

Memorandum of Agreement  
By and Between  
Scotia-Glenville Central School District  
And  
Scotia-Glenville Secretarial Association

The Scotia-Glenville Central School District ("District") and the Scotia-Glenville Secretarial Association ("SGSA") hereby agree to the following:

WHEREAS, the District and the SGSA are parties to a collective bargaining agreement (CBA) dated July 1, 2022 – June 30, 2026;

NOW, THEREFORE, it is agreed between the Scotia-Glenville Central School District and the Scotia-Glenville Secretarial Association that:

1. The Athletic office clerical support position is currently a 12 month Executive secretary I position and;
2. Emily Wells, a member of the Scotia Glenville Secretarial unit, Executive Secretary I assigned to the Athletic office for support, has requested to reduce her work schedule to a 10 month (plus 20 additional summer days) and,
3. The Athletic Director and High School Principal support the change in work schedule while Emily Wells remains in the position and,
4. The 12 month Executive Secretary position will remain in the Secretarial bargaining unit and the agreement will be reviewed on or before June 30, 2026 to determine if the reduced schedule meets the needs of the department and Emily is still in the position.
5. All other terms and conditions of the CBA shall remain in full force and effect.

Scotia-Glenville Central School District

By: \_\_\_\_\_

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

Scotia-Glenville Secretarial Association

President

By: Lynn Casey

Date: 6/17/2025

Scotia-Glenville Secretarial Association Member

By: SW.

Date: 6/17/2025