

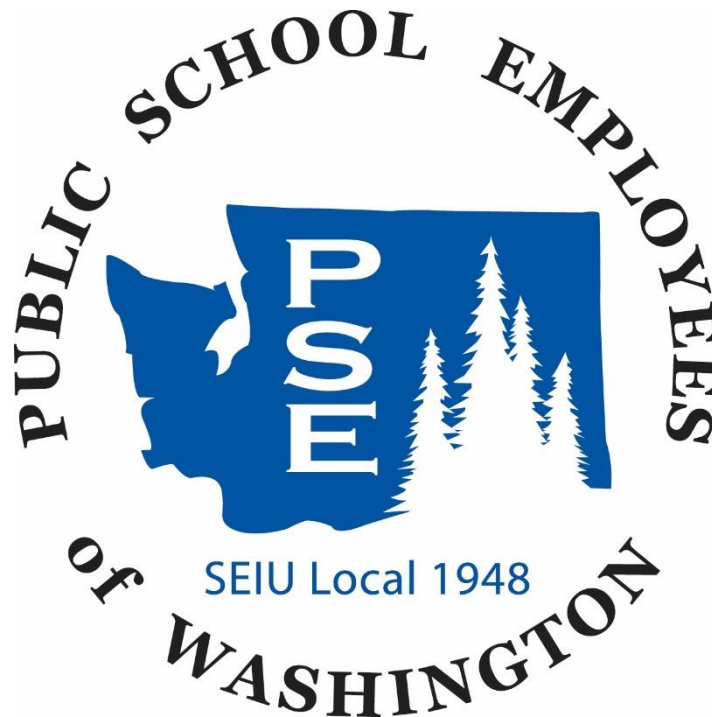
COLLECTIVE BARGAINING AGREEMENT BETWEEN

**BREWSTER SCHOOL DISTRICT #111**

AND

**PUBLIC SCHOOL EMPLOYEES OF BREWSTER**

SEPTEMBER 1, 2022 - AUGUST 31, 2025



**Public School Employees of Washington/SEIU Local 1948**

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## TABLE OF CONTENTS

	<u>Page</u>
PREAMBLE	1
ARTICLE I RECOGNITION AND COVERAGE OF AGREEMENT	1
ARTICLE II RIGHTS OF THE EMPLOYER	2
ARTICLE III RIGHTS OF THE EMPLOYEES	2
ARTICLE IV RIGHTS OF THE ASSOCIATION	3
ARTICLE V ASSOCIATION REPRESENTATION	4
ARTICLE VI HOURS AND WORKING CONDITIONS	4
ARTICLE VII LEAVES	6
ARTICLE VIII HOLIDAYS	12
ARTICLE IX PROBATION, SENIORITY AND LAYOFF PROCEDURES	13
ARTICLE X DISCIPLINE AND DISCHARGE OF EMPLOYEES	15
ARTICLE XI INSURANCE	15
ARTICLE XII ASSOCIATION MEMBERSHIP – DUES DEDUCTION	16
ARTICLE XIII GRIEVANCE PROCEDURE	17
ARTICLE XIV TRANSFER OF PREVIOUS EXPERIENCE	18
ARTICLE XV SALARIES AND EMPLOYEE COMPENSATION	19
ARTICLE XVI EFFECT OF AGREEMENT	20
SIGNATURE PAGE	21
SCHEDULE A (2022 – 2025)	22

1  
2  
3  
4  
5  
6  
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**P R E A M B L E**

This Agreement is made and entered into between Brewster School District (hereinafter “District”) and Public School Employees of Brewster, pursuant to RCW 41.56.

**A R T I C L E   I**

**RECOGNITION AND COVERAGE OF AGREEMENT**

**Section 1.1.**

The District hereby recognizes the Association as the exclusive representative of all employees in the bargaining unit and the Association 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 shall consist of all full-time and regular part-time classified employees in the Bus Driver, Custodial-Grounds, Secretarial/Clerical, Paraeducator (includes Library Tech and Computer Lab Specialist), Food Service and Nurse job classifications: Excluding substitutes, all supervisors, the Superintendent’s Secretary, Accounts Payable, and Payroll Position and all other confidential employees, and all other employees of the District.

**Section 1.4.**

The District agrees to provide job descriptions for all positions covered by this Agreement to the President of the Association. The District shall provide the President of the Association and the employee(s) with such amendments, changes, and additions to job descriptions as they may from time to time occur; provided, however, modification of existing positions, or the creation of new positions, shall require reopening of this Agreement to negotiate the salary.

**Section 1.5.**

Substitutes are casual employees who perform work in the place of bargaining unit employees who are temporarily absent from their regular position (i.e., leave, vacation). Regular employees are not responsible for finding substitutes.

ARTICLE II  
RIGHTS OF THE EMPLOYER

**Section 2.1.**

It is agreed the customary and usual rights, powers, functions, and authority of management are vested in management officials of the District. Included in these rights in accordance with and subject to applicable laws, regulations, and the provisions of this Agreement, is the right to direct the work force, the right to hire, promote, retain, transfer and assign employees in positions; the right to suspend, discharge, demote, or take other disciplinary action against employees for justifiable cause; and the right to release employees from duties because of lack of work or for other legitimate reasons. The District shall retain the right to maintain efficiency of the District operation by determining the methods, the means, and the personnel by which operations undertaken by the employees in the unit are to be conducted.

**Section 2.2.**

The right to make reasonable rules and regulations shall be considered acknowledged functions of the District.

ARTICLE III  
RIGHTS OF EMPLOYEES

**Section 3.1. Non-Discrimination/Affirmative Action.**

Neither the District, nor the Association, shall discriminate against any employee subject to this Agreement on the basis of race, creed, color, sex, national origin, religion, age, marital status, sexual orientation or because of the presence of any sensory, mental or physical 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 physically disabled person or others.

**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.

**Section 3.3.**

Employees subject to this Agreement have the right to have Association representatives or other persons present during disciplinary procedures between themselves and supervisors or other representatives of the District.

**Section 3.4.**

Only one personnel file will be kept on each employee. This file shall be kept in the District Office. Personnel files of employees are confidential and shall be available to appropriate administrative personnel and the individual employee. The employee shall have the right to see and to reproduce, in the presence of the Superintendent or designee, any material in his/her personnel file from the date of his/her appointment.

During the review, an official or representative of the Association may be present, if requested by the employee, and the employee may initial and photocopy any material in the file, at employee expense. Each employee shall be provided a copy of all derogatory material placed in his/her personnel file prior to its insertion.

Derogatory material not brought to the attention of the employee or not placed into the official personnel file may not be used for any purpose adverse to the employee. All derogatory materials placed in an employee's file shall be dated and signed by the employee. The employee's signature merely signifies he/she has read the material to be filed and does not necessarily indicate agreement with the content. An employee may attach comments to any material that is a part of the personnel file.

### **Section 3.5.**

The District will implement drug/alcohol testing as per Department of Transportation (DOT) or other state regulations. Any additional procedures will be as mutually agreed upon.

### **Section 3.6. Evaluations.**

The District shall provide each classified employee with an annual written evaluation. All evaluations shall use the forms included as Attachment A of this Agreement. The employee evaluation shall be completed at least ten (10) workdays prior to the conclusion of the employee's contracted work year. As part of the annual evaluation, a conference between the supervisor and the employee shall be held. A copy of the evaluation must be given to the employee at the conference or within ten (10) workdays of the evaluation conference. The District shall alert employees to performance concerns prior to the annual evaluation and if necessary, implement a plan of improvement.

## **ARTICLE IV**

### **RIGHTS OF THE ASSOCIATION**

### **Section 4.1.**

As part of the general orientation for new hires within the unit subject to this Agreement, the Association shall be allowed to attend to meet with new hires and provide such employee(s) with a copy of this Agreement and the Dual Authorization form. If there is no orientation, then as new employees are hired, the District shall notify the Association President within ten (10) workdays so that the Association can meet with the new employee(s) for up to thirty (30) minutes to provide a copy of this Agreement and the dues authorization form. These meetings are allowed during work time and are with pay.

### **Section 4.2. Meetings/Business.**

The Association will be permitted to meet and transact official local Association business on school property, provided such meetings/transactions do not interfere with the District educational program. All meetings/transactions shall be held outside the regular employee workday or at times when personnel have contractual duties.

Association meetings shall not conflict with other prescheduled meetings for the facilities requested and shall be scheduled through the Administration under the same procedure as applied to other public and civic groups.

1 **Section 4.3. Bulletin Boards.**

2 The Association will be permitted to post notices of Association activities and business on provided  
3 bulletin boards in the employee lounges available in the District, provided such communications are  
4 identified as Association communications. Bulletins posted by the Association are the responsibility of  
5 the officials of the Association. Each bulletin shall be signed by the Association official responsible for  
6 its posting. Unsigned notices or bulletins may not be posted. The responsibility for prompt removal of  
7 notices from the bulletin boards after they have served their purpose shall rest with the individual who  
8 posted such notices.

9  
10 **Section 4.4. Use of Mail Boxes.**

11 The Association will be permitted to use mailboxes located within the District, provided such  
12 communications are identified as Association communications. Such use shall not interrupt or interfere  
13 with the use of those mailboxes by the District.

14  
15 **Section 4.5. Use of School Equipment.**

16 The Association may use school office machines and equipment with prior approval of the  
17 administration. Such use shall not interfere with use of the equipment by the District. The Association  
18 shall reimburse the District for costs related to the use of such equipment.

19  
20 **Section 4.6.**

21 The Association has the right and responsibility to represent the interests of all employees in the unit,  
22 to present its views to the District on matters of concern either orally or in writing, and to enter  
23 collective negotiations with the object of reaching an agreement applicable to all employees within the  
24 bargaining unit.

25  
26  
27  
28 **ARTICLE V**

29  
30 **ASSOCIATION REPRESENTATION**

31  
32 **Section 5.1.**

33 The Association will designate a Conference Committee of three (3) members who will meet with the  
34 Superintendent of the District and the Superintendent's representatives on a mutually agreeable regular  
35 basis to discuss appropriate matters.

36  
37  
38 **ARTICLE VI**

39  
40 **HOURS AND WORKING CONDITIONS**

41  
42  
43 **Section 6.1. Hours.**

44 The normal workweek shall consist of five (5) consecutive days followed by two (2) consecutive days  
45 of rest.

1           **Section 6.1.1.**

2           The regular full-time shift shall consist of eight and one-half (8-1/2) hours, for eight (8) hours  
3           compensation, including a thirty (30) minute uninterrupted lunch period as near the middle of  
4           the shift as is practicable, and also including a fifteen (15) minute first half and a fifteen (15)  
5           minute second half rest period, both of which rest periods shall occur as near the middle of each  
6           half shift as is practicable.

7  
8           **Section 6.2.**

9           In the event an employee is assigned to a shift less than the full-time shift, the employee shall be given  
10          a fifteen (15) minute rest period for each three and one-half (3-1/2) hours of continuous work.

11  
12          **Section 6.3.**

13          Employees required to work through their regular lunch periods will be given time to eat at a time  
14          agreed upon by the employee and supervisor. In the event the District requires an employee to forego a  
15          lunch period and the employee works the entire shift, including the lunch period, the employee shall be  
16          compensated for the foregone lunch period at overtime rates.

17  
18          **Section 6.4.**

19          In the event of an unusual school closure due to inclement weather, plant inoperative, or the like, the  
20          District will make every effort to notify each employee to refrain from coming to work. Employees  
21          must make a reasonable effort to be accessible by phone. Employees reporting to work shall receive a  
22          minimum of two (2) hours pay at base rate in the event of such a closure; provided, however, no  
23          employee shall be entitled to any such compensation in the event of actual notification by the District  
24          of the closure prior to leaving home for work.

25  
26          **Section 6.5. Transportation.**

27          Recognizing personnel in the Transportation classification present special shift problems, the parties  
28          agree shifts shall be established in that classification in relation to routes and driving times requisite to  
29          fulfilling tasks assigned by the Supervisor of Transportation; provided, however, that employees in the  
30          Transportation classification shall be entitled to the benefits of Section 6.2. to the same degree as any  
31          other employee; and provided further that all bus drivers shall receive pay for one-half (1/2) hour per  
32          day for the purpose of bus cleanup and bus inspection and warm-up in addition to actual hours of  
33          driving time. All trips other than regular daily scheduled bus runs shall be compensated at the  
34          employee's extra trip rate for the duration of the trip; provided, however, that bus drivers shall be  
35          subject to the provisions relative to overtime hereinafter provided. Route selection shall take place  
36          before the beginning of the school year. The most senior driver shall select the route that they want  
37          continuing down the seniority list with the other drivers. Drivers will be compensated for all required  
38          meetings at the meeting rate of pay on Schedule A. The district reserves the right to switch routes if an  
39          unusual situation warrants such action. Such a move will be done in consultation between the district  
40          and the union.

41  
42          **Section 6.5.1.**

43          All buses will be driven by personnel hired primarily as District bus drivers. Salaries will be  
44          paid at the current District bus driver's scale and drivers will be selected from the list of bus  
45          drivers on a seniority rotational basis. Other qualified employees may be used in the event all  
46          available drivers have been assigned runs or in the event that to assign a regular driver to an  
47          extracurricular run would result in doubling up students or in case of emergency where time or  
48          circumstances do not permit calling in a driver. This provision does not pertain to Pep, Ski or

Vo-Ag runs. The district reserves the right to assign drivers to trips in such a manner as to avoid overtime payment where possible.

**Section 6.5.2.**

In the event an extra trip is canceled, should an employee not be notified of such a cancellation and report to work, such employee will be compensated for two (2) hours work at base rate.

**Section 6.5.3.**

Use of Bus or Van. When a trip involves a group of over fourteen (14) students, the group shall be transported by school bus.

**Section 6.5.4.**

All drivers shall follow the expectations and procedures outlined in the transportation handbook.

**Section 6.5.5. Use of alternative Transportation.**

The District may utilize charter buses no more than three (3) times per year.

**Section 6.6. Overtime.**

All hours worked in excess of forty (40) hours per week shall be compensated at the rate of one and one-half (1-1/2) times the employee's regular pay.

**Section 6.7. Compensatory Time.**

An employee may request compensatory time off in lieu of over-time payment for hours worked beyond the employee's normal work shift. Such requests shall be documented and submitted to the supervisor. Compensatory time in lieu of over-time may be granted at the rate of one and one-half (1-1/2) hours for each hour worked.

**Section 6.8.**

In years which contain more than two hundred and sixty (260) workdays, these "extra" days will not result in an additional workday(s) for full-time employees. These "extra" days will result in a day(s) off as jointly determined by the employee and his/her supervisor.

**Section 6.9. Mandatory Staff Meetings.**

When mandatory staff meetings are held, employees will receive prior notification to ensure that employees have adequate time to make arrangements to attend. If unable to attend, the employee shall let their supervisor/principal know prior to the meeting.

**ARTICLE VII**

**LEAVES**

**Section 7.1. Sick Leave.**

Each employee shall accumulate one (1) day of sick leave for each calendar month worked; provided, however, no employee shall accumulate less than ten (10) days of sick leave per school year. An employee who works eleven (11) workdays in any calendar month will be given credit for the full



1 calendar month. Sick leave shall be vested when earned and may be accumulated up to a maximum of  
2 the employee's work year day's entitlement.

3  
4 The District shall project the number of annual days of sick leave at the beginning of the school year  
5 according to the estimated calendar months the employee is to work during that year. The employee  
6 shall be entitled to the projected number of days of sick leave at the beginning of the school year.  
7 However, if the employee leaves employment before earning the projected accumulation, any days  
8 taken beyond those accumulated shall be deducted at their normal per diem rate.

9  
10 Sick leave benefits shall be paid on the basis of base hourly rate applicable to the employee's normal  
11 daily work shift; provided, however, that should an employee's normal daily work shift increase or  
12 decrease subsequent to an accumulation of days of sick leave, sick leave benefits will be paid in  
13 accordance with the employee's normal daily work shift at the time the sick leave is taken.

14  
15 Sick leave is defined to cover:

- 16  
17 A. Serious illness or injury of the employee or immediate family which incapacitates or prevents  
18 him from work and/or which might endanger the health of students.  
19  
20 B. Contagious or infectious sickness in the immediate family residing under the same roof, which  
21 might endanger the health of students.  
22  
23 C. In the event of other emergencies not covered in the above provisions which make it impossible  
24 for the employee to be at work, sick leave may be granted at the discretion of the  
25 Superintendent.  
26  
27 D. The Superintendent may, at any time, require a doctor's certificate as proof of illness.  
28  
29 E. Disability immediately related to childbearing.  
30  
31 F. An employee who has exhausted all sick leave benefits and yet remains unable to perform  
32 contract duties because of continued personal illness or disability, may request a leave of  
33 absence without pay for the remaining period of time of such disability as substantiated by a  
34 medical statement from an attending physician, not to exceed the balance of the school year.  
35 Such additional disability leave shall be granted by the District and may be renewed at the  
36 discretion of the District in the event the disability continues.

37  
38 **Section 7.1.1. Annual Conversion of Sick Leave.**

- 39 A. Eligible, current employees may convert excess sick leave days above an accumulation of  
40 sixty (60) days as provided by law.  
41  
42 B. Sick leave days that are eligible for conversion shall be converted to monetary  
43 compensation at the rate of twenty-five (25%) percent of the employee's current, full-time  
44 daily rate of compensation for each full day of eligible sick leave. Partial days of eligible  
45 sick leave shall be converted on a pro rata basis.  
46

- 1 C. Excess sick leave is defined as sick leave accumulation in excess of sixty (60) full days of  
2 unused sick leave at a rate of accumulation no greater than one (1) full day per month (a  
3 maximum of twelve (12) days per year) as of the end of the previous calendar year.  
4
- 5 D. Eligible employees shall provide written notice to the district during the month of January  
6 of his or her intent to convert excess sick leave days to monetary compensation. Such  
7 payment will be made in February.  
8
- 9 E. Per law, the number of excess sick leave days which an eligible employee may convert  
10 shall be determined by:  
11 1. Taking the number of sick leave days in excess of sixty (60) full days that were  
12 accumulated by the employee during the previous calendar year at a rate of  
13 accumulation no greater than one full day per month of employment as provided by  
14 the leave policies of the district (a maximum of twelve [12] days per year); and  
15 2. Subtract the number of sick leave days used by the employee during the previous  
16 calendar year. The remainder, if positive, shall constitute the number of sick leave  
17 days which may be converted to monetary compensation.  
18
- 19 F. All sick leave days converted pursuant to this section shall be deducted from an employee's  
20 accumulated sick leave balance.  
21

### 22 **Section 7.1.2.**

23 In the event employees are absent for reasons which are covered by Industrial Insurance, the  
24 District shall pay the employee an amount equal to the difference between the amount paid the  
25 employee by the Department of Labor and Industries and the amount the employee would  
26 normally earn. A deduction shall be made from the employee's accumulated sick leave in  
27 accordance with the amount paid to the employee by the District until accumulated sick leave is  
28 exhausted at which time the District's obligation shall end.  
29

### 30 **Section 7.1.3. Conversion of Sick Leave upon Retirement or Death.**

31 Eligible Employees: Each employee who subsequently terminates employment may personally,  
32 or through his or her estate in the event of death, elect to convert all eligible accumulated,  
33 unused sick leave days to monetary compensation as provided in this Section.  
34

- 35 A. For the purpose of this section, an eligible employee shall be defined as:  
36 1. Employees who separate from employment due to retirement or death.  
37 2. Employees who separate from employment and who are at least age fifty-five (55)  
38 and have at least ten (10) years of service in SERS 3.  
39 3. Employees who separate from employment and who are at least fifty-five (55) and  
40 have at least fifteen (15) years of service in SERS 2.  
41
- 42 B. Eligible Sick Leave Days: All unused sick leave days that have been accumulated by an  
43 eligible employee, less sick leave days previously converted, and those credited as  
44 service rendered for retirement purposes, may be converted to monetary compensation  
45 upon the employee's termination of employment due to retirement or death.  
46
- 47 C. Rate of Conversion: Sick leave days that are eligible for conversion shall be converted  
48 to monetary compensation at the rate of twenty-five percent (25%) of an employee's

1 full time daily rate of compensation at the time of termination of employment for each  
2 full day of eligible sick leave, to a maximum of one hundred eighty (180) days. Partial  
3 days of eligible sick leave shall be converted on a pro-rata basis.

4  
5 D. All sick leave days converted pursuant to this Section shall be deducted from an  
6 employee's accumulated sick leave balance.

7  
8 E. Compensation received pursuant to this Section shall not be included for the purpose of  
9 computing a retirement allowance under the Public Employees' Retirement System.

10  
11 **Section 7.1.4. Sick Leave Sharing.**

12 A. **Bank Established:** The parties hereby establish a Sick Leave Bank which shall be operated  
13 under the terms and conditions of this Section.

14  
15 B. **Purpose:** The purpose of the bank shall be to provide employees the means to come to the  
16 aid of another employee(s) who is suffering from extraordinary or severe illness, injury,  
17 impairment or physical or mental condition; a fellow employee who is a victim of domestic  
18 violence, sexual assault, or stalking; or a fellow employee who has been called to service in  
19 the uniformed services, which has caused or is likely to cause the employee to take leave  
20 without pay or terminate his/her employment.

21  
22 C. All voluntary leave sharing among School District employees shall be in strict compliance  
23 with current RCW 41.04.660.

24  
25 **Section 7.2. Immediate Family.**

26 For the purpose of sick leave, "immediate family" shall be defined as an employee's spouse, parents,  
27 children, siblings, grandchildren, grandparents, nieces, nephews, aunts, uncles; those of the employee's  
28 spouse; or any other person living in the same household as the employee.

29  
30 **Section 7.3. Emergency Leave.**

31 Emergencies are those events which are suddenly precipitated, or which is of such a nature that  
32 preplanning could not relieve the necessity for the absence. The problem must be one of major  
33 importance and not a mere inconvenience. Each employee shall be entitled, each contract year, to two  
34 (2) days leave with pay for absence caused by emergencies. Additional time may be granted by the  
35 Superintendent and will be charged against sick leave.

36  
37 **Section 7.4. Bereavement Leave.**

38 Each employee shall be entitled to a maximum of five (5) days leave with pay upon each occasion of  
39 the death of an employee's spouse, child, stepchild, parent, stepparent, grandparent, sibling, family-in-  
40 law or any person living in the immediate household as a member of the family. In the event of the  
41 death of other close relatives, close personal friend or co-worker, the employee may be allowed up to  
42 one (1) day. When requesting to use Bereavement Leave, the employee shall complete and submit to  
43 the Building Administrator/Supervisor, the District Leave Form.

44  
45 **Section 7.5. Personal Leave.**

46 Personal leave of three (3) days per year shall be granted to classified employees with pay. Employees  
47 may use their personal leave in one (1) hour increments.

1 Personal leave for *school year employees* shall be pro-rated for new hires as follows:

- 2
- 3 • Employees hired between September 1 and December 1 shall receive three (3) personal leave days.
- 4 • Employees hired between December 1 and March 1 shall receive two (2) personal leave days.
- 5 • Employees hired between March 1 and May 1 shall receive one (1) personal leave day.
- 6 • Employees hired between May 1 and the end of the school year shall receive no personal leave
- 7 days.
- 8

9 Personal leave for *two hundred sixty (260) day employees* shall be pro-rated as follows:

- 10
- 11 • Employees hired between September 1 and January 1 shall receive three (3) personal leave days.
- 12 • Employees hired between January 1 and May 1 shall receive two (2) personal leave days.
- 13 • Employees hired between May 1 and August 1 shall receive one (1) personal leave day.
- 14 • Employees hired between August 1 and August 31 shall receive no personal leave day.
- 15

16 Employees must submit a written request to the Administrator/Supervisor at least forty-eight (48)  
17 hours prior to the beginning of the leave (unless personal leave is being utilized in conjunction with  
18 bereavement, maternity or paternity leave).

19  
20 Personal leave may not be utilized by any employee during the first week of school or the last week of  
21 school. Upon request, the Superintendent may allow exceptions to this limitation.

22  
23 The granting of Personal Leave may be subject to the availability of an appropriate substitute for the  
24 employee's position.

## 25 26 **Section 7.6. Leave of Absence.**

27 Upon recommendation of the immediate supervisor through administrative channels to the  
28 Superintendent, and upon approval of the Board of Directors, an employee may be granted a leave of  
29 absence for a period not to exceed one (1) year; provided, however, if such leave is granted due to  
30 extended illness, one (1) additional year may be granted.

### 31 32 **Section 7.6.1.**

33 The returning employee will be assigned to the same or similar position occupied before the  
34 leave of absence. Employees hired to fill positions of employees on leave of absence will be  
35 hired for a specific period of time, during which they shall be subject to all provisions of this  
36 Agreement. It shall be the responsibility of the Employer to inform replacement employees of  
37 these provisions. If a current classified employee was hired to fill the leave of absence position,  
38 that employee will return to his/her previous position. If the position is not available, the  
39 employee will be assigned to a similar position in pay and benefits as previously held.

### 40 41 **Section 7.6.2.**

42 The employee will retain accrued sick leave, vested vacation rights, and seniority rights while  
43 on leave of absence. However, vacation credits, sick leave, and seniority shall not accrue while  
44 the employee is on leave of absence; provided, however, that if such leave is approved for  
45 extended illness or injury, seniority shall accrue.

1 **Section 7.7. Judicial Leave.**

2 In the event an employee is summoned to serve as a juror or appear as a witness on behalf of the  
3 District in court, or is named as a co-defendant with the District, such employee shall receive a normal  
4 day's pay for each day of required presence in court. In the event that an employee is a party in a court  
5 action, such employee may request a leave of absence.  
6

7 **Section 7.8. Family and Medical Leave.**

8 The District shall make family medical leave available in accordance with the Family and Medical  
9 Leave Act of 1993.  
10

- 11 A. **Eligibility.** Employees are eligible if they have worked in the district for at least one year and  
12 have 1250 hours over the previous twelve (12) months. Family Medical Leave is in addition to  
13 any leave for sickness or temporary disability because of pregnancy or childbirth.  
14
- 15 B. **Usage.** Employees shall be provided twelve (12) work weeks of unpaid leave during any  
16 twelve (12) month period for any of the following reasons:  
17 1. To care for the employee's child after birth, or placement for adoption or foster care.  
18 2. To care for the employee's spouse, child, or parent who has a serious health condition.  
19 3. For a serious health condition that makes the employee unable to perform the employee's  
20 job.  
21
- 22 C. **Notification.** The employee shall provide the District thirty (30) days advance, written notice  
23 of his/her intent to use Family Medical Leave when the need for the leave is foreseeable. The  
24 District may require medical certification to support a request for leave because of a health  
25 condition and may require second or third opinions (at the District's expense).  
26
- 27 D. **Job Benefits.** The District shall insure the following provisions:  
28 1. Maintain the employee's health coverage during the duration of Family Medical Leave.  
29 However, if the employee fails to return from leave, the employee must reimburse for all  
30 premiums paid during the leave unless the reason for the failure to return from leave is a  
31 continuation, recurrence, or onset of a serious health condition or other circumstances  
32 beyond the employee's control.  
33 2. Grant, at the employee's request, his/her usage of accrued sick leave prior to his/her going  
34 on unpaid Family Medical Leave.  
35 3. Maintain any employee benefits that accrued prior to the start of Family Medical Leave.  
36 4. Grant the employee his/her previous position, or equivalent position with equivalent  
37 employment benefits, pay and other terms and conditions of employment.  
38

39 **Section 7.9. Washington Paid Family Leave (WPFL).**

40 Employees are eligible for WPFL starting January 2020. The cost of the premiums shall be split as per  
41 the RCW. Procedures for use of such leave shall be established by WAC. The District shall maintain  
42 their portion of medical benefits when an employee is on leave. The employee shall continue to pay the  
43 same out-of-pocket as prior to leave.  
44  
45  
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## ARTICLE VIII

### HOLIDAYS

#### **Section 8.1. Holidays.**

All employees shall receive the following paid holidays that fall within their work year:

- |                           |                           |
|---------------------------|---------------------------|
| 1. Labor Day              | 6. New Year's Day         |
| 2. Veterans Day           | 7. Martin Luther King Day |
| 3. Thanksgiving Day       | 8. Presidents' Day        |
| 4. Day after Thanksgiving | 9. Juneteenth             |
| 5. Christmas Day          | 10. Memorial Day          |

#### **Section 8.1.1.**

All full-time employees shall also receive the following paid holidays:

1. Day before or after Christmas
2. Day before or after New Year's Day
3. Independence Day

#### **Section 8.1.2. Unworked Holidays.**

Eligible employees shall receive pay equal to their normal work shift at their base rate in effect at the time the holiday occurs. Employees who are on the active payroll on the holiday, and are not on leave of absence, shall be eligible for pay for such unworked holiday. Active payroll is defined as working or being on paid leave.

#### **Section 8.2. Vacation Leave.**

All full-time employees (full-time meaning that they work two hundred sixty (260) days per year) shall receive ten (10) days of vacation leave per year. All full-time employees with six (6) years of experience or more shall receive one (1) additional day of vacation leave per year for each year of experience beyond five (5) years up to a total of fifteen (15) days. After fifteen (15) years of employment, employees shall receive twenty (20) days of vacation.

#### **Section 8.2.1. Scheduling of Vacations.**

Vacation leave may be taken any time school is not in session with prior approval.

#### **Section 8.3.**

Full time employees will receive an additional Floating Holiday for every day the calendar year exceeds two hundred sixty (260) days. This Floating Holiday will be taken at the discretion of the employee on any day that school is not in session. This day will be scheduled with approval of the immediate supervisor at least one (1) week in advance. (This is unpaid)



## ARTICLE IX

### PROBATION, SENIORITY AND LAYOFF PROCEDURES

#### **Section 9.1.**

The hire date of an employee shall be established as of the date on which the employee began continuous employment.

The seniority date of an employee shall be established as of the date on which an employee begins continuous employment within any job classification defined in Section 1.3.

#### **Section 9.2.**

Employees shall remain in a probationary status for a period of not more than ninety (90) workdays following the hire date. During this probationary period the District may discharge such employee at its discretion.

#### **Section 9.3.**

Upon completion of the probationary period, the employee will be subject to all rights and duties contained in this Agreement retroactive to the hire date.

#### **Section 9.4.**

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

- A. Resignation
- B. Discharge for justifiable cause
- C. Retirement

#### **Section 9.5.**

Seniority rights shall not be lost for the following reasons, without limitation:

- A. Time lost by reason of industrial accident or industrial illness or judicial leave
- B. Time on leave of absence granted for the purpose of involuntary service in the Armed Forces of the United States
- C. Time spent on other authorized leaves
- D. Time spent in layoff status as hereinafter provided

#### **Section 9.6.**

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 9.7.**

Seniority shall be the first consideration in all matters of job promoting, assignment to new or open jobs and positions, shift selection, layoff, addition or reduction in hours, rehire, vacation and special services (including overtime), providing the employee meets the qualifications.

If the District determines that seniority rights should not govern because a junior or outside applicant has demonstrated ability, performance and/or qualifications related to the job description and/or posting, substantially greater than a senior employee, the District shall set forth in writing to the employee or employees its reasons why the senior employee or employees were bypassed. The District

shall also notify the Association President in writing of the bypass. Disputes regarding qualifications shall be resolved through the grievance procedure (Article XIII).

**Section 9.8.**

Employees who change job classifications within the bargaining unit shall retain their seniority in the previous classifications notwithstanding they have acquired a new classification seniority date.

**Section 9.9.**

The District will publicize within the bargaining unit, for at least five (5) workdays, all open or new positions by posting position openings in each building office, on the District bulletin board and on the District website.

**Section 9.9.1. Summer Notification.**

The District shall provide the Association President with a copy of all new or open job postings by either mail or email and shall post all new or open jobs on the District website. Employees wishing to receive mailed notification shall leave self-addressed stamped envelopes with the District office. The posting period will begin the day after the position is posted electronically.

**Section 9.10.**

In the event of layoff, employees so affected are to be placed on a re-employment list maintained by the District according to layoff ranking (last laid off, first to be considered). Such employees are to have priority over new applicants, with the exception of current employees as provided in Section 9.7 and 9.9, in filling an opening in the classification held immediately prior to layoff. Names shall remain on the re-employment list for sixteen (16) months.

**Section 9.11.**

Employees on layoff status shall provide the District with their current address and telephone number(s). Employees may also provide a current e-mail address to the District. All information and preference of notification method must be provided in writing to the District personnel office. It is the employee's responsibility to notify the District, in writing, of any change of address, phone number(s) or e-mail address.

**Section 9.12.**

An employee shall forfeit rights to re-employment as provided in Section 9.10 if the employee does not comply with the requirements of Section 9.11, or if the employee does not respond to the offer of re-employment within five (5) days.

**Section 9.13.**

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

**Section 9.14.**

Except in extraordinary cases, the District will give employees two (2) weeks' notice of intention to layoff.



1 **Section 9.15.**

2 Whenever a classified employee's position is terminated or an employee is laid off, that employee shall  
3 have the right to "bump" an employee with less seniority within the same job classification, even if  
4 that employee has more hours. During the school year the bumping process shall occur within ten (10)  
5 workdays from the notice of termination or being laid off.  
6  
7  
8

9 **ARTICLE X**

10 **DISCIPLINE AND DISCHARGE OF EMPLOYEES**

11 **Section 10.1.**

12 The District shall have the right to discipline or discharge an employee for justifiable cause. The issue  
13 of justifiable cause shall be resolved only in accordance with the grievance procedure hereinafter  
14 provided. If the District has reason to reprimand an employee, it shall be done in a manner which does  
15 not intentionally embarrass the employee before the public or other employees.  
16  
17  
18

19 **Section 10.2. Progressive Discipline.**

20 The following steps, except for egregious cases, will normally be as follows:  
21

- 22 • Pre-Discipline: Counseling and Verbal Warning (Documentation will be placed in the
- 23 supervisor's working file and is not considered discipline.
- 24 • Written Warning.
- 25 • Written reprimand
- 26 • Suspension (either short term or long term)
- 27 • Recommendation for Discharge from employment.  
28  
29  
30

31 **ARTICLE XI**

32 **INSURANCE**

33 **Section 11.1.**

34 From September 1, 2019 to December 31, 2019, District shall provide the state funded Health  
35 Insurance Benefits per month per actual staff FTE for employees of the bargaining unit who participate  
36 in a health plan. For health benefits only, an FTE is calculated on one-thousand four hundred forty  
37 (1,440) hours per year. Employees working less than one-thousand four hundred forty (1,440) hours  
38 shall be prorated to one-thousand four hundred forty (1,440) hours for benefit entitlement. Any excess  
39 funds shall be pooled and utilized to help defray premium costs to employees participating in the  
40 health plan.  
41  
42  
43

44 **Section 11.2.**

45 Effective January 1, 2020, the District shall provide qualified employees with insurance benefits that  
46 align with the rules and regulations set by the School Employees Benefit Board (SEBB).  
47  
48

1 A. Availability:

- 2 1. Qualified employees who work or will work a minimum of six-hundred thirty (630) hours  
3 during the year.  
4 2. Open enrollment is October 1 through November 15 per SEBB.  
5 3. SEBB insurance plan information shall be provided to eligible employees during  
6 orientation or within ten (10) workdays of hire and at each open enrollment.  
7 4. Employees are responsible for enrolling online or with forms provided by SEBB.  
8

9 B. Benefits:

- 10 1. Qualified employees will be provided SEBB benefits that include medical, dental, vision,  
11 basic life/accidental insurance, long-term disability insurance and retiree subsidy (formerly  
12 Health Care Authority Carve-out).  
13 2. Employees may select a carrier approved by SEBB.  
14

15 C. Premiums:

- 16 1. The District shall pay their portion of the employee premium as established by SEBB.  
17 2. Employees will be responsible for their portion of the premium.  
18 3. Any additional premium surcharges will be paid by the employee.  
19

20 **Section 11.3.**

21 The District shall provide tort liability coverage for employees while performing in the course and  
22 scope of their employment and benefit to the District.  
23  
24

25  
26 **ARTICLE XII**

27  
28 **ASSOCIATION MEMBERSHIP - DUES DEDUCTION**  
29

30 **Section 12.1. Association Membership.**

31 The parties recognize that each employee has the right to become a member of the Association and the  
32 District will not discriminate, restraint, retaliate, coerce or interfere against any employee in that  
33 process.  
34

35 **Section 12.2. Deductions and Transmittal of Dues.**

36 PSE will be the custodian of the records related to dues authorizations. PSE agrees that, as the  
37 custodian of the records, it has the responsibility to ensure the accuracy and safe-keeping of those  
38 records. The parties further agree PSE will establish the procedure that clearly outlines the membership  
39 process, which will be provided to the District at the beginning of each school year. The District shall  
40 deduct PSE dues, assessments, service charges or voluntary political contributions from the pay of any  
41 employee who authorizes such deductions pursuant to RCW 41.56.110. The District shall transmit all  
42 such funds deducted to the Treasurer of the Public School Employees of Washington/SEIU Local  
43 1948.  
44

45 **Section 12.3. Dues Authorizations.**

46 As the custodian of the records related to dues authorizations, the following type of dues authorizations  
47 shall be utilized: paper form, voice authorization or by E-Signature in accordance with "E-Sign". PSE  
48 will provide a list of those members who have agreed to union membership directly with the

Association via any of the above methods. In addition, upon request, access will be given to the District to the .wav files associated with the voice authorizations.

**Section 12.4. District Held Harmless.**

and the Association shall indemnify and hold the District harmless for any and all claims, grievances, arbitration's, awards, suits, attachments, or other proceedings arising out of or by reason of any action taken by the District for the purpose of complying with any of the provisions of this Article of the Agreement.

**A R T I C L E   X I I I**  
**G R I E V A N C E   P R O C E D U R E**

**Section 13.1.**

Grievances or complaints arising between the District and its employees within the Bargaining Unit, with respect to the interpretation or application of the Terms and Conditions of this Agreement, shall be resolved in strict compliance with this Article.

**Section 13.2. Grievance Steps.**

**Section 13.2.1.**

Employees shall first discuss the complaint with their immediate supervisor. If the complaint is not resolved to the employee's satisfaction, the employee may file a written statement of 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.
- C. The remedy sought.

All grievances not brought to the immediate supervisor in writing within twenty (20) workdays of the occurrence of the grievance shall be invalid and subject to no further processing.

**Section 13.2.2.**

The employee shall submit the written statement of grievance to the immediate supervisor for reconsideration and shall submit a copy to the official in the Administration responsible for personnel. The parties will have five (5) workdays from submission of the written statement of grievance to resolve it by indicating on the statement of grievance the disposition. If employees so wish they may be accompanied by an Association representative at any grievance discussions. If an agreeable disposition is made, all parties to the grievance shall sign it.

**Section 13.2.3.**

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 within five (5) workdays to the District Superintendent or the Superintendent's designee. After such submission, the parties will have ten (10) workdays 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 13.2.4.**

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, a written statement of grievance shall be submitted within ten (10) workdays to the District Board of Directors. After such submission, the parties will have thirty (30) workdays 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. The Board of Directors reserves the right to summon the employee for an oral statement of the grievance. The employee reserves the right to appear before the Board of Directors, the employee may be accompanied by an Association representative or designee.

**Section 13.2.5.**

If no settlement has been reached within the thirty (30) days referred to in the preceding subsection, and the Association believes the grievance to be valid, the employee may demand arbitration within ten (10) workdays under the Voluntary Labor Arbitration Rules of the American Arbitration Association. If mutually agreed, the parties may submit to arbitration under the Expedited Labor Arbitration Rules of the American Arbitration Association. The parties further agree to accept the arbitrator's award as final and binding upon them.

**Section 13.3.**

The arbitrator shall have no authority to add to, subtract from, or in any way amend this Collective Bargaining Agreement. The arbitrator's authority to remedy a grievance is limited to a "make whole" remedy. The arbitrator is without authority to award back pay greater than six (6) months prior to the date of the filing of this grievance.

**Section 13.4.**

Grievances not timely filed or not advanced within the prescribed time lines shall be deemed void and subject to no further processing.

## ARTICLE XIV

### TRANSFER OF PREVIOUS EXPERIENCE

**Section 14.1.**

When any employee leaves a school district within the State and commences employment with this District, the employee shall retain the same leave benefits that the employee had in the previous position. (RCW 28A.400.300 (h))

**Section 14.1.1.**

If this District has a different system for computing leave benefits, then the employee shall be granted the same seniority, leave benefits and other benefits as an employee in the District who has similar occupational status and total years of service.

## ARTICLE XV

### SALARIES AND EMPLOYEE COMPENSATION

#### **Section 15.1.**

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

#### **Section 15.2.**

Salaries for employees subject to this Agreement, during the term of this Agreement, are contained in Schedule A, attached hereto and by this reference incorporated herein. Should the date of execution of this Agreement be subsequent to the effective date, salaries, including overtime shall be retroactive to the effective date, September 1.

#### **Section 15.3.**

Incremental steps, where applicable, shall take effect on September 1 of each year during the term of this Agreement; provided, the employee has been actively employed continuously for at least one-half (1/2) of the previous employment year.

#### **Section 15.4.**

For purposes of calculating daily hours, time worked shall be rounded to the next one-quarter (1/4) hour.

#### **Section 15.5.**

Employees required to remain overnight on District business shall be reimbursed for reasonable room and board expenditures. Drivers shall have separate accommodations. Drivers shall be reimbursed for all reasonable meal expenses incurred on extra trips.

#### **Section 15.6.**

The District will provide the full percentage to all classified employees of the state-funded increases in classified allocations to be applied to rates on Schedule A.

#### **Section 15.7. Planning/Prep Time.**

It is expected that coordination between Para educators and their supervising teacher will be done on duty time not during lunch or rest periods.

#### **Section 15.8.**

The District will provide funding for staff development to upgrade skills or meet state requirements.

#### **Section 15.9.**

The District shall pay one hundred (100%) percent of costs for immunizations for current employees when such are required as a condition of employment and if insurance does not cover the immunizations.

#### **Section 15.10.**

The District shall pay for the Food Handlers Permits for current Food Service employees.

**Section 15.11.**

District classified librarian(s) shall work two (2) additional days prior to the beginning of each school year and shall work one (1) additional day at the end of each school year. The employee shall coordinate with their building principal which days they shall work and any change to those days must have prior approval from the principal.

**Section 15.12.**

The District classified computer lab specialist shall work three (3) additional days prior to the beginning of each school year and shall work one (1) additional day at the end of each school year. The employee shall coordinate with their building principal which days they shall work and any change to those days must have prior approval from the principal. In addition, they must work two (2) days during the year, on the first two (2) teacher workdays as scheduled on the school calendar. All days are time sheeted.

**Section 15.13.**

The high school secretary may timesheet up to ten (10) additional days with prior approval of the principal.

**Section 15.14.**

Experience for Placement on Schedule A. The District shall be allowed to determine placement of a new employee on the Schedule A if the new employee has prior experience (work or education) which qualifies such placement. If the District so determines the higher placement, the Association President will be notified of the decision and the step the employee was placed at.

**Section 15.15. Special Needs Paraeducators.**

Special needs Paraeducators are defined as a Paraeducator assigned to high needs and medically fragile student(s) and are required to perform above and beyond standard classroom duties.

**Section 15.15.1. Receiving Special Needs Rate of Pay.**

A Paraeducator shall qualify to be placed at the special needs rate of pay (additional one (\$1.00) dollar per hour) if they are assigned to a one-on-one or self-contained program and are responsible for supporting students who are high needs and/or medically fragile.

The Paraeducator shall perform as part of their assigned duties the following to be placed at the special needs rate of pay:

- Feeding Tubes
- Personal Hygiene
- Toileting
- Restraining/Behavioral

**ARTICLE XVI**

**EFFECT OF AGREEMENT**

**Section 16.1. Term of Agreement.**

The term of this Agreement shall be September 1, 2022 through August 31, 2025.



**Section 16.2.**

This Agreement may be reopened and modified at any time during its term upon mutual consent of the parties in writing. This Agreement shall be reopened as necessary to consider the impact of any legislation enacted following execution of this Agreement which may arguably affect the terms and conditions herein or create authority to alter personnel practices in public employment.

Both parties agree to meet annually to review insurance plans and both parties shall negotiate as necessary to comply with Washington State laws (ESSB 5940) and Federal laws (Affordable Care Act).

**Section 16.3.**

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 16.4.**

Neither party shall be compelled to comply with any provisions of this Agreement which conflicts with State or Federal statutes or regulations.

**Section 16.5.**

In the event either of the two (2) previous sections is determined to apply to any provision of this Agreement, such provisions shall be renegotiated.

**SIGNATURE PAGE**

PUBLIC SCHOOL EMPLOYEES OF  
WASHINGTON / SEIU LOCAL 1948

BREWSTER CHAPTER

BY: Stacie Sattler  
Stacie Sattler, Chapter President

DATE: Sept 15, 2022

BREWSTER SCHOOL DISTRICT #111

BY: Lynnette Blackburn  
Lynnette Blackburn, Superintendent

DATE: Sept. 15, 2022

**SCHEDULE A**  
**BREWSTER SCHOOL DISTRICT**  
**September 1, 2022 - August 31, 2025**

<b>Salary Steps</b>	<b>0-2 yrs.</b>	<b>3-4 yrs.</b>	<b>5-7 yrs.</b>	<b>8-10 yrs.</b>	<b>11-13 yrs.</b>	<b>14-16 yrs.</b>	<b>17+ yrs.</b>
<u><b>Custodial/Maintenance</b></u>							
Custodian	\$19.98	\$20.49	\$20.99	\$21.49	\$21.99	\$22.49	\$23.00
Grounds Staff	\$20.48	\$20.99	\$21.49	\$21.99	\$22.49	\$22.99	\$23.50
Maintenance Technician	\$24.15	\$24.76	\$25.38	\$25.99	\$26.61	\$27.23	\$27.86
<u><b>Food Service</b></u>							
Cook	\$16.86	\$17.30	\$17.74	\$18.17	\$18.62	\$19.07	\$19.53
<u><b>Para-Educator</b></u>							
Para-Educator	\$17.44	\$17.87	\$18.29	\$18.72	\$19.14	\$19.57	\$20.00
Para w/ BA & Teaching Cert.	\$24.60	\$24.60	\$24.60	\$24.60	\$24.60	\$24.60	\$24.60
Para w/ BA & Conditional Cert.	\$22.63	\$22.63	\$22.63	\$22.63	\$22.63	\$22.63	\$22.63
Library Tech	\$17.44	\$17.87	\$18.29	\$18.72	\$19.14	\$19.57	\$20.00
Computer Lab Specialist	\$18.44	\$18.87	\$19.29	\$19.72	\$20.14	\$20.57	\$21.00
<u><b>Professional/Technical</b></u>							
Nurse	\$42.37	\$42.37	\$42.37	\$42.37	\$42.37	\$42.37	\$42.37
Speech/Language Assistant	\$27.12	\$27.44	\$27.75	\$28.07	\$28.39	\$28.70	\$29.01
Technology Assistant	\$26.08	\$26.78	\$27.48	\$28.19	\$28.89	\$29.61	\$30.32
<u><b>Secretary</b></u>							
Secretary	\$20.31	\$20.80	\$21.28	\$21.77	\$22.25	\$22.74	\$23.21
<u><b>Transportation</b></u>							
Mechanic	\$26.63	\$27.03	\$27.42	\$27.81	\$28.21	\$28.60	\$29.00
Bus Driver	\$24.00	\$24.00	\$24.00	\$24.00	\$24.00	\$24.00	\$24.00
Meetings	\$20.21	\$20.21	\$20.21	\$20.21	\$20.21	\$20.21	\$20.21

**Longevity:**

Employees with 11 years of service receive an added thirty-five cents (\$0.35) to the 11-year rate  
 Employees with 15 years of service receive an added seventy cents (\$0.70) to the 15-year rate.  
 Employees with 20 years of service receive an added one dollar five cents (\$1.05) to the 20-year rate.  
 Employees with 25 years of service receive an added one dollar forty cents (\$1.40) to the 25-year rate.

**Stipends:**

**Special Ed**

(Article W, Sec. 15.14)	\$1.00 per hour
AA	\$0.50 cents per hour
BA/BS	\$0.75 cents per hour
MA/MS	\$1.00 per hour

**Extra Bus Trip Supplemental Salary Rates:**

Driving Time	Paid at Driver's rate per hour
Standby Time	\$15.38

**Substitute Salary Rates**

Secretarial	\$16.66	Para Educator	\$16.33
Bus Driver	\$24.00	Cook	\$15.75
Grounds/Custodian	\$17.73		



# Brewster School District

## PSE SALARY SCALE

*Fiscal Year*

*September 1, 2024 Through August 31, 2025*

STEP	BUSD	MECH	*SECR	TECH A	CUST	GRDS	MAIN	COOK	*PARA	*LIBTECH	*COMP	*SLP	NURSE
0	24.89	27.62	21.31	27.04	20.72	21.24	25.04	17.69	18.30	18.30	19.35	28.45	43.94
1	24.89	27.62	21.31	27.04	20.72	21.24	25.04	17.69	18.30	18.30	19.35	28.45	43.94
2	24.89	27.62	21.31	27.04	20.72	21.24	25.04	17.69	18.30	18.30	19.35	28.45	43.94
3	24.89	28.03	21.82	27.77	21.25	21.77	25.68	18.15	18.75	18.75	19.80	28.79	43.94
4	24.89	28.03	21.82	27.77	21.25	21.77	25.68	18.15	18.75	18.75	19.80	28.79	43.94
5	24.89	28.43	22.33	28.50	21.77	22.29	26.32	18.61	19.19	19.19	20.24	29.11	43.94
6	24.89	28.43	22.33	28.50	21.77	22.29	26.32	18.61	19.19	19.19	20.24	29.11	43.94
7	24.89	28.43	22.33	28.50	21.77	22.29	26.32	18.61	19.19	19.19	20.24	29.11	43.94
8	24.89	28.84	22.84	29.23	22.29	22.80	26.95	19.06	19.64	19.64	20.69	29.45	43.94
9	24.89	28.84	22.84	29.23	22.29	22.80	26.95	19.06	19.64	19.64	20.69	29.45	43.94
10	24.89	28.84	22.84	29.23	22.29	22.80	26.95	19.06	19.64	19.64	20.69	29.45	43.94
11	24.89	29.25	23.34	29.96	22.80	23.32	27.59	19.54	20.08	20.08	21.13	29.79	43.94
12	24.89	29.25	23.34	29.96	22.80	23.32	27.59	19.54	20.08	20.08	21.13	29.79	43.94
13	24.89	29.25	23.34	29.96	22.80	23.32	27.59	19.54	20.08	20.08	21.13	29.79	43.94
14	24.89	29.66	23.86	30.71	23.32	23.84	28.24	20.01	20.53	20.53	21.58	30.11	43.94
15	24.89	29.66	23.86	30.71	23.32	23.84	28.24	20.01	20.53	20.53	21.58	30.11	43.94
16	24.89	29.66	23.86	30.71	23.32	23.84	28.24	20.01	20.53	20.53	21.58	30.11	43.94
17+	24.89	30.07	24.35	31.44	23.85	24.37	28.89	20.49	20.98	20.98	22.03	30.44	43.94

Pay scale reflects and IPD of 3.70% increase from the 2023-24 FY.

\*HB 5882- 1.22% increase for paras and secretaries in addition to IPD.

Please note that hourly wages do not include longevity or stipends.

### Longevity:

Employees with 11 years of service receive an added thirty-five cents (\$0.35) to the 11-year rate

Employees with 15 years of service receive an added seventy cents (\$0.70) to the 15-year rate.

Employees with 20 years of service receive an added one dollar five cents (\$1.05) to the 20-year rate.

Employees with 25 years of service receive an added one dollar forty cents (\$1.40) to the 25-year rate.

### Stipends:

Special Ed

(Article W, Sec. 15.14) \$1.00 per hour

AA \$0.50 cents per hour

BA/BS \$0.75 cents per hour

MA/MS \$1.00 per hour

### Extra Bus Trip Supplemental Salary Rates:

Driving Time Paid at Driver's rate per hou

Standb \$17.15

### Substitute Salary Rates

Secreta \$18.13 Para Educator \$17.77

Bus Dri \$24.89 Cook \$16.94

Ground \$19.07

Cert Sl \$190