

Memorandum of Agreement

Kenmore Tonawanda Union Free School District ("District," hereafter), by its Superintendent of Schools ("Superintendent," hereafter) and the Kenmore-Tonawanda Union Free School Employees' Association ("Association," hereafter), by its President, each for good and valuable consideration, hereby agree as follows:

WHEREAS, the District wishes to establish a Security Aide Hourly position for the purpose of supporting school safety and security; and

WHEREAS, it is appropriate for the position to be recognized in the collective bargaining agreement between the Association and the District; and

WHEREAS, this job title does not exist in the current contract; and

WHEREAS, it is necessary for the title Security Aide to be added to the recognition clause (1.02b) of the contract; and

WHEREAS, a new salary line to be created in the salary schedule for new hires on the new hire twelve (12) step and the current employee eight (8) step schedule; and

WHEREAS, the new position will be recognized by the District and the Association as a non-competitive position and will be recognized by Article 6.08 of the collective bargaining agreement; and

WHEREAS, it is necessary that employees hired to serve in this capacity will attend all training required and shall continue to maintain current certification where all expenses shall be paid by the District; and

WHEREAS, permanent certification within the title will only occur after successful completion of all required training.

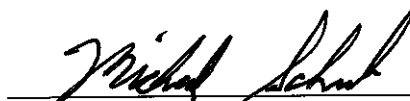
NOW THEREFORE, the parties agree that:

1. The job title, Security Aide is added to the recognition clause of the Contract.
2. The attached Job Description will also be used when posting vacancies.
3. The salary will be established by utilizing the current CBA Teacher Aide hourly salary plus twenty-five percent (25%) due to the increase in physical and responsibility levels.
4. This position will be recognized by the District and the Association as a non-competitive position. These employees will be recognized by Article 6.08 of the CBA.

IN WITNESS WHEREOF, the parties have executed this memorandum of agreement the 21st day of April 2017.



Stephen Bovino, Superintendent



Michael Schuh, President

SECURITY AIDE JOB DESCRIPTION

DISTINGUISHING FEATURES OF THE CLASS:

The work involves providing security for buildings and property to ensure the protection of employees, students and the visiting public. This is a para-professional security position responsible for patrolling and monitoring the activities within the school facilities to identify and prevent disorders and disruptions to the normal operation of the school building. The incumbent is responsible for identifying potentially dangerous situations and taking appropriate action to prevent or minimize danger to property and injury to employees, students and visitors. The incumbent receives direct supervision from school administration but will take daily direction from the School Resource Officer (SRO) assigned to the building but must exercise judgement in emergency situations or when supervision is not available. Does related work as required or assigned.

TYPICAL WORK ACTIVITIES:

Patrol buildings and adjoining areas to ensure the security of employees, students, visitors and property;

Observes parking lots and other areas adjoining buildings;

Removes disorderly persons from premises;

Inspects buildings and grounds for potential fire hazards or other security problems;

Provide verbal direction and utilize de-escalation tactics with students to avoid verbal or physical altercations with other students, staff members or visitors;

Utilize specialized training and skills when necessary to provide physical intervention and restraint to protect the health and welfare of individuals;

May conduct searches of the facilities as required when threatening situations occur;

Conducts investigations concerning losses of property, completing all required reports;

Performs daily duties such as logging incidents, filing, etc.;

May operate equipment such as, but not limited to, circuit television monitors, fire alarm systems, radio communication systems, computers and telephones;

Responds to alarms of fire and performs duties necessary to protect life and property, including the use of fire suppression apparatus and evacuation of staff, students and visitors;

Responds to emergency situations within the facility and controls vehicles and/or pedestrian traffic;

Performs duties relative to safety and fire protection, such as, safety inspections of equipment and the physical plant and immediate correction of hazards;

Furnishes information and assistance to visitors, contractors and employees;

Enforces the facility's policies and procedures, as directed;

Prepares depositions and reports necessary to all activities performed, as required.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good working knowledge of the practices and procedures used to ensure the maintenance or order and security in public school buildings; good knowledge of law enforcement regulations and school polices pertaining to theft, assault, trespassing and harassment; working knowledge of fire safety practices; skilled in the use of first aid, CPR and AED; skilled in the use of fire extinguishers and related fire-fighting equipment; ability to speak clearly; ability to be firm with students, visitors, clients and employees when necessary; ability to maintain harmonious relationships with the public; ability to spend long periods of time standing and walking about the building- including the use of the stairs; possessing tact and courtesy; dependability; strength and agility; emotional stability; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

Graduation from high school or possession of a high school equivalency diploma and:

- A) Successful completion of Security Guard Training;
- B) Updated CPR, 1st Aid and AED certification;
- C) Updated Crisis Prevention & Intervention (CPI) training