

2008-2009

Supplement

to the

MASTER AGREEMENT

between the

**The Baltimore (County Instructional) Assistants &
Clerical Employees, Inc.
(BACE)**

and the

Board of Education of Baltimore County

July 1, 2007 – June 30, 2012

ARTICLE 7 - Wages and Working Hours

7.3 Overtime

Any employee who obtains prior authorization from an appropriate administrator/supervisor to work in excess of his/her normal schedule shall be compensated by agreed upon compensatory time hour for hour or by cash payment as follows:

- a. Up to forty (40) hours per workweek -- (1) cash payment-employee's hourly rate or (2) compensatory time-hour for hour.
- b. Hours in excess of forty (40) hours per workweek -- (1) cash payment-time and one-half employee's hourly rate or (2) compensatory time-one and one-half hours per hour.
- c. Any employee who earns compensatory time shall be provided the opportunity to use that compensatory time prior to the end of the school year for ten (10) month employees or the end of the fiscal year for twelve (12) month employees. Unused compensatory time shall be paid to the employee at the end of the fiscal year.

Article 11 - Transportation Reimbursement

The authorized use of an employee's personal car for transportation to accomplish his/her assigned duties shall be reimbursed at the rate established by the Internal Revenue Service. The use of a personal automobile may be authorized for:

- a. Attendance at a meeting called by an appropriate administrator.
- b. Banking and Post Office business.
- c. Travel from one work location to another at the direction of the appropriate administrator.
- d. Staff development activities held during the regular day.
- e. Employees assigned to two (2) or more locations on any given day will be reimbursed for the total mileage incurred less the normal round-trip commuting distance to the closest school or office to which the employee is assigned.

Reimbursement forms will be submitted monthly, bi-monthly, or quarterly. No reimbursement of less than fifteen dollars (\$15.00) will be paid to an employee during any period of time, except for the final reimbursement of the fiscal year, which may be submitted for less than fifteen dollars (\$15.00). Final reimbursement reports must be submitted by June 30 for ten (10) month employees, or within seven (7) duty days of the close of the fiscal year for all other employees in order to receive reimbursement.

Article 18
Salaries

18.2 Longevity***

At the beginning of the 11th, 13th, 15th, 17th, 19, 21st, 23rd, 25th, 27th, 29th, 31st, 33rd, 35th, 37th, and 40th year of permanent employment with the Board of Education, the employee shall receive longevity salary increments in accordance with the current salary schedule.

APPENDIX A***

Remove step 1 of the Paraeducator scale and add a new step 10; Employees shall remain on current steps; Add three (3) new longevity steps at 35, 37, and 40 years.

*****Please note: The changes in Longevity and Appendix A above were not funded by the county fiscal authorities. Therefore, they will not be implemented for FY 09.**

