

AGREEMENT  
BETWEEN  
CRANSTON SCHOOL COMMITTEE  
AND THE  
RHODE ISLAND LABORERS' DISTRICT COUNCIL  
ON BEHALF OF  
LOCAL UNION 1322  
BUS DRIVERS UNIT  
OF THE  
LABORERS' INTERNATIONAL UNION OF NORTH  
AMERICA  
  
AFL-CIO

Effect: July 1, 2021 through June 30, 2024

## **CRANSTON SCHOOL COMMITTEE**

Daniel Wall, Chairperson  
Michael A. Traficante, Vice Chairperson  
Domenic F. Fusco  
David A. Alden-Sears  
Kristen A. Haroian  
Sara K. Tindall-Woodman  
Kenneth R. Mancuso

## **NEGOTIATIONS COMMITTEE**

Dan Wall, School Committee Chairperson  
David Alden-Sears, School Committee  
Jeannine Nota-Masse, Superintendent  
Michael F. Crudale, Chief Human Resources Officer  
Joseph Balducci, Chiefs Financial Officer  
Ed Collins, Direct of Plant Operations  
Vincent McAteer, Director of Transportation

## **Rhode Island Laborers' District Council Local Union 1322**

Arhtur J. Jordan, Business Manager/Secretary-Treasurer  
Kathleen Albertson  
Jeannine Vallesi  
Caroline Tente  
Teresa LaTelle  
Christian Campagnone

## AGREEMENT

### PREAMBLE

This agreement by the Cranston School Committee, hereinafter referred to as the "School Committee" or "Committee" and the Rhode Island Laborers' District Council on behalf of Local Union 1322 of the Laborers' International Union of North America, AFL-CIO, hereinafter referred as the "Union", located at 410 South Main Street, Providence, RO 02903, has as its purpose the promotion of harmonious relationship between the School Committee and the Union.

### PRINCIPLES

- A. This agreement is entered into to facilitate the adjustment of grievances and disputes between the Employer and Employees, to provide, insofar as possible, for the continuous employment of labor and to establish necessary procedures for the amicable adjustment of all disputes which may arise between the Employer and the Union.
- B. The Employer and the Union encourage the highest possible degree of practical, friendly, cooperative relationships between their respective representatives at all levels. The officials of the Employer and the Union realize that this goal depends primarily on cooperative attitudes between people in their respective organization at all levels of responsibility and those proper attitudes must be based on full understanding of and regard for the respective rights and responsibilities of both the Employer and the Employees.
- C. There shall be no discrimination against any Employees by reason of race, color, creed, sex or Union membership.
- D. All reference to Employees in this Agreement designates both sexes and wherever the male gender is used, it shall be construed to include male and female employees.

- E. The Employer and the Union affirm their joint opposition to any discriminatory practices in connection with employment, promotion, or training, remembering that the public interest remains in the full utilization of an employee's skill and ability without regard of race, color, creed, sex or national origin.
  
- F. No Employee covered by this Agreement shall be discharged, demoted, suspended, transferred or affected in any way because of lawful political beliefs or activities.

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## **ARTICLE I**

### **Recognition**

- A. The Cranston School Committee recognizes LIUNA, Local Union 1322 as the sole and exclusive bargaining representative of all employees in the bargaining unit as defined in case number EE-3633, dated May 15, 2000 by the parties.
- B. The bargaining unit shall consist of all Bus Drivers regularly employed to operate motor vehicles belonging to Cranston Public Schools for the expressed purpose of transporting Cranston students to and from Cranston Public Schools, as well as private schools as designated by the Cranston School Committee, and special trips.

## **ARTICLE II**

### **Classification**

- A. Bus Driver:
  - a. Employees are available five days each week for a minimum of twenty (20) hours based on a five (5) day week. Paid at 2 hours AM and 2 hours PM.
  - b. Specific hours to be determined by schedule with notification to the union
  - c. Employee also available for special trips, days, nights, weekends, and summer assignments on a volunteer basis.
- B. A distinction is hereby made between drivers of large buses and drivers of special needs buses (capacity of 29 students or less).
- C. The drug and alcohol testing pool will be made up of all bus COL holders whose tasks include any operation of a school bus.

## **ARTICLE III**

### **Selection & Appointment**

- A. The Superintendent or his/her designee shall be responsible for the selection, employment and assignment of all employees covered by this agreement, subject to School Committee approval.
- B. There will be a ninety (90) school day probationary period for all new bus drivers. The school district will have the right to dismiss a probationary employee. Such dismissal will not be subject to grievance or arbitration procedures. The employee shall receive written notice as to the reason for the termination.
- C. Notice of vacancies and/or new positions shall be posted on the Transportation bulletin board at the Park View Garage, Fletcher Avenue Garage and Transportation/Plant Operations Office for a five (5) workday period including one work Monday. Such notice shall state the schedule and hours. Any person interested in the posted position must apply in writing to the Director within the five (5) work day posting period. The notice shall be dated and shall designate the last day on which applications for the vacancy will be accepted. If an employee is awarded the bid, that employee will be placed in the new assignment within ten (10) workdays.

If the employee cannot take the new assignment within the ten (10) workday period, the bid will be awarded to the next senior bidder. In the event there are extenuating circumstances, the Director of Transportation shall notify the Business Manager or designee.

- 1. Posting will include a copy of the run sheet and will show if the run is more than 180 days.
- 2. Vacancies or new runs shall be posted at Fletcher Avenue Garage, Park View Garage, and Briggs within (10) days for any members of the bargaining unit to bid on.
- 3. If a vacancy or a new run is posted during the months of May or June, the Driver will be awarded the run but not moved until September.
- 4. Drivers awarded the mail run shall be paid a minimum of three (3) hours.

- D. At the time of initial employment, the School Department will supply the new employee with a copy of the current existing working agreement.
- E. Bus Drivers shall be permitted to exercise provisions of above-mentioned paragraph B no more than twice a year.
- F. The School Committee agrees to pay for any physical examination required state law for drivers to secure a school bus driver's license; however, the drivers will not be paid for the time to take the examination. Drivers will be paid a minimum of 1 hour for mandatory random drug testing.
- G. The Business Manager of the Union shall be notified of all openings, vacations, vacancies, proposed changes and any and all matters relating to all Union members' duties in the bargaining unit.
- H. Annual increases will be given to employees hired prior to January 1st. An employee hired after January 1st shall remain on the step at the time until the following year.

## **ARTICLE IV**

### **Security**

- A. All employees covered by this agreement, who are members of the Union at the effective date of this agreement, shall remain members of the Union for the life of this agreement.
- B. The union agrees to provide the Human Resource Office of the Cranston Public Schools properly executed individual membership cards for each member of the Union as soon as membership is established.

## **ARTICLE V**

### **Payroll Deductions**

- A. The Committee agrees to deduct from the salaries of bargaining unit member's dues for the Rhode Island Laborer's District Council Local 1322, and to transmit such deductions to the Rhode Island Laborers' District Council, Local 1322,. Such deductions will be taken in equal installments over the available number of

pay periods. Termination of employment during the school year will result in the balance of dues being deducted from the last check.

- B. The Rhode Island Laborers' District Council will give the Superintendent 30 days' notice in writing prior to the effective date of any change in the membership dues to be deducted for any of said organizations.
  
- C. Employees may consent to Local 1322 dues deduction on a Dues Deduction Authorization Form mutually agreed to by the parties appended to this Agreement as Appendix B. A Dues Deduction Authorization Form shall remain in effect until a Cessation of Local 1322 Membership Dues Form is signed and processed as provided below.

An employee may cease membership dues deduction by submitting a document to stop membership dues deduction on a form mutually agreed to by the parties appended to this Agreement as Appendix C . A Cessation of Local RI-153 Membership Dues Deduction form shall be submitted to both Local RI-153 and the Payroll Department

- D. Section 4: Deductions made under the provisions of this Article will be transmitted at interval of no greater length than every two (2) weeks to the Secretary-Treasurer, Local 1322 at 410 South Main Street, Providence, RI 02903.
  
- E. All bus drivers will receive their pay through direct deposit. The district will provide the following information via the employee self-service system: all personnel and payroll information, advices, W-2, W-4, 1095 and time off documents. A time and attendance system will be used to log hours worked for payroll purposes.

## **ARTICLE VI**

### **Savings Clause**

In the event that any section of any provision of this agreement is or shall at any time be declared contrary to law, all sections of said provisions and all other provisions of this agreement shall be in effect.

## **ARTICLE VII**

### **Seniority**

- A. Seniority shall be defined as total length of regular and continuous employment within the transportation division of the Cranston Public Schools. Seniority shall begin upon appointment of employee by the Superintendent. In the case of a tie, the date of application will be used. Should the date of application be the same, seniority shall be determined by lottery.
  
- B. Seniority shall continue to accrue during any approved leave of absence for a period not to exceed one (1) year and shall be broken when an employee covered by this agreement terminate voluntarily or is terminated under the provisions of Article XIV of this agreement, or fails to return to work on the date specified at the time the leave was granted.
  
- C. A seniority list of all employees covered by this agreement shall be provided to the Union and shall be posted by the Committee no more frequently than once a year. By November of each year, the Transportation Office shall email to each member a seniority list and a total of accrued sick days.
  
- D. Seniority shall control the order of layoff and recall. A two-week notice of layoff shall be given, except in cases where the bus runs are cancelled. When recalled, an employee must return within two (2) weeks. Failure to return upon recall as stated wherein will result in the voluntary termination of the employee.
  
- E. When a vacancy and/or a new position becomes available, it shall be filled within rank by the employee with the most seniority. Bus Drivers shall be placed in separate classifications for the purpose of seniority and will enjoy bumping and bidding rights only within their own classification. The Garage Assistant positions shall be selected by seniority from the pool of applicants drawn exclusively from the large bus drivers. In the event no large bus driver bids on the position, the position will be reposted and offered to small bus drivers.
  
- F. Each employee covered by this agreement shall be allowed to examine his/her own personnel file, providing a twenty-four (24) hour notice is given to the Human

Resource Office. Confidential and privileged information such as credentials, letters of reference from individuals or former employers, are exempt from review. Confidential and privileged material shall be removed from the file prior to review. The employee may be permitted to reproduce his/her file, other than confidential or privileged material, provided that the individual assumes the cost of reproduction.

- G. Employees must work 2/3 of the school year or more to be eligible for summer work. However, if there are not enough union employees eligible, all remaining union members will be offered prior to any non-union employees.
- H. There will be a sign-up sheet for snow removal for all union members. Should a union member refuse to respond without good cause, that union member will be removed from the list.
- I. For the purpose of "summer work" runs will be given by seniority according to the size vehicle that is driven during the school year. After assignments of runs have been made, those remaining will be given by overall seniority.

## **ARTICLE VIII**

### **Special Trips**

- A. "Special trips" are defined as the following: Interscholastic sports and field trips.
  - 1. Insofar as practical, drivers will be assigned by seniority to the size vehicle they normally drive in which is needed for the "special trip." If no driver becomes available by seniority by size vehicle, the Director of Transportation will assign by size vehicle, the least senior driver, and there shall be no option for refusal. The Force list shall be established.
  - 2. Bus driver shall be compensated for a minimum of two hours when assigned for special trips as defined under this article, except nights weekends and holidays at which time drivers will be compensated for a minimum of four hours. If possible, driver shall receive at least five days notice of said trips.
  - 3. For the purposes of this article, night trip shall be defined as trips that commence on or after 4 PM and finish after 6 PM
  - 4. All holiday and Sunday trips shall be assigned on a rotating basis for those drivers who have signed up for such trips by seniority

5. Any driver signing up for field trip shall not sign up for weekends or holidays only a driver must also be available for either weekday or weeknight trips except in cases of emergency.
6. If a driver is called by telephone for a special trip taking place the following day and they are not at home, there is no answer, or an answering machine answers, no message will be given and the next available driver will be called.
  - A. If a driver is called by telephone for a trip taking place two days in advance and there is no answer they will not receive another call. If the phone is answered by someone other than the driver or an answering machine answers, a message shall be left the driver must return the call by 10 AM the following day. If not, the next available driver will be called.
7. If two or more drivers appear for the same trip and fewer buses are required, the senior driver shall have the option to do the trip.
8. Trip sheets will be posted for special needs buses.

B. Cancellations: When a trip is canceled, the driver who has been assigned Shall, within the same work week, be given the opportunity to be given the trip which had been assigned the least senior driver, provided the cancellation falls under the following :

1. If a trip is canceled on Saturday or Sunday, the reschedule shall be for a trip Tuesday through Friday.
2. If a trip is canceled on Monday the reschedule shall be for trips Wednesday through Friday.
3. If a trip is canceled on Tuesday, the reschedule shall be for trips on Thursday or Friday
4. If a trip is canceled on Wednesday, the reschedule shall be for trips on Friday.

There shall be no rescheduling of trips canceled on Thursday or Friday.

C."Regular special runs "shall be defined as those runs serving programs with transportation is needed for a period of eight consecutive weeks or more during the school year.

1. The Director of transportation shall notify the business manager within 10 working days following the assignment of a driver to a regular special run.
2. If a sick day, holiday, or vacation time falls during the period a driver is working a regular special run, computation for said pay shall be the average hours worked during the previous four weeks.
3. "Special Runs" will be paid at a minimum of 2 hours. However, if an employee takes another "special run" within the timeframe they will be paid the guaranteed 2 hours and will then be paid for the time it takes to do the other special run beyond the guaranteed paid time. (For example, if a driver does a pre-K run, which is guaranteed 2 hours, but only takes from 10am-11am. Then takes another special run from 12pm-1pm, the driver will be paid for one hour beyond the guaranteed 2 hours.)

## **ARTICLE IX**

### **Work Schedules**

- A. The work day, work week, and work year of each Driver will be required for the assigned route.
- B. The minimum workday shall be four (4) hours.
- C. Bus Drivers shall be responsible for the inspection of the safety devices and cleanliness of buses. In fulfilling these responsibilities and duties, Bus Drivers shall:
  1. Sweep buses and clean windshields daily. Upon request, cleaning materials will be provided by the School Department.
  2. Perform daily pre-trip inspection as required by Rhode Island State law. The above responsibilities and duties shall be performed during regular hourly rate.
  3. If, in the opinion of the Driver, the bus does not meet minimum safety Standards, the Transportation Director shall be so informed immediately. Failure to report mechanical problems with the bus or not following procedures set forth by the Director of Transportation may result in disciplinary action.

- D. Every effort will be made each year to assign schedules, hours, and routes consistent with the previous year's schedule, hours and routes.
- E. Pre-school runs will be considered part of a Driver's regular run and compensation will be assessed on a minimum of two (2) hours.
  - 1. When a Drive of a bus with a Pre-school run expects to be out for more than two (2) consecutive days, the Director of Transportation shall assign another Driver for the period according to a seniority from a list of Drivers wanting Pre-school runs.
  - 2. Every effort will be made to schedule more senior Drivers to Pre-school runs that are longer than two (2) hours.
- F. Assigning of Drivers duties by the Director of Transportation or his/her designee during a "lay-over" period between regularly scheduled runs shall not be considered "special runs."
- G. At the discretion of the Director of Transportation, Drivers may be required to attend in-service meetings. Compensation for attending in-service meetings shall be at the Driver's regular hourly rate.
- H. Drivers will be required to attend in-service meetings on district schedule professional development days. Compensation for attending in-service meetings shall be at the Driver's regular hourly rate. All drivers will be paid for (4) four hours on professional development days.
- I. Drivers assigned runs to schools other than Cranston's are required to complete those runs as scheduled in that school's calendar. In the event Cranston schools are closed for any reason, the drivers are still required to complete the runs of other Schools.
- J. Drivers are responsible for School Department equipment signed out to them. If the Driver is negligent and the equipment is lost or stolen, the Driver is held responsible. If the equipment is locked and concealed in their vehicles or is in their dwelling (not a common hallway) and said equipment is stolen, the Driver will not be held responsible. In all cases of missing equipment, the Police Department must be notified and a Police Report must be filed.
- K. In the event the School Department moves to virtual learning due to snow, drivers will be paid based on the employee's average workday excluding all

overtime activity.

## **ARTICLE X**

### **Overtime**

- A. Overtime work is defined as time over forty (40) hours per week. The rate for overtime work requested by the School Department will be at the rate of time and one-half of the employee's regular hourly rate.
- B. Summer assignments shall be made in accordance to the seniority of employees desiring summer employment. For employees of large buses, a voluntary, non-compensated job selection meeting (jamboree) will be held prior to the end of the school year. For Drivers of small buses, a voluntary, non-compensated job selection meeting (jamboree) will be held on or around the 3rd Friday in June. If an insufficient number of employees express an interest in summer employment, assignments will be made and must be accepted on a seniority basis: the least senior being assigned first.
- C. Compensation for assigned work on legal holidays and Sundays shall be double time the Driver's regular hourly rate.
- D. Snow Removal

The Director of Transportation will seek volunteers to work bus snow removal. The team will consist of a maximum of 15 employees.

1. Snow removal will be at the rate of double time on Saturday and Sunday.
2. Snow removal will be at the rate of time and one half in the event school is closed or the School Department moves to virtual learning due to snow.

## **ARTICLE XI**

### **Management Rights**

Unless expressly provided otherwise in this Agreement, the Cranston School Committee reserves the right to:

- A. Direct the work of its employees.
- B. Hire, promote, demote, transfer, evaluate, assign and retain employee's positions within the school system.
- C. Suspend or discharge employees.
- D. Maintain the efficiency of school operations.
- E. Determine services to be rendered by the Cranston Schools.
- F. Take actions as may be necessary to carry out the mission of the Cranston Public Schools.
- G. Determine the methods, means, and personnel by which operations are to be carried out.
- H. Be the policy-making and governing body of the public schools.
- I. Take any other action, which is in the best interest of the Cranston Public Schools.

**ARTICLE XII**  
**Leaves of Absence**

A. Sick Leave

1. Members of the bargaining unit governed by the provisions of this agreement shall be allowed to accrue one (1) day of sick leave per month. If a member is out in excess of 5 days in one month they will not accrue (1) day in that month.

Accrued sick days/sick banks for all bargaining unit members shall be frozen as set forth in Exhibit C attached hereto and made a part of hereof. And no unused sick days shall be allowed to accumulate or be added during the term to this Agreement for purposes of payout to Union members who have worked for the Transportation Department for ten (10) years or more upon retirement from the Cranston Public Schools. In the

event that any bargaining unit employee has accrued and exhausted ten (10) days of sick leave in a contract year, and only in that event, that member will be allowed to access any sick days that he/she has accumulated. Notwithstanding the above, Bus Drivers may accrue up to ten (10) days of unused sick time per year, not to exceed sixty (60) days in total. However, as stated above, this will not be counted as part of the payout at the end of their term. Sick days can only be taken as half or full sick days. The use of ¼ sick days is for the drivers of Pre-K runs only.

2. In the event that the earned sick leave of a Union member has been exhausted, a written request may be made for the extension of leave, without compensation, for a period not to exceed six (6) calendar months or the remainder of the school year, whichever is longer. A request for such an extension of sick leave must be made in writing to the Superintendent of Schools and be accompanied by a medical certificate stating the nature of the illness and necessity for leave.
3. Workmen's Compensation benefits shall be provided for members of the bargaining unit. The payment received by a member of the bargaining unit under provisions of the Workmen's Compensation Act shall be in lieu of any contractual salaries or wages payable to said union member.
4. If a Holiday falls while an employee is on sick leave, said day will be paid as a Holiday and not be charged against sick leave.
5. Union members who achieve perfect attendance during the school year shall be entitled to a stipend of \$500. Perfect attendance is defined as the use of no sick time, family illness time, or unpaid time.
6. Union members, as set forth in Exhibit C, who have worked for the Transportation Department for ten (10) years or more, upon retiring from the Cranston Public Schools and being deemed eligible for retirement by Employees Retirement System of Rhode Island (ERSRI) shall receive compensation for sick days they have accumulated at a rate of \$20 per day for the total number of sick days accumulated. Union members, as set forth in Exhibit C, who have worked for the Transportation Department for twenty (20) years or more and have accumulated a minimum of 120 days, upon retiring from the Cranston Public Schools and being eligible for retirement by Employees Retirement System of Rhode Island shall receive

compensation for sick days they have accumulated at a rate of \$50 per day for the total number of days accumulated.

B. Bereavement Leave

1. In the case of death in the immediate family (father, mother, sister, brother, son, daughter, spouse, father-in-law, son-in-law, daughter-in-law, mother-in-law, domestic partner, or other persons in the immediate household) a driver may be absent for the period of mourning, including the day of the funeral, not to exceed seven (7) calendar days. The first calendar day shall be the day following the death in the immediate family.
2. In case of death of a grandfather, a grandmother, a grandson, a granddaughter, stepfather, stepmother, stepson, stepdaughter, a driver may be absent for a period of mourning, including the day of the funeral, not to exceed (3) calendar days.
3. In case of death of a niece or nephew, a driver may be absent for a period of mourning, including the day of the funeral, not to exceed two (2) calendar days.
4. In case of death of a relative by blood or marriage not listed in #1-3 above, the employee may be absent on the day of the funeral without loss of pay.

C. Jury Duty: Leave for jury duty shall be granted and the difference between the union member's normal salary and the salary paid for jury duty shall be paid to the union member.

D. Military Leave: Any employee covered by this agreement who is required to participate in activities related to membership in a military reserve unit shall be granted military leave with pay equal to the difference between the amount the employee receives from said military unit and the amount the employee would ordinarily receive had the employee worked for the Cranston Public School System during said leave.

E. Payment under this Article shall be based upon the employee's average work day, excluding overtime.

F. Union Representation Leave: At the discretion of the Union, members of Local 1322 shall be granted a total of fifteen (15) days per year for the purpose of engaging in local, state and/or national union activities without loss of pay, provided the union pay for the cost of substitutes.

G. Personal Leave:

1. A written request for an unpaid leave under this section (G) must be made no less than thirty (30) days prior to the date the leave is to begin. There may be exceptions in the case of extreme emergencies. Leave for the remainder of the school year (up to one (1) full year may be granted at the discretion of the Superintendent.
2. Seniority shall continue to accrue during the period of personal leave. A
3. All benefits will be discontinued during the period of personal leave granted under this section (G).
4. Employees granted leave under this section (G) who fail to return to work at the expiration of personal leave will be considered to have voluntarily terminated their services with the Cranston Public Schools.
5. The Committee agrees to return the employee to at least a position comparable to position from which leave was granted.

H. Family Illness: Members may be granted two (2) days compensation from accrued sick leave for family illness in the immediate family (father, mother, spouse, son, daughter, domestic partner) or additional persons in the immediate household. Physician's certificate stating the nature of the illness may be required.

I. Summer Work/III Time

1. Drivers who are scheduled for or anticipate surgery during the summer may bid on summer work, provided they can work a minimum of three (3) weeks of the program.
2. Drivers must inform the Transportation Director prior to the jamboree.
3. Drivers who are assigned summer runs and cannot complete the run due to injury or illness not related to the job must submit a physician's note as to the reason.
4. If a Driver has worked fifty (50%) percent of the scheduled days of the program and has sick time, the driver shall receive sick pay.
5. Drivers that are assigned a summer run shall be allowed to take up to four (4) sick days if needed. These days do not count toward the fifty (50%) percent of the scheduled days of a program.
6. Under this provision, 230 day drivers are excluded.

J. Personal Leave

1. Members shall receive two (2) personal days per year. However, these days cannot be taken on the day before or after a holiday or vacation. The total number of drivers out on personal days will not exceed two (2) drivers

on any given day.

## **ARTICLE XIII**

### **Health Insurance**

- A. The Committee shall provide individual or family coverage for medical insurance, including a dependent rider to age 26. The Committee will have the option of offering multiple plans for all employees and applicable riders. All bargaining unit members will be responsible for twenty (20%) percent cost based upon their plan. Payments under this article shall be subject to section 125 of the IRS code. Effective January 1, 2022 medical benefits shall be as set for in Exhibit D which shall include a \$500 deductible for an individual plan and a \$1000 deductible for the family plan.
  
- B. The Committee shall provide the individual or family plan dental insurance, including a dependent rider to age 26. The annual maximum dental coverage will be \$1500 per person and the Orthodontic rider lifetime maximum will be \$1500 per person. The dental plan is set forth in Exhibit C. All bargaining unit members will be responsible for twenty (20%) percent cost share. Payments under this article shall be subject to section 125 of the IRS code.
  
- C. Regardless of the nature of unpaid leave, members shall have the option to continue in the group health plan by making monthly contributions, at no expense to the Cranston Public Schools.
  
- D. The Committee will not offer health and/or dental insurance coverage if the employee is covered as a dependent under another plan provided by the Cranston Public School Department or the City of Cranston.
  
- E. The Committee shall provide a \$50,000 group life insurance plan. Bargaining unit members will have the option to purchase their life insurance in force upon retirement pursuant to state law at no cost to the Cranston School Department.

## **ARTICLE XIV**

### **Terminations**

- A. Unauthorized absences, incompetence, insubordination, conduct unbecoming a School Department Employee or other acts which may be considered not in the best interest of the Cranston Public Schools may be considered just cause for dismissal.
1. Incompetence is defined as:
    - a. Unsafe driving habits.
    - b. Accidents due to Driver negligence.
    - c. Violations of State Law or Regulations of the Registry of Motor Vehicles
    - d. Violation of Cranston School Committee and related administrative regulations.
  2. Insubordination is defined as refusal of an employee to carry out the directions of a supervisor.
  3. Conduct unbecoming to a School Department Employee is defined as flagrant and frequent acts of discourtesy to School Administrators, parents, students, school principals or other members of the public.
- B. It is the driver's responsibility to meet all State and Federal requirements now and in the future in order to qualify for being a school bus driver in the state of Rhode Island. If these requirements are not met by August 1st of each year, the Driver will receive:
1. 1st offense - five (5) workday suspension without pay
  2. 2nd offense - twenty (20) workday suspension without pay
  3. 3rd offense - termination

## **ARTICLE XV**

### **Grievance Procedure**

A. Step 1: Any employee who believes he/she has a legitimate complaint may, with a union representative present, discuss the complaint with his/her superior within two (2) working days of the knowledge of the event leading to the complaint.

B. Step 2:

1. If no satisfactory resolution has been reached, a grievance shall be reduced to writing within ten (10) working days following the Step 1 meeting and forwards to the Chief Operating Officer. The signed grievance shall include:
  - a. Name and position of grievant.
  - b. The date of occurrence of the complaint being grieved and the facts involved.
  - c. The corrective action requested.
2. A hearing to discuss the grievance shall be held by the Chief Operating Officer within ten (10) working days following receipt of the grievance.
3. The Chief Operating Officer shall render a decision in writing within ten (10) working days following the hearing at Step 2.

C. Step 3:

1. If no satisfactory resolution has been reached at Step 2 or if no decision is rendered, the grievance may be appealed to the Superintendent of Schools within ten (10) working days following receipt of the decision in Step 2.
2. The Superintendent will conduct a hearing of the grievance within twenty (20) working days of receipt of the appeal to Step 3. The Superintendent shall render a decision within fifteen (15) working days following the hearing at Step 3.

D. Step 4/Arbitration:

1. If no satisfactory resolution has been reached at Step 3, or no decision is rendered, the Union may, within fifteen (15) working days after the decision in Step 3, give to the Committee written notice that the matter is to be submitted to Arbitration under the rules of the American Arbitration Association.
  - a. The Committee and the Union may agree upon a mutually acceptable Arbitrator or either party may make a request for a list of Arbitrators to the American Arbitration Association.
  - b. The parties will be bound by the Voluntary Labor Arbitration Rules of the American Arbitration Association regardless of how the Arbitrator is selected.

- c. The decision of Arbitrator shall be final and binding on all matters regarding a grievance filed under the provisions of this Article, except that the Arbitrator may not add or subtract nor modify the terms of this agreement; and no appeal shall be taken except as provided by the General Laws of the State of Rhode Island.

E. Timely Grievances

1. Grievances which are not received by a superior within the provisions of paragraph B.1. above, or which are not appealed within the state time limits, shall be considered as waived and not entitled to further consideration.
2. If the Administration fails to respond to a grievance at any step within the specified time limits, the Union may proceed to the next step of the grievance procedure.
3. The Union agrees to screen grievances in order to prevent unnecessary grievances from consuming time of the parties.

F. Grievances regarding the termination of an employee may be initiated at Step 3 of this grievance procedure.

G. The Union agrees that it will not bring or continue, and that it will not represent any employee in any grievance that is substantially similar to a grievance denied by the decision of an Arbitrator; and the Committee agrees that it will apply to all substantially similar situations the decision of an Arbitrator sustaining a grievance.

## **ARTICLE XVI**

### **General**

A. This agreement incorporates the entire understanding of the parties on all issues that were or could have been the subject of negotiation.

B. All Union members covered by the provision of this agreement will participate in the Municipal Employees Pension Plan and be subject to all provisions as established by the Rhode Island Retirement Board.

- C. A three (3) day notice to the Director of Transportation is required in the event a Union member is absent for reasons other than emergencies, such as Doctors and Dentists appointments and other such reasons normally known to the employee far in advance.

## **ARTICLE XVII**

### **Holidays**

- A. All bargaining unit members will be entitled to be paid for the holidays set forth in the School Committee's adopted school calendar, as well as those listed below :

Independence Day  
Victory Day

- B. In order to be eligible for compensation for any of the above Holidays, a Driver must have worked the last regular workday before the Holiday and the next regular workday following the Holiday. Notwithstanding the above, compensation for a Holiday may be made to a Union member who has been absent, at the discretion of the Chief Operating Officer.
- C. Computation for Holiday Pay shall be based on the Employee's average workday excluding all overtime activity.
- D. Holidays falling on Sunday and celebrated on Monday shall be included providing all other criteria are met.
- E. Those Employees assigned to work between July 1st and August 31st, who have worked a minimum of one (1) week during this period shall receive the two additional paid legal Holidays of Independence Day and Victory Day, providing provisions of paragraph B above have been complied with. If a summer program begins the day after July 4th, the Driver shall be paid for the Holiday.

## **ARTICLE XVIII**

### **Vacations**

- A. Beginning in the contract year 2021-2022, those employees who have completed one (1) full year of service with the Cranston Public Schools, Transportation, as a Driver will be granted one (1) week vacation, to be taken during the Holiday Recess period.
- B. Beginning in the contract year 2021-2022, those employees who have completed three (3) years of service with the Cranston Public Schools, Transportation, as a driver will be granted two (2) weeks vacation to be taken during the recess periods.
- C. Beginning in the contract year 2021-2022, those employees who have completed six (6) years of service with the Cranston Public Schools, Transportation, as a driver will be granted three (3) weeks vacation to be taken during the recess periods.
- D. Beginning in the contract year 2021-2022, those employees who have completed twenty 15 fifteen years of service with the Cranston Public Schools, Transportation, as a driver will be granted four (4 ) weeks vacation. On June 30, 2020 the above requirement of twenty (20) years of service shall be changed to fifteen (15) years of service and will be applied prospectively. Vacation will be taken with the approval of the Director of Transportation.
- E. In the event an employee is required to work during his/her designated vacation period, that employee shall receive vacation pay in addition to salary for work performed, or in lieu of the vacation pay, vacation at a later date as requested by the employee and subject to approval by the Director of Transportation.
- F. Drivers will have their vacation time pro-rated based upon the number or paid work days from the previous school year.

## **ARTICLE XIX**

### **No Strike - No Lockout**

During the term of this agreement the Union agrees that there shall be no lockouts, strikes, walkouts, sit-ins, slow-downs or other interruptions, suspensions or cessation of work or any picketing or interference of any nature with the operations of the School Department by the Union, or by any of its members or at its insistence for any reason

whatsoever, or because of any matter in controversy or dispute between the Union or any of its members and others or between the School Department and others. The School Department agrees not to lock out Union employees.

## **ARTICLE XX**

### **Laborers' International Union of North America National (Industrial) Pension Fund**

- A. Section 1: The Employer shall contribute to the Laborers' International Union of North America National (Industrial) Pension Fund the sum of fifty-four (,54) cents per hour for each hour paid to employees covered under the Collective Bargaining Agreement.
- B. Section 2: The payment to the Pension Fund required above shall be made to the "Laborers' International Union of North America National (Industrial) Pension Fund" which was established under an Agreement and Declaration of Trust, a copy of which has been signed by the Employer in the place provided at the end of such Agreement.
- C. Section 3: It is agreed that all contributions shall be made at such time and in such manner as the Trustees require; and the Trustees shall have the authority to have an independent Certified Public Accountant audit the payroll and wage records of the Employer for the purpose of determining the accuracy of contributions to the Pension Fund.
- D. Section 4: Participating Bargaining Unit employees shall be responsible to pay any "Contribution Surcharge" through payroll deduction. Further, the payroll deduction contained in Article V relating to the Laborers' National (Industrial) Pension Fund shall be adjusted going forward in accordance with Exhibit C attached hereto and made part hereof. The Cranston Public Schools will submit the participating Bargaining Unit members' contributions to the Fund.

## **ARTICLE XXI**

### **Successor & Assigns**

This agreement shall be binding upon the City of Cranston School Committee and the Union and its successor and assigns. No provision herein contained shall be nullified or effected in any manner as a result of any change in the administration of the Cranston School Committee. Should any article, section or clause of this agreement be declared illegal by a Court of competent jurisdiction, Rhode Island General Law(s) and or Federal Law(s) then that article, section or clause shall be deleted from the agreement to the extent that it violates the law. The remaining articles, sections and clauses shall remain in full force and effect.

## ARTICLE XXII

### Duration

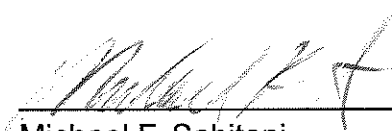
- A. Section 1: The provisions of this Agreement will be effective July 1, 2021, unless otherwise stated herein, and will continue in full force and effect until June 30, 2024. This agreement shall be effective as of the first date stated in this Agreement and shall remain in effect until midnight of June 30, 2024, and shall be automatically renewed thereafter from year to year unless notice of termination or a desire to modify or change this agreement is given by either party at least ninety (90) days before the expiration date.
- B. Section 2: Any changes or modifications to this agreement may be made by either pay and must be submitted in writing.

IN WITNESS WHEREOF, the parties hereby have caused their presents to be signed by their duly authorized representatives on the day of

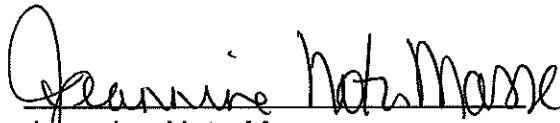
September 3, 2022.



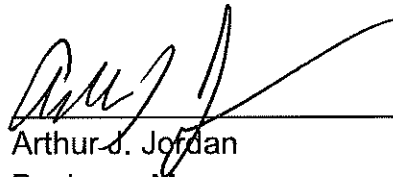
\_\_\_\_\_  
Dan Wall  
Cranston School Committee



\_\_\_\_\_  
Michael F. Sabitoni  
Rhode Island Laborer' District Council  
on behalf of the Local Union 1322



\_\_\_\_\_  
Jeannine Nota-Masse  
Superintendent of Schools



\_\_\_\_\_  
Arthur J. Jordan  
Business Manager  
Local Union 1322

# Bus Drivers 2021-2024 Pay Scale Chart

## Appendix A

### Bus Drivers

<b>STEP</b>	<b>2021/2022</b>	<b>2022/2023</b>	<b>2023/2024</b>
1	19.26	20.01	20.76
2	19.56	20.31	21.06
3	19.90	20.65	21.40
4	20.22	20.97	21.72
5	20.55	21.30	22.05
6	20.92	21.67	22.42
7	21.13	21.88	22.63
8	21.49	22.24	22.99
9	21.87	22.62	23.37
10	22.97	23.47	23.94

### Lead Garage Assistant

<b>STEP</b>	<b>2021/2022</b>	<b>2022/2023</b>	<b>2023/2024</b>
1	22.01	22.76	23.51
2	22.31	23.06	23.81
3	22.64	23.39	24.14
4	22.96	23.71	24.46
5	23.28	24.03	24.78
6	23.64	24.39	25.14
7	23.85	24.60	25.35
8	24.20	24.95	25.70
9	24.57	25.32	26.07
10	25.67	26.17	26.69

## Garage Assistant

STEP	2021/2022	2022/2023	2023/2024
1	19.26	20.01	20.76
2	19.56	20.31	21.06
3	19.90	20.65	21.40
4	20.22	20.97	21.72
5	20.55	21.30	22.05
6	20.92	21.67	22.42
7	21.13	21.88	22.63
8	21.49	22.24	22.99
9	21.87	22.62	23.37
10	22.97	23.47	23.94

\* The increase for 2021-2022 shall be paid retroactive to July 1, 2021.

Bus Driver Trainer shall be paid \$3.00 per hour more, above their current step, for hours worked training new drivers.

## Appendix B

### Membership Authorization Form

I hereby affirm my membership in RI Laborers' Local 1322 and authorize my employer to withhold from my salary a sum equal to the constitutional dues of the local, state and national unions. The authorization shall remain in effect until further notice, unless changed or terminated.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_

I understand that my dues will include the service of local, state and national as well as subscriptions to publications. I also understand that union dues may not be deductible for federal income tax purposes. Employees covered by a collective bargaining agreement have a right to renounce full membership.

### Appendix C

#### Membership Withdrawal Form

I hereby withdraw my membership from RI Laborers' Local 1322 and direct my employer to refrain from withholding the constitutionally assessed dues of the local, state and national unions from my salary.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Home address: \_\_\_\_\_  
\_\_\_\_\_

Personal Email: \_\_\_\_\_ Cell Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Signature: \_\_\_\_\_

### Appendix D

#### **SUMMARY OF BENEFITS AND COVERAGE**

(More specific benefits/coverage is set forth under the Subscriber Agreement in effect during the life of the Contract)

<b>SUMMARY of Benefits and Coverage:</b>	
SUMMARY of Benefits and Coverage: What this Plan Covers & What You Pay for Covered Services	
	Coverage for: See below <u>Plan</u> Type: PPO

The Summary of Benefits and Coverage (SBC) document will help you choose a health plan. The SBC shows you how you and the plan would share the cost for covered health care services.

<b>Important Questions</b>	<b>Answers</b>	<b>Why this Matters:</b>
What is the overall <u>deductible</u> ?	For In <u>Network providers</u> \$500 for an individual <u>plan</u> /\$1000 for a family <u>plan</u> . For Out-of- <u>Network providers</u> \$1000 for an individual <u>plan</u> /\$2000 for a family <u>plan</u> . *Effective January 1, 2021 the annual in-network deductible shall be \$500 for an individual plan and \$1000 for a family plan.	Generally, you must pay all of the costs from providers up to the <u>deductible</u> amount before this <u>plan</u> begins to pay. If you have other family members on the <u>plan</u> , each family member must meet their own individual <u>deductible</u> until the total amount of <u>deductible</u> expenses paid by all family members meets the overall family <u>deductible</u> .
Are there services covered before you meet your <u>deductible</u> ?	Yes. Doesn't apply to preventive services, services with a fixed dollar copay, prescription drugs and diagnostic testing.	This <u>plan</u> covers some items and services even if you haven't yet met the <u>deductible</u> amount. But a <u>copayment</u> or <u>coinsurance</u> may apply. For example, this <u>plan</u> covers certain preventive services without cost-sharing and before you meet your <u>deductible</u> . See a list of covered preventive services at <a href="https://www.healthcare.gov/coverage/preventive-care-benefits/">https://www.healthcare.gov/coverage/preventive-care-benefits/</a> .
Are there other <u>deductibles</u> for specific services?	No	You don't have to meet <u>deductible</u> for specific services.
What is the <u>out-of-pocket limit</u> for this <u>plan</u> ?	For In <u>Network providers</u> \$750 for an individual <u>plan</u> /\$1500 for a family <u>plan</u> . For Out-of- <u>Network providers</u> \$3000 for an individual <u>plan</u> /\$6000 for a family <u>plan</u> .	The <u>out-of-pocket limit</u> is the most you could pay in a year for covered services. If you have other family members in this <u>plan</u> , they have a meet their own <u>out-of-pocket limits</u> until the overall family <u>out-of-pocket limit</u> has been met.
What is not included in the <u>out-of-pocket limit</u> ?	<u>Premiums</u> , balance-billed charges and health care this <u>plan</u> doesn't cover.	Even though you pay these expenses, they don't count toward the <u>out-of-pocket limit</u> .
Will you pay less if you use a <u>network provider</u> ?	Yes.	This <u>plan</u> uses a provider network. You will pay less if you use a provider in the <u>plan's</u> network. You will pay the most if you use an out-of- <u>network provider</u> , and you might receive a bill from a provider for the difference between the provider's charge and what your <u>plan</u> pays (balance billing). Be aware, your <u>network provider</u> might use an out-of- <u>network provider</u> for some services (such as lab work). Check with your provider before you get services.
Do you need a referral to see a <u>specialist</u> ?	No.	You can see the <u>specialist</u> you choose without a referral.

**All copayment and coinsurance costs shown in this chart are after your deductible has been met, if a deductible applies.**

<b>Common Medical Event</b>	<b>Services You May Need</b>	<b>What you will Pay</b>		<b>Limitations, Exceptions, &amp; Other Important Information</b>
If you visit a health care provider's office or clinic		In <u>Network provider</u> (You will pay the least)	Out-of- <u>Network provider</u> (You will pay the most)	
	Primary care visit to treat an injury or illness	\$15 copay; <u>deductible</u> does not apply per visit	20% <u>coinsurance</u>	None

	<u>Specialist</u> visit	\$25 copay; <u>deductible</u> does not apply per visit	20% <u>coinsurance</u>	Chiropractic Services are limited to 12 visit(s) per year
	Preventive Care Screening Immunization	No Charge; <u>deductible</u> does not apply	20% <u>coinsurance</u>	You may have to pay for services that aren't preventive. Ask your provider if the services you need are preventive. Then check what your <u>plan</u> will pay for:
If you have a test	Diagnostic test (x-ray, blood work)	No Charge; <u>deductible</u> does not apply	20% <u>coinsurance</u>	Preauthorization is recommended for certain services
	Imaging (CT/PET scans, MRIs)	No Charge	20% <u>coinsurance</u>	
If you need drugs to treat your illness or condition	Tier 1 generally low-cost generic drugs	\$5 copay; <u>deductible</u> does not apply per prescription (retail) \$10 copay; <u>deductible</u> does not apply per prescription (mail-order)	Not Covered	No charge for certain preventive drugs; Preauthorization is required for certain drugs; Infertility drugs: 20% <u>coinsurance</u> ; <u>deductible</u> does not apply
	Tier 2 generally high cost generic and preferred brand name drugs	\$15 copay; <u>deductible</u> does not apply per prescription (retail) \$30 copay; <u>deductible</u> does not apply per prescription (mail-order)	Not Covered	
	Tier 3 non-preferred brand name drugs	\$30 copay; <u>deductible</u> does not apply per prescription (retail) \$60 copay; <u>deductible</u> does not apply per prescription (mail-order)	Not Covered	
	Tier 4 specialty prescription drugs	\$30 copay; <u>deductible</u> does not apply per prescription (Specialty pharmacy)	50% <u>coinsurance</u> ; <u>deductible</u> does not apply	
If you have outpatient surgery	Facility fee (e.g., ambulatory surgery center)	No Charge	20% <u>coinsurance</u>	Preauthorization is recommended. Deductible does not apply.
	Physician/surgeon fees	No Charge	20% <u>coinsurance</u>	Deductible does not apply
If you need immediate medical attention	Emergency room care	\$100 copay; <u>deductible</u> does not apply per visit	\$100 copay; <u>deductible</u> does not apply per visit	Emergency room: Copay waived if admitted; Air/Water Ambulance: No Charge Urgent care: Applies to the visit only. If additional services are provided additional out of pocket costs would apply based on services received;
	Emergency medical transportation	\$50 copay; <u>deductible</u> does not apply per trip	\$50 copay; <u>deductible</u> does not apply per trip	
	Urgent care	\$50 copay; <u>deductible</u> does not apply per urgent care center visit	\$50 copay; <u>deductible</u> does not apply per urgent care visit	
If you have a hospital stay	Facility fee (e.g., hospital room)	No Charge	20% <u>coinsurance</u>	45-day limit at an inpatient rehabilitation facility; Preauthorization is recommended Deductible does not apply
	Physician/surgeon fee	No Charge	20% <u>coinsurance</u>	

If you need mental health, behavioral health, or substance abuse services	Outpatient services	\$15 copay; deductible does not apply/office visit No Charge for outpatient services	20% coinsurance/office visit  20% coinsurance for outpatient services  <u>20% coinsurance</u>	Preauthorization is recommended for certain services
	Inpatient services	No Charge		
If you are pregnant	Office visits	\$25 copay; <u>deductible</u> does not apply per visit	20% <u>coinsurance</u>	Depending on the type of services, <u>coinsurance</u> may apply. Maternity care may include tests and services described elsewhere in the SBC (i.e. ultrasound). Preauthorization is recommended.
	Childbirth/delivery professional services	No Charge	20% <u>coinsurance</u>	
	Childbirth/delivery facility services	No Charge	20% <u>coinsurance</u>	
If you need help recovering or have other special health needs	Home health care	No Charge	20% <u>coinsurance</u>	None
	Rehabilitation services	20% <u>coinsurance</u>	20% <u>coinsurance</u>	Includes Physical, Occupational and Speech Therapy; limited to 30 visits each (combined for in and out of network). Deductible does not apply
	Habilitation services	20% <u>coinsurance</u>	20% <u>coinsurance</u>	
	Skilled nursing care	No Charge	20% <u>coinsurance</u>	Custodial care is not covered; Preauthorization is recommended
	Durable medical equipment	20% <u>coinsurance</u>	20% <u>coinsurance</u>	Preauthorization is recommended for certain services. Deductible does not apply
	Hospice service	No Charge	20% <u>coinsurance</u>	None
If your child needs dental or eye care	Children's eye exam	\$25 copay; <u>deductible</u> does not apply per visit	20% <u>coinsurance</u>	Limited to one routine eye exam per year.
	Children's glasses	Not Covered	Not Covered	None
	Children's dental check-up	Not Covered	Not Covered	None

**Excluded Services and Other Covered Services:**

Services your Plan Generally Does NOT Cover (Check your policy or plan document for more information and a list of any other excluded services.)

Acupuncture Cosmetic surgery Dental care (Adult)	Dental check-up, child Glasses, child Long-term care	Routine foot care unless to treat a systemic condition Telemedicine Weight loss programs
--	--	--

**Other Covered Services (Limitations may apply to these services. This isn't a complete list. Please see your plan document.)**

Bariatric Surgery Chiropractic care Hearing aids	Infertility treatment Most coverage provided outside the United States. Contact Customer Service for more information. Private-duty nursing	Routine eye care (Adult)
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**Your Rights to Continue Coverage:** There are agencies that can help if you want to continue your coverage after it ends. The contact information for us and those agencies is: the plan at 1-800-639-2227 or (401) 459-5000 or TDD 711, state insurance department at (401) 462-9520 or by email at [HealthInsInquiry@ohic.ri.gov](mailto:HealthInsInquiry@ohic.ri.gov), Department of Labor's Employee Benefits Security Administration at 1-866-444-EBSA (3272) or [www.dol.gov/ebsa/healthreform](http://www.dol.gov/ebsa/healthreform). Or the Department of Health and Human Services, Center for Consumer Information and Insurance Oversight, at 1-877-267-2323 x61565 or [www.ccoio.cms.gov](http://www.ccoio.cms.gov). Other coverage options may be available to you

too, including buying individual insurance coverage through the Health Insurance Marketplace. For more information about the Marketplace, visit [www.HealthCare.gov](http://www.HealthCare.gov) or call 1-800-318-2596.

**Your Grievance and Appeals Rights:** There are agencies that can help if you have a complaint against your plan for a denial of a claim. This complaint is called a grievance or appeal. For more information about your rights, look at the explanation of benefits you will receive for that medical claim. Your plan documents also provide complete information to submit a claim, appeal, or a grievance for any reason to your plan. For more information about your rights, this notice, or assistance, contact: the plan at 1-800-639-2227 or (401) 459-5000 or TDD 711. You may also contact the Department of Labor's Employee Benefits Security Administration at 1-866-444 EBSA (3272) or [www.dol.gov/ebsa/healthreform](http://www.dol.gov/ebsa/healthreform). Additionally, a consumer assistance program can help you file your appeal. Contact your state insurance department at (401) 462-9520 or by email at [HealthInsInquiry@ohic.ri.gov](mailto:HealthInsInquiry@ohic.ri.gov).

**Does this plan provide Minimum Essential Coverage? Yes.**

If you don't have Minimum Essential Coverage for a month, you'll have to make a payment when you file your tax return unless you qualify for an exemption from the requirement that you have health coverage for that month.

**Does this plan meet Minimum Value Standards? Yes.**

If your plan doesn't meet the Minimum Value Standards, you may be eligible for a premium tax credit to help you pay for a plan through the Marketplace.

**This is a summary of your benefits. It is not a contract. For details about your coverage, including any limitations or exclusions not noted here, please refer to your subscriber agreement.**

## VISION COVERAGE

Vision Care Services	In-Network Member Cost	Out-of-Network Member Cost
----------------------	------------------------	----------------------------

Frames, Lense, and Lens Options Package (Any frame, lens, and lens options available at provider location)	\$100 allowance for frame, lens, and lens options; 20% off balance over \$100	Balance over \$50
Contact Lens (Contact lense allowance includes materials only.)		
Conventional	\$0 copay, \$100 allowance; 15% off balance over \$100	Balance over \$80
Disposable	\$0 copay, \$100 allowance; 15% off balance over \$100	Balance over \$80
Laser Vision Correction LASIK or PRK from U.S. Laser Network	15% off retail price or 5% off promotional price	N/A
Additional Discounts	40% discount off complete pair of prescription eyeglass purchases  15% discount off conventional contact lenses once funded benefit has been used  20% off non-prescription sunglasses	N/A
Frequency Frame and Lenses or Contact Lenses	Once every 12 months	Once every 12 months