

AGREEMENT

by and between

**JEWISH FAMILY AND CHILDREN'S SERVICE
OF
GREATER PHILADELPHIA**

and

**LOCAL 1739, COMMUNITY AND SOCIAL AGENCY EMPLOYEES,
DISTRICT COUNCIL 47, AFFILIATED WITH AMERICAN FEDERATION
OF STATE, COUNTY AND MUNICIPAL EMPLOYEES, AFL-CIO**

September 1, 2004, through August 31, 2007

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This Agreement, made this ____ day of December, 2004, but to be effective as of September 1, 2004, is entered into by and between the Jewish Family and Children's Service of Greater Philadelphia, hereinafter referred to as the Agency and Local 1739, Community and Social Agency Employees, District Council 47, American Federation of State, County and Municipal Employees, AFL-CIO, its successors and assigns, hereinafter referred to as the Union.

ARTICLE I - RECOGNITION

Section 1. Excluded Positions

The Agency hereby recognizes the Union as the sole and exclusive bargaining agent of all employees, except that the following positions are excluded from the bargaining unit: President (CEO); Executive Vice President (COO) Director(s); Program Directors; Assistant Program Director(s); Resource Development Staff with the exception of support staff; Marketing Staff with the exception of support staff; Human Resource Staff; Finance Staff; Director of Operations; IT Staff; Executive Staff;

Supervisors; Management Consultant; Psychiatrist(s); Psychologist(s); Rabbi's and Chaplains; Drivers; and part-time employees who earn less than \$12,360 in 2004-05, \$12,607 in 2005-06, \$12,985 in 2006-07.

Also excluded are: Fee-for-service consultants. The number of such fee-for-service consultants shall not exceed twenty percent (20%) of the full-time equivalents of the bargaining unit. Fee-for-service consultants may provide service at any time but are limited to an accumulated service total of twenty-five (25) hours if they are providing service between Monday and Friday 9:00 a.m. to 4:00 p.m.

Section 2. No Discrimination

The parties agree that no employee or applicant for employment shall be discriminated against for belonging or not belonging to a union, for race, religion, creed, sex, age, national origin, physical handicap, political affiliation, limited English proficiency (where applicable) or sexual preference.

Section 3. Union Activity During Working Hours

No employee shall engage in any union activity during working hours except for the purposes of conference with the Agency in accordance with the provisions of this Agreement.

Section 4. Job Classification and Minimum Hiring Scale

The attached Job Classification System and Minimum Hiring Scale for each classification are adopted as part of this Agreement.

ARTICLE II - AGENCY SHOP

Section 1. Agency Shop

The Agency agrees to establish an Agency Shop effective June 1, 1968. For the purpose of this Agreement, an Agency Shop shall be considered one in which all employees not excluded in Article I employed as of June 1, 1968, and all employees not excluded in Article I hired after that date shall be liable for Union dues commensurate with Union policy and provided that the employee earns more than \$12,360 in 2004-05, \$12,607 in 2005-06, \$12,985 in 2006-07, and such employees shall have the option of accepting or rejecting Union membership. Union dues or the agency fee will be deducted from all employees' salaries by check-off and sent to the official designated by the Union as soon as conveniently possible.

New personnel will be notified by those employing them, at the time of hiring, that there is an Agency Shop.

The Agency agrees that during the term of this agreement, should the Agency sell or otherwise transfer control or ownership of, or responsibility for any or all of its operations and/or programs to any other legal entity, partnership, profit or non-profit corporation and/or social service agency, the Agency will make its best efforts to have the entity assuming control, ownership and/or responsibility to hire all affected members of the bargaining unit and to bargain with the Union. The Agency further agrees that it will request that the entity assuming control, ownership and/or responsibility meet with the Union prior to transfer.

Section 2. Political Check-Off

The Agency agrees to allow voluntary contributions to the Union's P.E.O.P.L.E.

Committee through payroll deduction, to be instituted upon receipt by the Agency of signed permission from employees for such deduction.

ARTICLE III - TENURE

Section 1. Probationary Period

The probationary period for new employees shall be six (6) months. Health benefits will begin for all eligible employees on the first day of the month following two full months of employment. Probationary employees shall receive no sick time benefits until they have completed three (3) months of employment with the Agency. Probationary or other employees who leave the employ of the Agency within their first year of employment shall receive vacation pay only after completing six (6) months of employment. Between six (6) months and the first anniversary of employment, all vacation benefits shall be prorated to the anniversary date of the employee's commencement of employment with the Agency. No personal leave benefits shall be available until six (6) months of employment have been completed.

The probationary period may be extended by the Agency, with the consent of the Union, by making available a written statement (separate from the six (6) month or year evaluation) consisting of just cause for such extension, with outlined areas for improvement. Such statement, in writing, shall be given to the employee and the Union Chairperson at such time of extension. The probationary period may be extended up to two (2) months for all employees.

Section 2. Accrual of Entitlements

When the probationary period has been successfully completed, entitlements shall accrue in accordance with the terms of this Contract. However, an employee will

not earn any sick leave, vacation days, personal leave or seniority while on unpaid leave.

ARTICLE IV - HOURS OF WORK

Section 1. Regular Hours of Work

Professional, Clerical and Life Skills Workers shall work a 35 hour week while all other employees shall work a 40 hour week. The Agency work week is Sunday through Saturday. The regular hours of work for Professional, Clerical and Life Skills Workers shall be from 9:00 a.m. to 5:00 p.m. Monday through Friday. One unpaid hour (see Article 5, page #9) during the regular hours of work shall be allowed for lunch. Employees are entitled to a fifteen minute rest period in the morning and a fifteen minute rest period in the afternoon. Rest periods not taken may not be accumulated. During the hours of Eastern Standard Time, any Professional, Clerical or Life Skills Worker desiring to leave at 4:00 p.m. on Friday (to prepare for the Sabbath) may do so, provided said employee notifies the Director of Human Resources at the beginning of Eastern Standard Time, and an agreeable schedule to make up the hour is determined. Staff desiring to use Leave time or vacation during Eastern Standard Time to prepare for the Sabbath in addition to the hour of time previously discussed should contact the Director of Human Resources prior to the need to take the time.

Lunch Meetings

If the Agency requires the attendance of an employee at a meeting to be held during the lunch hour, the employee will be allowed to adjust their lunch hour.

Section 2. Evening Hours

In order to interview clients who work during the daytime, or to carry out other assignments directed by the Agency, the Agency will be open when appropriate until 10:00 p.m. Equivalent time off from the regular working day shall be allowed those employees participating in evening work. Such time shall be taken either on the day of or within thirty days following the evening work. Employees may be required to work two evenings per week or one evening and Sunday.

3. Unplanned Agency Closing

If the agency is officially closed, employees will not be required to report to work that day and will be paid for that day. Any essential employee required to report to work when the agency is closed will receive pay at one and one-half (1-1/2) time of their regular rate. If the agency is unexpectedly but officially closed (ex: See Inclement Weather Policy) the agency will have a recorded message indicating the agency closing status by 7:00 am.

Section 4. Meal Money

Breakfast money up to five dollars (\$5.00) and/or Supper money up to nine dollars (\$9.00) per meal shall be allowed for Professional and Clerical staff involved in work scheduled over one (1) hour before/beyond the seven/eight (7/8) hour day and before 8:00 and after 6:00 p.m. with receipts submitted on expense form.

Section 5. Flexible Schedules

Employees shall be permitted to request flexible schedules, which may be granted consistent with the program's scheduling needs and subject to the President approval. The decision of the President or his/her designee shall not be unreasonably withheld.

ARTICLE V - OVERTIME

Section 1. Professional Workers

The work of the Agency may sometimes require working overtime. Equivalent time off may be taken through arrangement with the employee's supervisor, except that this time off must be taken within 40 days of the overtime, and such time off normally cannot be taken in consecutive days. Overtime, to be compensable by equivalent time off, must be in excess of one-half (1/2) hour. There shall be compensatory time allowed for telephone contacts in excess of one (1) hour in cases after 5:00 p.m. and on weekends that is initiated at the request or on the approval of a member of the administrative staff.

Section 2. Support Staff

Authorized overtime shall be compensated at the rate of time and one-half (1 1/2) for overtime, which must be in excess of one-half (1/2) hours. Authorized overtime shall be defined as time worked one-half (1/2) hour over an employee's regular seven/eight (7/8) hour work day and more than thirty-five/forty (35/40) hours in a week. The Agency will attempt to provide overtime opportunities for Support staff on an equitable basis. The Facilities Technician shall be compensated for authorized overtime worked one-half (1/2) hour over his/her eight (8) hour workday.

Section 3. Life Skills Workers

In the event that Life Skills Workers are required to work more than their agreed work week, such employee shall be paid one and one-half (1 1/2) times the regular hourly rate for each such hour of overtime; provided, however, that all such work must

be planned in advance with the approval of the employee's supervisor. However, the Agency shall have the right to give any such employee compensatory time off in lieu of overtime pay during the same or in the next work week to compensate him or her for the time spent at evening meetings.

Section 4. Holidays

Staff required to work on a contractual holiday will be compensated by receiving pay at their hourly rate for the additional time they worked. Compensation for the holiday is already included in their regular semi-monthly pay. Staff who do not wish to receive pay may accrue compensatory time.

ARTICLE VI - HOLIDAYS AND PERSONAL LEAVE

Section 1. Holidays

a. All employees, except those in the Project PRIDE Unit shall receive the following legal holidays with pay:

- 1) New Year's Day
- 2) Martin Luther King Birthday
- 3) Memorial Day
- 4) Independence Day
- 5) Labor Day
- 6) Thanksgiving Day
- 7) Day After Thanksgiving
- 8) Christmas Day

And the following religious holidays when they occur between Monday and Friday:

- 1) Rosh Hashanah - two (2) days
- 2) Yom Kippur - one (1) day
- 3) Succot - four (4) days (first two and last two)
- 4) Passover - four (4) days (first two and last two)
- 5) Shevuot - two (2) days

b. Whenever the agency closes early on the afternoons before Rosh Hashanah, Yom Kippur and the first day of Passover, there will be no lunch hour and the agency will close at 1:00 p.m.

c. All Professional employees in Project PRIDE shall receive the following holidays:

- 1) Rosh Hashanah - two (2) days
- 2) Yom Kippur
- 3) Columbus Day
- 4) Veteran's Day
- 5) Thanksgiving Day and day after Thanksgiving
- 6) Christmas Day - if Christmas Day falls on a weekend then either the Friday before or the Monday after Christmas is to be approved based on the school calendar and is to be considered the holiday
- 7) New Year's Day
- 8) Martin Luther King Day
- 9) President's Day
- 10) Memorial Day

Holidays for the academic years beginning September through June shall be scheduled by the Agency to reflect the school calendar of the City of Philadelphia, but shall be no less than six (6) days. If Project PRIDE employees work for twelve (12) months, they shall be entitled to Independence Day and Labor Day as holidays.

Section 2. Part Time Employees

Part-time employees shall receive paid holidays pro-rated across the fiscal year (September-August) according to the percentage of the workweek for which they are normally scheduled.

Part-time employees will receive a schedule on June 1. They shall designate

those holidays for which they will be paid by June 15. If they do not respond by June 15, the entitlement will be applied to each holiday that falls on a scheduled workday, in consecutive order until the benefit is used up. If there is leftover entitlement the employee will be paid for the balance at the end of the fiscal year.

If a holiday for which a part-time employee is not designated to be paid falls on a day on which that part-time employee is regularly scheduled to work, the part-time employee shall have the right to choose another day to be scheduled with the agreement of the employee's supervisor, or may use Personal Leave or Vacation.

The Agency may request that an employee work on a day in addition to a paid holiday. Such additional days shall be scheduled with the mutual agreement of the part-time employee and the part-time employee's supervisor.

Section 3. Weekend Holidays

Any legal holiday falling on a Saturday will be celebrated on the Friday before the holiday. Any legal holiday falling on Sunday will be celebrated on the following Monday.

Section 4. Personal Days

In addition to the above holidays, each employee who has been employed at least six (6) months may take two (2) additional personal days between the period of September 1 through August 31 each year. These two personal days may be taken at the employee's choice, but must be approved by the Agency in order to maintain sufficient staff to operate the Agency. However, employees shall have the absolute right to take Good Friday as a personal leave day. If an employee requests approval for a specific personal day off which is denied by the Agency, the employee will not lose

that personal day.

Section 5. Good Friday

Those employees wishing to observe Good Friday may do so utilizing, vacation time, personal time or accumulated comp time.

ARTICLE VII - VACATIONS

Section 1. Professionals

All professional employees except for those in Project Pride Unit, who have been employed by the Agency for twelve (12) consecutive months shall be entitled to four (4) weeks vacation with pay. All Professional employees hired after September 1, 2004, who have been employed for twelve consecutive months, shall be entitled to three weeks vacation with pay. After five years of consecutive service such employees shall be entitled to four weeks vacation with pay. Any Professional employees who have been employed by the Agency for twenty (20) years or more shall be entitled to five (5) weeks vacation with pay.

Section 2. Other Employees

All full-time employees in the following categories: Clerical, Driver, or Maintenance who have been employed by the Agency for twelve (12) consecutive months shall be entitled to two (2) weeks vacation with pay. After two (2) years of consecutive service prior to vacation, all such employees shall be entitled to eleven (11) vacation days. After three (3) years of consecutive service prior to the vacation all such employees shall be entitled to twelve (12) vacation days. After four (4) years of consecutive service prior to vacation, all such employees shall be entitled to thirteen

(13) vacation days. After five (5) years of consecutive service prior to the vacation, all such employees shall be entitled to fifteen (15) vacation days. After ten (10) years of consecutive service prior to the vacation, all such employees shall be entitled to twenty (20) vacation days. Life Skills employees and Facilities Technicians who have been employed by the Agency for twelve (12) consecutive months shall be entitled to three (3) weeks vacation with pay. They shall receive one (1) additional vacation day per year for each year of employment thereafter, until they accrue four weeks vacation per year. All employees who have been employed by the Agency for twenty (20) years or more shall be entitled to five (5) weeks' vacation with pay.

Section 3. Project PRIDE Unit and other less than twelve month Programs

- a) For Project Pride Staff, the Agency shall not mandate more than ten (10) vacation days during the academic year of the Philadelphia schools.
- b) Employees who are scheduled to work less than twelve months per year will receive the appropriate accrual equivalent to their classification entitlement for the number of months they are scheduled to work.

Section 4. Scheduling

Vacations shall be scheduled throughout the year with the approval of the employee's Supervisor so that the needs of the Agency shall have first consideration. Vacation leave periods should be limited to two (2) weeks or less. Requests for vacations of more than two (2) weeks must be approved by the President. The Agency shall respond to vacation requests within five (5) workdays. All vacation leave must be requested and approved prior to using.

Section 5. Terminal Vacations

Terminal vacations shall be pro-rated for the year in accordance with the above schedule.

Section 6. Fiscal Year

Vacation time records shall be maintained on a September 1 - August 31 basis. Any vacation time accumulated in such twelve (12) month period must be used within the following twelve (12) month period ending August 31. No vacation time that accrued after the expiration of the twelve months may be taken until the twelve (12) months accumulation has been used in full.

Section 8. Holidays during Vacation

Employees will not be charged vacation for days that are holidays.

Section 9. Priority for Vacation

In any case where two or more employees designate the same vacation time or times, and the Agency finds it impossible or deems it impractical to effectuate both or all such designations, preference shall be given to such employees in the order of their seniority, provided that the more senior employee makes his or her request known more than two (2) months prior to the scheduled date of vacation of the employee whose request is to be denied.

ARTICLE VIII - SICK LEAVE

Section 1. Full-time Employees

All full-time employees shall accrue twelve (12) days of sick leave. Employees of the Project PRIDE Unit who work less than twelve (12) months a year shall accrue sick

leave benefits on a pro-rata basis. Part-time employees will accrue sick leave benefits on a pro-rata basis.

Section 2. Definition

Sick leave is the time provided by the Agency and used by the employee for medical, dental or psychiatric treatment or problems.

Section 3. Eligibility

Eligibility for sick leave begins after an employee has been employed three (3) months. Sick leave shall be pro-rated from date of hire.

Section 4. Accumulation Allowed

In order to provide for protracted illness, sick leave may be accumulated to a maximum of 100 days.

Section 5. Absentee Review Board

An Absentee Review Board (ARB) will be established for the purpose of making recommendations to management in regard to monitoring absenteeism. The ARB will consist of two (2) representatives of the Union and two (2) representatives of the Agency. The procedures for implementation will be mutually agreed upon by management and the Union.

Section 6. Absence Due to Work-Related Injury

In the event an employee is injured while performing their job, a Workers' Compensation claim form is to be filed immediately. Regular pay will be discontinued automatically.

If the employee returns to work within two (2) weeks, the regular pay will be reinstated retroactively, and the time taken will be charged to Sick Leave. If the employee does not return to work within two (2) weeks, the insurance company will pay the employee directly, assuming the insurance company acknowledges that it is a valid claim. No Sick Leave or other entitlement will be charged for the time absent.

During the period of absence from work while compensation is being paid by the insurance company, seniority will continue to accrue. Sick Leave and Vacation will not continue to accrue during the period while the employee is not on the Agency's payroll.

Section 7. Emergency in Family

For all full-time employees, sick leave with pay of 6 days plus 4 hours of the employee's total accumulated sick leave may be used in the case of serious illness or emergency of a member of the immediate family. Immediate family shall include spouse, domestic partner, parents, children, grandchildren, in-laws, grandparents, siblings, relatives living with the employee, and any person for whom the employee has legal custody or guardianship.

Section 8. Sick Leave Charged to Vacation

In case any employee may require more time off for illness than has been accrued, additional absence may be charged against vacation, personal or compensatory time in lieu of salary loss.

Section 9. Brief Absences

Brief absences, during regular working hours, for medical, dental or psychiatric treatment are applicable against sick leave. Appointments for medical, dental or psychiatric treatment shall be arranged in advance, whenever possible, outside of

working hours.

Section 10. Doctor's Certificate

The Agency reserves the right to require a doctor's certificate as evidence of illness of more than five (5) days, or evidence of ability to return to work or patterns of absences. However, if an employee claims, or plans to claim, sick leave in any one (1) year beyond the accrued amount for that year, the Agency may require that its own physician examine the employee to determine the continued need for sick leave.

Section 11. Employee Assistance Program

Any employee dismissed for poor performance may, within five (5) days of that dismissal, declare in writing to the President, that such poor performance was in whole or in part due to drug or alcohol abuse and that, further, he or she shall enroll in an appropriate treatment facility within ten (10) days. Upon receipt by the President no later than six (6) months from the date of dismissal, of a report from the facility confirming the employee's timely enrollment in and completion of the program and the abatement of the employee's drug and/or alcohol abuse, the President may, in his or her sole discretion, reinstate the employee subject to such conditions as he/she deems appropriate.

If the President, in his or her sole discretion decides to rehire said employee following treatment, and if said employee completes satisfactory service to the Agency for one (1) year following rehire, all references to his or her drug or alcohol problem will be removed from his or her personnel file.

Furthermore, if the employee gives written notice to the Agency that he or she will not apply for reemployment, reference to his or her drug or alcohol abuse will also

be removed from the personnel file.

ARTICLE IX - LEAVES OF ABSENCE

Section 1. Armed Forces

Employees who enter the armed forces of the United States shall be granted leaves of absence. They shall be rehired by the Agency with accumulated seniority. Such employees shall receive the salary at which they left plus any raises as stipulated in the Collective Bargaining Agreement. Such employee shall return at least at the increment level at which he or she left the employ of the Agency for service in the armed forces and receive a current salary rate for that level. The Agency shall reinstate the employee provided he or she returns to the employ of the Agency within 90 days after discharge from the armed forces, and provided further that the employee is able to perform the work of the Agency.

Section 2. Conferences

The Agency shall grant leaves of absence without loss of pay for attendance at Agency provided professional conferences, study courses and institutes and for other purposes approved by the Agency. In addition, professional employees shall be entitled to up to two (2) days each contract year to attend conferences of their own choice, at their own expense, so long as they shall first have given at least 30 days notice of the conference and received approval from the President for attendance thereat.

If the President requests an employee to take a course, the Agency will pay the

tuition costs of the course, and shall provide the necessary time off without loss of pay or vacation time. If the employee requests and desires to take a course, the President may determine its relevance and may decide, at his or her sole discretion, whether or not the Agency will pay the tuition costs and/or provide paid leave of absence.

Section 3. Union Activity

Employees shall be granted leaves of absence for Union business without pay, provided the Union notifies the Agency at least three (3) days in advance of such request for leave of absence, and provided that not more than two (2) employees shall be on leave of absence for Union business at the same time and further provided that not more than an aggregate of fifteen (15) working days shall be requested by the Union during the contract year.

Section 4. Maternity

After two years of continuous service, employees covered by this contract shall be entitled to six (6) months of maternity leave. The employee shall use all personal days, sick leave days and vacation days before being placed on maternity leave without pay. An eligible employee who wishes to take maternity leave of more than one (1) month shall give the agency three (3) months notice. The employee should notify her supervisor, in writing, and include the date she intends to begin her maternity leave and the date she intends to return from maternity leave. If the eligible employee wishes to extend the requested period of maternity leave (up to a maximum of 6 months), the agency shall be given a minimum of one (1) month notice of such extension. At the conclusion of maternity leave, the employee shall be entitled to return to the same

position held prior to leaving, providing there were no significant changes during her absence that would have resulted in a change of employee's job status had she not gone on maternity leave.

An employee on maternity leave will not earn any additional seniority while on unpaid leave. Maternity leave as indicated above shall also apply to an adoptive mother of a child under five (5) years of age.

At the request of the employee on maternity leave, the agency shall continue medical coverage for said employee during maternity leave so long as the requesting employee first signs a note payable to the agency. If the employee returns to work for six (6) continuous months following maternity leave, the cost of the said medical coverage is not reimbursable to the agency, unless an employee is unable to return or continue on the job after returning to work due to medical circumstances over which the employee has no control.

Section 5. Deaths in Family

Leaves of absence with pay, not exceeding five (5) days, shall be granted for death in the immediate family in addition to the sick leave provided in Article VIII, Section 7. Current Immediate family shall include for these purposes; spouse, domestic partner, parents, parents-in-law, grandparents (to a maximum of four - with documentation), children, grandchildren and siblings.

Section 6. Jury Duty

The Agency shall grant leave of absence for petit jury duty and shall pay the employee called for petit jury duty the difference between the amount paid by the governmental unit summoning the employee for jury duty and the employee's regular

pay for the period during which the employee serves on petit jury duty.

ARTICLE X - JOB EXPENSES

Section 1. Reimbursement of Expenses

Workers who expend their own money for purposes necessary to service clients or for Agency business shall be reimbursed upon presentation to their supervisor of an itemized list of expenses.

Section 2. Travel Expenses

Workers traveling on Agency business will be reimbursed for the cost of transportation on public vehicles. However, if it becomes necessary to use their own cars for Agency business, the employees shall be reimbursed at the allowed IRS rate. Any employee who drives in excess of 2,000 and up to 10,000 miles will be reimbursed an additional \$.20 per mile in any calendar year.

Section 3. Food and Lodging

Food costs and lodging costs incurred while traveling or at meetings and conferences shall be reimbursed to the employee when, such traveling or meetings are authorized by the President.

Section 4. Educational Expense Reimbursement

All Agency employees may request up to four hundred (\$400.00) dollars per fiscal year for the reimbursement of educational expense for an approved job related course. The expense may be for the tuition or for the cost of materials for the course. To determine course eligibility employees should contact the Director of Human Resources. A determination will be made in consultation with the employee's

supervisor and upon review of the course description. Employees will be reimbursed for the expense of the approved course (up to a maximum of \$400.00) per fiscal year (September 1 through August 31) when they submit proof of a passing grade and receipt for the cost of the educational expense.

Section 5. Pennsylvania Social Work License Renewal

For all staff whose position at the agency requires them to maintain the Pennsylvania Social Work license, the agency will reimburse the fee (to a maximum of \$150.00) every two years.

ARTICLE XI - SENIORITY

Section 1. Definition of Seniority

Seniority shall be considered as length of service with the Agency. When it is necessary to reduce staff for reasons of retrenchment or reorganization, the employee with the least service in a respective job classification shall be laid off first and so on in that order. When all positions in a specific location or department are to be retrenched an employee with seniority may "bump" an employee with the least service in a respective job classification. Employees shall be recalled in the reverse order of their lay off. No new employees shall be hired until all employees on lay off status in that category desiring to work have been recalled, and the Union will be notified of any such action.

Section 2. Retention of Seniority

An employee transferred to a different classification within the bargaining unit shall retain his or her seniority from their original date of hire.

Section 3. Loss of Seniority

Seniority shall be lost if an employee leaves voluntarily, if the employee is discharged for just cause or if he or she does not return to work when recalled within 30 days of the notice of recall.

Section 4. Changes in Job Class

Transfers to classifications within the bargaining unit shall be made on the basis of ability. Factors to be considered by management in judging a candidate's ability would include, but would not be limited to: training; education; experience; skills; prior job evaluation; overall work record; and attendance reliability. All other factors being equal, the employee with the higher seniority shall be given the position.

All staff promoted to a higher classification shall receive, in addition to their salary that they were receiving at the time of their promotion, an increase of fifteen hundred (\$1500.00) dollars per level for support staff and four thousand (\$4000.00) dollars for Professional Staff but no less than the minimum salary scale of the new classification. All support staff transferred to a lower classification will have their salary adjusted to fifteen hundred (\$1500.00) dollars less per level multiplied by the number of levels lower than the current position and Professional staff transferred from a Professional Worker Level II to a Professional Worker Level I will have their salary reduced by four thousand (\$4000.00) dollars but no less than the minimum salary of the new classification. All present permanent union positions or those that may come into being should be filled with qualified personnel from the staff of the agency. In choosing candidates from on staff, on lay-off and from outside of the agency seniority will govern, provided such factors as performance, skill, ability, experience and education are equal.

All new union jobs in the agency shall be posted at least seven (7) days prior to hiring for informational purposes to staff.

Section 5. Seniority Lists

Agency will forward the Agency's seniority list to the Union Chairperson(s) semi-annually, on September 1, and March 1.

Section 6. Classification for Seniority

Employees shall be classified in the following categories for seniority purposes:

- a. Professionals
 - 1) Master's Professionals - all other qualifications being equal in the opinion of the President (e g: PA LCSW or LSW, degree)
 - 2) Bachelor's Professionals - all other qualifications being equal in the opinion of the President (e g: certifications, degree)
- b. Other employees:
 - 1) Human Service Worker
 - 2) Support Staff IV, V, and Administrative Assistant
 - 3) Billing Staff
 - 4) Driver
 - 5) Maintenance
 - 6) Facilities Tech.
 - 7) All other categories, which may be created during the term of this contract, which shall be negotiated with the Union.
- c. Notwithstanding the foregoing, if it becomes necessary to lay off bargaining unit employees, the Agency shall first eliminate all fee for service

consultants who work in the affected District Office or Unit, excluding any fee for service consultants providing services at night and/or on Sunday. The bargaining unit members shall have the right of first refusal for the evening or Sunday work. A Professional employee who holds a Master's or Bachelor's Degree in a field other than that of Social Work and such employee has more seniority than an MSW or BSW then currently employed by the Agency and if, in addition, such employee is, in the sole discretion of the President, competent to perform the job of the MSW or BSW who has less seniority, then in such an event the employee without a degree in Social Work may "bump" the MSW or BSW with less seniority.

Bumping privileges are limited to positions in the same job classification. However, if there is not a position available in the same job classification, (either because there are no other employees in that level or everyone in that level has seniority) then the employee may bump a probationary employee in the level below their level.

d. All presently employed Agency employees shall be placed on one of the above enumerated general Agency seniority lists. However, as to professional staff hired on or after September 1, 1984, a separate seniority list shall be maintained for each special project or service, the funding for which was particularly provided for by an outside source, other than normal funds allocated to the Agency by The Jewish Federation of Greater Philadelphia, Professional Staff hired for such special projects or services shall be informed at the time of their hire that their seniority rights shall be limited to the special project or service

for which they are hired. Members of the bargaining unit who were listed on the general Agency Seniority list that are transferred to a special project or service (which is not funded through normal funds allocated to the Agency by either the Jewish Federation of Greater Philadelphia) will retain and continue to accrue their seniority on the general Agency Seniority list.

ARTICLE XII - EVALUATION

Section 1. Annual Evaluation and Evaluation After Probationary Period

There shall be an evaluation of the employee's performance in writing at the termination of the probation period, and thereafter on an annual basis. The results are to be available in writing to the employee. A written statement will be furnished to an employee after termination of the probationary period.

A written evaluation will be furnished to an employee annually. When there is mutual agreement, the employee will sign the evaluation. When an employee disagrees with the evaluation, the employee may respond in writing and have it placed in his or her personnel file. Failure of the Agency to provide an evaluation shall constitute a grievance.

If for any reasons the evaluation cannot be ready by the appropriate date, the employee and the employee's supervisor may mutually agree, in writing, to extend the time for completing the evaluation. In no case, however, may that extension exceed

three months.

Section 2. Reference Letters

The Agency does not supply references. The Agency will provide only written verification of dates of employment and positions held.

ARTICLE XIII - WRITTEN NOTICE

Section 1. New Employees

All newly hired employees shall receive a statement from the Agency, which will specify that employee's date of hire, job title, job classification, salary and description of duties. A copy of the statement shall be provided to the Union Chairperson no later than five (5) working days following the new employee's first day of work.

Section 2. Change in Status

Whenever there is a change in the personnel status of any employee covered by this Agreement such as: 1) completion of probationary period; 2) a change in job classification; 3) institution of probation or termination; 4) institution of any disciplinary action; 5) resignation and/or dismissal, the Agency shall promptly notify the Union Chairperson in writing.

ARTICLE XIV - GRIEVANCE PROCEDURE

Section 1. Processing of Grievances

If any difference shall arise between an employee and the Agency or between the Union and the Agency as to the interpretation or application of any Section of this Agreement, including the job classification system, the member of the collective

bargaining agreement must file a grievance within ten (10) work days of the incident.

Said difference shall be settled in the following manner:

- a. A conference will be scheduled between the employee, the employee's steward, and the employee's supervisor within ten (10) work days of the request for such a conference and such conference is to take place within ten (10) work days thereafter. The supervisor shall issue a written report answering the grievance within ten (10) work days of the conference.

- b. If the grievance has not been resolved within ten (10) work days of the issuance of the supervisor's written report, the Union Chairperson shall send a written memo to the President of the Agency requesting a conference between the President, the Union Chairperson and the aggrieved employee. The grievant shall have Union representatives as designated by the Union Chairperson. Upon receipt of the memo requesting the conference, the President shall have ten (10) work days to schedule the conference, and the conference shall take place within ten (10) work days of the date of scheduling. The President shall answer the grievance within ten (10) work days of the conference.

- c. If no agreement is reached within ten (10) work days of the meeting between the Union and the President, a conference shall be arranged between the Union and the Personnel Committee of the Agency within ten (10) work days of the request for the meeting. A staff member who is

Chairperson of the Union will join the Personnel Committee on the grievance procedure and will have a vote. In the event there are two or more Chairpersons of the Union, only one will be allowed to join the Personnel Committee on the grievance procedure.

- d. If the grievance is still unsettled, either party may, within ten (10) days after the reply of the Personnel Committee, by written notice to the other, request arbitration. Arbitration shall be performed by the American Arbitration Association. The decision of the arbitrator shall be final and binding on the parties. Expenses for the arbitrator's services and the proceedings shall be borne equally by the Agency and the Union. However, each party shall be responsible for compensating its own representatives and witnesses

Section 2. Presence of Union Representative

The Union's representative shall have the right to be present at all steps of the grievance procedure.

Section 3. Investigation

Grievance Committee members may reasonably investigate and process grievances during working hours without loss of pay.

ARTICLE XV - DISMISSALS, RESIGNATIONS AND RETRENCHMENT

Section 1. Just Cause

No member of the collective bargaining unit shall be dismissed except for just cause. Dismissals of employees, except during the probationary period following hiring, shall be subject to the grievance procedure outlined in this Agreement. All members of the collective bargaining unit are subject to the agency disciplinary policy. The third step (prior to dismissal from employment) provides for a disciplinary probation period of at least one month. The Union Chairperson must be notified prior to all disciplinary action.

Section 2. Notice by Employees On Resignation

Support Staff, Administrative Assistants, Fiscal Staff, Drivers and Maintenance employees shall be required to give at least ten (10) work days notice before resigning from the Agency and Professional employees at least twenty (20) work days notice. Life Skills Workers and Facilities Technicians shall be required to give at least fifteen (15) work days notice. All paid leave is excluded from the notice period. The Agency will waive the notice requirement when an employee provides a physician's statement indicating that the employee's immediate resignation is due to medical necessity. Employees leaving before taking their vacation shall be entitled to vacation pay on a prorated basis. Payment for unused vacation will be issued with the final paycheck. Employees failing to give notice required by this Section shall forfeit all rights to terminal vacation under this Section of the Agreement.

Section 3. Gross Misconduct or Malfeasance

No notice of any kind shall be required where dismissal is because of gross misconduct or malfeasance. The Union Chairperson shall be notified of the cause of dismissal in such case.

Section 4. Retrenchment and/or Reorganization

When it is necessary to reduce staff for reasons of retrenchment or reorganization, one (1) month notice shall be given to all members of the collective bargaining unit. Employees shall receive severance pay as follows when they are laid off for reasons of retrenchment or reorganization:

- Employed: Less than one year, but more than six months1 weeks' pay
- From one to two years.....2 weeks' pay
- From two to three years.....3 weeks' pay
- Three years or over.....2 weeks' pay for each
year of employment up
to a maximum of eight
weeks

Employees shall have one (1) year after their effective date of layoff to request and receive severance pay. Employees who receive severance pay shall forfeit their right to recall. Recall rights shall be retained for a period of one year by employees who do not request and receive severance pay. If, during that one-year period, an employee is offered a recall position twice, and the employee declines to accept that recall position each time recall is offered, the employee will forfeit any further recall rights and will receive the severance pay to which that employee is entitled. Employees shall have ten (10) days from receipt to respond to recall notices and thirty (30) days to return to work.

ARTICLE XVI - SAFETY AND HEALTH

The Agency shall provide safe, health and adequate facilities for its employees and make safe assignment to employees working outside Agency facilities. The Agency shall monitor and make employees aware of clients' communicable diseases. The Agency agrees to address all facility related problems promptly. If a total heating or air conditioning failure causes the temperature to drop below 60 degrees or above 80 degrees and the problem cannot be rectified within three hours, the Agency will relocate the staff when possible. If an entire office experiences total failure and relocation is not possible, and repairs cannot be successfully completed within three hours, the Agency shall dismiss the employees without loss of pay. If a total plumbing failure is present, the Agency shall make arrangements, where possible, with neighboring facilities to allow access to JFCS staff until repairs are made. If this type of arrangement is not possible, and repairs cannot be successfully completed within three hours, the employees will be dismissed without loss of pay. If a facility experiences a total power outage, the Agency will contact PECO immediately to determine the cause of the outage and the anticipated recovery time. If the service is not expected to resume within three hours or within thirty minutes after sunset, whichever are earlier, employees will be relocated if possible. If relocation is not possible, employees will be dismissed without loss of pay.

ARTICLE XVII - PERSONNEL FILES

Section 1. Inspection of Personnel Files by Employees

Each employee shall be permitted to inspect his or her personnel file with 3 working days notice. The Agency shall make such records available during regular

business hours of the office. Such inspection by an employee shall be made on that employee's own time and the Agency shall allow sufficient time for inspection. No employee shall remove his or her personnel file or any part thereof from the place where it is inspected. The employee shall be permitted to take notes. If an employee wants a copy of anything contained in his or her personnel file, the Agency shall make the copy and deliver it to the employee.

In the event an employee disputes information contained in the personnel file, which has not previously been addressed in his or her evaluation, he or she has the right to request that the personnel record be amended or corrected. In this case, the employee shall draft in writing to the President a statement specifying the area of the personnel record in dispute. The President shall review the personnel record within five (5) days of receiving the request. The President shall evaluate the disagreement and may either: 1) have the record so amended per employee request; 2) or may file the disagreement in the personnel folder file taking no further action. The final evaluation by the President shall be made in writing and placed in the personnel file.

Section 2. Definition of Personnel File

"Personnel file" is hereby defined as records maintained by the Agency including application for employment, wage or salary information, notices of commendations, warning or discipline, authorization for a deduction or withholding of pay, fringe benefit information, leave records, employment history with the Agency, job title, dates of changes, retirement record, attendance records and performance evaluation(s).

"Personnel file" excludes any records relating to the investigation of a possible criminal offense, letter of reference, documents which are being developed or prepared

for use in civil, criminal or grievance procedures, medical records or materials used by the Agency to plan for future operations, and information available to the employee under the Federal Fair Credit Reporting Act.

Section 3. Files Closed

Personnel files are to be closed and confidential to all, with the exception of the President (CEO), the Executive Vice President (COO), Human Resources Staff, Chief Financial Officer, the employee, the Union Chairperson(s), the Chairperson of the Agency's Human Resource Committee, the Agency's legal counsel, the Union's legal counsel, and the President of the Local Union, Agency auditors, licensing inspectors and accrediting bodies.

ARTICLE XVIII - GENERAL RULES

Section 1. Consultations with Union Chairperson(s)

The Agency will notify the Union Chairperson(s) in writing of any proposed changes in department rules, policies and procedures that would affect working conditions of employees and agrees to furnish the Union Chairperson(s) an opportunity to meet and discuss changes in Agency and department rules, policies and procedures that would affect working conditions of employees. Up to four (4) such meetings may take place each year. The meetings will take place after regular working hours and will result in no additional compensation to those involved.

Section 2. Management Rights

It is understood and agreed that the Agency, in its sound discretion, possesses the right, in accordance with applicable laws, to manage all operations, including the direction of the working force and the right to plan, direct and control the operation of all

equipment and other property of the Agency, except as modified by this Agreement.

Matters of inherent managerial policy are reserved exclusively to the Agency. These include, but shall not be limited to, such areas of discretion or policy as the functions and programs of the Agency, standards of service, its overall budget, utilization of technology, the organizational structure, and hiring and supervision of personnel. (The term "supervision" may include, but is not limited to; work assignments, casework and work coverage for co-workers.)

Section 3. In-House Training

The Agency will provide all appropriate staff with in-house training. The type of training is to be chosen by a team of staff representatives in consultation with the President. Participation is to be based on seniority only if all interested staff cannot be accommodated at one time.

Section 4. Special Undertaking re Part Time Employees

The Agency agrees that it shall not terminate or layoff full time employees with the intent of replacing those employees with new, part time employees.

Section 5. New Job Classification

The Agency and the Union shall negotiate salary rates for any new job classification established after the date of execution of this Agreement.

Section 6. Summer Work for Project PRIDE

The Agency shall make every effort to provide work during the Summer for Project PRIDE employees. The Agency shall provide the Union with all information about its efforts and the results thereof.

ARTICLE XIX - HOSPITALIZATION AND INSURANCE

All Sections in this Article shall apply to all members of the bargaining unit.

Section 1. Workers' Compensation Insurance

The Agency shall provide workers' compensation insurance for the protection of its employees.

Section 2. Unemployment Compensation

Employees are covered by provisions of the Unemployment Compensation Act as of January 1, 1972.

Section 3. Social Security and Medicare Tax

The Agency shall cover all employees and shall pay its share of the taxes as defined by law.

Section 4. Life Insurance

The Agency shall provide each employee, who normally works at least 32 hours per week a term life insurance policy in the amount of twenty-seven thousand (\$27,000) dollars, which shall remain in effect as long as the employee works 32 hours per week with the Agency. The Agency will assume the cost of any increase in life insurance premiums to cover the employee with such insurance while in the employ of the Agency or upon retirement.

Section 5. Health Plan

During the first contract year, the Agency shall pay up to three hundred and eighty-one (\$381.26) dollars and twenty six cents per month for any eligible employee.

During the second year of the contract the Agency shall pay one hundred (100%) percent of the cost for a single subscriber with Keystone 5 Point of service or its equivalent, less ten (\$10.00) dollars per month. For those employees who subscribe to Personal Choice or elect Keystone 10 or Keystone Select dependent option or their equivalents, the Agency shall pay the same amount as it would for a single subscriber with Keystone 5 Point of Service or its equivalent. For any employee who is a single subscriber to either Keystone 10 or Keystone Select or their equivalents, the Agency shall contribute the entire cost less ten (\$10.00) dollars per month. During the third year of the contract, the Agency shall pay one hundred (100%) percent of the cost for a single subscriber with Keystone 5 Point of Service or its equivalent, less twenty (\$20.00) dollars per month. For those employees who subscribe to Personal Choice or elect Keystone 10 or Keystone Select dependant option or their equivalents, the agency shall pay the same amount as it would for a single subscriber with Keystone 5 Point of Service or its equivalent. For any employee who is a single subscriber to either Keystone 10 or Keystone Select or their equivalents, the Agency shall contribute the entire cost less twenty (\$20.00) dollars per month. Such contributions are to be made on behalf of those employees who elect coverage.

The Agency will pay for the single subscriber's cost for Delta Dental Premier. Employees who are not participants in the agency's dental plan but are eligible to be covered shall be given an amount (taxable income) each month that is equal to the cost of the Delta Dental Premier plan for a single subscriber.

The Agency complies with the Federal Consolidated Omnibus Budget Reconciliation Act of 1985 (COBRA). Eligible employees, spouses and dependent

children are given the

option to elect to continue health plan coverage as provided by the Act.

Section 6. Pro-rata Coverage

Employees who are hired by the Agency after September 1, 1984, shall receive no medical and dental coverage unless they are hired for a position in which it is anticipated by their work schedule that they will work for the Agency 1,000 hours or more during a fiscal year of the Agency.

Section 8. Automobile Insurance

Agency cars, when operated by authorized drivers, are covered by insurance in the amount of \$250,000/\$500,000 personal liability; \$100,000 property damage for each accident; and \$500 medical payments each accident.

Staff members using personal cars to transport clients for Agency business should add the name of the Agency to their policies. The agency will pay the difference for the staff member to increase their coverage as the primary driver, from pleasure to business insurance to a maximum of one thousand (\$1000.00) dollars annually. The Agency carries a non-ownership liability policy, which covers the Agency's liability for damage to persons and property incurred by an authorized staff member who is driving his or her car on Agency business.

Section 9. Malpractice Insurance

The Agency shall provide malpractice insurance for employees while performing Agency work.

Section 10. Retirement Plan

All eligible employees may participate in the existing non-contributory retirement plan of the Jewish Federation of Greater Philadelphia in accordance with the terms and conditions thereof. The Agency shall provide an orientation on the “Federation of Jewish Agencies Pension Plan” no later than December 31st of every year.

Section 11. Tax Deferred Annuity Plan

Employees may elect to participate in a Tax Deferred Annuity Plan, provided that the plan is legally established under Agency auspices and with a payroll deduction plan. The particular plan(s) shall be selected by the Agency, and there shall be no cost to the Agency.

The Agency shall provide a TDA plan that includes an agency contribution, provided employees meet the eligibility requirements by participating in the plan and contributing the minimum required amount.

Section 12. Federal Credit Union

The Agency shall continue to offer employees the right to participate in the Philadelphia Federal Credit Union through membership and payroll deductions.

ARTICLE XX - COMPENSATION

Section 1. Salaries

Effective September 1, 2004, all eligible employees will receive a three (3%) percent salary increase.

Effective September 1, 2005, all eligible employees will receive a two (2%) percent salary increase.

Effective March 1, 2007, all eligible employees will receive a three (3%) percent salary increase.

Section 2. Anniversary Bonus – 3 and 10 years

When a member of the collective bargaining unit has been employed 3 years they will receive a one-time bonus amount of \$500.00 (pro-rated for part-time staff). The bonus will be given in the pay period following their 3 year anniversary date. When a member of the collective bargaining unit has been employed 10 years they will receive a one-time bonus amount of \$500.00 (pro-rated for part-time staff). The bonus will be given in the pay period following their 10 year anniversary date.

Section 3. Out-of-Classification Assignment

If the Agency finds it necessary to make an out-of-classification assignment for two or more weeks, it shall compensate the employee at the difference between the minimum salary in the levels.

Section 4. Training Compensation

When an employee is given the assignment of training either a new employee of current employee, and the employee has to work overtime, which has been approved as a result, the Agency will compensate the employee providing the training with the appropriate overtime pay.

Section 5. No Downgrading of Pay

No employee shall suffer any loss in salary should the job he or she has been performing be downgraded.

Section 6. Hire of New Employees

New employees are hired on the basis of the base salary for the appropriate job classification plus up to 8 years of experience. Professional Workers II's are hired on the basis of post bachelors experience up to eight years and post master's experience up to eight years.

In the event that it experiences recruiting problems in hiring professional staff, the Agency may waive experience requirements in determining a starting salary with the approval of the President.

**JEWISH FAMILY AND CHILDREN'S SERVICE
OF
GREATER PHILADELPHIA**

JOB CLASSIFICATION SYSTEM

INTRODUCTION

Jewish Family and Children's Service is a primary social work agency which adheres to the social work service model to deliver its range of core service programs. As a multi-service agency, professional staff are employed from a variety of disciplines in order to insure that the program objectives set forth in each service area are completed most effectively. The job classification system is a generic format established in order to create base levels of education, experience, and practice in order to account for the complex requirements of each service area represented in the agency. The job classification system will support the establishment of agency minimum hiring scales as well as being used for the basis of developing new positions within the agency as a companion to individual job descriptions which reflect with specificity the tasks and performance criteria appropriate to each position within the agency.

Human Service Worker

High school diploma and/or equivalent training and appropriate experience for the position of Life Skills Worker.

Professional Worker I

Bachelor's degree in Education, Psychology, Social Work, or the field of human services involving direct or indirect services to clients and community as appropriate to the positions of Social Worker Associate.

Professional Worker II

Master's degree in Education, Psychology, Social Work, or the field of human services pertinent to the delivery of direct or indirect services to clients and community as appropriate to the positions of Social Worker, Prevention Specialist/Group Counselor, Assistant Coordinator or Program Coordinator.

Support Staff IV

High school education or equivalent. Word processing, data entry, dictaphone and

telephone experience. Ability to perform secretarial functions under minimal supervision. Representative duties may include; receptionist, telephone operator assignments, dictaphone typing, word processing, data processing, filing, client-contact. 2-4 years experience preferred.

Support Staff V

Proven organizational skills. Proficient in use of computer (including data entry and word processing) and other basic office equipment. Excellent clerical/secretarial skills. Ability to organize office routine and perform duties independently. Proficient in ability to interact with clients on an empathetic and appropriate level. 5 years experience preferred.

Administrative Assistant

Excellent organization and communication skills. Excellent clerical/secretarial skills. Knowledge of all office equipment and procedures. Ability to relate to clients and community resources in a professional manner. Ability to function independently, make decisions, complete projects, own departmental tasks, and schedule services to be provided by the agency and to the agency. 5 years experience.

Maintenance

Knowledge of general maintenance duties and preventive maintenance necessary to maintain agency building and grounds. Demonstrated ability to exercise good judgment. Ability to work well with staff, service person, and outside contractors. Representative duties may include, but are not limited to, minor plumbing, carpentry, and grounds keeping.

Facilities Technician

Demonstrated knowledge of basic safety requirements and precautions. Basic knowledge of heating, plumbing, electrical and carpentry skills. Ability to organize workload and perform tasks in a timely fashion. Ability to work well with staff, building tenants, service personnel and outside contractors, must be able to work independently, make decisions and provide backup maintenance in crisis situations.

Driver

Should have knowledge of the City, excellent driving record and a completed physical by own physician with physician's approval to perform the functions of the job. Pleasant manner able to deal courteously with clients and staff. Will require assisting the elderly and carrying groceries and some ability to schedule services.

Billing

High school diploma and accounting/bookkeeping course. Proficient in the use of calculators and computers (word processing, data entry, and spreadsheet programs) Will function independently. Minimum supervision required. Minimum 3 years experience in bookkeeping, billing, or accounting required. (or college degree in accounting or business related degree with one (1) year of experience)

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JEWISH FAMILY AND CHILDREN'S SERVICE
OF GREATER PHILADELPHIA, INC.

MINIMUM SALARY SCALE

		04/01/04	04/01/05 (3 %)	04/01/06 (2 %)	09/01/07 (3%)
Human	Service	\$19,867	\$20,463	\$20,872	\$21,498
Worker					
Professional	I	\$28,409	\$29,261	\$29,846	\$30,741
Worker					
Professional	II	\$32,956	\$33,615	\$34,287	\$35,316
Worker					
Support Staff	IV	\$17,047	\$17,558	\$17,909	\$18,446
Support Staff	V	\$18,751	\$19,313	\$19,699	\$20,289
Administrative		\$21,591	\$22,238	\$22,682	\$23,362
Assistant					
Billing Staff		\$21,591	\$22,238	\$22,682	\$23,362
Driver		\$14,236	\$14,663	\$14,956	\$15,404
Maintenance		\$14,205	\$14,631	\$14,923	\$15,370
Facilities Tech.		\$20,159	\$20,763	\$21,178	\$21,813

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Each salary in the minimum classification scale shall automatically increase in amount equal to the salary increase given for the fiscal year, however, this change will not be effective until 6 months after the date of the increase.

ARTICLE XXI – TERM OF AGREEMENT

This agreement shall be effective as of September 1, 2004, and shall continue in effect until August 31, 2007, and shall continue from year to year thereafter, unless either party gives written notice to the other of its desire to change, amend or terminate the Agreement at least ninety (90) days prior to August 31, 2007.

Jewish Family & Children’s Service
Of Greater Philadelphia
Social

American
Federation of State,
County and Municipal Employees
Local 1739, Community and
Agency Employees, AFL-CIO
