/her estate shall receive those same monies.

In addition, at the beginning of each fiscal year employees will be paid twenty dollars (\$20) per day for any accumulated sick days in excess of one hundred fifty (150) as of June 30 of the prior fiscal year beginning in July 2007. Payment will be made in one payment no later than September 15<sup>th</sup> of the current fiscal year. In event of discharge for cause, no payment for unused accumulated sick days will be provided.

## **ARTICLE IX** **SAFETY AND HEALTH**

### **Section 9.1**

Both parties to this Agreement hold themselves responsible for mutual cooperative enforcement of safety rules and regulations. Employees shall immediately notify the Principal of safety and health matters for resolution.

## **ARTICLE X** **MEDICAL COVERAGE**

### **Section 10.1**

In the event that the Board can provide substantially equivalent benefits and services through an alternate carrier of its own choice it may do so. Before said change is made, same shall be reviewed with the Union; however, the Board reserves the right of final decision.

The Board will fund and provide for each employee and their eligible dependents the following health insurance:

#### **A. Medical Insurance**

##### **1. PPO Plan**

- A. A plan substantially equivalent to or better than the plan in effect June 30, 2014, subject to the following:

- B. The aforementioned shall be inclusive of Preventative Care, Medical Services, Emergency Care, Inpatient and Outpatient Hospital Care, Prescription Drug Rider, as described in the Benefits booklet.

2. HDHP/HSA Plan

As an alternative to the PPO Plan option the Board will provided a High Deductible Health Care Plan (HDHP) with a Health Savings Account (HSA) Feature. The Plan has the following characteristics: \$2,000 single deductible/ \$4,000 employee plus dependent(s) deductible, then 0% to employee for in-Network costs, no orthonet, no AIM, and no Commercial Prescription Guidelines. During the first three years that an employee participates in the HDHP/HSA Plan, the Board will fund 50% of the applicable deductible, deposited on July 1 of each year into the employee's HSA.

B. Dental Insurance

Full Service Dental Plan Equivalent to or better than the plan in effect on June 30, 2014.

C. Life Insurance

Group Life Insurance coverage with A. D. & D. in the amount of \$40,000 per employee.

D. Long Term Disability Insurance

Long Term Disability Insurance coverage at 60% of pay after 180 calendar days. No proof of insurability is required for those who are employed as of June 30, 2014, and as to employees hired after that date, only if such an employee was not enrolled when first eligible (31 days from date of eligibility) would such proof be required.

Section 10.2

The employee will co-share the medical premium cost at the following rates:

2017-2018	11%
2018-2019	12%
2019-2020	13%

Said contribution shall be subject to the I.R.S. Tax Code 125.

#### **Section 10.4**

Payment in Lieu of Insurance: If an employee does not take the medical insurance offered by the Employer, the employer shall pay to him/her 7% of the premium, less the employee's premium cost share amount, provided however the employee must provide proof of alternative insurance.

### **ARTICLE XI** **RETIREMENT PLAN**

#### **Section 11.1**

All eligible employees shall be enrolled in the Town of Norfolk Retirement pension plan as amended from time to time. The Plan is annexed hereto as **Appendix B**

In addition, each employee employed as of July, 2002, who has at least fifteen (15) year of continuous service with the employer, and has a combination of age plus years of employment that equals at least seventy (70), shall receive a retirement supplement of \$1500 per year for ten (10) years, each payment to be made on or before September 15th of each year commencing the first September following the employee's date of retirement, payments to cease upon the death of the employee.

### **ARTICLE XII** **MISCELLANEOUS**

#### **Section 12.1**

The Board shall permit the use of a bulletin board in the school building by the Union for posting of notices concerning Local Union business.

#### **Section 12.2**

The Board will provide employees up to \$150 each year for the purchase of OSHA approved shoes. Proof of purchase is required for payment. Uniform tops will be provided for each employee to be self-laundered. Six (6) tops will be provided per year.

#### **Section 12.3**

Employees who are members of volunteer fire departments shall be excused from work for fire calls during working hours without loss of pay.

#### **Section 12.4**

Within thirty (30) days after the effective date of this Agreement, the Board shall provide employees with a copy of same. New employees shall receive a copy at the time of hire.

### **Section 12.5**

When an employee is required to use his/her personal vehicle for any reason during the course of his/her employment he shall be paid his/her hourly earnings for all time spent in traveling in addition to the I.R.S. mileage rate per mile.

### **Section 13.1**

HOURLY RATES shall be increased by 2.5% each year, effective July 1<sup>st</sup> of each year of this Agreement. The rates shall be as follows:

	2.5% JULY 1 <u>2017</u>	2.5% JULY 1 <u>2018</u>	2.5% JULY 1 <u>2019</u>
SENIOR HEAD CUSTODIAN	27.17	27.85	28.55
HEAD CUSTODIAN	25.61	26.25	26.91
CUSTODIAN	19.66	20.15	20.65

All raises shall be as of the first day of the month.

### **Section 13.2**

At the option of the Board, during their probationary period, newly hired or newly promoted employees may be paid up to 10% less than the hourly rates established in section 13.1 of this Agreement, for the first ninety (90) days.

### **Section 13.3 - Longevity**

Employees who have completed five years of service shall receive \$300 annually. Fifty dollars (\$50) will be added for each year beyond five to a maximum of 25 years of service. Longevity payments will be made in one payment no later than September 15<sup>th</sup> of the current fiscal year.

### **Section 13.4**

When an employee is required to perform work of a higher paying classification, he shall be paid at the hourly rate of the higher classification commencing with the sixteenth work day.

### **Section 13.5**

A second shift differential will be paid at a rate of twenty-five cents per hour for all hours worked between 3:00 p.m. and 9:00 p.m. daily, during the one-hundred eighty (180) school days.

## **ARTICLE XIV** **DISCIPLINARY PROCEDURE**

### **Section 14.1**

Warnings, suspensions, or discharge shall not be imposed except for just cause. The employee and the Union will be given written notification of any disciplinary action. Probationary employees as defined in section 3.6 of this Agreement are not covered by this provision.

## **ARTICLE XV** **GRIEVANCE PROCEDURE**

### **Section 15.1**

A grievance for the purpose of this procedure shall be considered to be a complaint concerning matters relating to interpretation and application of the Articles and Sections of this Agreement.

### **Section 15.2**

No grievance may be filed after thirty (30) working days of the event giving rise to it or after thirty (30) working days after the employee and the Union knew or should have known of such event.

### **STEP ONE**

An employee who has a grievance shall reduce the grievance to writing within the time limit specified in the previous paragraph and submit it to the Principal who shall use his/her best efforts to settle the dispute. The Principal shall meet with all parties concerned within five (5) working days of his/her receipt of the grievance and his/her decision shall be submitted in writing to the aggrieved employee and his/her Union Representative within five (5) working days of the meeting.

### **STEP TWO**

If the employee and his/her Union Representative are not satisfied with the decision rendered by the Principal, the Union may submit the grievance in writing to the Superintendent within ten (10) working days after the decision in Step One is rendered. The Superintendent shall meet with all parties concerned and the Council #4 Staff Representative within twenty (20) working days of its receipt of the grievance and the Superintendent shall render his/her decision in writing to the employee and the Union within ten (10) working days of the meeting.

### **STEP THREE**

If the grievance has not been disposed of to the satisfaction of the aggrieved party at Step Two, it may be submitted in writing by the Union to the Connecticut State Board of Mediation and Arbitration within ten (10) working days after its receipt of the Superintendent's decision in writing at Step Two. A copy of the submission to the Board of Mediation and Arbitration shall

be sent to the Board by the Union at the time of submission. The decision rendered by the Board of Mediation and Arbitration shall be final and binding upon the parties.

### Section 15.3

The arbitrator shall have no power to add to or subtract from or modify in any way the terms of this Agreement. The cost of arbitration shall be borne equally by the parties.

### Section 15.4

Time extensions beyond those stipulated in this grievance procedure may be mutually agreed by the parties concerned.

## **ARTICLE XVI** **NO STRIKE - NO LOCKOUT**

### Section 16.1

The Board agrees that there will be no lockout of any employee or employees during the life of this Agreement. The Union and the individual employees covered hereunder expressly agree that there will be no strike, slowdown or interruption of work during the life of this Agreement.

## **ARTICLE XVII** **DURATION**

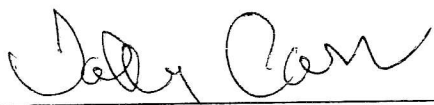
### Section 17.1

This Agreement shall be effective as of July 1, 2014 and shall remain in full force and effect through June 30, 2017. It shall be automatically renewed from year to year thereafter unless either party shall notify the other in writing not later than January 1, 2017 of its desire to modify this Agreement and negotiations shall begin not later than thirty (30) days following such notice.

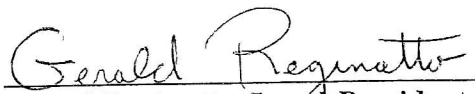
This Agreement shall remain in full force and effect during the period of negotiations.

**NORFOLK BOARD OF EDUCATION**

**LOCAL 1303-322 OF COUNCIL 4**

  
\_\_\_\_\_  
Sally Carr, Chairman Date

  
\_\_\_\_\_  
Mary Beth Jacobelli, Superintendent Date

  
\_\_\_\_\_  
Gerald Reginatto, Local President Date

  
\_\_\_\_\_  
Josh Herbst, Staff Rep Date

Memorandum of Agreement  
Between  
Local 1303-271, AFSCME Council 4, and  
Local 1303-322, AFSCME Council 4  
-and-  
The Town of Norfolk and  
The Norfolk Board of Education

It is hereby Stipulated and Agreed between the Parties as follows:

1. Effective and retroactive to July 1, 2012, the Town of Norfolk Pension Plan applicable to both AFSCME Bargaining Units signatory to this Agreement, shall be a Defined Contribution Plan with terms and conditions as set forth below.
2. For purposes of the Defined Benefit Plan in which bargaining unit members were participants, service accruals shall be through June 30, 2012, and payments shall be made to participants upon retirement or otherwise according to that Plan.
3. For the 2012-2013 Fiscal Year, the Town and/or Board as the case may be shall contribute 4.5% of employees' base pay in absolute dollars to the Defined Contribution Plan.
4. For Fiscal Years thereafter, the Town and/or Board as the case may be shall contribute to the Defined Contribution Plan for each employee between a low of 3.5% of base pay in absolute dollars, and a high of 7% of base pay in absolute dollars, based on the fiscal year. The Pension Committee will review the contribution percentage annually and will make a recommendation, and the Town will set the percentage annually. The contributions shall be made on or about June 30 of each year.
5. The Town will pay the Administrative Costs, the Participants will pay the fund management fees.
6. Rollovers are permitted.
7. Normal retirement is at age 65, with 5 years of vested service.
8. Employee education shall be provided, and there shall be toll free telephone access and internet access 24 hours per day, 7 days per week, to the investment entity.
9. Employees to be eligible must have worked 1000 hours for the Town.

10. Employee contributions to the plan are voluntary.

11. This Agreement shall remain in effect through June 30, 2017, and shall continue from year to year thereafter, unless either party gives notice to the other one hundred eighty (180) days or less prior to July 1 of 2017, or July 1 of a subsequent year, that it wishes to negotiate a Successor Agreement, in which case the Parties shall meet to negotiate the Successor Agreement within sixty (60) days of the notice; provided however that such negotiations shall be limited to the percentage of Employer contribution to the Defined Contribution Plan.

The Town of Norfolk

By Shona  
Date 12/23/13

Local 1303-271

By [Signature]  
Date 12-23-13

The Norfolk Board of Education

By George Counter  
Date 12/22/14

Local 1303-322

By [Signature]  
Date 12-23-13

AFSCME Council 4

By Tim Oppenheimer  
Date 12-20-13