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CITY OF MANCHESTER
Health Department

MEMORANDUM OF UNDERSTANDING

BETWEEN THE CITY OF MANCHESTER, NH
AND
LOCAL 298, AFSCME, AFL-CIO - Health Department

Whereas: School Nurses are employed by the Manchester Health Department, are covered by the Collective Bargaining Agreement (CBA) mentioned above, and are FLSA exempt employees.

Whereas: School Nurses are currently paid for 180 days, 10 holidays, three days that are used before and/or after the school year to open and/or close the school nurse's office, and up to three personal days.

Whereas: School nurses are currently only paid for days worked, they are not paid during vacations or on snow days, but ultimately are paid for all 193 days. Benefits are currently divided by 39 weeks and deducted as such.

Whereas: It is agreed that effective July 1, 2013 and without any loss in salary:

1. A school nurse's base salary will be calculated based upon 193 days (180 Days, 10 Holidays, 3 pre/post school year days for opening/closing office).

2. This base salary will be divided by 43 to determine a weekly payment amount.

3. 43 equal weekly payments will be made beginning on the first Thursday in September and will continue for a total of 43 weeks.

4. Benefits costs will be divided by 43 and will be equalized across the 43 weeks as well.

5. Under the current collective bargaining agreement, school nurses are eligible for 2 or 3 personal leave days based upon sick leave non-abuse. Personal leave days are awarded in January and must be used during that calendar year. Under this proposal, school nurses would be required to use their personal leave days on regularly scheduled works days, with the previous approval of their supervisor.

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This MOU will remain in effect unless negotiated changes are made to the CBA.

For ASCFME

Staff Rep

Pres. 298

V.P. 298

Date: 06/11/13

For the City of Manchester

HR Director

Public Health Director

Date: 6/11/13