

COLLECTIVE BARGAINING AGREEMENT BETWEEN

White Salmon Educational Support Professionals

AND

White Salmon Valley School District #405-17

September 1, 2021 THROUGH AUGUST 31, 2023

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DECLARATION OF PRINCIPLES

1. Participation of employees in the formulation and implementation of personnel policies affecting them contributes to effective conduct of school business.
2. The efficient administration of the system of public instruction and well-being of employees requires that constructive relationships be established between the parties hereto.
3. Subject to law and the paramount consideration of service to the schools, the employee-management relations should be improved by providing employees an opportunity for greater participation in the formulation of policies affecting wages, benefits and hours affecting the conditions of their employment.
4. Effective employee-management cooperation suggests a clear statement of the respective rights and obligations of the parties hereto.
5. It is the intent and purpose of the parties hereto to promote and improve the efficient administration of the District and the well-being of employees within the spirit of the Public Employees Collective Bargaining Act, to establish a basic understanding relative to personnel policies affecting wages, benefits and hours, and to provide means for amicable discussion and adjustment of matters of mutual interest.

PREAMBLE

This agreement is made and entered into between White Salmon Valley School District Number 405-17 (hereinafter "District") and White Salmon Educational Support Professionals, a WEA/NEA affiliate (hereinafter "Association").

In accordance with the provisions of the Public Employees Collective Bargaining Act and regulations promulgated pursuant thereto, and in consideration of the mutual covenants contained therein, the parties agree as follows.

ARTICLE I

RECOGNITION AND COVERAGE OF AGREEMENT

Section 1.1.

The District hereby recognizes the Association as the exclusive bargaining representative of all employees in the bargaining unit described in Section 1.3. The Association further recognizes the responsibility of representing the interests of all such employees.

Section 1.2.

Nothing contained herein shall be construed to include in the bargaining unit any person whose duties as deputy, administrative assistant, or secretary necessarily imply a confidential relationship to the board of directors or superintendent of the District pursuant to RCW 41.56.030 (2).

Section 1.3.

The bargaining unit to which this agreement is applicable is all full-time and regular part-time classified employees of the White Salmon Valley School District in maintenance, secretarial, paraeducator, technology, custodial, child nutrition, and grounds classifications, excluding supervisors and confidential employees.

Section 1.3.1.

Less than full-time employees in the above general job classifications are included in the bargaining unit. The term "less than full-time employees" includes but is not limited to substitute employees who are employed by the District for more than thirty (30) cumulative days within any twelve (12) month period ending during the current or immediately preceding school year and who continue to be available for employment as substitutes. A shift equals one (1) day and is defined as a minimum of one (1) hour work in one (1) day.

Section 1.3.2.

Substitute, as defined in Section 1.3.1, shall be subject to Article XIX, Article XX, and Schedule A. All other provisions of this agreement shall not apply.

Section 1.4.

Descriptions for all positions subject to this agreement are attached hereto and by this reference incorporated herein. The District will provide the Association with such amendments, changes, and additions to job descriptions as they may from time to time occur.

ARTICLE II

RIGHTS OF THE EMPLOYER

Section 2.1.

The right to make policy and reasonable rules and regulations to implement that policy shall be considered acknowledged functions of the District. In making rules and regulations relating to personnel policies as it effects hours, wages, benefits and other matters of working conditions, the District shall give due regard and consideration to the rights of the Association and to the obligations imposed by this agreement.

Section 2.2.

The District may hire temporary summer help for short-term custodial projects not to exceed sixty (60) calendar days. Such employees shall not be included within the bargaining unit nor entitled to any of the rights under this Agreement. The District shall provide notice to the bargaining unit president of the positions to be offered under this section.

ARTICLE III

RIGHTS OF EMPLOYEES

Section 3.1.

It is agreed that all employees subject to this Agreement shall have and shall be protected in the exercise of the right, freely and without fear of penalty or reprisal, to join and assist the Association. The freedom of such employees to assist the Association shall be recognized as extending to participation in the management of the Association, including presentation of the views of the Association to the Superintendent and the Board of Directors. The District assures employees that no interference, restraint, coercion, or discrimination is allowed within the District to encourage or discourage membership in an employee organization. Public Employees Collective Bargaining Act, Chapter 41.56 RCW.

Section 3.2.

Each employee shall have the right to bring matters of personal concern to the attention of appropriate Association representatives and/or appropriate officials of the District through regular administrative channels.

Section 3.3.

Employees of the Association subject to this agreement may have an Association representative or such person's delegate present at discussions between themselves and supervisors or other representatives of the District as hereinafter provided.

Section 3.4.

There shall be only one (1) official personnel file for each employee. This does not preclude the supervisor from having a working personnel file. Said files shall be kept in the District administration office. Each employee shall have the right upon request, and after making an appointment for that purpose with the personnel administrator, to review the contents of his/her official personnel file. The review shall be made in the presence of the administrator responsible for safekeeping of these files. During the review employees shall be allowed to copy any material therein and shall be permitted to make a written inventory of material there, and, on request, have such inventory signed and dated by a representative of the administration.

Section 3.4.1.

Any material placed in the employee's personnel file which is reviewed and judged by the employee to be derogatory to his/her conduct, service, character, or personality may be refuted in writing. Such written response shall become part of the personnel file. Any material not shown to an employee by the District, within ten (10) of the employee's work days, shall not be allowed in any disciplinary action against the employee.

Section 3.5.

Neither the District, nor the Association, shall discriminate against any employee subject to this agreement on the basis of race, creed, color, sex, religion, age or marital status or because of a disability with respect to a position, the duties of which may be performed efficiently by an individual without danger to the health or safety of the person with a disability or others.

Section 3.6.

Supervisors shall at all times conduct themselves with dignity and respect for employee's rights, duties and privileges. In their relationships with each employee every effort shall be made to avoid words or actions which may be interpreted as ridicule, slander or abuse.

Section 3.7.

All bargaining unit members are advised that their behavior and conduct while on duty shall be subject to monitoring by supervisory personnel.

1. Surveillance cameras are intended as a security device for the District to deter potential malicious activities in and around district property.
2. Employees who may be required to view videotapes at the request of supervisory personnel shall do so during their regular hours of employment or be compensated at the appropriate hourly rate for time outside their regular work hours.
3. Employees may be subject to disciplinary action if they are observed during their work shift to be doing something inappropriate or that is in direct violation of school district policy. Any behavior that may be observed on a recording, that may be inappropriate or may violate policy, will be addressed in accordance with procedures outlined in the CBA.
4. Video recordings obtained through use of District equipment are the property of the District, and shall not be removed from the District without the express authorization from the Superintendent.

Section 3.8.

Employees will be evaluated annually on how well they fulfill the requirements of the job description for their position and how well they related to co-workers, students, parents and supervisors in the performance of their jobs. Such evaluations shall be completed by the employee's supervisor in writing, provided to the employee, and placed in the employee's personnel file. Bargaining unit members shall not administer such evaluations, although supervisors may ask an employee in a lead position for input regarding the performance of employees under the lead employee's direction. For employees with no performance concerns, annual evaluations shall be completed at least ten (10) work days prior to the end of the employee's work year.

In the event an employee is given an unsatisfactory or needs improvement evaluation, the employee will be given a reasonable amount of time to implement the recommendation(s) for performance improvement. Such evaluations will be completed so as to give the employee at least thirty (30) work days to address deficient performance areas prior to the end of the employee's work year, if possible. If the employee does not have thirty (30) days to improve his/her performance during the current work year, the employee will be given at least forty-five (45) work days the next year before being evaluated again. The District will provide a specific plan of improvement and assistance to the employee. The employee will be re-evaluated at the end of the improvement period.

Section 3.9.

If an employee feels that his/her work responsibilities are not properly aligned with the current job description for the position, the employee may request a responsibility review by submitting a written request to Human Resources and the Association. Up to a maximum of five (5) responsibility reviews will be accepted each school year. Human Resources shall develop a form for applying for a review and provide a written response with the outcome of the review, following discussion with the Association. The written response will be provided to the employee within ten (10) work days, following the conclusion of the review. Any compensation increases as a result of the review will become effective with the pay warrant following the next payroll cutoff date after the review is completed, unless it is completed after May 1, in which case the pay increase will take effect September 1.

An employee may request the review provided the following conditions are met:

- a. A major function has been added to the employee's position that changes the level of responsibility or skills required.
- b. The position requires significantly higher levels of knowledge or skills than the current job description.
- c. The position requires a higher level of responsibility in decision-making or a higher level of authority not in the present classification level.
- d. The position requires the employee to provide guidance, training, or give direction to staff, students and others, with a level of autonomy or responsibility greater than others in the present classification.

ARTICLE IV

RIGHTS OF THE ASSOCIATION

Section 4.1.

The Association has the right and responsibility to represent the interests of employees in the unit; to present its views to the District administration on matters of concern, either orally or in writing; to consult or to be consulted with respect to the formulation and development of policies relating to working conditions, including wages, benefits and hours, and to enter collective negotiations with the object of reaching an agreement applicable to the employees within the unit.

Section 4.2.

In accordance with the provisions of the discharge and grievance procedure articles contained herein, the Association, if requested by the aggrieved, is entitled to have an Association member at hearings conducted by any District official or body arising out of a grievance and to make known the Association's views concerning the case.

Section 4.3.

The Association reserves and retains the right to delegate the right of representation to appropriate officials of the WEA and WEA MidState.

Section 4.4.

The president of the Association or the president's designated representative may be provided time off without loss of pay to a maximum of three (3) days per year to attend regional or state WEA meetings when the purpose of those meetings is in the best interests of the Association.

Section 4.5.

Prior to spring break each year, the Association and the Board will discuss and finalize the school calendar.

ARTICLE V

APPROPRIATE MATTERS FOR CONSULTATION AND NEGOTIATION

Section 5.1.

It is agreed and understood that matters appropriate for consultation and negotiation between the District and the Association are policies relating to or affecting hours, wages, grievance procedures and general working conditions of employees in the bargaining unit subject to this agreement.

Section 5.2.

It is further recognized that this agreement does not negate the possibility of either party meeting with the other party to advise, discuss or consult regarding matters concerning working conditions not covered by this agreement.

Section 5.3.

It is further agreed and understood that the District will consult with the Association, and meet with the Association upon its reasonable request, in the formulation of any change being considered in existing benefits, or working conditions for all employees covered by this agreement.

ARTICLE VI

ASSOCIATION REPRESENTATION

Section 6.1.

The Association representatives shall represent the Association and employees in meeting with officials of the District to discuss appropriate matters of mutual interest. They may receive complaints or grievances of employees and thereafter advise employees of rights and procedures outlined in this agreement. The Association may not, however, continue to advise the employee on courses of action after the employee has indicated that he or she does not desire to pursue a grievance.

Section 6.2.

Time during work hours will be allowed Association representatives for attendance at meetings with the District. Time will also be allowed for representatives to discuss with the employees grievances and appropriate matters directly related to work situations in their area or craft when approved by the administration. This does not preclude the conduct of meetings outside of work hours when convenience so dictates.

Section 6.3.

Visitation rights within reason shall be granted to the designated representative of WEA or WEA MidState to visit with employees in the appropriate bargaining unit for purposes of grievance procedures and/or general information data. The visiting delegate shall notify the manager/supervisor of the department/building being visited prior to or upon arrival, and the visiting delegate will not interfere with the employee's work responsibilities.

ARTICLE VII

HOURS OF WORK

Section 7.1.

Each employee shall be assigned to a definite and regular shift, with designated times of beginning and ending, and workweek. Except for emergency, the shift shall not be changed without prior notice to the employee of two (2) calendar weeks; provided, however, this notice may be waived by the employee. On early release days the night custodian(s) may start their shift as early as the student dismissal time, but must time the start of their shift so that the final security check can be completed during their regular work time and after the final activity is concluded at the building for the day. Written notice of the assigned shift shall be delivered to the employee by the first day of work each year.

Section 7.1.1.

During summer breaks, twelve (12) month employees who work forty (40) hours per week may be scheduled to work four (4) ten hour days. The District and the Association will agree upon a start and end date for the "four-ten" schedule, if implemented.

Section 7.2.

Employees shall be allowed a paid rest period of fifteen (15) minutes for each four (4) hours of work time. Breaks will be scheduled into an employee's daily schedule. Where the nature of the work allows employees to take intermittent rest periods equivalent to fifteen (15) minutes for each four (4) hours worked, scheduled rest periods are not required. Rest periods shall be scheduled as near as possible to the midpoint of the work period. No employee shall be required to work more than three hours without a rest period. Any shift greater than five hours shall include an unpaid meal period of at least thirty (30) minutes in length. Employees in the child nutrition workers' category shall have one 15-minute break for three (3) hour shifts, and two 15-minute breaks for six (6) hour shifts.

Section 7.2.1.

Employees shall be compensated in accordance with the provisions of this Agreement for all hours worked. Each employee shall receive an accounting and itemization of authorized deductions, hours worked, and rates paid with each paycheck.

Section 7.3.

The workweek shall consist of five (5) consecutive days, Monday through Friday, followed by two (2) consecutive days of rest, Saturday and Sunday; provided, however, the District may assign an employee to a workweek of any five (5) consecutive days which are followed by two (2) consecutive days of rest.

Section 7.4.

Every employee is guaranteed an unpaid thirty (30) minute lunch period free from work duties. In the event the employee's lunch period is interrupted by work duties, the lunch period becomes paid time and the employee remains entitled to thirty (30) minutes of meal time.

Section 7.5.

Employees requested to work a shift regularly filled by a higher classification employee shall receive compensation equal to the first experience level wage step in the higher classification that provides a raise.

Section 7.5.1.

Consistent with state law, the District may use classified personnel to supervise students in noninstructional activities and in instructional activities when working under the direction and supervision of a certificated employee.

Section 7.6.

In the event of school closure due to inclement weather, plant in operation or the like, less than twelve-month employees shall not report to work. If the District does not provide public notification of the closure at least one (1) hour before each employee's regular start time and an employee arrives at work, that employee shall be granted two (2) hours show up employment time, if they are willing to work at least one (1) hour, or one (1) hour show up employment time if they decline to work the time. The District shall not require the employee to work.

Section 7.6.1.

In the event of school closure due to inclement weather, plant in operation or the like, twelve-month employees shall work as usual unless road conditions make it impossible for them to get to work safely or they are excused by the Superintendent. Emergency leave (if applicable), personal leave, vacation or accumulated compensatory time may be used if any employee cannot make it to work due to impassable road conditions. If excused by the Superintendent, employees shall be granted administrative paid leave.

Section 7.7.

Employees attending training courses when they are directed by the District to attend and when these courses are required by state regulation or by the District as a condition of employment will be paid by the school district at the employee's regular hourly rate of pay, plus any fee, tuition, or transportation costs.

ARTICLE VIII

OVERTIME

Section 8.1.

In the assignment of overtime, the District agrees to provide the employee with as much advance notice as practicable in the circumstances. If possible, an employee designated to work overtime on days outside his/her workweek will be advised of the possibility no later than twenty-four (24) hours prior to the end of his/her last shift before the overtime commences.

Section 8.1.1.

When an employee believes that his or her assignment cannot be finished in the time allocated, the employee must have the supervisor’s authorization to extend the employee’s hours to accomplish the assignment.

Section 8.2.

Hours worked in excess of forty (40) hours but not over forty-eight (48) in the regular workweek shall be compensated at the rate of one and one-half (1½) times the employee's base. All hours worked in excess of forty-eight (48) hours in the regular workweek shall be compensated at double-time.

Section 8.2.1. Compensatory Time Off.

An employee may, at his/her option, request compensatory time off in lieu of overtime compensation or payment for hours worked beyond the employee's normal work shift. Compensatory time, if granted, may be accrued; provided, however, that record shall be maintained and there must be a reasonable expectation that the employee will be provided an opportunity to expend the accrued time. The District shall not solicit employees to accept compensatory time in lieu of other compensation. Compensatory time in lieu of overtime as provided in this article shall be accrued at the rate of one and one-half (1½) hours for each hour worked, compensatory time in lieu of extra hours that do not exceed forty (40) hours for the week shall be accrued at the rate of one (1) hour for each hour worked.

The District will attempt to secure a substitute to fill in for employees who are taking compensatory time. Compensatory time will not be denied due to inability to secure a substitute.

Section 8.3.

Employees called back on a regular workday or called back on the sixth or seventh day in excess of a regular workweek shall receive no less than two (2) hours pay at the appropriate rate. An appropriate lunch period will be provided for any work shift exceeding four (4) hours.

ARTICLE IX

HOLIDAYS

Section 9.1.

All employees shall receive the following paid holidays that fall within their work year. Pay shall be based upon an employee’s regularly scheduled hours per day.

Day	1.	New Year's Day	7.	Veterans'
	2.	Martin Luther King's Birthday	8.	
		Thanksgiving Day		
Thanksgiving Day	3.	Presidents' Day	9.	Day after
Eve	4.	Memorial Day	10.	Christmas
Day	5.	Independence Day	11.	Christmas

Section 9.2. Unworked Holidays.

Eligible employees shall receive pay equal to their normal work shift base rate in effect at the time the holiday occurs. An employee who is on the active payroll on the holiday and has worked or been granted an approved ~~paid~~ leave for both the employee's last scheduled shift preceding the holiday and the employee's first scheduled shift succeeding the holiday shall be eligible for pay for such unworked holiday.

Section 9.3. Worked Holidays.

Employees who are required to work on the above described holidays shall receive their regular pay plus the pay due them for the holiday.

Section 9.4. Holiday During Vacation.

Should a holiday occur while an employee is on vacation, the employee shall be allowed to take one extra day of vacation with pay in lieu of the holiday as such.

ARTICLE X**LEAVES****Section 10.1. Leave for Illness, Injury and Emergency.**

Sick leave is for personal illness, personal injury or emergency conditions necessitating the immediate attention of the employee. Each employee shall accumulate one (1) day of sick leave for each twenty (20) days worked up to a maximum of twelve (12) days per year. No employee shall receive fewer than ten (10) days of sick leave per year. Sick leave shall be vested when earned. Sick leave benefits shall be paid on the basis of the base hourly rate applicable to the employee's regular daily work shift; provided, however, that should an employee's normal daily work shift increase or decrease subsequent to an accumulation of days of sick leave, sick leave benefits will be paid in accordance with his/her normal daily work shift at the time the sick leave is taken, and the accumulated benefits will be expended in proportion to the hours worked.

Five (5) days of noncumulative paid emergency leave shall be granted each year. Emergency leave may be taken at the employee's discretion due to a problem that has been suddenly precipitated or is unplanned, or where preplanning could not relieve the necessity for the employee's absence, such as family illness or act of God, etc. Such leave shall not be taken for personal profit or pleasure. Emergency leave shall not be used to extend other leaves or absences. Emergency leave will be deducted from sick leave. Employees shall notify their building principal twenty-four (24) hours in advance of such leave, if possible.

Family illness leave will be in accordance with state statute and the federal Family and Medical Leave Act (FMLA) of 1993, as now or hereafter amended.

Each employee's portion of unused sick/emergency leave allowance shall accumulate from year to year. An up-to-date balance of sick leave hours will appear on the employee's paycheck at the end of

each month. Employees who have accrued sick leave while employed with a public school district, educational agency, or institute of higher learning in the State of Washington shall be given credit for such accrued sick leave upon employment with the District. It shall be the responsibility of the new employee to ensure that the District office receives official notification from the former public employer of any sick leave balance at the time of resignation.

Section 10.1.1.

In accordance with state law, as now or hereafter amended, employees may use sick leave to care for a child of the employee with a health condition that requires treatment or supervision, or a spouse, parent, parent-in-law, or grandparent of the employee who has a serious health condition or an emergency condition. For the purposes of this law, “child” means a biological, adopted, or foster child, a stepchild, a legal ward, or a child of a person standing in loco parentis who is: (a) under eighteen years of age; or (b) eighteen years of age or older and incapable of self-care because of a mental or physical disability.

Section 10.1. 2.

During such time as an employee is off work due to illness, injury, or emergency, the District shall provide a substitute assigned the duties normally performed by the regular employee when/if necessary.

Section 10.2. Bereavement Leave.

Each employee shall be entitled to a maximum of five (5) days leave noncumulative with pay per year for absence caused by death in the immediate family. Family shall be defined to include the employee’s: mother, father, sister, brother, husband, wife, son, daughter, son-in-law, daughter-in-law, mother-in-law, father-in-law, brother-in-law, sister-in-law, grandchild, grandparent, stepfather, stepmother, aunt, uncle, or anyone who is living with and considered part of the family. Such bereavement leave shall not be deducted from sick leave.

Section 10.3.

All employees shall be entitled to sick leave cash out benefits according to current state statute or amendments thereto.

Section 10.4. Personal Leave.

Employees will be granted three (3) days Personal Leave per year with pay. Personal leave is accumulative to a maximum of five (5) days. At the end of the school year, if the employee has any unused days, he/she can either carry forward up to two (2) of those days or will be reimbursed at the employee’s hourly rate. Any personal leave days that are carried forward are not eligible for reimbursement the following year. Leave days may be taken in half days or full days.

Section 10.5. Sick Leave Covered by Industrial Insurance.

Employees who are absent for reasons covered by industrial insurance shall be paid pursuant to the employee’s choice of one of the following three options:

- An amount equal to an employee’s regular pay drawn from the employee’s eligible leave allotment, plus the amount paid by the industrial insurance carrier;
- An amount equal to the difference between the amount paid the employee by the industrial insurance carrier and the amount the employee would normally earn drawn from accumulated eligible leave; or

- No additional pay from an eligible leave balance, only the amount paid by the industrial insurance carrier.

Section 10.6. Doctor/Dental Appointments.

Whenever possible, employees should arrange for doctor, dental, and similar appointments on their own time. If it is necessary to have these appointments during work time, they will be charged to sick leave. If the employee does not have any sick leave, the leave will be granted without pay.

Section 10.7. Birth of Child or Adoption.

The District shall grant leave in accordance with state statutes and the federal Family Medical Leave Act (FMLA) in the event of the birth or adoption of a child to an employee. Employees may use their sick, vacation, or personal leave, if any, as compensated leave during this time. In the event the employee's sick leave has been exhausted, the leave shall be granted without pay.

10.8 Washington State Paid Family and Medical Leave (PFML).

Employees shall be eligible to receive Paid Family and Medical Leave (PFML) subject to the Washington State Family and Medical Leave and Insurance Act. Under current law, to be eligible for this leave, employees must have worked a minimum of 820 hours within the past calendar year. Employees using Paid Family Medical leave do not have to exhaust all other available leave before using paid family medical leave. The District will pay its share of the premium and the employee will be responsible for his/her share to fund this leave. The District shall use the state insurance as the carrier for PFML to ensure ongoing compliance with the law. When required by law, the District shall maintain health insurance benefits during periods of approved PFML leave.

Section 10.9. Medical/Health Leave.

An employee whose physician certifies in writing that the employee is unable to perform job-related responsibilities because of personal illness, maternity, or disability shall, upon reasonable notice and upon approval of the proper administrative channels, be granted a leave of absence for up to one (1) year from the date the leave is granted. If an extended illness is involved, one (1) additional year may be granted if certified in writing by the employee's medical practitioner. Accumulated sick leave may be used for medical leave, if desired. Employees on medical leave who do not have any sick leave or who choose not to use their sick leave may continue to be covered by the District health insurance for the period of the medical leave at their own expense.

Section 10. Jury Duty and Subpoena Leave.

The District shall grant leaves to employees for the days they are required to serve on a jury. The District shall grant a maximum of two (2) days leave to employees subpoenaed as witnesses in court or other legal proceedings.

ARTICLE XI

LEAVE OF ABSENCE

Section 11.1.

Upon recommendation of the immediate supervisor through administrative channels to the superintendent, and upon approval of the board of directors, an employee may be granted an extended leave of absence for a period not to exceed one (1) year. An additional year leave of absence may be granted with the approval of the employee's immediate supervisor and the Superintendent.

Section 11.2.

The employee, if granted a leave of absence, will retain accrued sick leave, vested vacation rights, and seniority rights while on leave of absence. However, vacation credits and sick leave shall not accrue beyond that accrued during the time of the leave of absence.

Section 11.3.

The returning employee will be assigned to the position occupied before the leave of absence. Employees hired to fill positions of employees on leave of absence will be hired for a specific period of time, during which they shall be subject to all provisions of this agreement. It shall be the responsibility of the employer to inform replacement employees of these provisions.

ARTICLE XII

VACATIONS

Section 12.1.

Vacations shall accrue at the following rates and may be taken at a mutually agreed time between the employee and the District. For twelve-month personnel, upon completion of the first anniversary date of service with the school district, full-time employees shall be granted ten (10) days paid vacation per year. Upon completion of the fifth (5th) or more years of service with the school district, each full-time employee shall be granted fifteen (15) days paid vacation per year. For over ten (10) years of service, twenty (20) days of vacation is granted. For over twenty-five (25) years of service, twenty-five (25) days of vacation is granted. Less than twelve-month employees are entitled to one (1) day of vacation per year up to five (5) days and the value of these vacation days is added to the salary. If a less than twelve-month employee is hired into a twelve-month position, his/her years of service in the White Salmon Valley School District shall be the basis for awarding vacation credit.

Section 12.2.

An employee becomes eligible to use his or her vacation credit after reaching the anniversary date of his or her employment in a vacation-eligible position.

Section 12.3.

Authorized leave of absence will be counted as continuous service for the purpose of establishing and retaining eligibility dates.

Section 12.4.

Any vacation days currently due but unused by the new anniversary date each year, may be carried over following the accrual date to the extent the employee's balance of days does not exceed thirty (30).

ARTICLE XIII

PROBATIONARY PERIOD

Section 13.1.

Each new hire shall remain in a probationary status for a period of not more than sixty (60) work days following the hire date. During the probationary period, the employee will be evaluated at thirty (30) days and given direction in any areas that need improvement. During this probationary period, the District may discharge such employee at its discretion.

Section 13.2.

At the end of the probationary period, the employee will be subject to all rights and duties contained in this agreement retroactive to his/her employment date.

Section 13.3.

In applying for new or open positions, the selected in-district employee will be given a thirty (30) workday trial period. The employee's performance may be reviewed in a conference with the employee, an Association representative, and immediate supervisor after fifteen (15) days to discuss any concerns. If the position proves unsatisfactory to the employee or the supervisor determines the employee incapable of performing the job, the employee or supervisor may request reassignment to the former position. The employee may only request reassignment to a former position one (1) time in any school year.

ARTICLE XIV

DISCHARGE OF EMPLOYEES

Section 14.1.

The District may discipline or discharge any employee subject to this agreement for justifiable cause. Discipline shall be progressive except in extraordinary circumstances.

Section 14.2.

The issue of justifiable cause shall be resolved in accordance with the grievance procedure of this agreement.

ARTICLE XV

TRANSFER OF PREVIOUS EXPERIENCE

Section 15.1.

Transfer of benefits from one school district to another within the State of Washington shall be in accordance with current state statute. (RCW 28A.400.300).

ARTICLE XVI

RETIREMENT

Section 16.1.

All eligible employees subject to this agreement must participate in the Washington State School Employees Retirement System. In determining eligibility, the District shall report all hours worked, whether straight time, overtime, or otherwise.

ARTICLE XVII

INSURANCE

Section 17.1 School Employees Benefit Board (SEBB) Program.

The District shall pay the full portion of the employer contribution as adopted in the state budget for all employees who meet the eligibility requirements outlined below. For purposes of benefits provided under the SEBB, school year shall mean September through August, and shall also be referred to as the eligibility year.

The District will implement the rates set by SEBB when establishing the employee rates which will be paid to the Health Care Authority (HCA) through payroll deduction for the month in which the employee receives benefits.

The District will provide benefits to employees through SEBB, to include but not be limited to:

- Basic Life and accidental death and dismemberment insurance (AD&D)
- Basic Long-term Disability
- Vision
- Dental including orthodontia
- Medical Plan

Employees will also have the option of enrolling in a Health Savings Account (HSA) when a qualifying High Deductible Health Plan (HDHP) is selected for their medical insurance. In addition, employees will be able to utilize payroll deduction for any supplemental insurance that they choose to enroll in through SEBB (e.g. increased Life, AD&D, Long-term disability, etc.).

Section 17.2 Eligibility.

All employees, including substitute employees, shall be eligible for full insurance coverage as eligibility is established by SEBB, which currently means:

- If they work, or are anticipated to work 630 hours or more in an eligibility year, so long as they maintain an employee/employer relationship.
- Once eligibility is established, it shall be maintained for the remainder of the eligibility year, unless the employee's schedule or work pattern is revised such that they are no longer anticipated to work 630 hours during the eligibility year. In this case, eligibility for the employer contribution ends as of the last day of the month in which the change is effective.
- All compensated hours in any position within the District shall count for purposes of establishing eligibility. When an employee is hired into a position that would qualify for benefits if filled for the full eligibility year, and there are not enough days remaining in the year to achieve 630 hours, that employee will be provided with benefits coverage.
- Any employee who has worked 630 hours in the previous year and is returning to a similar position(s) will be deemed eligible for benefits.

Section 17.3 Benefit Enrollment and Continuity of Coverage as Currently Provided by Law and SEBB Rules.

In the month of September, benefit coverage for eligible employees begins their first day of work, so long as the employee works on or before the first day of school. For all other eligible employees, benefit coverage will begin the first day of the month which follows the employee's first day of work.

Employees previously employed by a SEBB employer and eligible for SEBB coverage in the month prior to their first day of work will have uninterrupted benefit coverage if they meet the eligibility requirements above.

Should an employee who previously was not expected to be eligible for benefits under SEBB work 630 hours in one year, the employee will become eligible for benefits to begin the month after attaining 630 hours.

Section 17.4 Leaves as Currently Provided by Law and SEBB Rules.

Paid leave hours shall count towards eligibility for benefits under this section. Employees on unpaid leave will retain their employee/employer relationship.

An employee on approved leave under the federal Family and Medical Leave Act (FMLA) or the Washington State Paid Family Medical Leave (PFML) will continue to receive the employer contribution for insurance coverage in accordance with the federal FMLA or RCW 50A.04.245.

For an employee on leave without pay who is no longer anticipated to meet the eligibility standard for employer paid insurance benefits by the end of the school year, the employee will have the option of self-paying the premium to HCA (COBRA).

Section 17.5 Benefit Termination as Currently Provided by Law and SEBB Rules.

Any employee eligible for benefits who terminates the employee/employer relationship shall continue to receive benefits through their final month of employment.

When employees eligible for benefits separate from employment after completion of the employee's full work year the separation will be effective August 31. In cases when an employee provides notice of an alternate date, the District will provide the employee notification of the impact on benefit

eligibility and coverage and seek a waiver to the August 31 separation date. Absent a waiver, the separation date will be August 31.

Section 17.6 Substitutes.

The District will not sever the employee/employer relationship with substitute employees in order to avoid initial or ongoing benefit eligibility.

Section 17.7 Reopeners.

If the laws or rules of the SEBB program substantially change, either party can reopen this agreement for negotiation over the changes.

ARTICLE XVIII

PROFESSIONAL DEVELOPMENT TRAINING

Section 18.1.

The District recognizes its obligation to the professional development of employees.

Section 18.2.

The District will provide funding in the amount of fifteen thousand (\$15,000) each contract year for staff development. District directed trainings for necessary job-related improvement or requirements shall not be deducted from this allotment. Any unused funds shall carry-over into the following year, but shall not be carried over for a second year or more.

If funds are available, they may be utilized for the following purposes, without limitation, pending approval of the administration.

Section 18.2.1.

Salary and reimbursement for employees subject to this agreement to attend recognized training courses that would be of mutual interest.

Funds will be distributed equitably. A bargaining unit member may bring to the District training opportunities that are available for their classification. All requests will be considered based on the availability of funds and impact to the employee's work schedule.

Section 18.2.2.

Expenses and materials to establish courses of study within the confines of the District which would be of mutual benefit to the employee and the District.

Section 18.2.3.

Purchase of recognized training courses from local, state, or national educational institutes which would improve the potential knowledge or skills of employees subject to this agreement.

Section 18.3. Education Incentive Program.

Employees will be compensated for earning educational credits or clock hours in accordance with the schedule below:

Step One: Six (6) college quarter credits or sixty (60) clock hours – twenty-five cents (\$0.25) per hour above scale.

Step Two: Fifteen (15) college quarter credits or one hundred fifty (150) clock hours – fifty cents (\$0.50) per hour above scale.

Step Three: Thirty (30) college quarter credits or three hundred (300) clock hours – seventy-five cents (\$0.75) per hour above scale.

Step Four: Forty-five (45) college quarter credits or four hundred fifty (450) clock hours – one dollar (\$1.00) per hour above scale.

Credits and clock hours eligible for this incentive must be: (a) beyond the minimum educational, skill or knowledge requirements for the employee's position; (b) earned in classes, in-service courses, workshops, seminars, conferences or other trainings that improve the employee's skill or performance in his or her current job classification or advance the District's efforts to improve student learning, as approved by the employee's supervisor; and (c) documented and turned in to the District office prior to September 1 of the year for which the incentive compensation will be paid. Such enhancements shall be effective September 1 of each year. A supervisor's decision to not approve a course under this section may be appealed by the employee to the Superintendent for final resolution. An employee may be credited only once toward the compensation enhancements in this section for the same course or activity. Salary enhancement pay shall not be taken out of other wage increases provided in this contract.

In order to transition the amendments to this section negotiated in the 2018-19 agreement, current employees eligible to claim credits earned before September 1, 2007 shall do so on the following terms:

Effective September 1, 2021: Current employees may claim forty-five (45) college quarter credits earned before September 1, 2007.

New employees shall be given credit for all credits earned at the time of hire and earned subsequently, subject to the September 1 deadline each year. All employees shall be given credit for all credits earned after September 1, 2007 as earned, subject to the September 1 deadline each year.

Para-professional specific trainings will be compensated as follows.

Advanced para-educator certificate – one dollar (\$1.00) an hour more.

Section 18.4.

Employees required by the District or the state to attend or complete online training courses as a condition of employment shall be compensated at the employee's base hourly rate for all time in attendance, plus expenses. Any time spent outside an employee's regular work hours must be

preapproved by the employee's supervisor. An employee may request tuition or fees reimbursement for completion of a course or workshop approved by the superintendent.

ARTICLE XIX

ASSOCIATION MEMBERSHIP

Section 19.1.

Each employee subject to this agreement, who, on the effective date of this agreement, is a member of the Association in good standing shall maintain membership in the Association, unless they revoke their membership in writing to the Association. The Association shall notify the District immediately on receiving a revocation of membership in writing from an employee.

Section 19.2.

The District will notify the Association of all new hires within ten (10) work days of the hire date. At the time of hire, the Association will inform the new hire of the terms and conditions of this article.

The Association will have thirty minutes to make a presentation to new employees. The Association orientation session will be conducted by representatives designated by the Association. If the designated representatives are employees and are scheduled to work at the time of the session, such individual shall be released from his/her normal duties without loss of pay in order to participate in the orientation session, provided that the Employer will not be obligated to release more than one (1) employee in this capacity. The Employer's representative(s) will be absent from the room during this section of the new employee orientation.

ARTICLE XX

CHECKOFF

Section 20.1.

Upon written authorization of any public employee within the bargaining unit to the Association with timely notice to the District, the District shall deduct from the pay of such public employee the monthly amount of dues, certified by the secretary of the Association.

Section 20.2. Political Action Committee.

The District shall, on receipt of a written notice from the Association of employee authorization that conforms to legal requirements, deduct from the pay of such employees the amount of contribution the employee voluntarily chooses for contribution to the Association's political action committee(s) and shall remit the same to the Association. The employee may revoke the authorization at any time. At least annually the Association shall notify participating employees about their right to revoke their participation.

Section 20.3. Hold Harmless.

The Association will indemnify, defend, and hold the District harmless against any claims, suits, orders and/or judgments against the District on account of any checkoff of Association dues or political contributions.

ARTICLE XXI

GRIEVANCE PROCEDURE

Section 21.1.

Grievances or complaints arising between the District and its employees within the bargaining unit defined in Article I herein, with respect to matters dealing with the application of the terms and conditions of this agreement, shall be resolved in compliance with this article. A day is defined for purposes of this Article as a day the District office is open.

Section 21.2. Grievance Steps.

Section 21.2.1. Informal Resolution (Step 1).

The employee shall first discuss the grievance with his or her immediate supervisor. If the employee wishes, he or she may be accompanied by an Association representative at such discussion. All grievances not brought to the immediate supervisor in accordance with the preceding sentence within twenty-five (25) days of the occurrence of the grievance shall be invalid and subject to no further processing. The immediate supervisor shall have five (5) work days after notification of the grievance to resolve the grievance or respond orally to the employee.

Section 21.2.2. Initiating a Formal Grievance (Step 2).

If the grievance is not resolved to the employee's satisfaction in accordance with the preceding subsection, the employee shall within ten (10) days reduce to writing a statement of the grievance containing the following.

- A. The facts on which the grievance is based;
- B. A reference to the provisions in this agreement which have been allegedly violated; and
- C. The remedy sought.

The employee shall submit the written statement of grievance to his or her immediate supervisor for reconsideration and shall submit a copy to the official in the administration responsible for personnel. The parties will have five (5) work days from submission of the written statement of grievance to respond to and resolve it by indicating on the statement of grievance the disposition. If an agreeable disposition is made, all parties to the grievance shall sign it.

Section 21.2.3. Appeal to the Superintendent (Step 3).

If no settlement has been reached within the five (5) days referred to in the preceding subsection, and the Association believes the grievance to be valid, a written statement of grievance shall be submitted to the District superintendent or his/her designee within fifteen (15) work days of the supervisor's response. After such submission, the parties will have ten (10) work days from submission of the written statement of grievance to resolve it by indicating on the statement of grievance the disposition. If an agreeable disposition is made, all parties to the grievance shall sign it.

Section 21.2.4. Arbitration (Step 4).

If no settlement has been reached within the ten (10) days referred to in the preceding subsection, and the Association believes the grievance to be valid, the Association may demand arbitration of the grievance. The voluntary labor arbitration rules of the American Arbitration Association shall be used. The decision of the arbitrator shall be final and binding on both parties. The arbitrator shall have no power to add to, delete, or modify the provisions of this agreement. The costs of arbitration will be borne equally by the parties.

Section 21.3.

A failure by the Association, or an employee, to initiate or advance a grievance within the timelines provided in this article shall render the grievance void. Any failure by the District to respond to any grievance within the timelines provided hereunder shall automatically advance the grievance to the next step in the process. The employer shall not discriminate against any individual employee or the Association for taking action under this Article.

ARTICLE XXII

SENIORITY

Section 22.1.

The seniority of an employee in the bargaining unit shall be established as of the date on which the employee was hired by the District (hereinafter "hire date") unless such seniority shall be lost as hereinafter provided.

Section 22.2.

The seniority rights of an employee shall be lost for the following reasons.

- A. Resignation;
- B. Discharge for justifiable cause;
- C. Retirement; or
- D. Change in job classification within the bargaining unit.

Section 22.3. Seniority rights shall not be lost for the following reasons, without limitation.

- A. Time lost by reason of industrial accident, industrial illness or jury duty;
- B. Time on leave of absence granted for the purpose of serving in the Armed Forces of the United States; or
- C. Time spent on other authorized leaves of absence;
- D. Time spent in layoff status as provided herein.

Section 22.4.

Seniority rights shall be effective within the general job classification. As used in this agreement, general job classifications are those set forth in Article I, Section 1.3.

Section 22.5.

The District shall determine the assignments to new or open positions and layoff as follows: The employee with the earliest hire date shall have preferential rights regarding layoffs, shift selection, promotions, and assignment to new or open positions, when qualifications, ability, and performance, as determined by his/her immediate supervisor and the superintendent, are substantially equal with those individuals junior to him/her. Such employee shall receive a thirty (30) day trial period on the new job. If after that time the employee's supervisor and the superintendent determine he/she does not have the ability or qualifications to perform in the job successfully, the District shall set forth in writing, if requested, its reasons why the employee is not qualified, and the employee may then be reassigned to his/her prior position. If the District determines that seniority rights should not govern because a junior employee possesses qualifications, ability and performance substantially greater than a senior employee or senior employees, the District shall set forth in writing, if requested, its reasons why the senior employee or employees have been bypassed.

Section 22.6.

The District shall publicize within the bargaining unit, for five (5) work days, the availability of new and open positions as soon as possible after the District is apprised of the opening. A copy of the job posting shall be forwarded to the president of the Association prior to posting. A copy of the job posting shall be posted on the District website and emailed to all employees.

Section 22.7.

In the event of layoff, employees so affected are to be placed on a reemployment list maintained by the District. Such employees are to have priority in filling an opening in the classification held immediately prior to layoff, and open positions outside their classification for which they are qualified, if they have notified the District of their qualifications. Names shall remain on the reemployment list for two (2) years.

Section 22.8.

Employees on layoff status shall file their addresses in writing with the personnel office of the District and shall thereafter promptly advise the District in writing of any change of address.

Section 22.9.

An employee shall forfeit rights to reemployment if the employee does not comply with the requirements of Section 22.8, or if the employee does not respond to the offer of reemployment within ten (10) work days.

Section 22.10.

An employee on layoff status who rejects an offer of reemployment forfeits seniority and all other accrued benefits; provided, that such employee is offered a position substantially equal to that held prior to layoff.

ARTICLE XXIII

SALARIES

Section 23.1.

Salaries for all hours worked for employees subject to this agreement, during the term of the agreement, are contained in Schedule A attached hereto and by this reference incorporated herein.

Section 23.1.1.

Longevity steps shall be based on years of service with the District. When an employee is awarded a position in a different classification than the one currently held, they will be placed on the salary schedule according to their years of service with the District.

Section 23.2.

Salaries contained in Schedule A shall be for the entire term of this agreement, subject to the terms and conditions of Section 25.3. Should the date of execution of this agreement be subsequent to the effective date, salaries, including overtime, shall be retroactive to the effective date.

For 2021-2022, Schedule A shall be increased by the 2021-2022 state inflationary adjustment (implicit price deflator, IPD) of two percent (2%) plus a five percent (5%) wage increase.

For 2022-2023, Schedule A shall be increased by the 2022-2023 IPD plus a two percent (2%) wage increase. If actual District enrollment in the 2021-22 school year averages five percent (5%) or more above the 2021-22 budgeted enrollment, an additional two percent (2%) shall be added to the 2022-23 wage schedule.

If the percentage rate increase for general salaries for the certificated bargaining unit exceeds the percentage increases provided in this section by at least one percent (1%) for either year of this Agreement, this section shall be reopened for negotiations following written notice from the Association no more than sixty (60) days following the ratification of the certificated agreement.

Section 23.3.

Retroactive pay, when applicable, shall be paid on the first regular pay day following the payroll cut-off date after execution of this agreement, or in the case of retroactive pay resulting from negotiations pursuant to Section 25.3, on the first regular pay day following the payroll cut-off date after agreement on such schedule.

Section 23.4.

Incremental steps ~~on~~ Schedule A, where applicable, shall take effect on September 1 of each year during the term of this agreement.

Section 23.5.

Employees subject to this agreement who are required in the course of their employment to use their personal vehicles shall be reimbursed by the District at the current IRS rate.

ARTICLE XXIV

TRANSPORTATION

Transportation office manager is recognized as a vital part of the transportation center. Their first priority will be office management and point of contact for the public and District employees. In cases of emergency the transportation office manager may be asked to drive, but when necessary, this position will be the highest priority for assignment of a substitute. The transportation office manager shall never be placed on the bus substitute roster/schedule.

ARTICLE XXV

TERM AND SEPARABILITY OF PROVISIONS

Section 25.1.

The term of this agreement shall be from September 1, 2021 to August 31, 2023.

Section 25.2.

All provisions of this agreement shall be applicable to the entire term of this agreement notwithstanding its execution date, except as provided in the following section.

Section 25.3.

This agreement may be reopened and modified at any time during its term upon mutual consent of the parties in writing.

The District shall fund increments for the duration of this agreement and not deduct the cost of such increments from the state inflationary adjustment provided to all wage rates. The full state inflationary adjustment shall be applied to all wages, each year of the agreement.

Section 25.4.

If any provision of this agreement or the application of any such provision is held invalid, the remainder of this agreement shall not be affected thereby.

Section 25.5.

Neither party shall be compelled to comply to any provision of this agreement which conflicts with state or federal statutes or regulations promulgated pursuant thereto.

Section 25.6.

In the event either of the foregoing sections is determined to apply to any provision of this agreement, such provision shall be renegotiated pursuant to Section 25.3.

District: SIGNATURE PAGE

EDUCATIONAL
SUPPORT PROFESSIONALS WEA/NEA

SCHOOL DISTRICT #405-17

BY: _____
Jeff Augustus, Chapter President

BY: _____
Jerry Lewis, Superintendent

DATE: _____

DATE: _____

DRAFT 21.22 Classified Salary Schedule

Years of Experience	0	1	2	3	10	15	20
Secretary							
Secretary	\$ 17.76	\$ 18.65	\$ 19.58	\$ 20.57	\$ 21.59	\$ 22.67	\$ 23.81
Counseling Secretary	\$ 20.34	\$ 21.67	\$ 22.79	\$ 24.08	\$ 25.36	\$ 26.70	\$ 27.98
Office Manager	\$ 20.34	\$ 21.67	\$ 22.79	\$ 24.08	\$ 25.36	\$ 26.70	\$ 27.98
HS Office Manager*	\$ 20.34	\$ 21.67	\$ 22.79	\$ 24.08	\$ 25.36	\$ 26.70	\$ 28.57
Administrative Assistant	\$ 21.94	\$ 23.01	\$ 24.24	\$ 25.41	\$ 26.70	\$ 28.02	\$ 29.43
State & Federal Program Specialist	\$ 25.68	\$ 27.02	\$ 28.57	\$ 29.96	\$ 31.40	\$ 32.90	\$ 34.50
Accounts Payable Specialist	\$ 26.73	\$ 28.08	\$ 29.59	\$ 31.06	\$ 32.68	\$ 34.37	\$ 36.14
Student Data Coordinator/Title 9 [†]	\$ 27.75	\$ 29.09	\$ 30.59	\$ 32.06	\$ 33.68	\$ 35.37	\$ 37.14
Paraeducator							
Student Mgmt Center Supervisor	\$ 21.87	\$ 22.96	\$ 24.12	\$ 25.32	\$ 26.58	\$ 27.92	\$ 29.31
Library Instructor	\$ 21.87	\$ 22.96	\$ 24.12	\$ 25.32	\$ 26.58	\$ 27.92	\$ 29.31
Librarian	\$ 20.06	\$ 21.07	\$ 22.12	\$ 23.23	\$ 24.39	\$ 25.61	\$ 26.89
Library Clerk	\$ 16.96	\$ 17.80	\$ 18.69	\$ 19.63	\$ 20.62	\$ 21.63	\$ 22.73
Paraprofessional Technician	\$ 20.72	\$ 21.75	\$ 22.83	\$ 23.98	\$ 25.18	\$ 26.44	\$ 27.76
Digital Online Technician	\$ 22.04	\$ 23.14	\$ 24.30	\$ 25.52	\$ 26.79	\$ 28.13	\$ 29.54
Crossing Guard	\$ 20.32	\$ 21.34	\$ 22.41	\$ 23.52	\$ 24.70	\$ 25.94	\$ 27.23
Bilingual Paraprofessional	\$ 18.45	\$ 19.37	\$ 20.34	\$ 21.36	\$ 22.43	\$ 23.54	\$ 24.72
Paraprofessional	\$ 17.76	\$ 18.65	\$ 19.58	\$ 20.57	\$ 21.59	\$ 22.67	\$ 23.81
Playground Staff Assistant	\$ 15.64	\$ 16.42	\$ 17.25	\$ 18.10	\$ 19.01	\$ 19.97	\$ 20.96
Highly Capable Coordinator	\$ 22.23						
Prevention/Intervention Specialist	\$ 27.86						
Prevention/Intervention/Mental Health Specialist	\$ 46.97						
Comm Learning Center Site Coordinator	\$ 32.50						
Comm Learning Center Family Coordinator	\$ 27.50						
Health & Wellness Center Coordinator	\$ 30.00						
Health & Wellness Center Family Advocate	\$ 25.00						
Technology							
District Network Administrator	\$ 32.64	\$ 34.15	\$ 35.85	\$ 37.54	\$ 39.42	\$ 41.40	\$ 43.47
Technology Director	\$ 24.96	\$ 26.22	\$ 27.52	\$ 28.90	\$ 30.35	\$ 31.86	\$ 33.45
Food Service							
Head Cook	\$ 20.07	\$ 21.08	\$ 22.13	\$ 23.24	\$ 24.40	\$ 25.62	\$ 26.90
Cook/Server	\$ 17.09	\$ 17.94	\$ 18.84	\$ 19.78	\$ 20.77	\$ 21.81	\$ 22.90
Kitchen Assistant	\$ 16.24	\$ 17.06	\$ 17.91	\$ 18.80	\$ 19.74	\$ 20.73	\$ 21.76
Maintenance							
Maintenance Assistant	\$ 23.01	\$ 24.16	\$ 25.36	\$ 26.63	\$ 27.96	\$ 29.36	\$ 30.83
Grounds							
Grounds Support	\$ 20.92	\$ 21.97	\$ 23.06	\$ 24.21	\$ 25.42	\$ 26.70	\$ 28.03
Assistant Groundskeeper	\$ 21.72	\$ 22.81	\$ 23.95	\$ 25.15	\$ 26.40	\$ 27.72	\$ 29.10
Head Groundskeeper	\$ 23.01	\$ 24.16	\$ 25.36	\$ 26.63	\$ 27.96	\$ 29.36	\$ 30.83
Custodial							
Custodian	\$ 20.92	\$ 21.97	\$ 23.06	\$ 24.21	\$ 25.42	\$ 26.70	\$ 28.03

Calculated by adding 7% on top of \$400k to base of 20.21 salary schedule

* HS Office Manager is 2% higher at the top step to accommodate athletic duties

† Title 9 duties add \$1 per hour above Accounts Payable Specialist