

MEMORANDUM OF UNDERSTANDING

This Agreement entered into between the SOUTHWINGTON LOCAL SCHOOL DISTRICT BOARD OF EDUCATION (hereinafter the "Board") and the OHIO ASSOCIATION OF PUBLIC SCHOOL EMPLOYEES/AFSCME LOCAL 673 (hereinafter the "Association"), this 15th day of July, 2014.

WHEREAS, the financial conditions of the District and the student population trend are recognized by both parties to require an alteration in the classification of Food Service Workers, the parties hereby agree as follows:

1. A new position titled "Cashier/Cook" shall be created effective for the 2014-2015 school year with the job description being set forth in the attached Exhibit "A" and the salary schedule shall be as set forth in Exhibit "B".
2. This Cashier/Cook position shall be a bargaining unit position subject to all the terms and conditions of the Collective Bargaining Agreement existing between the parties.
3. The creation and filling of this position does not require the Board to fill every other position recognized in the Collective Bargaining Agreement nor does it eliminate the existence of any position recognized in the current Collective Bargaining Agreement.
4. This position opening shall be posted in accord with the Collective Bargaining Agreement and filled in accordance with its terms.

WHEREFORE, the duly authorized representatives of each party to this Agreement hereby signifies its understanding and agreement to be bound by the terms of this Memorandum by affixing their signatures below.

FOR THE ASSOCIATION:

By: Valerie D. St. Clair
President, OAPSE 673

By: [Signature]
Field Representative

FOR THE BOARD:

By: [Signature]
Board President

By: [Signature]
Superintendent

By: [Signature]
Treasurer

TITLE: Cashier/Cook

Exhibit A

- QUALIFICATIONS:
1. High school graduate.
 2. Working knowledge of quantity food preparation.
 3. Pleasant personality.
 4. Ability to work cooperatively with staff and students.
 5. Willingness to cook and serve food.
 6. Respect for confidential information.
 7. Eligible to be bonded.

REPORTS TO: Cafeteria Supervisor

JOB GOAL: To prepare food in the most efficient manner possible. Maintain complete accurate records of cash funds received in cafeteria operation. Work cooperatively with the cafeteria supervisor and/or treasurer to ensure a smooth operation and accounting for the food service program.

PERFORMANCE RESPONSIBILITIES:

1. Depositing money into student accounts for lunches, breakfast and snacks.
2. Do breakfast, lunch for students.
3. Do subs, salads for lunch.
4. Assist in dishwashing.
5. Assist in getting breakfast ready for next day.
6. Fill ice cream cooler.
7. Input preschool lunches and breakfast into computer.
8. Keep accurate records of breakfast/lunches sold.
9. Count money at end of day and do reports.
10. Assist in determining needs and requirements of a school cafeteria unit in a day-by day operation.
11. Observe rules and cleanliness, proper dress and good grooming.
12. Familiarize self with menu for the day and assist supervisor.
13. Exercise care and safety in use of utensils and equipment during preparation.
14. Keep work area clean and free of food leftovers, cooking and baking. Avoid spillage, slipping, falls or burns.
15. Report accidents to the supervisor.
16. Assist in cleaning of kitchen floors at the end of the day.
17. Be cognizant of social media and its implications within the community, school district and workplace, refraining from negative posting/comments concerning students and/or other staff members.
18. To act in a professional manner toward students and all other staff members, be it classified or certified.
19. To refrain from disparaging remarks or comments with malicious intent toward colleagues or students.
20. Perform such other duties as may be assigned by Cafeteria Supervisor.

TERMS OF EMPLOYMENT:

188 days at a rate of pay in accordance with the terms of the current master agreement

EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the current Master Agreement.

SOUTHINGTON LOCAL SCHOOLS

2014 - 2015

<u>Steps</u>	<u>Hourly</u>	<u>Yearly</u>
0	\$11.33	\$10,650.20
1	\$11.53	\$10,838.20
2	\$11.70	\$10,998.00
3	\$11.85	\$11,139.00
4	\$12.05	\$11,327.00
5	\$12.20	\$11,468.00
6	\$12.40	\$11,656.00
7	\$12.55	\$11,797.00
8	\$12.71	\$11,947.40
9	\$12.87	\$12,097.80
10	\$13.06	\$12,276.40

Cashier/Cook

Days/Year: 188 (Inc. 8 Holidays)
Hours/Day: 5
Hours/Year: 940
Pay Distribution: 23/26 Pays Bi-weekly
Sub Rate (Bargaining Unit Member): Step 0