

COLLECTIVE BARGAINING AGREEMENT BETWEEN

**Ocosta School District #172**

AND

**Public School Employees of Ocosta**

September 1, 2020 - August 31, 2023



Public School Employees of Washington / SEIU Local 1948  
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## DECLARATION OF PRINCIPLES

1. Effective employee-management cooperation requires a clear statement of the respective rights and obligations of the parties hereto.

### PREAMBLE

This agreement is made and entered into between Ocosta School District Number 172 (hereinafter "District" or "Employer") and the Ocosta School District local chapter of the Public School Employees of Washington (hereinafter "Association"), an affiliate of the Public School Employees of Washington / SEIU Local 1948 state organization.

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 representative of all employees in the bargaining unit described in Section 1.5, 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.**

Upon execution of this agreement, the District will provide the Association with complete job descriptions for all employees subject to this agreement.

##### **Section 1.4.**

The District will provide the Association with such amendments, changes and additions to job descriptions as they may from time to time occur.

##### **Section 1.5.**

The bargaining unit to which this agreement is applicable is as follows: all employees performing work as classified employees in the areas of food service, custodial and/or maintenance, paraeducators and transportation, including summer work. Except: specifically excluded are secretary to the superintendent, assistant to superintendent/superintendent secretary, business manager, supervisor of



1 food service, supervisor of transportation, supervisor of maintenance and operations, substitute  
2 employees and Technology Supervisor, except as defined in Section 1.5.1, and all other employees of  
3 the District.

4  
5 **Section 1.5.1.**

6 Bargaining substitutes are those employees who have worked thirty (30) days or more in the  
7 current or immediately preceding school years and who continue to be available for work.  
8 Section 6.2 and Schedule A are the sole provisions of this agreement applicable to bargaining  
9 unit substitute employees.

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13 **ARTICLE II**

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15 **RIGHTS OF THE EMPLOYER**

16  
17 **Section 2.1.**

18 It is agreed that the customary and usual rights, powers, functions, and authority of management are  
19 vested in management officials of the District. Included in these rights in accordance with applicable  
20 laws and regulations is the right to direct the work force, to adjust the starting and quitting times, the  
21 right to hire, promote, retain, transfer, and assign employees in positions; the right to suspend,  
22 discharge, demote, or take other disciplinary action against employees; and the right to release  
23 employees from duties because of lack of work or for other legitimate reasons. The District shall  
24 retain the right to maintain efficiency of the District operation by determining the methods, the means,  
25 and the personnel by which such operation is conducted.

26  
27 **Section 2.2.**

28 The right to make reasonable rules and regulations shall be considered acknowledged functions of the  
29 District. In making rules and regulations relating to personnel policies, procedures and practices, and  
30 matters of working conditions, the District shall give due regard and consideration to the rights of the  
31 Association and the employees and to the obligations imposed by this agreement.

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35 **ARTICLE III**

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37 **RIGHTS OF EMPLOYEES**

38  
39 **Section 3.1.**

40 It is agreed that the employees in the bargaining unit defined herein shall have and shall be protected in  
41 the lawful exercise of the right, freely and without fear of penalty or reprisal, to join and assist the  
42 Association. The freedom of such employees to assist the Association shall be recognized as  
43 extending to participation in the management of the Association, including presentation of the views of  
44 the Association to the management of the District or any other governmental body, group or  
45 individual.

46  
47 Employees who are PSE officials may attend scheduled PSE board meetings during the employee's  
48 scheduled shift; provided, that attendance at said meeting would not prevent the employee from



1 performing their assigned duties with students, user groups, or school activities and the employee can  
2 make up the lost time at an agreed upon time between the employee and their supervisor.

3  
4 The District shall neither encourage nor discourage membership in any employee organization.  
5

6 **Section 3.2.**

7 Each employee shall have the right to bring matters of personal concern to the attention of appropriate  
8 Association representatives and/or appropriate officials of the District.  
9

10 **Section 3.3.**

11 Employees subject to this agreement have the right to have an Association representative(s) present at  
12 any District scheduled, formal hearing concerning a grievance filed by the employee and at any  
13 District scheduled, formal disciplinary hearing.  
14

15 **Section 3.4.**

16 Each employee shall have the right upon written request, and after making an appointment with the  
17 superintendent, to review the contents of his/her personnel file. Performance related materials placed  
18 in the employee's personnel file shall be shown to the employee. The employee may attach comments  
19 to such performance related material.  
20

21 **Section 3.5.**

22 The District will provide de-escalation training for staff dealing with Special Education students and  
23 may make such training available for other staff that desire it.  
24

25 **Section 3.6.**

26 All paraeducators that work in the special education setting will receive Basic and Advanced Right  
27 Response Training. If needed additional support may be requested using the following process:  
28

- 29 1. The paraeducator will notify their direct supervisor in writing (or email) wishing to seek  
30 support for their concerns. The paraeducator should state the reason(s) for their request.  
31
- 32 2. A meeting will occur with the paraeducator's supervisor, the building principal, the  
33 paraeducator and their Association representative (with the understanding that all student  
34 information shared at the meeting is confidential). The problem and possible solutions will be  
35 documented, and any recommended solution(s) are to be forwarded to the Superintendent for  
36 approval.
  - 37 A. Solutions will be discussed at this meeting.  
38
- 39 3. The Director of Teaching and Learning/Special Services maybe included in the meeting and  
40 will be provided documentation of the meeting.  
41

42 (This Section to be reopened at the end of the 2020-2021 school year for renegotiation)  
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**ARTICLE IV**

**RIGHTS OF THE ASSOCIATION**

**Section 4.1.**

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

**Section 4.2.**

The Association shall promptly be notified by the District of any disciplinary actions of any employee in the bargaining unit in accordance with the provisions of Articles X and XIII. The Association is entitled to have an observer at hearings conducted by any District official or body arising out of grievance and to make known the Association's views concerning the case.

**Section 4.3.**

The names, addresses, work assignments, and salary information of employees in the respective subunits will be provided annually on approximately October 1 to the president of the Association, and updated monthly as changes in personnel occur. The seniority list of bargaining unit members shall be appended to this agreement and shall be updated November 1.

**Section 4.4.**

The Association reserves and retains the right to delegate any right or duty contained herein, within the scope of statute, to appropriate officials of the Public School Employees of Washington / SEIU Local 1948 state organization.

**Section 4.5. Bulletin Boards.**

The District shall provide a bulletin board space in each building for the use of the Association, provided that such use may not be used for any unlawful purpose including the assisting a campaign for election or for the promotion of, opposition to any ballot proposition. The Association will be able to use District electronic resources, such as email, to distribute union messages and communicate with represented employees. The bulletins posted by the Association are the responsibility of the officials of the Association. Each bulletin shall be signed by the Association official responsible for its posting. Unsigned notices or bulletins may not be posted. There shall be no other distribution or posting by employees or the Association of pamphlets, advertising, political matters, notices of any kind, or literature on District property, other than herein provided.

**Section 4.5.1.**

The responsibility for the prompt removal of notices from the bulletin boards after they have served their purpose shall rest with the individual who posted such notices.



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**ARTICLE V**

**APPROPRIATE MATTERS FOR CONSULTATION AND NEGOTIATION**

**Section 5.1.**

It is agreed that the Association may confer and negotiate with the District on matters concerning policies, programs, and procedures 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 alter the responsibility of either party to meet with the other party to advise, discuss or consult regarding matters concerning working conditions not covered by this agreement.

**Section 5.3.**

The Association will designate a conference committee, one (1) from each classification, plus the president who will meet with the superintendent of the District on a mutually agreeable non-duty time to discuss appropriate matters.

**Section 5.4.**

The District will provide an opportunity for Association representatives to give written input to the superintendent concerning the setting of the school calendar. The Association must provide said written input no later than March 31.

**ARTICLE VI**

**HOURS OF WORK AND OVERTIME**

**Section 6.1.**

The normal workweek shall consist of five (5) consecutive days, Monday through Friday, followed by two (2) consecutive days of rest, Saturday and Sunday.

**Section 6.2.**

The District shall establish work shifts with designated times of beginning and ending. Each shift shall include adequate time to perform assigned duties, plus paid rest period(s) of approximately five (5) minutes for each hour of work, to a maximum of fifteen (15) minutes for any four (4) hours. Shifts in excess of four (4) hours per day shall include, in addition to the above, a lunch period of not less than thirty (30) minutes, to be near the middle of the shift as possible.

**Section 6.2.1. Lunch/Rest Period Times.**

Employees shall be allowed to leave their work station without limitation subject to Article X and campus security.

**Section 6.2.2. Use Of Tobacco.**

Employees shall not use tobacco products during their work day anywhere on the Ocosta School District #172 campus, or in any school vehicle, subject to Article X.



1           **Section 6.2.3.**

2           Custodial maintenance employees will be allowed to cumulate their break for their first half of  
3           their shift with their lunch period or to cumulate their break for the second half of their shift  
4           with their lunch period.  
5

6           **Section 6.3.**

7           Each employee shall be assigned to a definite and regular shift and workweek, which shall not be  
8           permanently changed without prior notice to the employee of ten (10) calendar days; provided,  
9           however, this notice may be waived by the employee.  
10

11          **Section 6.4.**

12          Employees required to work through their regular lunch periods will be given time to eat within their  
13          work shifts as agreed upon by the employee and the employee’s supervisor. For the purpose of this  
14          section, supervisor means, building principal, supervisor of food service, supervisor of maintenance  
15          and operations, and supervisor of transportation, tech supervisor. In the event an employee is required  
16          by the supervisor to forego the employee’s lunch period and works the entire shift, including the lunch  
17          period, the employee shall be compensated for the foregone lunch period at overtime rates.  
18

19          Food Service employees may submit a request to the Superintendent/Designee to waive their meal  
20          period for the term of 88 working days. This request will be in writing and submitted no later than two  
21          weeks prior to their first contracted day. The request shall normally be granted unless it conflicts with  
22          the efficient service of student meals.  
23

24          Employee(s) in tech will be allowed to flex their shifts subject to supervisor prior approval.  
25

26          **Section 6.5.**

27          Employees requested to perform the work of, or work a shift regularly filled by a higher classification  
28          employee, shall receive compensation equal to that normally received by the employee in the higher  
29          classification after the third (3<sup>rd</sup>) consecutive day of such assignment. This assignment will be subject  
30          to written approval by the supervisor.  
31

32          **Section 6.6.**

33          Classified employees presently employed will be used to fulfill all job assignments within their  
34          respective general job classification, unless no qualified employee of a needed classification is  
35          available, as determined by management, subject to this agreement.  
36

37          **Section 6.7. Call in.**

38          Employees performing work outside of their work shift who are called in or otherwise required to be  
39          on duty shall be compensated for a minimum of two (2) hours of work and for all succeeding hours  
40          worked; excluding transportation extra trips.  
41

42          **Section 6.8.**

43          In the event of an unusual school closure due to inclement weather, plant inoperation, or the like, the  
44          District will make every effort to notify each employee to refrain from coming to work. Employees  
45          reporting to work shall receive a minimum of two (2) hours pay at base rate in the event of such a  
46          closure; provided, however, no employee shall be entitled to any such compensation in the event the  
47          employee has been actually notified by the District of the closure prior to leaving home for work.  
48





1 **Section 6.9.**

2 Recognizing that bus drivers present special shift problems, the parties agree that shifts shall be  
3 established in relation to routes and driving times requisite to fulfilling tasks assigned by the supervisor  
4 of transportation. All bus drivers shall receive one-half (½) hour per day, in addition to actual hours of  
5 driving time, for the purpose of pre-trip and post-trip. Bus drivers shall receive a minimum of three (3)  
6 hours pay per day.

7  
8 Midday runs will be paid a minimum of one and one quarter (1 ¼) hours pay per day, including pre-  
9 trip and post-trip. When time lapse between routes does not exceed thirty (30) minutes time shall run  
10 through continuously.

11  
12 AM/PM routes will be bid by seniority prior to the beginning of the school year. Preschools and other  
13 Special Ed midday work and all other regular add-on work will be bid on separately on a seniority  
14 rotating basis.

15  
16 **Section 6.9.1.**

17 Regarding extra trips, the District may utilize regular (non-substitute) certified or classified  
18 employees, including coaches of the District who are not members of the bargaining unit to  
19 transport small groups of not more than fifteen (15) students in a maximum of two vehicles (the  
20 total transported in one activity) to and from school activities. The terms and conditions of  
21 employment of such employees shall not be governed by this Agreement.

22  
23 **Section 6.9.2.**

24 In order to provide safe riding conditions, the District will provide additional training to all bus  
25 drivers in PBIS (Positive Behavior Intervention and Supports) and basic Right Response  
26 training on de-escalation training. If a driver feels they need support beyond training, the  
27 district will then seek a mentor for the driver for additional support.

28  
29 **Section 6.10.**

30 All bus trips other than those required to complete daily scheduled bus routes shall be defined as extra  
31 trips, and shall be compensated for at the rates shown in Schedule A. Time permitting, extra and  
32 special bus runs will be posted prior to the run, for a period of three (3) working days for driver  
33 consideration to be bid on at the next designated meeting. Wherever possible, no employee shall be  
34 given extra or special trips for which overtime would have to be paid. The employee shall check the  
35 bus every half hour during layover for security reasons.

36  
37 **Section 6.11.**

38 Extra trips will be assigned on a rotating basis to employees in the transportation unit and the driving  
39 time for these extra trips shall be rounded to the nearest quarter hour for driving time computation. For  
40 these extra trips, driving time shall begin at the time the bus is scheduled to leave the bus yard and  
41 conclude upon return to the bus yard. When time lapse between runs does not exceed thirty (30)  
42 minutes, no lapse time loss shall be counted.

43  
44 **Section 6.11.1.**

45 In the event an extra trip is cancelled by the District after it has been awarded to the driver and  
46 within 1 hour of scheduled departure, the driver shall be entitled to 2 (two) hours of regular  
47 pay. If an extra trip should be cancelled, the driver's name assigned to the extra trip shall be  
48 placed at the top of the rotation roster for the next meeting. If the trip is rescheduled for the



1 current or following week, the driver has the option of keeping the trip. Employees that decline  
2 an extra trip that is offered in a rotational order shall not be eligible for consideration for  
3 subsequent extra trips until their roster position has completed a full cycle of rotation.

4  
5 **Section 6.11.2.**

6 Meals and lodging reimbursement for overnight trips will be in accordance with District policy.  
7 On overnight trips, drivers shall be compensated for all hours of actual driving time with a  
8 minimum of eight (8) hours per day on all trip days.

9  
10 **Section 6.12.**

11 "Overtime pay" or "overtime rate" as referred to in this contract shall be an hourly pay rate equal to  
12 one and one-half (1½) times an employee's regular hourly wage.

13  
14 **Section 6.13.**

15 Any employee, except bus drivers, required to work more than eight (8) hours per day or any  
16 employee, including bus drivers, working more than forty (40) hours per week, shall be compensated  
17 for all such time at the overtime rate. Except that:

18  
19 **Section 6.13.1.**

20 It may be in the best interest of the employee(s) and the District to arrange for shifts longer than  
21 eight (8) hours in a day at a regular rate of pay, providing that the total hours worked during  
22 any week does not exceed forty (40).

23  
24 **Section 6.13.2.**

25 If the nature of the work allows for shift modifications to occur without negatively impacting  
26 the efficiency of the District or other employees, the District and individual employees may  
27 agree, in advance to a shift or shifts of more than eight (8) hours per day at the regular rate of  
28 pay.

29  
30 **Section 6.14.**

31 The superintendent or superintendent's designee shall authorize all overtime.

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35 **ARTICLE VII**

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37 **HOLIDAYS AND VACATIONS**

38  
39 **Section 7.1. Holidays.**

40 All full-time, twelve (12) month employees shall receive the following paid holidays.

- 41
- |    |                           |                               |
|----|---------------------------|-------------------------------|
| 42 | 1. New Year's Day         | 7. Veterans' Day              |
| 43 | 2. Martin Luther King Day | 8. Thanksgiving Day           |
| 44 | 3. Washington's Birthday  | 9. Day after Thanksgiving     |
| 45 | 4. Memorial Day           | 10. Day before Christmas      |
| 46 | 5. Independence Day       | 11. Christmas Day             |
| 47 | 6. Labor Day              | 12. Day before New Year's Day |
- 48

1 Less than full-time, twelve (12) month employees shall receive the following paid holidays.

- |   |                                    |                           |
|---|------------------------------------|---------------------------|
| 2 |                                    |                           |
| 3 | 1. New Year's Day                  | 6. Veteran's Day          |
| 4 | 2. Martin Luther King Day*         | 7. Thanksgiving Day       |
| 5 | 3. Presidents Day                  | 8. Day after Thanksgiving |
| 6 | 4. Memorial Day                    | 9. Christmas Day          |
| 7 | 5. Labor Day (if within work year) | 10. Christmas Eve Day     |
| 8 |                                    |                           |

9 **Section 7.1.1. Unworked Holidays.**

10 Eligible employees shall receive pay equal to their normal work shift at their base rate in effect  
11 at the time the holiday occurs. An employee who is on the active payroll on the holiday and  
12 has worked their last scheduled shift preceding the holiday and their first scheduled shift  
13 succeeding the holiday, and is not on leave of absence, shall be eligible for pay for such  
14 unworked holiday. An exception to this requirement will occur if the employee can furnish  
15 proof satisfactory to the District that because of illness the employee was unable to work on  
16 either of such shifts, and their absence previous to such holiday by reason of such illness has  
17 not been longer than thirty (30) regular work days.

18  
19 **Section 7.1.1.1. Worked Holidays.**

20 Employees who are required to work on the above described holidays shall receive the  
21 pay due them for the holiday, plus one and one-half (1 ½) their regular rate for all hours  
22 worked on such holidays.

23  
24 **Section 7.1.2.**

25 In the event any paid holiday should fall on a Saturday or Sunday, the preceding Friday or the  
26 following Monday will be granted as the holiday.

27  
28 **Section 7.1.3.**

29 Employees are entitled to two unpaid holidays per calendar year for reasons of faith or  
30 conscience or for an organized activity conducted under the auspices of a religious  
31 denomination, church, or religious organization unless such leave is an undue hardship for the  
32 employer as provided in WAC 82-56-020, 030.

33  
34 **Section 7.2. Vacations.**

35  
36 **Section 7.2.1.**

37 Each full-time, twelve (12) month employee shall be granted vacation as follows.

- 38
- 39 A. Upon completion of the first year of service, ten (10) days paid vacation per year.
- 40
- 41 B. Upon completion of the fourth (4<sup>th</sup>) year of service with the District, fifteen (15) days paid  
42 vacation per year.
- 43
- 44 C. Upon completion of the tenth (10<sup>th</sup>) year of service with the District, twenty (20) days paid  
45 vacation per year.
- 46  
47  
48



1 **Section 7.2.2.**

2 Vacation arrangements and dates shall be made with the superintendent and shall be scheduled  
3 at least one week prior to using vacation days. An employee who is discharged or who  
4 terminates employment shall receive payment for District granted vacation credit with his/her  
5 final paycheck.  
6

7 Custodial staff may only have two employees exercising vacation leave on the same days.  
8

9 **Section 7.2.3.**

10 Any new employee who resigns before the beginning of a new fiscal year forfeits any  
11 accumulated vacation gained.  
12  
13  
14

15 **ARTICLE VIII**

16 **LEAVES**

17  
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19 **Section 8.1. Sick Leave (Illness, Injury And Emergency).**  
20

21 **Section 8.1.1.**

22 Each employee projected to work one hundred and eighty (180) or more days per year shall  
23 accumulate twelve (12) days of sick leave per year. Employees working less than one hundred  
24 and eight (180) days per year shall receive sick leave prorated based on the immediately  
25 preceding sentence. Sick leave shall be vested when earned and may be accumulated up to the  
26 maximum allowed by current state statute. The District shall project the number of annual days  
27 of sick leave at the beginning of the school year according to the estimated calendar months the  
28 employee is to work during that year. The employee shall be entitled to the projected number  
29 of days of sick leave at the beginning of the school year. Sick leave benefits shall be paid on  
30 the basis of base hourly rate applicable to the employee's normal daily work shift; provided,  
31 however, that should an employee's normal daily work shift increase or decrease subsequent to  
32 an accumulation of days of sick leave, sick leave benefits will be paid in accordance with the  
33 employee's normal daily work shift at the time the sick leave is taken, and the accumulated  
34 benefits will be expended on an hourly rather than a daily basis.  
35

36 **Section 8.1.2.**

37 In the event employees are absent for reasons which are covered by industrial insurance, the  
38 District shall pay the employee an amount equal to the difference between the amount paid the  
39 employee by the Department of Labor and Industries and the amount the employee would  
40 normally earn. A deduction shall be made from the employee's accumulated sick leave in  
41 accordance with the amount paid to the employee by the District.  
42

43 **Section 8.1.3. Sick Leave Incentive Program.**

44 In January of any year in which a minimum of sixty (60) days of leave is accrued, and each  
45 January thereafter, any eligible employee may exercise an option to receive remuneration for  
46 unused leave accumulated in the previous year at a rate equal to one (1) day's monetary  
47 compensation for each four (4) full days of accrued leave.  
48



1 At the time of retirement or death, an eligible employee (Plan I) or the employee's estate, shall  
2 receive remuneration at a rate equal to one (1) day's current compensation of the employee for  
3 each four (4) full days of accrued leave.  
4

5 An employee who is at least age fifty-five, has ten years of service and is a member in the  
6 public school employees retirement system (Plan III), or is at least age fifty-five, has at least  
7 fifteen years of service in the public school employees system (Plan II) may cash out all  
8 accumulated sick leave at the rate of one day's monetary compensation for every four days of  
9 leave at the time of separation from employment.  
10

11 Any employee wishing to take advantage of these provisions must notify the superintendent of  
12 schools through the payroll officer no later than January 20 of the year that payment is to take  
13 place.  
14

15 Payment for unused sick leave to a continuing employee will be made in February.  
16

17 Payment for retired employee shall take place upon retirement.  
18

19 Payment to the estate of any employee who has died shall take place as soon as legally feasible.  
20

#### 21 **Section 8.1.4.**

22 Each employee may use accumulate sick leave for an absence(s) which is caused by an illness  
23 of a minor child or ward under the age of eighteen (18) and which requires the presence of the  
24 employee.  
25

#### 26 **Section 8.1.5.**

27 Employees who have accrued sick leave while employed by another public school district in  
28 the State of Washington shall be given credit for such accrued sick leave as reported by the  
29 prior employer.  
30

#### 31 **Section 8.1.6.**

32 The District will consider leave sharing requests on a case by case basis.  
33

### 34 **Section 8.2. Bereavement Leave.**

#### 35 **Section 8.2.1.**

36 Each employee shall be entitled to a maximum of five (5) days leave with pay per occurrence  
37 for absence caused by death of an employee's child, spouse, parent, parent-in-law, step-parent,  
38 sibling, niece, nephew, mother-in-law, father-in-law, aunt, uncle, foster children, son-in-law,  
39 daughter-in-law, brother-in-law, sister-in-law, grandparent, grandchild, or a person maintaining  
40 residence in the household of the employee with the status of an immediate member of the  
41 employee's family. Such bereavement leave shall not be deducted from sick leave and is  
42 noncumulative.  
43  
44  
45  
46  
47  
48

1 **Section 8.3. Family Illness Leave.**

2  
3 **Section 8.3.1.**

4 Each employee shall be entitled to leave deductible from the employee’s accumulated sick  
5 leave for a serious health condition of an employee’s child or spouse. This leave is for:

- 6  
7 A. the birth and care of a newborn child, or the placement of a child for adoption or foster  
8 care;  
9  
10 B. the serious health condition of a spouse or child for which the employee is needed to  
11 provide physical care.  
12

13 The District may require medical certification regarding the need for leave under Section 8.3.1.  
14

15 **Section 8.3.2.**

16 Each employee shall be entitled to a maximum of five (5) days leave deductible from the  
17 employee’s accumulated sick leave for a serious health condition in the employee’s immediate  
18 family. Immediate family shall include an employee’s child age eighteen or over, parent,  
19 parent-in-law, step-parent, sibling, grandparent, or grandchild.  
20

21 **Section 8.4. Personal Leave.**

22 Each employee shall be entitled to two (2) days of personal leave per year. Such leave shall not be  
23 deducted from sick leave and shall require twenty-four (24) hours prior notice. If personal days are not  
24 used, the District shall pay the employee for fifty percent (50%) of the unused personal leave.  
25 Personal leave may be used in hour blocks, subject to the approval of the employee’s supervisor.  
26

27 Employees who choose not to cash out accrued but unused personal leave at the end of the year will be  
28 allowed to carry over a maximum of one day for a maximum of three (3) days of personal leave per  
29 year.  
30

31 **Section 8.5. Leave Of Absence.**

32  
33 **Section 8.5.1.**

34 After two (2) years of service and upon recommendation of the immediate supervisor through  
35 administrative channels to the superintendent, and upon approval of the board of directors, an  
36 employee may be granted an extended leave of absence for a period not to exceed one (1) year.  
37 Up to one (1) additional year of leave of absence without pay may be granted by the board for a  
38 serious health condition of an employee. Leave of absence without pay shall not be granted for  
39 other employment, provided upon the employee’s written appeal the Board may grant an  
40 exception for unusual circumstances.  
41

42 **Section 8.5.2.**

43 The returning employee will not necessarily be assigned to the identical position occupied  
44 before the leave of absence. However, provided financial conditions permit a vacancy to be  
45 available and a vacancy exists for which the employee is qualified, as determined by  
46 management, the employee shall be reinstated to a position equivalent in duties and salary to  
47 that held at the time the request for leave of absence was approved.  
48



1           **Section 8.5.3.**

2           The employee will retain accrued sick leave, vested vacation rights, and seniority rights while  
3           on leave of absence. However, vacation credits and sick leave shall not accrue while the  
4           employee is on leave of absence.

5  
6           **Section 8.6. Judicial Leave.**

7           In the event an employee is summoned to serve as a juror, subpoena or appear as a witness in court, or  
8           is named as a codefendant with the District, such employee shall receive a normal days pay for each  
9           day of required presence in court. In the event that an employee is a party in a court action, such  
10           employee may request a leave of absence.

11  
12  
13  
14   **ARTICLE IX**

15   **PROBATIONARY, SENIORITY AND LAYOFF PROCEDURES**

16  
17  
18           **Section 9.1.**

19           The seniority of an employee in the bargaining unit shall be established as of the employee's first  
20           workday for the District as a regular employee (hereinafter called "hire date") unless such seniority  
21           shall be lost as hereinafter provided.

22   **Section 9.1.1**

23           Seniority rights shall be effective within job classifications as defined in Section 1.2 in which  
24           employees have performed service. Employees will have seniority dates in multiple  
25           classifications.

26   **Section 9.1.2**

27           The parties recognize that employees work in multiple classifications. They may have multiple  
28           hire dates depending when they began work in that specific classification. Employees will not  
29           lose their seniority within a classification when they stop working in that classification for a  
30           period of time. Their seniority within that classification shall be retained but not accrue.  
31  
32

33   **Section 9.1.3**

34           Seniority ties shall be broken by the flip of a coin, or by lot if there are more than two  
35           employees with the same hire date, in the presence of the employees and a representative of the  
36           union, and management, the tie break procedure to be held within thirty (30) days of hire.  
37

38  
39           **Section 9.2.**

40           Each new hire shall remain in a probationary status for a period of not more than one hundred twenty  
41           (120 workdays following the hire date. During this probationary period, the District may discharge  
42           such employee at its discretion.

43  
44           **Section 9.3.**

45           At the end of the probationary period, the employee will be placed on regular employee status and be  
46           subject to all rights and duties contained in this agreement retroactive to his hire date.



1 **Section 9.4.**

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

- 3
- 4 A. resignation;
- 5 B. discharge for any reason contained in this agreement;
- 6 C. retirement.

7

8 **Section 9.5.**

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

- 10
- 11 A. time lost by reason of industrial accident, industrial illness or jury duty;
- 12
- 13 B. time on leave of absence granted for the purpose of serving in the Armed Forces of the
- 14 United States; or
- 15
- 16 C. time spent on other authorized leaves of absence, not to exceed one (1) year.

17

18 **Section 9.6.**

19 Seniority rights shall be effective within the general job classification. General job classifications are  
20 listed in Section 1.5.

21

22 **Section 9.7.**

23 It is the intent of the District to fill existing vacancies as soon as possible. The District will advise the  
24 appropriate Association representative of its intent to abolish or hold vacant any promotable vacant  
25 positions covered by this agreement. The District will continue to provide opportunities for qualified  
26 employees to advance themselves with the District.

27

28 If a position is available and awarded to an individual it will be assigned to that individual within  
29 fifteen (15) working days of being awarded.

30

31 **Section 9.8. Unpaid Leave.**

32 Unpaid leave is neither guaranteed for an employee, nor encouraged. An employee requesting unpaid  
33 leave is expected to explore opportunities to utilize the scheduled non-student days, breaks and  
34 vacations identified in the school calendar for time away from work, rather than requesting unpaid  
35 leave on normal student attendance days or an employee’s work schedule. An employee’s relationship  
36 and interaction with students is an important component of a successful and safe learning experience  
37 for students.

38

39 Each unpaid leave request is viewed as unique and will be considered individually. An employee’s  
40 available paid leave, such as Personal Leave or Vacation Leave, must be utilized prior to any request  
41 for Unpaid Leave. Unpaid Leave requests that impact student learning and achievement are unlikely to  
42 be approved.

43

44 **Section 9.9.**

45 The District reserves the right to involuntarily transfer/reassign an employee to a vacant position which  
46 has been posted but for which there are no qualified applicants within the employee’s job  
47 classification, provided that the employee will not lose any time, nor gain more than sixty (60) minutes  
48 from each regularly assigned work day owing to such involuntary transfer/reassignment. An employee





1 who has been involuntarily transferred may not bid for one year on the position said employee held  
2 before the District transfer/reassignment.

3  
4 **Section 9.10.**

5 The employee with the earliest hire date shall have preferential rights regarding shift selection and  
6 vacation periods. The employee with the earliest hire date shall have preferential rights regarding  
7 filling of an open job position, promotions, and layoffs when qualifications including ability, skills,  
8 and performance are substantially equal with those individuals junior to the employee.

9  
10 Paraeducators will gain time through bidding on posted positions and being awarded additional hours  
11 available, on the basis of seniority. Special needs placements may increase in hours due to the needs  
12 of a child for service and an increased number of hours being assigned to a junior paraeducator as part  
13 of the placement.

14  
15 Should hours need to be reduced they will be reduced by seniority, the junior paraeducator being  
16 reduced, unless their reduction would interfere with a special ed situation which required continuity.  
17 Should a senior paraeducator bump to retain the number of hours they had before a reduction they may  
18 bump to retain hours, but job assignment will be subject to management discretion.

19  
20 If a paraeducator is reassigned they will not be reduced in hours as a result of the reassignment.  
21 If the District determines that seniority rights should not govern because a junior employee possesses  
22 ability, skills, and performance greater than a senior employee or senior employees, the District shall,  
23 upon employee written request within five (5) working days of notice of non-selection of the bypassed  
24 employee, set forth in writing to the employee or employees and the Association's grievance  
25 committee chairperson its reasons why the senior employee or employees have been bypassed.

26  
27 **Section 9.11.**

28 Employees who change job classifications within the bargaining unit shall retain their hire date in the  
29 previous classification for a period of one (1) year, notwithstanding that they have acquired a new hire  
30 date and a new classification.

31  
32 **Section 9.12.**

33 The District shall publicize within the bargaining unit, by written posting for five (5) days, the  
34 availability of open positions as soon as is practicable after the District is apprised of the opening. A  
35 copy of the written posting shall be provided the Association president as soon as practicable. The  
36 Association shall notify the District in writing, the name of the current Association president.

37  
38 **Section 9.12.1.**

39 Any existing position that increases or decreases in duration for sixty (60) or more minutes per  
40 day for more than thirty (30) consecutive working days during the employee's work year shall  
41 constitute an "open position" within the general job classification as defined in Section 9.6 and  
42 be subject to the provisions of this article.

43  
44 **Section 9.12.1.1.**

45 For the purposes of following the provisions of Section 9.11, the following shall be  
46 utilized except for probationary employees and employees on "trial period":  
47

- The position shall be posted for a full five (5) days. For example, a position posted on Monday would not be bid until at the least the following Monday.
- Bidding on a position and subsequent openings created by said bidding in a classification, shall take place on the same day as soon as practical at the close of the school day. The bidding shall be on uncompensated time. In addition to the bidding requirement of Section 9.11. The District will post the open position by e-mail. An employee may participate in the bidding process by telephone.
- Any member, in another classification, interested in the remaining open position, shall notify the District in writing during the posting process.

**Section 9.12.2.**

Temporary employees hired to replace an employee on a leave of absence will be terminated in accordance with the job posting without further benefit under this agreement.

**Section 9.12.3.**

If a driver is on a leave of absence expected to last more than thirty (30) days, the driver's AM and PM runs will be assigned to substitute drivers. The midday run will be bid for the term of the leave. Such time will generate benefits. At the return of the employee on leave, the regular employee who replaced them will return to the pay and benefits of their prior position.

**Section 9.13.**

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. Such employees may apply for an opening in the classification held immediately prior to layoff. Names shall remain on the re-employment list for eighteen (18) months. It is the responsibility of the District to mail position openings within the appropriate job classification to the last address supplied by the employee.

**Section 9.13.1.**

Laid-off employees will be placed on the District substitute list.

**Section 9.14.**

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

**Section 9.15.**

An employee shall forfeit rights to employment as provided in Section 9.11 if the employee does not comply with the requirements of Section 9.12, or if the employee does not respond to the offer of re-employment within seven (7) days after mailing of a written notice by the District to the employee, or three (3) working days after receiving oral notice, whichever event first occurs.

**Section 9.16.**

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

1 **Section 9.17.**

2 The school district shall notify all employees of intent to rehire for the next school year four (4) weeks  
3 prior to the end of the school year. Employees shall notify the District of their intent to return for the  
4 next school year within two (2) weeks of receiving such notice. Failure to do so shall cause the  
5 position to be vacant.

6  
7 Paraeducators will be notified by the end of the school year of the minimum number of hours per day  
8 they will work to begin the following year. If the state operating budget is not completed by June 1,  
9 the District will notify the paraeducators of expected hours as soon as reasonably possible.

10 Paraeducators will be notified no later than *the Friday of the first week of school* of their expected job  
11 assignment.

12  
13  
14  
15 **ARTICLE X**

16 **DISCIPLINE AND DISCHARGE OF EMPLOYEES**

17  
18  
19 **Section 10.1.**

20 The District shall have the right to discipline or discharge an employee for justifiable cause. Any  
21 disciplinary action or measure imposed upon an employee may be processed as a grievance through  
22 the grievance procedure herein provided.

23  
24  
25  
26 **ARTICLE XI**

27 **INSURANCE**

28  
29 **Section 11.1. District Insurance Contribution.**

30 Effective January 1, 2020, the District shall provide basic and optional benefits through the School  
31 Employees Benefits Board (SEBB) under statutes and rules adopted by and/or applicable to the SEBB.

32  
33  
34 **Section 11.2.**

35 The District shall provide liability coverage for all employees subject to this agreement.

36  
37  
38  
39 **ARTICLE XII**

40 **ASSOCIATION MEMBERSHIP AND CHECKOFF**

41  
42 **Section 12.1. Membership.**

43 The District and PSE/SEIU 1948 understand that at the center of our labor management relationship is  
44 the shared interest in providing the best services to the public. Therefore, it is the expectation of both  
45 PSE/SEIU 1948 and the District that the District representatives shall remain neutral on the issue of  
46 union membership and respect all employees decisions to join and maintain membership in their  
47 exclusive professional advocacy organization PSE/SEIU 1948 pursuant to RCW 41.56.150. All  
48



1 bargaining unit employees shall have the option of joining and maintaining membership in PSE/SEIU  
2 1948 upon employment with the District in a bargaining unit.

3  
4 **Section 12.2. Membership Rescission.**

5 Union members requesting to rescind membership and membership rights in their exclusive  
6 professional advocacy organization shall make such request in writing to PSE/SEIU 1948, following  
7 the constitution and bylaws, and any and all relevant conditions, policies and procedures. Providing  
8 such conditions have been met, PSE/SEIU 1948 shall inform the District of the employee's non-  
9 member status consistent with the notification section 12.4.

10  
11 **Section 12.3. New Hire Notification.**

12 The District shall notify the Union in writing of all new hires within ten (10) business days of when  
13 such employees are approved to work for the district as a substitute, temporary, or regular employee in  
14 any job title set forth on the Schedule B of this Agreement, including name, home mailing address,  
15 phone number, job title, work email, work location and hire date. The Employer shall make available  
16 a copy of this working agreement to each employee when hired.

17  
18 **Section 12.4. Dues and Checkoff.**

19 PSE/SEIU 1948 shall provide the District with a full and complete list of bargaining unit employees  
20 who are current members of PSE/SEIU 1948, and shall provide updates, additions, and/ or other  
21 changes in membership status to the District upon request. The District agrees to accept dues  
22 authorizations via voice authorization or by E-signature in accordance with "E-SIGN". PSE/SEIU  
23 1948 will provide a list of those members who have agreed to union membership via voice  
24 authorization. In addition, upon request, access to the District to the .wav files associated with the  
25 voice authorization. PSE/SEIU 1948 will be the custodian of the records related to voice/E-signature  
26 authorizations. PSE agrees that, as the custodian of the records, it has the responsibility to ensure the  
27 accuracy and safe-keeping of those records.

28  
29 **Section 12.5. Checkoff.**

30 The District shall deduct PSE dues from the pay of any employee who authorizes such deductions in  
31 writing pursuant to RCW 41.56.110. The District shall transmit all such funds deducted to the  
32 Treasurer of the Public School Employees of Washington/SEIU Local 1948 on a monthly basis.

33  
34 **Section 12.5.1. Classified Employee Report to the Association.**

35 The District shall submit a monthly report (to accompany the monthly transmission of dues to  
36 PSE) to the Treasurer of PSE listing: the name, and amount of PSE dues deducted for each  
37 bargaining unit employee. The District shall provide a list of current addresses and telephone  
38 numbers of bargaining unit employees to the Association upon request.

39  
40 **Section 12.6.**

41 The Association shall hold the District harmless for the administration of this Article done pursuant to  
42 this Article.

1 **Section 12.7. New Hire Orientation.**

2 The District will provide the Association reasonable access to new employees of the bargaining unit  
3 including substitutes for the purposes of presenting information about their exclusive bargaining  
4 representative to the new employee. The presentation may occur during a new employee orientation  
5 provided by the District, or at another time mutually agreed to by the District and Association. No  
6 employee may be mandated to attend the meetings or presentations by the Association. "Reasonable  
7 access" for the purposes of this section means: (a) The access to the new employee occurs within  
8 ninety days of the employee's start date within the bargaining unit; (b) The access is for no less than  
9 thirty minutes; and (c) The access occurs during the new employee's regular work hours at the  
10 employee's regular worksite, or at a location mutually agreed to by the District and Association.

11  
12 **Section 12.8. Political Action Committee.**

13 The District shall, upon receipt of a written authorization form that conforms to legal requirements,  
14 deduct from the pay of such bargaining unit employees the amount of contribution the employee  
15 voluntarily chooses for deduction for political purposes and shall transmit the same to the PSE on a  
16 check separate from the PSE dues transmittal check. The employee may revoke the request at any  
17 time. At least annually, the PSE state office will notify the employee about the right to revoke the  
18 request.

19  
20  
21  
22 **ARTICLE XIII**

23  
24 **GRIEVANCE PROCEDURE**

25  
26 **Preamble.**

27 Every effort is to be made to discuss and settle problems before going through the formal grievance  
28 procedure. An individual may exercise his/her right to appear before appropriate officials of the  
29 District or the school board without using the grievance procedure as provided below.

30  
31 **Section 13.1.**

32 Grievances or complaints arising between the District and its employees within the bargaining unit  
33 defined in Article I herein, with respect to matters dealing with the interpretation or application of the  
34 terms and conditions of this agreement, shall be resolved in strict compliance with this article.

35  
36 **Section 13.2. Grievance Steps.**

37  
38 **Section 13.2.1.**

39 The employee shall first discuss his/her complaint with his/her immediate supervisor. If the  
40 employee wishes, he/she may be accompanied by another employee provided the immediate  
41 supervisor is given prior notice.

42  
43 **Section 13.2.2.**

44 If the complaint is not resolved to the employee's satisfaction in accordance with the preceding  
45 subsection and the complaint involves an alleged misinterpretation or misapplication of a  
46 section(s) of this agreement, the employee may file a written grievance which must cite:

47  
48 A. the facts on which the grievance is based;



1 B. the specific section(s) of the collective bargaining agreement which have been allegedly  
2 misinterpreted or misapplied; and

3  
4 C. the specific remedy sought.  
5

6 A grievance must be signed and dated by the grievant. To be valid, a grievance must be filed  
7 no later than twenty (20) working days from the initial event giving rise to the employee  
8 complaint.

9  
10 The employee shall submit the written grievance to his immediate supervisor for  
11 reconsideration and shall submit a copy to the official in the administration responsible for  
12 personnel. The parties will have five (5) working days from submission of the written  
13 statement of grievance to resolve it by indicating on the statement of grievance the disposition.  
14 If an agreeable disposition is made, all parties to the grievance shall sign it.  
15

16 **Section 13.2.3.**

17 If no settlement has been reached within the five (5) days referred to in the preceding  
18 subsection, and the Association believes the grievance to be valid, a written statement of  
19 grievance shall be submitted within fifteen (15) working days to the District superintendent or  
20 his designee. After such submission, the parties will have ten (10) working days from  
21 submission of the written statement of grievance to resolve it by indicating on the statement of  
22 grievance the disposition. If an agreeable disposition is made, all parties to the grievance shall  
23 sign it.  
24

25 **Section 13.2.4.**

26 If no settlement has been reached within the ten (10) days referred to in the preceding  
27 subsection, and the Association believes the grievance to be valid, the grievance may be  
28 submitted to arbitration under the Voluntary Labor Arbitration Rules of the American  
29 Arbitration Association. The parties agree that the arbitrator's decision will be final and  
30 binding on all parties to the grievance. The parties further agree that the arbitrator's fees and  
31 expenses shall be borne by the party against whom the arbitrator rules.  
32

33 **Section 13.2.5.**

34 The arbitrator has no authority to add to, subtract from, or in any way amend this agreement.  
35 The arbitrator is prohibited from making any back pay award for greater than three (3) months  
36 prior to the date of the grievance filing.  
37

38 **Section 13.3.**

39 Neither the Employer nor the Association will discriminate against any individual employee for taking  
40 action under this article.  
41  
42  
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**ARTICLE XIV**

**SALARIES**

**Section 14.1.**

Salaries for employees subject to this agreement, during the period of this agreement, are contained in Schedule A attached hereto and by this reference incorporated herein. This section shall not inhibit the rights of either party under Article XV, Section 15.3.

**Section 14.2.**

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 (½) of the previous employment year in their present general job classification as defined in Section 9.6 of the agreement. If an employee has been in sub status and working regularly prior to being hired in regular status the days worked will be considered toward the number of days required for the following years next step. Regularly means working in an ongoing sub/leave or temporary job where an employee works 60 days of the 80 prior to being hired and 75 % of the average hours per week in their new position.

**Section 14.2.1**

Classifications are; custodial/maintenance, transportation, paraeducator, food service. Employees who change job title within the classification will be paid for the total service in that classification and paid on the step that reflects the total service within that classification, despite the fact it may include multiple job titles.

If the SLPA goes outside of SLPA category work the SLPA pay rate will govern.

**Section 14.3.**

A laid-off employee on the substitute list working as a substitute/temporary employee in a position held prior to layoff will be compensated at the step paid at the time of layoff.

**Section 14.4. Professional Development Committee.**

The District and the Association agree to establish a Professional Development Committee which shall consist of at least two (2) representatives of the District as determined by the superintendent and two (2) representatives of the Association as determined by the Association president.

**Section 14.4.1.**

Employees assigned three (3) or more hours of work each day will be eligible for not less than two (2) hours nor more than eight (8) hours of district required in-service.

**Section 14.5.**

Twelve (12) month employees will be given an opportunity to make up time lost due to a weather related school closure. Said “make up” time will not cause overtime.

**Section 14.5.1.**

Classified employees will be offered District-determined work to make up time lost due to a school delay or closure.



1 **Section 14.6.**

2 The District will pay the full cost of physicals required as part of the regular CDL licensing, nor more  
3 than once per year. New employees who have taken the CDL physical as part of the training process  
4 for certification and the District did not pay for it, will be reimbursed for the cost of the physical after  
5 six months of employment.

6  
7 New hires to get paid back for physicals after six months as an employee.

8  
9 **Section 14.7. Summer Work.**

10 Custodial maintenance employees who work in a summer position for over 10 days which is the same  
11 or similar to their regular school year position will be considered year round/12 month employees and  
12 receive all holidays and 12 month employee vacation.

13  
14 **Section 14.8.**

15 Bilingual paras will be specified as to language. A bilingual para will be designated as a para that  
16 speaks a language other than English and the language in which the para is bilingual is represented by  
17 a minimum of 10 students in the district.

18  
19 **Section 14.9.**

20 The district will reimburse a paraeducator for a maximum of fifty-five dollars (\$55.00) for the  
21 paraeducator test after they have been employed by the district for six months, beginning with  
22 paraeducators hired on or after September 1, 2020. This will be a one-time reimbursement.

23  
24 **Section 14.10. CNA licensing expenses.**

25 CNA licensing expenses will be paid for by the district for a CNA at the time the district creates a  
26 position requiring or necessitating a CNA.

27  
28 **Section 14.11.**

29 Employees who work outside of classification for short term assignments will be paid at their regular  
30 rate.

31  
32 **Section 14.12.**

33 All classified employees who have the requirement of certification in CPR/First Aid in their job  
34 description will be paid for the time they are in a district approved CPR class, scheduled by the district.  
35 Any cost associated with the CPR/First Aid card will be paid for by the district.

36  
37  
38  
39 **ARTICLE XV**

40  
41 **TERM AND SEPARABILITY OF PROVISIONS**

42  
43 **Section 15.1.**

44 The term of this agreement shall be September 1, 2020 to August 31, 2023.

45  
46 **Section 15.2.**

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



1 **Section 15.3.**

2 This agreement may be reopened and modified at any time during its term upon mutual consent of the  
3 parties in writing. For the 2020-2021 contract year, Schedule A shall be as attached, which is an  
4 increase by 4 % across the board in addition to the state funded percentage of 1.6%, as well as an  
5 additional \$.50 per hour for paraeducator rates and a new Step 3 which is equidistant from Step 2 to 6.  
6 For the 2021-2022 contract year, Schedule A shall be increased by 4 % across the board, or the state  
7 funded IPD, whichever is greater. For the 2022-2023 contract year, Schedule A shall be increased by 4  
8 % across the board, or the state funded IPD, whichever is greater, plus a new 12 year .50 cent step  
9 effective September 1, 2022.

10  
11 **Section 15.4.**

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

14  
15 **Section 15.5.**

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

18  
19 **Section 15.6.**

20 In the event either of the foregoing sections is determined to apply to any provision of this agreement,  
21 such provision shall be renegotiated pursuant to Section 15.3.

22  
23  
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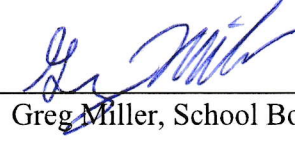
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**SIGNATURE PAGE**

PUBLIC SCHOOL EMPLOYEES  
OF OCOSTA

OCOSTA SCHOOL DISTRICT #172

BY:   
Cynthia Hongell, Chapter President

BY:   
Greg Miller, School Board President

DATE: 11-30-2020

DATE: 11/30/2020

  
Heather Sweet, Superintendent

\_\_\_\_\_  
Scott Jones, School Board Member

\_\_\_\_\_  
Duane Pegg, School Board Member

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Debbie Carter-Bowhay, School Board Member

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Hillary Bearden, School Board Member



Schedule A  
 Ocosta School District  
 September 1, 2020 – August 31, 2021

	Year 1	Year 2	Year 3	Year 6	Year 10
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**Transportation**

Regular Run	\$ 19.34	\$ 21.29	\$ 21.93	\$ 22.57	\$ 23.09
**Extra Trip	\$ 19.34	\$ 19.34	\$ 19.34	\$ 19.34	\$ 19.34

**Food Service**

Head Cook	\$ 18.17	\$ 19.53	\$ 20.62	\$ 21.72	\$ 22.25
Cook	\$ 15.70	\$ 17.04	\$ 18.14	\$ 19.24	\$ 19.77

**Para Educators**

*Para	\$ 15.44	\$ 17.84	\$ 18.19	\$ 18.55	\$ 19.08
SLPA/COTA	\$ 23.03	\$ 28.05	\$ 28.53	\$ 29.02	\$ 29.55
Tech Specialist	\$ 19.72	\$ 21.64	\$ 22.59	\$ 23.54	\$ 24.07
Cert. Braille Specialist	\$ 16.08	\$ 18.48	\$ 18.84	\$ 19.20	\$ 19.73
ISS/Attendance/BECCA	\$ 18.44	\$ 19.77	\$ 20.07	\$ 20.37	\$ 20.90

**Custodial/Maintenance**

Skilled Maintenance	\$ 25.08	\$ 27.36	\$ 27.86	\$ 28.35	\$ 28.88
Maintenance/Grounds	\$ 20.33	\$ 22.62	\$ 23.09	\$ 23.56	\$ 24.09
Custodial	\$ 17.80	\$ 19.77	\$ 20.07	\$ 20.37	\$ 20.90

\* Skilled maintenance rate may be applied subject to the mutual agreement of the District and the Association.

\*\* Extra trips are paid at Step 1

\*\*\* \$1.00 premium for bilingual paraeducator (s) when performing work requiring fluency in a language other than English.

Bargaining unit substitutes will be paid at the Year 1 rate of pay subject to the terms of Section 1.5.1 and Section 14.3 of the agreement.

When the employee retires and comes back as a sub they will be paid at the regular rate with credit for prior service.



Schedule A  
 Ocosta School District  
 September 1, 2021 – August 31, 2022

	Year 1	Year 2	Year 3	Year 6	Year 10
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**Transportation**

Regular Run	\$ 20.11	\$ 22.14	\$ 22.81	\$ 23.47	\$ 24.01
**Extra Trip	\$ 20.11	\$ 20.11	\$ 20.11	\$ 20.11	\$ 20.11

**Food Service**

Head Cook	\$ 18.90	\$ 20.31	\$ 21.44	\$ 22.59	\$ 23.14
Cook	\$ 16.33	\$ 17.72	\$ 18.87	\$ 20.01	\$ 20.56

**Para Educators**

*Para	\$ 16.06	\$ 18.55	\$ 18.92	\$ 19.29	\$ 19.84
SLPA/COTA	\$ 23.95	\$ 29.17	\$ 29.67	\$ 30.18	\$ 30.73
Tech Specialist	\$ 20.51	\$ 22.51	\$ 23.49	\$ 24.48	\$ 25.03
Cert. Braille Specialist	\$ 16.72	\$ 19.22	\$ 19.59	\$ 19.97	\$ 20.52
ISS/Attendance/BECCA	\$ 19.18	\$ 20.56	\$ 20.87	\$ 21.18	\$ 21.74

**Custodial/Maintenance**

Skilled Maintenance	\$ 26.08	\$ 28.45	\$ 28.97	\$ 29.48	\$ 30.04
Maintenance/Grounds	\$ 21.14	\$ 23.52	\$ 24.01	\$ 24.50	\$ 25.05
Custodial	\$ 18.51	\$ 20.56	\$ 20.87	\$ 21.18	\$ 21.74

\* Skilled maintenance rate may be applied subject to the mutual agreement of the District and the Association.

\*\* Extra trips are paid at Step 1

\*\*\* \$1.00 premium for bilingual paraeducator (s) when performing work requiring fluency in a language other than English.

Bargaining unit substitutes will be paid at the Year 1 rate of pay subject to the terms of Section 1.5.1 and Section 14.3 of the agreement.

When the employee retires and comes back as a sub they will be paid at the regular rate with credit for prior service.



Schedule A  
 Ocosta School District  
 September 1, 2022 – August 31, 2023

	Year 1	Year 2	Year 3	Year 6	Year 10	Year 12
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**Transportation**

Regular Run	\$ 20.91	\$ 23.03	\$ 23.72	\$ 24.41	\$ 24.97	\$ 25.47
**Extra Trip	\$ 20.92	\$ 20.92	\$ 20.92	\$ 20.92	\$ 20.92	\$ 20.92

**Food Service**

Head Cook	\$ 19.66	\$ 21.12	\$ 22.30	\$ 23.49	\$ 24.07	\$ 24.57
Cook	\$ 16.98	\$ 18.43	\$ 19.62	\$ 20.81	\$ 21.38	\$ 21.88

**Para Educators**

*Para	\$ 16.70	\$ 19.29	\$ 19.68	\$ 20.06	\$ 20.63	\$ 21.13
SLPA/COTA	\$ 24.91	\$ 30.34	\$ 30.86	\$ 31.39	\$ 31.96	\$ 32.46
Tech Specialist	\$ 21.33	\$ 23.41	\$ 24.43	\$ 25.46	\$ 26.03	\$ 26.53
Cert. Braille Specialist	\$ 17.39	\$ 19.99	\$ 20.37	\$ 20.77	\$ 20.97	\$ 21.47
ISS/Attendance/BECCA	\$ 19.95	\$ 21.38	\$ 21.70	\$ 22.03	\$ 22.61	\$ 23.11

**Custodial/Maintenance**

Skilled Maintenance	\$ 27.12	\$ 29.59	\$ 30.13	\$ 30.66	\$ 31.24	\$ 31.74
Maintenance/Grounds	\$ 21.99	\$ 24.46	\$ 24.97	\$ 25.48	\$ 26.05	\$ 26.55
Custodial	\$ 19.25	\$ 21.38	\$ 21.70	\$ 22.03	\$ 22.61	\$ 23.11

\* Skilled maintenance rate may be applied subject to the mutual agreement of the District and the Association.

\*\* Extra trips are paid at Step 1

\*\*\* \$1.00 premium for bilingual paraeducator (s) when performing work requiring fluency in a language other than English.

Bargaining unit substitutes will be paid at the Year 1 rate of pay subject to the terms of Section 1.5.1 and Section 14.3 of the agreement.

When the employee retires and comes back as a sub they will be paid at the regular rate with credit for prior service.

