COLLECTIVE BARGAINING AGREEMENT BETWEEN

SPRAGUE SCHOOL DISTRICT #8
LAMONT SCHOOL DISTRICT #264

AND

PUBLIC SCHOOL EMPLOYEES OF SPRAGUE / LAMONT CHAPTER

SEPTEMBER 1, 2019 – AUGUST 31, 2023

CBA Extended by LOA – New Term expires August 31, 2024

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TABLE OF CONTENTS

		Page
DECLARATION OF PRINCIPALS		1
PREAMBLE		1
ARTICLE I	RECOGNITION AND COVERAGE OF AGREEMENT	1
ARTICLE II	RIGHTS OF THE EMPLOYER	2
ARTICLE III	RIGHTS OF EMPLOYEES	3
ARTICLE IV	RIGHTS OF THE ASSOCIATION	4
ARTICLE V	APPROPRIATE MATTERS FOR CONSULTATION AND NEGOTIATION	6
ARTICLE VI	ASSOCIATION REPRESENTATION	6
ARTICLE VII	HOURS OF WORK AND OVERTIME	7
ARTICLE VIII	HOLIDAYS AND VACATIONS	10
ARTICLE IX	LEAVES	11
ARTICLE X	PROBATION, SENIORITY AND LAYOFF PROCEDURES	15
ARTICLE XI	EVALUATIONS, DISCIPLINE AND DISCHARGE OF EMPLOYEES	17
ARTICLE XII	INSURANCE AND RETIREMENT	18
ARTICLE XIII	ASSOCIATION MEMBERSHIP AND CHECKOFF	19
ARTICLE XIV	PROFESSIONAL DEVELOPMENT	20
ARTICLE XV	GRIEVANCE PROCEDURE	20
ARTICLE XVI	SALARIES AND EMPLOYEE COMPENSATION	22
ARTICLE XVII	TRANSFER OF EXPERIENCE	23
ARTICLE XVIII	TERM AND SEPARABILITY OF PROVISIONS	23
SIGNATURE PAGE		24
SCHEDULE A	2019-2020	25
ADDENDUM I	TIME SHEETS	27
ADDENDUM II	DRUG AND ALCOHOL TESTING	28
ADDENDUM III	CLASSIFIED EVALUATION FORM	29
ADDENDUM IV	PARAEDUCATOR EVALUATION	33
ADDENDUM V	DRIVER EVALUATION CHECK SHEET	35

DECLARATION OF PRINCIPLES

1. Participation of employees in the formulation and implementation of personnel policies affecting them contributes to effective conduct of school business.

2. The efficient administration of the system of public instruction and well-being of employees requires that orderly and constructive relationships be maintained between the parties hereto.

3. Subject to law and the paramount consideration of service to the public, employee-management relations should be improved by providing employees an opportunity for greater participation in the formulation and implementation of policies and procedures affecting the conditions of their employment.

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

5. It is the intent and purpose of the parties hereto to promote and improve the efficient administration of the District and the well-being of employees within the spirit of the Public Employees Collective Bargaining Act, to establish a basic understanding relative to personnel policies, practices and procedures, and to provide means for amicable discussion and adjustment of matters of mutual interest.

PREAMBLE

This Agreement is made and entered into between Sprague School District #8 and Lamont School District Number #264 (hereinafter "District") and Public School Employees of Sprague/Lamont, an affiliate of Public School Employees of Washington/SEIU Local 1948 (hereinafter "Association").

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

ARTICLE I

RECOGNITION AND COVERAGE OF AGREEMENT

Section 1.1.
The District hereby recognizes the Association as the exclusive representative of all employees in the bargaining unit described in Section 1.3, 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 classified employees in the following general job classifications: Custodial/Maintenance, Food Service, Secretarial/Clerical, Paraeducator (includes Library Technician), Pre-School Lead Instructor and Transportation. EXCEPT: the Business Manager, one (1) at Sprague and one (1) at Lamont.

Section 1.4. Substitute Employees.
The District agrees that substitute employees shall be included in the recognition Section 1.3. Coverage and application of the Collective Bargaining Agreement as to substitute employees shall be limited to the following provisions:

A. Article XIII - Association membership
B. Article XIV - Grievance
C. Negotiation of salary and conditions of employment
D. May apply for jobs posted pursuant to Section 10.8 and if qualified, and no contracted employee applies; will be given first consideration for the position.

Section 1.5. Definitions.
The following definitions pertain to all Sprague/Lamont Classifications:

A. Work Days - defines the days included in the employee's contract year.
B. Calendar Days - defines the universally recognized calendar of months and days.
C. Business Days - defines the days the school district's Administrative Offices are open for business.
D. Full-Time Classified Employee - is contracted for 2,000 – 2,080 hours over a twelve (12) month period.
E. Regular Classified Employee - is contracted for up to 1,999 hours per school year.
F. New Position - any position newly created within the bargaining unit.
G. Open Position/Job - any vacated bargaining unit position/job.

ARTICLE II

RIGHTS OF THE EMPLOYER

Section 2.1.
It is agreed that 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 contract, 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 such as Progressive Discipline, which is a system of discipline where the penalties increase upon repeat occurrence during the duration of employment,

against employees for justifiable cause; and the right to release employees from duties because of lack of work. The District shall retain the right to maintain efficiency of the District operation by determining the methods and the means 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. In making rules and regulations relating to personnel policies, procedures and practices, and matters of working conditions, the District shall give due regard and consideration to the rights of the Association and the employees and to the obligations imposed by this Agreement.

ARTICLE III

RIGHTS OF EMPLOYEES

Section 3.1.
It is agreed that all employees subject to this Agreement shall have and shall be protected in the exercise of the right, freely and without fear of penalty or reprisal, to join and assist the Association. The freedom of such employees to assist the Association shall be recognized as extending to participation in the management of the Association, including presentation of the views of the Association to the Board of Directors of the District or any other governmental body, group, or individual. The District shall take whatever action required or refrain from such action in order to assure employees that no interference, restraint, coercion, or discrimination is allowed within the District to encourage or discourage membership in any employee organization.

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 at discussions between themselves and supervisors or other representatives of the District.

Section 3.4.
Each employee reserves and retains the right to delegate any right or duty contained in this Agreement, exclusive of compensation for services rendered, to appropriate officials of the Association.

Section 3.5.
Neither the District, nor the Association, shall discriminate against any employee subject to this Agreement on the basis of race, creed, color, sex, religion, age or marital status or because of a physical handicap 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 handicapped person or others.

Section 3.6.
There shall be only one (1) official personnel file for each employee. Said files shall be kept in the District administration office. Each employee shall have the right upon request, and after making an appointment for that purpose with the personnel administrator, to review the contents of his/her official personnel file. The review shall be made in the presence of the administrator responsible for safekeeping of these files. During the review employees shall be allowed to copy any material therein and shall be permitted to make a written inventory of material there, and, on request, have such inventory signed and dated by a representative of the administration. Any evaluative or disciplinary document that may result in a disciplinary action placed in the employee's personnel file must first be submitted to the employee. A written statement by the employee may be attached to the above document or an evaluation to explain any relevant circumstances.

Employees shall have the ability to purge their personnel file of derogatory material after two (2) years from the time it was placed in the file. Removal of derogatory material is subject to the approval of the Superintendent. Should the removal of the material be denied the Superintendent will meet with the employee to discuss the reason(s).

Section 3.7.
Employees assigned duties for a student with diabetes under the parameters of RCW 28A.210.330 (2) (a,b) shall be provided the training and right of refusal as described in the respective code.

Section 3.8.
Employee's assigned duties for a student requiring catheterization under the parameters of RCW 28A.210.280 shall be provided the training and right of refusal as described in the respective code.

Section 3.9.
Employee's assigned duties for students with special medical conditions shall receive appropriate training.

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 unit, to present its 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 grievances of any employee in the unit in accordance with the provisions of the Discharge and Grievance Procedure Articles contained herein. 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 District shall provide each new employee with a copy of this Agreement to be furnished to the District by the Association.

Section 4.4.
The Association reserves and retains the right to delegate any right or duty contained herein to appropriate officials of the Public School Employees of Washington/SEIU Local 1948, State Organization.

Section 4.5.
Representatives of the Association, upon making their presence made know to the District and receiving permission, shall have access to the District premises during business hours provided that no conferences or meetings between employees and Association representatives will in any way hamper or obstruct the normal flow of work. Notification to the District shall be given to the School District Superintendent or his designee if the Superintendent is not present when said representative arrives on the District premises.

Section 4.6. Bulletin Boards.
The District shall provide a bulletin board space in each school for the use of the Association.

Section 4.7. Use of District Facilities.
Association members, before and after school, shall have the right to use school facilities for Association meetings and equipment when such equipment is not otherwise in use. The Association shall pay reasonable costs for use of any equipment used.

Section 4.8. Use of District Communications.
The Association may use school mailboxes and bulletin boards and electronic mail for distribution of official Association communications. School mail shall be used for purposes intended to enhance District-employee relations. District mail facilities shall not be used to distribute materials in support or opposition to statewide election issues or election campaigns.

Section 4.9. New Employee Orientation.
An integral part of each employee's tenure with the employer is understanding of this Agreement and the role of the Association in the employment setting. As such, each new employee, as part of his/her orientation shall be provided an opportunity to attend an unpaid one (1) hour session where they will receive an overview of the Association and of this Agreement, pursuant to RCW 49.56.037. The parties agree that it is highly beneficial for all bargaining unit employees to receive a comprehensive new employee orientation as soon as possible, but no later than ninety (90) days from the employee's hire date.

The Association orientation session will be conducted by representatives designated by the Association. The Employer's representative(s) will be absent from the room during this section of the new employee orientation. The Association will provide the employer with copies of all materials which will be distributed during the session.

Section 4.9.1. Names Reported to PSE.
The District will notify the PSE Field Representative and the Chapter President of all new hires within ten (10) workdays of the hire date. The District will provide the local Association President

and Field Representative, upon request, with information regarding each employee filling positions covered by this Agreement. Information to be provided will include the employee's name, address, classification, hire date, membership status, work location, number of contracted workdays, hourly rate and FTE.

ARTICLE V

APPROPRIATE MATTERS FOR CONSULTATION AND NEGOTIATION

Section 5.1.
It is agreed and understood that matters appropriate for negotiation between the District and the Association are matters 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.

ARTICLE VI

ASSOCIATION REPRESENTATION

Section 6.1.
The Association will designate a Conference Committee of three (3) members who will meet with the Superintendent of the District and the Superintendent's representatives on an as needed basis to discuss appropriate matters. Either party may request a conference committee meeting which will be scheduled at a mutually agreed time.

Section 6.2.
When formal meetings are held between representatives of the Association and representatives of the District pursuant to Section 6.1, formal minutes shall be prepared at the request of either party. The party requesting that minutes be taken will arrange for the preparations of such minutes and a draft will be made available to the other party for review and approval prior to final preparation.

Section 6.3. Association Leave.
Local Chapter members and/or officers shall be released from duty without loss of pay, when their presence is required by the District at a meeting between the Association and the District. The District shall provide one (1) day of unpaid leave per year for two (2) elected officers of the Sprague/Lamont Chapter of PSE to attend Association events and training, if held during the officer's normal work year. The employee may use other paid leaves, excluding sick leave. No more than two (2) employees may be gone at any one time.

ARTICLE VII

HOURS OF WORK AND OVERTIME

Section 7.1.
The normal workweek shall consist of five (5) consecutive days, followed by two (2) consecutive days of rest; provided, however, that the District may make assignments that deviate from the normal workweek when necessary by job demand.

Section 7.2.
Each employee shall be assigned a designated shift with designated times of beginning and ending which shall not be changed unless necessary and with reasonable notice.

Section 7.3.
Full time employees shall normally be assigned to a work year of up to two thousand eighty (2,080) hours, based on the District's need. Regular Classified Employees shall normally be assigned to a work year of up to one thousand nine hundred and ninety (1,999) hours per year. Based on need, however, the assigned work year is subject to change due to changing needs and financial conditions.

Section 7.3.1.
Each full shift shall consist of eight (8) hours including a fifteen (15) minute first half and a fifteen (15) minute second half rest period. The employee shall also have a one-half (1/2) hour unpaid, uninterrupted lunch period as near the middle of the shift as is practical. If the nature of the employee's job assignment is such that the district believes they must remain at the job site during business hours the district, at its option, may assign any employee to a shift with a paid, interruptible lunch period.

Section 7.3.2.
In the event an employee, with the exception of paraeducators, is assigned to a shift(s) less than the full work shift defined in Section 7.3.1, the rest periods should be as follows:

3 ¾ hours and less	No rest period
4 to 5 hour work shift	15-minute rest period
5 ¼ to 7 ¾ hour work shift	15-minute rest period / ½ hour unpaid lunch period

Rest periods will be fifteen (15) minutes paid time. Lunch periods will be one-half (1/2) hour unpaid time. The rest period shall not be scheduled to extend or shorten the length of the employee's daily work shift. Employees will remain on school premises during paid rest periods.

If the configuration of the employees work shift(s) allows for a break of at least a one-half (1/2) hour between job segments, no rest or lunch period will be required.

Section 7.3.3.
Paraeducators who work more than five (5) hours will have a one-half (1/2) hour paid lunch included in their work shift and will be allowed bathroom breaks as necessary. Paraeducators who work less than five (5) hours, but more than four (4) hours will be granted a fifteen (15) minute paid rest period. Paraeducators working less than four hours will be allowed bathroom breaks as necessary.

Section 7.3.4.

If the nature of the employee's job assignment is such that the District believes the employee must remain at the job site during scheduled work hours the District, at its option, may assign the employee to a shift with a paid, interruptible lunch period.

Section 7.4.

When a regular employee substitutes in a higher paid job for five (5) consecutive days or longer, the employee will be paid the higher wage beginning the first day of the absence.

Section 7.5.

Shifts shall be established for transportation personnel in relation to routes and driving time necessary to fulfill tasks assigned by the Transportation Supervisor, except that all bus driver personnel shall receive in addition to actual hours of driving time, fifteen (15) minutes per regular run for the purpose of cleaning, checking safety devices, and bus warm-up. Also, route times are subject to periodic adjustment to reflect route changes and actual route time. On extra trips all drivers shall receive their base hourly rate for all driving time and sixty-seven percent (67%) of their base hourly rate for standby time.

Section 7.5.1. Transportation Extra Trips.

Extra trips shall be defined as all bus runs or trips other than regularly scheduled daily runs and shall be offered on a rotating roster, which shall include both regular and substitute drivers. FFA trips and trips that involve a small number of students may not require an assigned driver, at the discretion of the Transportation Supervisor, in consultation with the Superintendent, provided however that any trips requiring a bus because of student numbers, Drivers will be given first consideration.

Section 7.5.2. Regular Daily Routes/Runs.

Regular daily routes/runs shall be defined as all home-to-school, school-to-home, or school-to-school bus runs for students as established and approved by the Transportation Supervisor. Regular daily routes/runs shall be awarded to drivers by seniority, provided however that the Transportation Supervisor, in consultation with the Superintendent, shall assign an irregular bus run when it is necessary, based upon need, for unscheduled student transportation of ten (10) or fewer students.

Section 7.6. Overtime.

Employees shall be compensated at one and one-half (1-1/2) times their base hourly rate for all hours worked in excess of forty (40) hours in any week. Holidays, vacation and other approved leave hours will be considered hours worked for the purpose of the computation of overtime. Overtime and/or compensatory time must be authorized by the Superintendent or his/her designee except in emergencies. Compensatory time rather than pay may be taken at the option of the employee.

Section 7.6.1.

When an employee works beyond his/her daily contracted hours, the employee may elect compensatory time instead of pay as reimbursement. Compensation and compensatory time accrual will be at one and one-half (1-1/2) the hourly rate of pay for all hours worked beyond forty (40) in one week. Holidays, vacation and other approved leave hours will be considered hours worked for the purpose of the computation of overtime. Compensatory time may be chosen at the employee's option in lieu of pay.

The following guidelines on compensatory time will be followed:

A. Compensatory time will be requested, confirmed and monitored through use of the employee's time sheet (Addendum #1).

B. When compensatory time is to be taken, it will be by mutual agreement between the employee and the district's representative.

C. Substitutes will not be used, without the approval of the Superintendent, when compensatory time is taken.

D. Less than twelve (12) month employees: Compensatory time shall be used within the pay period it is earned, which may be extended upon mutual agreement between the employee and the Superintendent. At the conclusion of the pay period all compensatory time not used will be paid.

E. Twelve (12) month employees: compensatory time shall accrue and be used anytime during the quarter. It may be extended upon mutual agreement between the employee and the Superintendent in writing. At the conclusion of the quarter all compensatory time not used will be paid. Quarters shall be as follows: January 1st - March 31st, April 1st - June 30th, July 1st - September 30th, October 1st - December 31st.

The Superintendent, Principal, or their designee will confirm when compensatory time is taken by initialing and identifying the hours on the employee's time sheet (Addendum #1).

Section 7.7.

Employees called back to work after completion of their regular work shift shall receive no less than one (1) hour's compensation at their base hourly rate of pay or at overtime rates, whichever is appropriate. Extra trips shall not be considered as a call back; provided, however, that drivers who report for a trip which has been cancelled without prior notification to the driver, shall receive a minimum of one (1) hour's compensation.

Section 7.8.

In the event of unusual school closure due to inclement weather, plant inoperation or the like, the District will make every effort to notify each employee to refrain from coming to work. Employees reporting to work shall receive a minimum of one (1) hour pay at their base hourly rate in the event of such a closure; provided, however, no employee shall be entitled to any such compensation in the event of actual notification by the District of the closure prior to leaving home for work.

Section 7.8.1. Emergency Closure/Late Start/Early Release.

In the event of an emergency situation (including events of inclement weather) which results in the emergency closure, early dismissal, or late start of school, employees will not be required to suffer a loss of pay as a result of the adjustment to the school day. Employees shall have the option on these days to utilize appropriate accrued leave (including compensatory time) or flex any remaining unworked time to be worked at a later date. Employees who opt to flex their time to account for these days will be required to make up any lost time within thirty (30) calendar days.

Section 7.9.
Paraeducators regularly assigned to assist with student personal needs (including but not limited to: toileting, diaper changing, bathing, catheterization, tube feeding, and other mutually agreed upon disabilities and behaviors) shall receive an extra dollar ($1.00) per hour during the time such student needs are served by the paraeducator. Upon completion of the assignment, the paraeducator will receive a written notice that the assignment has ended, and the extra hourly pay will cease. The paraeducator shall receive the additional dollar ($1.00) per hour for all hours worked per day and will be known as a Paraeducator II.

ARTICLE VIII

HOLIDAYS AND VACATIONS

Section 8.1. Holidays for Full Time Classified Employees.
All full-time classified employees shall receive the following paid holidays that fall within their work year:

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

Section 8.1.1. Holidays for Regular Classified Employees.
At the completion of one (1) year of work with the District classified employees working less than twelve months will receive the following paid holidays that fall within the work year:

1. New Year's Day
2. Martin Luther King Jr. Day
3. Memorial Day
4. Veterans' Day
5. Thanksgiving Day
6. Christmas Day

Section 8.1.2. Holidays During Vacation.
Should a holiday occur while an employee is on vacation, the employee shall be allowed to take one extra day of vacation with pay in lieu of the holiday.

Section 8.1.3.
In the event a paid holiday as listed above falls on a Saturday or Sunday the employee shall be given either the preceding Friday or the following Monday off with pay in lieu of the holiday.

Section 8.2. Vacations.
All twelve (12) month employees subject to this Agreement shall be credited with hours of vacation credit, based on hours worked during the period September 1, to August 31. During the first year of employment vacation will be prorated through August 31. The anniversary date for determining three (3) weeks and four (4) weeks will be the preceding September 1 if employed prior to March 1, and the

following September 1 if employed March 1 or after. Vacation days will be credited as of September each year. Credited days must be used within twelve (12) months.

Vacations may be taken at any time during the contract year provided however, if the vacation is requested during the instructional year no more than five (5) days may be taken at any one time, unless approved by the Superintendent. In the event a part-time employee becomes a twelve (12) month employee, years of service will be established by totaling the employee's accumulated hours of FTE in the District.

Section 8.2.1.
Employees shall earn vacation credits according to the following schedule. Vacation hours will be prorated based on the employees FTE as compared to one-fulltime FTE equal to 2080 hours.

A. 1st through 5th year service - 10 days vacation
B. 6th through 10th year of service - 15 days vacation
C. 11 plus years of service - 20 days vacation

Section 8.2.2.
An employee shall not lose previous time credit in the District for vacation purposes when rehired after a layoff or authorized leave of absence.

ARTICLE IX

LEAVES

Section 9.1. Injury, Sick and Emergency / Necessary Leave.
Each employee shall accumulate one (1) day of injury, sick and emergency/necessary leave for each calendar month worked; provided, however, that no nine (9) month employee shall accumulate less than ten (10) days of injury, sick and emergency/necessary leave per school year. An employee who works eleven (11) working days in any calendar month will be given credit for the full calendar month. Injury, sick and necessary leave shall be vested when earned and shall accumulate to a maximum of one hundred eighty (180) days or as provided by law. The District shall project the number of annual days of injury, sick and necessary leave at the beginning of the school year according to the estimated calendar months the employee is to work during that year. Sick days projected to belong to employee shall be available at the beginning of each school year.

Injury and sick leave is defined as absence due to personal illness, injury, medical appointment, or that of a dependent child. Staff may use sick leave to attend to other family members such as spouse, child, parent, sibling, grandchild, or those of the employee's spouse in cases involving medical necessity or critical surgery. For routine medical and dental appointments, staff should make every effort to limit their absence to the time required to complete the appointment.

Emergency/Necessary leave is defined as those situations which cannot be dealt with outside of working hours which are unplanned; or, if preplanning is possible, it would not alleviate the need for the employee's absence from his duties. Necessary leave is also defined as injury, sickness or death of a family member. Emergency/Necessary leave will be deducted from the employees' accumulated sick leave time.

An employee who exhausts their prorated sick, illness and emergency/necessary leave balance before the end of the contract year and leaves District employment will be responsible to repay the district for such leave used but not earned. Repayment may be taken as a payroll deduction from the employee's final paycheck.

Section 9.2. Leave for Bereavement.

Each employee shall be entitled to use up to five (5) days of injury, sick, or emergency/necessary leave with pay because of death in their immediate family. Family is construed to mean spouse, dependents, grandparents, parents, children, sisters, brothers, grandchildren, in-laws of the employee and significant other.

The Superintendent on a case by case basis may grant additional days of bereavement leave not to exceed two (2) days with pay, per year to the employee for the death of an individual who is not a member of the family. In unusual circumstances additional leave may be granted at the discretion of the Superintendent. These additional days may be deducted from injury, sick, or emergency/necessary leave.

Section 9.3. Personal Leave.

Each employee shall be entitled to three (3) days of personal leave with pay per school year. The term "day" means the length of the employee's assigned workday. There will be no reduction in pay. Employees may buy back, unused personal leave at the base hourly rate as established on Schedule A. Personal leave is non-cumulative.

Section 9.4. Maternity Leave.

Upon application therefore, the District shall grant maternity leave. Such leave shall commence at such time as the employee, and her medical advisor, deem necessary. Employees granted maternity leave must return to work not later than one (1) year following the granting of the maternity leave. Employees granted maternity leave may, at their option, be allowed compensation for maternity leave in accordance with Section 9.1 above. Before returning to work, the employee must be certified by her physician as ready and able to return.

Section 9.5. Paternity Leave.

A male employee, upon request, may be granted up to five (5) days leave, on or about the date of the birth of his child or placement of a child for adoption or foster care. Such leave shall be deducted from that accumulated pursuant to Section 9.1 above.

Section 9.6. Judicial Leave.

In the event an employee is summoned to serve as a juror, or appear as a witness in court, or is named as a codefendant with the District, such employee shall receive a normal day's pay for each day of required presence in court; provided, however, that any compensation received for such service shall be paid to the District. Such repayment shall not exceed the employee's normal daily pay less travel costs or non-wage related expenses. In the event that an employee is a party in a court action, such employee may request a leave of absence.

Section 9.7. Leave of Absence.

Section 9.7.1.

Upon recommendation of the immediate supervisor through administrative channels to the

Superintendent, and upon approval of the Board of Directors, an employee may be granted a leave of absence for a period not to exceed one (1) year; provided, however, if such leave is granted due to extended illness, one (1) additional year may be granted.

Section 9.7.2.
Employees hired to fill positions of employees on leave of absence will be hired for a specific period of time, during which they shall be subject to all provisions of this Agreement. It shall be the responsibility of the employer to inform replacement employees of these provisions.

Section 9.7.3.
The employee will retain accrued sick leave, vested vacation rights, and seniority rights while on leave of absence. However, vacation credits, sick leave, and seniority shall not accrue while the employee is on leave of absence.

Section 9.8. Leave Sharing Program.
The purpose of this program is to permit employees to donate sick leave to a fellow employee who is suffering from or has a relative or household member suffering from an extraordinary or severe illness, injury, impairment, or physical or mental condition which has caused or is likely to cause the employee to take leave without pay or terminate his or her employment. Leave sharing will be granted in accordance with WAC 392-126-085.

A. District employee is eligible to receive donated leave if:

1. The staff member suffers from an extraordinary or severe illness, injury, impairment or physical or mental condition which has caused, or is likely to cause, the staff member to:
    a. Exhaust all paid leave and must go on leave without pay status; or
    b. Terminate his/her employment;
2. The employee has been called to service in the uniformed services
3. The staff member's absence and the use of shared leave are justified by documentation;
4. The staff member has depleted, or will shortly deplete, his/her annual leave and sick leave reserves;
5. The staff member has abided by District rules regarding sick leave use; and
6. The staff member has diligently pursued and been found to be ineligible to receive industrial insurance benefits.

The Superintendent shall determine the amount of leave, if any, which a staff member may receive under this policy. However, a staff member shall not receive more leave than the number of contracted days remaining in the current school year. In the event that the condition requiring the employee's absence continues beyond the current school year, the employee shall not receive a total of more than 261 days of leave.

B. District employees may donate leave as follows:

1. A staff member who has an accrued vacation balance of more than ten (10) days may request that the Superintendent transfer a specified number of days to another staff member authorized to receive shared leave. A staff member may not request leave to be transferred that would result in an accrued vacation balance of fewer than ten (10) days.
2. A staff member who has an accrued sick leave balance of more than one-hundred seventy-six (176) hours may request that the Superintendent transfer a specified amount

of sick leave to another staff member authorized to receive such leave. A staff member may not request a transfer that would result in an accrued sick leave balance of fewer than one-hundred seventy-six (176) hours. Sick leave as defined in RCW 28A.400.300 means leave for illness, injury, emergencies and uniformed services.

3. The number of leave days/hours transferred shall not exceed the amount authorized by the donating staff member.
4. Any leave donated by a staff member, which remains unused shall be returned to the donor. To the extent administratively feasible, leave transferred by more than one (1) staff member shall be returned on a pro-rata basis.

C. For the purposes of this section, leave shall be calculated on a day-donated and day-received basis for transferal of vacation days and on an hour-donated and hour-received basis for transferal of sick leave, provided that:

1. The donating employee must donate a full day of sick leave.
2. The recipient of the donated leave shall be eligible to utilize the total amount of hours donated, pursuant to this section. For example, if an eight (8) hour per day employee donates one full day of sick leave to a four (4) hour per day employee, the receiving employee is eligible to utilize eight (8) hours of leave, which would equate to two (2) full days of leave for the recipient.

Section 9.9.

The District shall make Family Medical Leave available in accordance with the Family and Medical Leave Act of 1993.

A. Eligibility: Any employee who has worked 540 hours in the twelve (12) months preceding the leave shall be eligible for Family Medical Leave.

B. Usage: Eligible employees shall be provided up to twelve (12) weeks of unpaid leave during any twelve (12) month period for any of the following reasons:

1. The birth of a child, or placement of a child with the employee for adoption or foster care;
2. To care for the employee's spouse, child, or parent due to his/her serious health condition;
3. The employees' own serious health condition;
4. A qualifying exigency arising out of the fact the employee's spouse, son, daughter, or parent is on active duty or called to active duty status in support of a contingency operation as a member of the National Guard or Reserves;
5. The employee is the spouse, son or daughter, parent, or next of kin of a covered service member with a serious injury or illness.

C. Notification: The employee shall provide the District thirty (30) days advance notice of his/her intent to use Family Leave when the need for the leave is foreseeable. The District will require medical certification to support a request for leave or to verify fitness to return to work and may require a second opinion (at the district's expense.)

D. Job Benefits and Protection: The District shall insure the following provisions for eligible employees whose absence qualifies as Family Medical Leave:

1. Maintain the employees' insurance benefits for the duration of the Family Medical Leave.
2. Grant, at the employee's request, his/her usage of accrued sick/vacation leave prior to his/her going on unpaid leave.
3. Grant the employee his/her previous or similar position upon return from Family Medical Leave.
4. Maintain any employee benefits that accrued prior to the start of Family Medical Leave.

ARTICLE X

PROBATION, SENIORITY AND LAYOFF PROCEDURES

Section 10.1.
The seniority of an employee within the bargaining unit shall begin as of the date on which the employee began continuous daily employment (hereinafter "hire date") unless such seniority shall be lost as hereinafter provided. If more than one employee is hired on the same day, seniority position will be drawn by lot.

Section 10.2.
Each new hire shall remain in a probationary status for a period of not more than sixty (60) workdays following the hire date. During this probationary period the District may discharge such employee at its discretion.

Section 10.3.
The seniority rights of an employee shall be lost for the following reasons:

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

Section 10.4.
Seniority rights shall not be lost and shall accrue for the following reasons, without limitation:

A. Time lost by reason of industrial accident or industrial illness for which a leave is permitted, or judicial leave;
B. Time on leave of absence granted for the purpose of serving in the Armed Forces of the United States;
C. Time spent on other authorized leaves; or
D. Time spent in layoff status as hereinafter provided.

Section 10.5.
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. Seniority rights with respect to employees in the Sprague and Lamont School Districts will remain separate and autonomous.

Section 10.6.
The employee with the earliest hire date shall be given first consideration regarding shifts, vacation periods, promotions, assignment to new or open jobs or positions, and layoffs when ability and

performance are substantially equal with junior employees. If the District determines that seniority rights should not govern because a junior employee possesses ability and performance substantially greater than a senior employee or senior employees, the District shall set forth in writing to the employee or employees its reasons why the senior employee or employees have been bypassed.

Section 10.7.
Employees who change job classifications within the bargaining unit shall retain their hire dates in the previous classification for a period of one (1) year, notwithstanding that they have acquired a new hire date and a new classification.

Section 10.8.
The District will post all bargaining unit positions within the bargaining unit for five (5) days as soon as the District is apprised of the opening. The posting shall include, but not be limited to, the following classification(s): shift, hours, a general description of the work to be performed, a closing date and a date when the position begins. Open position notices shall be posted on district bulletin boards and a copy put in each employee's district mailbox.

If a position changes by more than thirty (30) minutes per day, the position shall be reposted. The senior person losing at least thirty (30) minutes per day has the right to bump a junior person with substantially equal time.

Section 10.9.
In the event of layoff, employees so affected are to be placed on a reemployment list maintained by the District according to layoff ranking. If the employee is on layoff and new or open positions are posted, current employees will have priority. If no current employee bids on the job, those on layoff will have priority. Names shall remain on the reemployment list for two (2) years, provided the employee maintains substantially the same qualifications and abilities as when he/she left the position.

Section 10.10.
Employees on layoff status shall file their addresses in writing with the personnel office of the District annually and shall thereafter, within five (5) working days, advise the District in writing of any change of address.

Section 10.11.
An employee shall forfeit rights to reemployment as provided in Section 10.9 if the employee does not comply with the requirements of Section 10.10, or if the employee does not respond to the offer of reemployment within five (5) days.

Section 10.12.
An employee on layoff status who rejects an offer of reemployment forfeits seniority and all other accrued benefits; provided, that such employee is offered a position substantially equal to that held prior to layoff.

Section 10.13. Paraeducators.
Paraeducators shall suffer no loss of time and wages based on student(s) daily attendance, during the regular school day, or lack of attendance, unless the student withdraws.

Section 10.13.1.
In cases of after school and summer school programs, if the student is absent from school for the day, the district and employee will mutually agree to cancel the program for that day.

Section 10.14.
Employees will give the district two (2) weeks' notice before resigning employment.

ARTICLE XI

EVALUATIONS, DISCIPLINE AND DISCHARGE OF EMPLOYEES

Section 11.1.
The District shall have the right to discipline or discharge an employee for justifiable cause. The issue of justifiable cause shall be resolved in accordance with the grievance procedure hereinafter provided. If the District has reason to reprimand an employee, it shall be done in a manner, which will not embarrass the employee before other employees or the public.

Section 11.2.
Prior to the end of the school year the District will notify the non-annual employees of its intent to hire or lay off an employee for the next school year.

Section 11.3.
Except in extraordinary cases, the District will give two (2) weeks' notice of intent to layoff.

Section 11.4.
All employees, including new employees, shall be evaluated annually, such evaluations to be completed not later than May 1 of the year in which the evaluation takes place. Evaluation forms will be incorporated as Addendum III, IV and V of this agreement.

The employee shall sign the school district's copy of the evaluation report to indicate that he or she has received a copy of the report. The signature of the employee does not, however, imply that the employee agrees with the contents of the evaluation report.

All employees newly employed by the school district shall be evaluated within the first sixty (60) workdays of the commencement of their employment.

Upon completion of an evaluation by the Superintendent or his/her designee, the employee shall be provided with a copy of the evaluation.

The employee shall have the right to attach any comments to the evaluation report within ten (10) workdays following the evaluation conference.

Each Supervisor shall address concerns as they come up throughout the year with the employee. Shall the Supervisor fail to address concerns within five (5) school days of the incident with the employee; the concerns shall not be placed on the evaluation form. In case there is an emergency for the supervisor or

employee at the time of the incident and they are not available within the five (5) working days, the concern(s) will be dealt with as soon as either return back to work.

ARTICLE XII

INSURANCE AND RETIREMENT

Section 12.1. Insurance Benefits.
Each employee of this bargaining unit shall be allotted the state BEA (Basic Education) insurance contribution per month per full-time equivalent (FTE) to cover approved health, dental, vision, and/or other State approved insurance programs.

A. All employees in the bargaining unit are credited with the state insurance contribution;
B. All employees receive the BEA allocation amount regardless of funding source, i.e. Food Service, Transportation, categorical programs, and any other non-BEA program;
C. The pool is based on ACTUAL staffing as of November 1st of each year, not just budgeted or funded.

The allotment shall be based on an employee's compensated hours, prorated on the basis of one (1.0) full-time equivalent (FTE) equal to 1,440 annual scheduled compensated hours. The allotment to each employee shall not be deducted from any other employee or from the insurance pool. If an employee is not eligible for participation in the pool, the employee's FTE insurance contribution will be included in the pool calculations. An employee hired during the school year will receive insurance contributions equal to the employee's FTE.

Excess contributions shall be pooled. (required by RCW 28A.400.280); e.g. In the event that the total monthly allocated amount for employees exceeds the monthly premiums of the plans and coverage selected, then the amount by which the allocated amount exceeds the premium amount shall go into a pool to be distributed on an insurance FTE basis among those employees subject to an out of pocket deduction. In the event that the monthly premium amount exceeds the allocated amount plus the pool distribution then the difference shall be a monthly payroll deduction.

The pool shall be distributed on an (insurance) FTE basis. A copy of pool calculations shall be provided to the Association President within five (5) days after completion. The district employee benefit provider and plan(s) shall be subject to annual Association review and approval. The parties agree to abide by state law relating to school district employee benefits as required by RCW 28A.400.275(1). This section shall reopen annually as required by RCW 28A.400.275(1).

Section 12.2.
All employees subject to this Agreement shall be entitled to participate in a tax shelter annuity plan. On receipt of a written authorization by an employee, the District shall make the requisite withholding adjustments and deductions from the employee's salary.

Section 12.3.
The District will pay half (1/2) of the Health Care Authority Retirement Subsidy.

Section 12.4.
The District shall provide tort liability coverage for all employees subject to this Agreement.

Section 12.5.
The District shall make required contributions for State Industrial Insurance on behalf of all employees subject to this Agreement.

Section 12.6.
The District shall make contributions to the Washington State Unemployment Compensation Fund requisite to providing unemployment benefits for all employees subject to this Agreement.

Section 12.7.
In determining whether an employee subject to this Agreement is eligible for participation in the Washington State Public Employees' Retirement System (PERS) or the Washington State School Employees' Retirement System (SERS), the District shall report all hours worked, whether straight time, overtime, or otherwise.

ARTICLE XIII

ASSOCIATION MEMBERSHIP AND CHECKOFF

Section 13.1. Association Membership.
Each employee subject to this Agreement has the right to become an Association member in good standing by paying monthly dues. Maintaining membership with the association entitles the employee to additional benefits of union membership. The Association shall be the custodian of record in regard to employee's Association membership.

Section 13.2. Checkoff.
The District shall deduct PSE dues, assessments, and any/all voluntary contributions to the Association from the pay of any employee who authorizes such deductions in writing in accordance with applicable law and pursuant to section 13.2.1. of this Agreement. The District shall remit all such funds deducted to the Treasurer of the Public School Employees of Washington/SEIU Local 1948 on a monthly basis.

Section 13.2.1. Voice Authorization/E-Signature Authorization.
The District agrees to accept dues authorizations via voice authorization or by E-signature in accordance with "E-SIGN." The Association will, upon request, provide a list of those members who have authorized Association membership via voice authorization to the District. In addition, the Association will provide, upon request, access for the District to the .wav (or other digital format) files associated with the voice authorization. PSE will be the custodian of all records related to voice/E-signature authorizations. The Association agrees that, as the custodian of the records, it has the responsibility to ensure the accuracy and safe keeping of those records.

Section 13.3. Political Action Committee.
The district shall, upon receipt of a written authorization form that conforms to legal requirements, deduct from the pay of such bargaining unit employees the amount of contribution the employee voluntarily chooses for deduction for political purposes and shall remit the same to the Union separate

from the Union dues remittal. Section 13.2. and 13.2.1. shall apply to these deductions. The employee may revoke the request at any time.

Section 13.4. District Hold Harmless.
The Union will indemnify, defend, and hold the District harmless against any claims made, and any suit instituted against the District on account of any check-off of Union Dues.

ARTICLE XIV

PROFESSIONAL DEVELOPMENT

Section 14.1. Funding.
In the mutual interests of the District and Association, the District's Superintendent may grant approval to attend professional development upon written request.

Section 14.2. Usage.
Such funds may be utilized for the following purposes:

A. Registration will be paid for by the District with the approval of the Superintendent.
B. A school district vehicle may be used when appropriate to travel to and from the approved class/training/certification. If a school district vehicle is not available, the employee will use their personal vehicle and will be reimbursed at the current district mileage rate.
C. Clock Hours – the employee has the option to pay for Clock Hours and will not be reimbursed by the District.

ARTICLE XV

GRIEVANCE PROCEDURE

Section 15.1.
Grievances arising between the District and its employees within the bargaining unit defined in Article I herein, with respect to matters dealing with the interpretation or application of the Terms and Conditions of this Agreement shall be resolved in strict compliance with this Article.
Deadlines may be extended by mutual agreement in writing.

(A workday, as used in this Article, is defined as those days the Sprague and Lamont School District's administration offices are open to the public, excluding winter and spring breaks).

Section 15.2. Grievance Steps.

Section 15.2.1. Step 1.
Employees shall first discuss the grievance with their immediate supervisor. If employees so wish, they may be accompanied by an Association representative at such discussion. All grievances not brought to the immediate supervisor in accordance with the preceding sentence

within twenty (20) workdays of the occurrence of the grievance shall be invalid and subject to no further processing. The supervisor shall respond within ten (10) workdays.

Section 15.2.2. Step 2.

If the grievance is not resolved to the employee's satisfaction in accordance with the preceding subsection, the employee shall within ten (10) workdays of the District response at Step 1, reduce to writing a statement of the grievance containing the following:

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

The employee shall submit the written statement of grievance to the immediate supervisor for reconsideration and shall submit a copy to the official in the Administration responsible for personnel.

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 15.2.3. Step 3.

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 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 15.2.4. Step 4.

If no settlement has been reached within the ten (10) days referred to in the preceding subsection, 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 to explain the grievance. At any appearance before the Board of Directors, the employee may be accompanied by an Association representative or designee.

Section 15.2.5. Step 5.

If an employee has not been satisfied with the decision of the School Board in Section 14.2.4 above, or if no settlement has been reached within thirty (30) calendar days, the employee may file for arbitration under the Voluntary Labor Rules of the American Arbitration Association. If mutually agreed, the parties may submit to arbitration under the Expedited Labor Rules of the American Arbitration Association. The parties agree the decision of the arbitrator is final and binding on both parties.

Section 15.2.6.
All costs of the arbitration will be shared equally by PSE and the District. Each party will bear its own expense.

Section 15.2.7.
The grievance or arbitration discussions shall take place whenever possible on school time. The employer shall not discriminate against any employee or the Association for taking action under this Article.

ARTICLE XVI

SALARIES AND EMPLOYEE COMPENSATION

Section 16.1.
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 16.2.
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.

Section 16.2.1.
Salaries contained in Schedule A shall be for the entire term of this Agreement, subject to the terms and conditions of Article XVI, Section 16.3. Should the date of execution of this Agreement be subsequent to the effective date, salaries, including overtime, shall be retroactive to the effective date.

Section 16.2.2.
Retroactive pay, where applicable, shall be paid on the first regular payday following execution of this Agreement if possible and in any case not later than the second regular payday. In the case of retroactive pay resulting from negotiations pursuant to Article XVI, Section 16.3, and such retroactive pay shall be paid on the first regular payday following agreement on such schedule, if possible and in any case not later than the second regular payday.

Section 16.3.
Any employee required to travel other than to and from work inclusive of split shifts from one site to another in a private vehicle during working hours shall be reimbursed for such travel at the approved District rate.

Section 16.4.
Employees required to remain overnight on District business shall be reimbursed for room and board expenditures.

Section 16.5.
The District agrees to pay the out of pocket cost for required physical examinations to a maximum of one hundred dollars ($100.00).

Section 16.6.
The Sprague or Lamont School District shall reimburse employees for attendance (seat time and travel time) at approved training programs. Training conducted outside such employee's normally assigned shift shall be reimbursed at the employee's base hourly rate of pay.

A R T I C L E X V I I

TRANSFER OF PREVIOUS EXPERIENCE

Section 17.1.
When any employee leaves a school district within the State and commences employment with this district, the employee shall retain the same leave benefits and other benefits that the employee had in the previous position (RCW 28A.400.300 (i).

Section 17.2.
If this district has a different system for computing leave benefits and other benefits, then the employee shall be granted the same leave benefits and other benefits as an employee in the district who has similar occupational status and total years of service.

A R T I C L E X V I I I

TERM AND SEPARABILITY OF PROVISIONS

Section 18.1.
The term of this Agreement shall be September 1, 2019 to August 31, 2023

Section 18.2.
All provisions of this Agreement shall be applicable to the entire term of this Agreement notwithstanding its execution date, except as provided in the following section.

Section 18.3.
This Agreement may be reopened and modified at any time during its term upon mutual consent of the parties in writing; provided, however, that this Agreement shall be reopened annually to renegotiate Schedule A, and Article XII, Section 12.1, and to review Article IX, Section 9.1 herein; and provided further, that 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. For the 2019-20 and 2020-21 school years, the WA State Implicit Price Deflator (IPD) shall be automatically applied to Schedule A for all wages. In the event that the IPD is suspended by the State for these years, the parties agree to negotiate wage rates for that year. For the 2021-22 school year, the parties agree to

negotiate three (3) items to be added/amended to this Agreement. In exchange for these provisions, the Association agrees to waive its rights to annual Schedule A, and aforementioned benefit, reopeners for the 2020-21 through 2022-23 school years.

Section 18.4.
If any provision of this Agreement or the application of any such provision is held invalid, the remainder of this Agreement shall not be affected thereby.

Section 18.5.
Neither party shall be compelled to comply with any provisions of this Agreement which conflicts with State or Federal statutes or regulations promulgated pursuant thereto that were enacted prior to the effective date of this Agreement.

Section 18.6.
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 pursuant to Section 18.3.

SIGNATURE PAGE

PUBLIC SCHOOL EMPLOYEES
OF WASHINGTON/SEIU LOCAL 1948

PUBLIC SCHOOL EMPLOYEES
OF SPRAGUE

BY: _____
Alane Michels, Chapter President

DATE: 3-11-20

SPRAGUE SCHOOL DISTRICT #8

BY: _____
Bill Ressell, Superintendent

DATE: 3/11/2020

PUBLIC SCHOOL EMPLOYEES
OF LAMONT

BY: _____
Alane Michels Chapter President

DATE: 3-11-20

LAMONT SCHOOL DISTRICT #264

BY: _____
Todd Spear, Superintendent

DATE: 03/11/2020

SCHEDULE A
SPRAGUE SCHOOL DISTRICT #8
LAMONT SCHOOL DISTRICT #264
SEPTEMBER 1, 2019 – AUGUST 31, 2020
(2% Increase)

CLASSIFICATIONS	1 - 2 Years	3 - 4 Years	5 - 6 Years	7 - 8 Years	9 - 10 Years	11 - 12 Years	13 - 14 Years	15-19 Years	20+ Years
FOOD SERVICE									
Head Cook	$ 16.84	$ 17.31	$ 17.83	$ 18.37	$ 18.92	$ 19.51	$ 20.09	$ 20.68	$ 21.30
Assistant Cook	$ 13.77	$ 14.17	$ 14.59	$ 15.02	$ 15.48	$ 15.93	$ 16.43	$ 16.91	$ 17.42
CUSTODIAN/MAINTENANCE									
Head Custodial/Maintenance	$ 16.84	$ 17.31	$ 17.83	$ 18.37	$ 18.92	$ 19.51	$ 20.09	$ 20.68	$ 21.30
Assistant Custodian	$ 13.77	$ 14.17	$ 14.59	$ 15.02	$ 15.48	$ 15.93	$ 16.43	$ 16.91	$ 17.42
Head Groundskeeper	$ 16.84	$ 17.31	$ 17.83	$ 18.37	$ 18.92	$ 19.51	$ 20.09	$ 20.68	$ 21.30
Assistant Groundskeeper	$ 13.77	$ 14.17	$ 14.59	$ 15.02	$ 15.48	$ 15.93	$ 16.43	$ 16.91	$ 17.42
SECRETARIAL/CLERICAL									
Secretary	$ 16.66	$ 17.18	$ 17.69	$ 18.21	$ 18.77	$ 19.32	$ 19.92	$ 20.50	$ 21.10
TRANSPORTATION									
Bus Driver	$ 17.43	$ 17.97	$ 18.48	$ 19.07	$ 19.61	$ 20.23	$ 20.83	$ 21.46	$ 22.11
Bus Mechanic/Supervisor	$ 19.97	$ 20.60	$ 21.19	$ 21.84	$ 22.50	$ 23.17	$ 23.85	$ 24.55	$ 25.29
Trip/Stand-by Rate	On extra trips all drivers shall receive their base hourly rate for all driving time and sixty-seven percent (67%) of their base rate for stand-by time, or at least Washington minimum wage								

All employees moving from Assistant Cook to Head Cook or Assistant Custodian to Head Custodian will receive fifty percent (50%) experience credit toward the Head position. If Assistant's work is piecemeal, seven hundred twenty (720) hours worked per year will constitute one (1) year's experience as an Assistant.

Base Hourly Wage is the rate of pay in the Step 1-2, Column 1.

All substitutes shall be compensated at the Step 1-2 rate of pay.

Salary increments where applicable will be applied on September 1, if the employee works any portion of the previous fiscal year.

The following individual will be grandfathered in as Full Time Classified Employees: Shannon Billigmeier.

Clock Hours/College Credits

Grade 1 – Base Pay Hours
Grade 2 – 75 Clock Hours/7.5 College Credits
Grade 3 – 150 Clock Hours/15 College Credits
Grade 4 – 225 Clock Hours/22.5 College Credits
Grade 5 – 300 Clock Hours/30 College Credits
Grade 6 – 375 Clock Hours/37.5 College Credits

SCHEDULE A
SPRAGUE SCHOOL DISTRICT #8
LAMONT SCHOOL DISTRICT #264
SEPTEMBER 1, 2019 – AUGUST 31, 2020
(2% Increase)

PARA EDUCATOR		1 - 2 Years	3 - 4 Years	5 - 6 Years	7 - 8 Years	9 - 11 Years	12 - 14 Years	15 - 19 Years	20+ Years
Para Educator I	Grade 1	$ 13.87	$ 14.25	$ 14.69	$ 15.12	$ 15.58	$ 16.03	$ 16.53	$ 17.01
	Grade 2	$ 14.14	$ 14.55	$ 14.99	$ 15.42	$ 15.89	$ 16.35	$ 16.87	$ 17.36
	Grade 3			$ 15.28	$ 15.74	$ 16.22	$ 16.68	$ 17.21	$ 17.70
	Grade 4				$ 16.05	$ 16.53	$ 17.01	$ 17.54	$ 18.06
	Grade 5					$ 16.87	$ 17.36	$ 17.89	$ 18.42
	Grade 6						$ 17.70	$ 18.25	$ 18.79
Para Educator II	Grade 1	$ 14.95	$ 15.34	$ 15.77	$ 16.21	$ 16.66	$ 17.10	$ 17.62	$ 18.09
	Grade 2	$ 15.21	$ 15.62	$ 16.07	$ 16.50	$ 16.97	$ 17.43	$ 17.95	$ 18.43
	Grade 3			$ 16.35	$ 16.82	$ 17.29	$ 17.76	$ 18.29	$ 18.78
	Grade 4				$ 17.12	$ 17.62	$ 18.10	$ 18.62	$ 19.15
	Grade 5					$ 17.95	$ 18.43	$ 18.97	$ 19.51
	Grade 6						$ 18.78	$ 19.33	$ 19.87
Library Technicia	Grade 1	$ 14.92	$ 15.37	$ 15.84	$ 16.31	$ 16.79	$ 17.29	$ 17.81	$ 18.35
	Grade 2	$ 15.21	$ 15.68	$ 16.13	$ 16.61	$ 17.09	$ 17.60	$ 18.13	$ 18.65
	Grade 3			$ 16.45	$ 16.92	$ 17.40	$ 17.89	$ 18.42	$ 18.95
	Grade 4				$ 17.23	$ 17.71	$ 18.21	$ 18.74	$ 19.27
	Grade 5					$ 18.02	$ 18.51	$ 19.03	$ 19.57
	Grade 6						$ 18.82	$ 19.34	$ 19.88

Pre-School Instructor: In the event the Pre-School Lead instructor position is held by a classified employee, the salary will be at the Paraeducator rate plus five dollars ($5.00) per hour to include but not limited to classroom preparation, classroom time, Open House and Parent Conferences.

Clock Hours/College Credits

Grade 1 – Base Pay Hours
Grade 2 – 75 Clock Hours/7.5 College Credits
Grade 3 – 150 Clock Hours/15 College Credits
Grade 4 – 225 Clock Hours/22.5 College Credits
Grade 5 – 300 Clock Hours/30 College Credits
Grade 6 – 375 Clock Hours/37.5 College Credits

During the duration of this contract, the parties will discuss the addition of Grade 7 and 8 for AA and BA Degrees respectively and associated wage rates. Discussion will also include the Paraeducator and Library Technician wage schedules. If a new Library Technician is hired prior to the contract expiration, the parties will renegotiate the wage schedule for this position.

ADDENDUM I

Paraeducator Time Sheet

Sprague/Lamont Timesheet			**Name** _____			**Paydate** _____		
		Lunchroom/						
Date	Basic Ed	Playground Duty	Special Ed	Title I	LAP	SRSAP/REAP	I-728	TOTAL
	01-27	01-25	21-27	51-27	55-27	52-27	66-27	Hrs. Worked
Month _____								
16								
17								
18								
19								
20								
21								
22								
23								
24								
25								
26								
27								
28								
29								
30								
31								
Month _____								
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								
Total Hours								
% by program								
Employee Signature _____				Supervisor Signature _____				

Maintenance Time Sheet

Sprague/Lamont Timesheet			**Name** _____			**Paydate** _____	
	Admin.				Food		
Date	Support	Grounds	Custodial	Bldg. Maint.	Service	Transportation	TOTAL
	01-23/97-13	97-62	97-63	97-64	98-44	99	Hrs. Worked
Month _____							
16							
17							
18							
19							
20							
21							
22							
23							
24							
25							
26							
27							
28							
29							
30							
31							
Month _____							
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
Total Hours							
% by cost objective							
Employee Signature _____				Supervisor Signature _____			

ADDENDUM II

This Agreement is hereby incorporated by reference into the current Collective Bargaining Agreement between Public School Employees of Sprague-Lamont and the Sprague-Lamont School Districts.

It is acknowledged that the Sprague-Lamont School Districts already have a School District Policy and Procedure in place, No. 5209, Federal Highway Administration Mandated Drug and Alcohol Testing Program, which complies with the Department of Transportation's rules and regulations pertaining to employee drug and alcohol testing. This policy and procedure was adopted by the Sprague-Lamont School Board of Directors at their regularly scheduled meeting on October 11, 1995.

1. When employees, holding Commercial Drivers Licenses (CDL) are randomly selected for drug and alcohol testing, they are to proceed immediately and directly to the testing site. The District will reimburse the employee being tested with up to a maximum of two (2) hours of salary to be tested. The employee going in to be tested will be responsible for his/her own transportation to and from the testing laboratory. However, if any employee is working his/her regular shift, he/she will not receive extra pay to take the test. The employee will be paid mileage at the District's rate if they are asked to use their personal vehicle to travel to the testing site. However, under certain circumstances, they may be allowed to utilize a District vehicle for that purpose, if one is available.

2. If randomly tested District employees holding a Commercial Drivers License (CDL) are found to have a level of alcohol of .04 or above or test positive for drugs, they will be immediately terminated from their employment with the Sprague-Lamont School District.

3. If randomly tested District employees holding a Commercial Drivers License (CDL) are found to have a level of alcohol from .02-.039, they will be removed from their safety sensitive job for a period of twenty-four (24) hours in accordance with the DOT requirements. Further disciplinary actions, up to and including termination, may be imposed. However, any District employee so tested and found to have the above level of alcohol and who must be off duty for twenty-four (24) hours may access any unused sick leave they have accrued.

4. If a randomly selected employee holding a Commercial Drivers License (CDL) tests positive for drugs, they will be immediately terminated. If the terminated employee requests a second test, it must be done using the split sample previously taken from that employee. In addition, if the employee requests a second test be conducted, they will be required to pay the cost of that test. If the second test is returned with a negative result, the employee will be reinstated to their original position, and they will be reimbursed for any lost wages and benefits as well as the cost of the second test. If the second test returns a positive finding, the termination of that employee stands.

5. At any time an employee holding a Commercial Drivers License (CDL) is tested and receives a positive alcohol or controlled substance test under the District's policy and procedure or violates the other prohibitions of this policy and procedure, the District will provide the employee with information regarding the resources available to the employee for evaluating and resolving problems associated with the misuse of alcohol and the use of controlled substances. The District will not provide or pay for these services.

6. This Agreement may be reviewed for clarification or possible changes whenever either the Sprague-Lamont School Districts or the Public School Employees of Sprague-Lamont representatives request such an action take place.

A D D E N D U M I I I

Sprague-Lamont School Districts
Classified Evaluation Form

Staff Member_____ School Year_____

Assignment_____ Type of Evaluation_____
(Annual, 90 day, other)

****

Quality of Work _____ Attendance and Punctuality _____

Job Knowledge _____ Public Relations _____

Decision-making Ability _____ Attitude _____

Managing and Planning _____ Effort Toward Improvement when Needed _____

****

_____Satisfactory

OVERALL APPRAISAL: _____Requires Improvement

_____Unsatisfactory

****

Evaluator's Comments

Evaluator's Signature _____Title _____

Date _____

****

Employee's Comments

My signature below acknowledges that I have read and received a copy of this evaluation but does not necessarily indicate agreement with the content.

Employee's Signature _____Date _____

KEY: S = Satisfactory RI = Requires Improvement
U = Unsatisfactory N = Not Applicable

The "RI" and "U" ratings require specific comments.

****

QUALITY OF WORK

_____A. Completes work accurately, thoroughly and neatly.

_____B. Completes work promptly.

_____C. Performs tasks as outlined in job description.

_____D. Shows appropriate care of equipment and materials.

_____E. Accomplishes an acceptable amount of work within job expectations.

Comments:

****

JOB KNOWLEDGE

_____A. Understands job procedures and methods.

_____B. Understands skills related to job assignment.

_____C. Demonstrates appropriate knowledge required to perform job competently.

_____D. Understands District policies and procedures.

Comments:

****

DECISION-MAKING ABILITY

_____A. Demonstrates the ability to perceive conditions needing attention.

_____B. Demonstrates the ability to evaluate problem or situation and take appropriate action.

_____C. Makes wise, timely decisions based on fair and impartial thinking.

Comments:

****

MANAGING AND PLANNING

_____A. Demonstrates ability to plan effectively to get the job done.

_____B. Demonstrates ability to organize and utilize materials and equipment in a responsible manner.

_____C. Shows appropriate follow-through on assigned duties.

_____D. Shows ability to adjust appropriately to changes.

_____E. When appropriate, subordinate employees are managed effectively.

Comments:

****

ATTENDANCE AND PUNCTUALITY

_____A. Arrives at work on time.

_____B. Attends meetings and appointments on time.

Comments:

****

PUBLIC RELATIONS

_____A. Demonstrates ability to communicate effectively with parents and community members.

_____B. Views job responsibilities as part of the overall function of promoting positive public relations.

Comments:

****

ATTITUDE

_____A. Demonstrates the ability to get along with others.

_____B. Approaches work in a positive manner.

_____C. Demonstrates cooperation toward supervisors, colleagues, and students.

Comments:

****

EFFORT TOWARD IMPROVEMENT WHEN NEEDED

_____A. Is responsive to supervision and constructive criticism.

_____B. Attempts to implement suggestions for improvement.

_____C. Has plan for evaluation of own work and initiates efforts to improve.

Comments:

ADDENDUM IV

SPRAGUE / LAMONT PARAEDUCATOR EVALUATION

Name:	Date:
School:	

TO BE COMPLETED BY DISTRICT DESIGNEE: _____

Rating Scale: Above 1 | Meets 2 | Does NOT Meet 3 | Not Applicable 4

COMMUNICATION

	1	2	3	4
1. Accepts and uses suggestions				
2. Displays a positive attitude with students*				
3. Displays a positive attitude with collaborating teacher				
4. Displays a positive attitude with peers				
5. Understands paraprofessional role responsibilities				
6. Cooperates with supervising teacher and other staff members				
7. Is discreet in communication				
8. Complies with administrative and/or board policies				
9. Asks questions of the teacher and other professionals appropriately				
10. Collaborates with staff effectively and professional appropriately				

DURING OBSERVATION

	1	2	3	4
1. Used effective instructional and behavioral interventions				
2. Developed and implemented required lesson independently				
3. Was well prepared for the lesson				
4. Made good use of instructional time				
5. Is an asset to the classroom				
6. Used reinforcement strategies appropriately				
7. Gave appropriate praise to student*				

* A score of 3 requires a Professional Growth Plan

OVERALL COMPETENCIES

	1	2	3	4
1. Motivates students to reach their maximum potential				
2. Follows health, safety, and emergency procedures				
3. Demonstrates ability to provide direct instruction services to students*				
4. Practices ethical standards and student confidentiality				
5. Uses positive communication with colleagues, students, and supervisors to ensure a comfortable working environment				
6. Follows through with appropriate strategies to maximize learning as instructed by the certificated staff				
7. Follow the chain of command when conflict is present				
8. Displays dependability, follows daily schedule, and keeps accurate records				
9. Is flexible when needed. Complies with supervisor's requests*				
10. Is a team player				

* A score of 3 requires a Professional Growth Plan

COMMENTS:

Employee's Signature Date

Supervisor's Signature Date

ADDENDUM V

DRIVER EVALUATION CHECK SHEET

DRIVER _____ **DATE** _____

PERSONAL QUALITIES	Satisfactory	Unsatisfactory	Comments
Attendance			
Punctuality			
Cooperation with co-workers			
Overall attitude			
Initiative			
Ability to make decisions			
Accepts criticism			
Dependability			
Appropriate attire for work			
Adapts to change			
JOB PERFORMANCE			
Rapport with students and staff			
Public relations			
Training requirements			
Current certification			
Bus handling capability			
Adherence to time constraints (roads)			
Use of 8 light system			
Use of seat belt			
Adherence to speed limits			
RR crossing procedures			
Courtesy to driving public			
Loading and unloading procedures			
Attendance at driver meetings			
Student discipline on bus			
Compliance to state, local & district policies			
General safety practices			
EQUIPMENT MAINTENANCE			
Exterior bus cleanliness			
Interior bus cleanliness			
Proper use of transmission			
Pre-trip inspection			
Post-trip inspection			
COMPLETION OF PAPERWORK			
Daily log sheets			
Timesheets			

EVALUATOR _____

LETTER OF AGREEMENT

THE PURPOSE OF THIS LETTER OF AGREEMENT IS TO SET FORTH THE FOLLOWING AGREEMENT BETWEEN THE PUBLIC SCHOOL EMPLOYEES OF WASHINGTON / SEIU LOCAL 1948, SPRAGUE/LAMONT CHAPTER AND THE SPRAGUE SCHOOL DISTRICT #8 AND LAMONT SCHOOL DISTRICT #264. THIS AGREEMENT IS ENTERED INTO PURSUANT TO ARTICLE XVIII, SECTION 18.3 OF THE CURRENT COLLECTIVE BARGAINING AGREEMENT.

The parties agree to the following:

1. Employees will receive a 1.6% increase to Schedule A for the 2020 – 2021 school year.

2. See attached 2020 – 2021 Schedule A.

This letter of Agreement shall be retro back to September 1, 2020 and shall be attached to the Current Collective Bargaining Agreement.

PUBLIC SCHOOL EMPLOYEES OF
WASHINGTON/SEIU LOCAL 1948

SPRAGUE/LAMONT SCHOOL DISTRICT

BY: _____
Jennifer Morton, Chapter President

DATE: 1/12/2021

SPRAGUE SCHOOL DISTRICT #8

BY: _____
Bill Ressel, Superintendent

DATE: 1/12/21

LAMONT SCHOOL DISTRICT #264

BY: _____
Todd Spear, Superintendent

DATE: 1-13-21

SCHEDULE A
SPRAGUE SCHOOL DISTRICT #8
LAMONT SCHOOL DISTRICT #264
SEPTEMBER 1, 2020 - AUGUST 31, 2021

(1.6% Increase)

CLASSIFICATIONS	1-2 Years	3-4 Years	5-6 Years	7-8 Years	9-10 Years	11-12 Years	13-14 Years	15-19 Years	20+ Years
FOOD SERVICE									
Head Cook	$ 17.11	$ 17.59	$ 18.12	$ 18.66	$ 19.22	$ 19.82	$ 20.41	$ 21.01	$ 21.64
Assistant Cook	$ 13.99	$ 14.40	$ 14.82	$ 15.26	$ 15.73	$ 16.18	$ 16.69	$ 17.18	$ 17.70
CUSTODIAN/MAINTENANCE									
Head Custodial/Maintenance	$ 17.11	$ 17.59	$ 18.12	$ 18.66	$ 19.22	$ 19.82	$ 20.41	$ 21.01	$ 21.64
Assistant Custodian	$ 13.99	$ 14.40	$ 14.82	$ 15.26	$ 15.73	$ 16.18	$ 16.69	$ 17.18	$ 17.70
Head Groundskeeper	$ 17.11	$ 17.59	$ 18.12	$ 18.66	$ 19.22	$ 19.82	$ 20.41	$ 21.01	$ 21.64
Assistant Groundskeeper	$ 13.99	$ 14.40	$ 14.82	$ 15.26	$ 15.73	$ 16.18	$ 16.69	$ 17.18	$ 17.70
SECRETARIAL/CLERICAL	$ 16.93	$ 17.45	$ 17.97	$ 18.50	$ 19.07	$ 19.63	$ 20.24	$ 20.83	$ 20.42
Secretary									
TRANSPOTATION									
Bus Driver	$ 17.71	$ 18.26	$ 18.78	$ 19.38	$ 19.92	$ 20.55	$ 21.16	$ 21.80	$ 22.46
Bus Mechanic/Supervisor	$ 20.29	$ 20.93	$ 21.53	$ 22.19	$ 22.86	$ 23.54	$ 24.23	$ 24.94	$ 25.69
Trip/Stand-by Rate	On extra trips all drivers shall receive their base hourly rate for all driving time and sixty-seven percent (67%) of their base hourly rate for stand-by time.								

All employees moving from Assistant Cook to Head Cook or Assistant Custodian to Head Custodian will receive fifty percent (50%) experience credit toward the Head position. If Assistant's work is piecemeal, seven hundred twenty (720) hours worked per year will constitute one (1) years experience as an Assistant.

Base Hourly Wage is the rate of pay in the Step 1-2, column 1.

All substitutes shall be compensated at the Step 1-2 rate of pay.

Salary increments where applicable will be applied on September 1, if the employee works any portion of the previous fiscal year.

The following individuals will be grandfathered in as Full Time Classified Employees: Shannon Billigmeier.

Clock Hours/College Credits

Grade 1 - Base Pay Hours
Grade 2 - 75 Clock Hours/7.5 College Credits
Grade 3 - 150 Clock Hours/15 College Credits
Grade 4 - 225 Clock Hours/22.5 College Credits
Grade 5 - 300 Clock Hours/30 College Credits
Grade 6 - 375 Clock Hours/37.5 College Credits

SCHEDULE A									
SPRAGUE SCHOOL DISTRICT #8									
LAMONT SCHOOL DISTRICT #264									
SEPTEMBER 1, 2020 - AUGUST 31, 2021									
(1.6% Increase)									
		1-2	**3-4**	**5-6**	**7-8**	**9-11**	**12-14**	**15-19**	**20+**
CLASSIFICATIONS		**Years**	**Years**	**Years**	**Years**	**Years**	**Years**	**Years**	**Years**
PARAEDUCATORS									
Para Educator I	Grade 1	$ 14.09	$ 14.48	$ 14.93	$ 15.36	$ 15.83	$ 16.29	$ 16.79	$ 17.28
	Grade 2	$ 14.37	$ 14.78	$ 15.23	$ 15.67	$ 16.14	$ 16.61	$ 17.14	$ 17.64
	Grade 3			$ 15.52	$ 15.99	$ 16.48	$ 16.95	$ 17.49	$ 17.98
	Grade 4				$ 16.31	$ 16.79	$ 17.28	$ 17.82	$ 18.35
	Grade 5					$ 17.14	$ 17.64	$ 18.18	$ 18.71
	Grade 6						$ 17.98	$ 18.54	$ 19.09
Para Educator II	Grade 1	$ 15.19	$ 15.59	$ 16.02	$ 16.47	$ 16.93	$ 17.37	$ 17.90	$ 18.38
	Grade 2	$ 15.45	$ 15.87	$ 16.33	$ 16.76	$ 17.24	$ 17.70	$ 18.24	$ 18.72
	Grade 3			$ 16.61	$ 17.09	$ 17.57	$ 18.04	$ 18.58	$ 19.08
	Grade 4				$ 17.39	$ 17.90	$ 18.39	$ 18.92	$ 19.46
	Grade 5					$ 18.24	$ 18.72	$ 19.27	$ 19.82
	Grade 6						$ 19.08	$ 19.64	$ 20.19
Library Technician	Grade 1	$ 15.16	$ 15.62	$ 16.09	$ 16.57	$ 17.06	$ 17.57	$ 18.09	$ 18.64
	Grade 2	$ 15.45	$ 15.93	$ 16.39	$ 16.88	$ 17.36	$ 17.88	$ 18.42	$ 18.95
	Grade 3			$ 16.71	$ 17.19	$ 17.68	$ 18.18	$ 18.71	$ 19.25
	Grade 4				$ 17.51	$ 17.99	$ 18.50	$ 19.04	$ 19.58
	Grade 5					$ 18.31	$ 18.81	$ 19.33	$ 19.88
	Grade 6						$ 19.12	$ 19.65	$ 20.20
Pre-School Instructor: In the event the Pre-School Lead instructor position is held by a classified employee, the salary will be at the Para Educator rate plus five dollars ($5.00) per hour to include but not limited to classroom preparation, classroom time, Open House and Parent Conferences.									
Clock Hours/College Credits									
Grade 1 - Base Pay Hours									
Grade 2 - 75 Clock Hours/7.5 College Credits									
Grade 3 - 150 Clock Hours/15 College Credits									
Grade 4 - 225 Clock Hours/22.5 College Credits									
Grade 5 - 300 Clock Hours/30 College Credits									
Grade 6 - 375 Clock Hours/37.5 College Credits									
During the duration of this contract, the parties will discuss the addition of Grade 7 and 8 for AA and BA Degrees respectively and associated wage rates. Discussion will also include the Para Educator and Library Technician wage schedules. If a new Library Technician is hired prior to the contract expiration, the parties will renegotiate the wage schedule for this position.									

LETTER OF AGREEMENT

THIS LETTER OF AGREEMENT IS TO SET FORTH THE FOLLOWING AGREEMENT BETWEEN THE PUBLIC SCHOOL EMPLOYEES OF WASHINGTON / SEIU LOCAL 1948, SPRAGUE/LAMONT CHAPTER AND THE SPRAGUE SCHOOL DISTRICT #8 AND LAMONT SCHOOL DISTRICT #264 PURSUANT TO ARTICLE XVIII, SECTION 18.3 OF THE CURRENT COLLECTIVE BARGAINING AGREEMENT.

The parties agree to the following:

1. Employees will receive a 2.0% increase to Schedule A for the 2021 – 2022 school year.

2. See attached 2021 – 2022 Schedule A.

This Letter of Agreement shall be effective beginning September 1, 2021 and shall be attached to the current Collective Bargaining Agreement.

PUBLIC SCHOOL EMPLOYEES OF
WASHINGTON/SEIU LOCAL 1948

SPRAGUE/LAMONT SCHOOL DISTRICT

BY: _____
Joshua Fritts, Chapter President

DATE: 8-2-21

SPRAGUE SCHOOL DISTRICT #8

BY: _____
Bill Ressel, Superintendent

DATE: 8/2/21

LAMONT SCHOOL DISTRICT #264

BY: _____
Charles Pierce, Superintendent

DATE: 8/2/2021

SCHEDULE A
SPRAGUE SCHOOL DISTRICT #8
LAMONT SCHOOL DISTRICT #264
SEPTEMBER 1, 2021 - AUGUST 31, 2022

CLASSIFICATIONS	1-2 Years	3-4 Years	5-6 Years	7-8 Years	9-10 Years	11-12 Years	13-14 Years	15-19 Years	20+ Years
FOOD SERVICE									
Head Cook	$ 17.45	$ 17.94	$ 18.48	$ 19.03	$ 19.60	$ 20.22	$ 20.82	$ 21.43	$ 22.07
Assistant Cook	$ 14.27	$ 14.69	$ 15.12	$ 15.57	$ 16.04	$ 16.50	$ 17.02	$ 17.52	$ 18.05
CUSTODIAN/MAINTENANCE									
Head Custodial/Maintenance	$ 17.45	$ 17.94	$ 18.48	$ 19.03	$ 19.60	$ 20.22	$ 20.82	$ 21.43	$ 22.07
Assistant Custodian	$ 14.27	$ 14.69	$ 15.12	$ 15.57	$ 16.04	$ 16.50	$ 17.02	$ 17.52	$ 18.05
Head Groundskeeper	$ 17.45	$ 17.94	$ 18.48	$ 19.03	$ 19.60	$ 20.22	$ 20.82	$ 21.43	$ 22.07
Assistant Groundskeeper	$ 14.27	$ 14.69	$ 15.12	$ 15.57	$ 16.04	$ 16.50	$ 17.02	$ 17.52	$ 18.05
SECRETARIAL/CLERICAL	$ 17.27	$ 17.80	$ 18.33	$ 18.87	$ 19.45	$ 20.02	$ 20.64	$ 21.25	$ 20.83
Secretary									
TRANSPOTATION									
Bus Driver	$ 18.06	$ 18.63	$ 19.16	$ 19.77	$ 20.32	$ 20.96	$ 21.58	$ 22.24	$ 22.91
Bus Mechanic/Supervisor	$ 20.70	$ 21.35	$ 21.96	$ 22.63	$ 23.32	$ 24.01	$ 24.71	$ 25.44	$ 26.20
Trip/Stand-by Rate	On extra trips all drivers shall receive their base hourly rate for all driving time and sixty-seven percent								
	(67%) of their base hourly rate for stand-by time.								

All employees moving from Assistant Cook to Head Cook or Assistant Custodian to Head Custodian will receive fifty percent (50%) experience credit toward the Head position. If Assistant's work is piecemeal, seven hundred twenty (720) hours worked per year will constitute one (1) years experience as an Assistant.

Base Hourly Wage is the rate of pay in the Step 1-2, column 1.

All substitutes shall be compensated at the Step 1-2 rate of pay.

Salary increments where applicable will be applied on September 1, if the employee works any portion of the previous fiscal year.

The following individuals will be grandfathered in as Full Time Classified Employees: Shannon Billigmeier.

Clock Hours/College Credits

Grade 1 - Base Pay Hours
Grade 2 - 75 Clock Hours/7.5 College Credits
Grade 3 - 150 Clock Hours/15 College Credits
Grade 4 - 225 Clock Hours/22.5 College Credits
Grade 5 - 300 Clock Hours/30 College Credits
Grade 6 - 375 Clock Hours/37.5 College Credits

SCHEDULE A

SPRAGUE SCHOOL DISTRICT #8

LAMONT SCHOOL DISTRICT #264

SEPTEMBER 1, 2021 - AUGUST 31, 2022

CLASSIFICATIONS		1-2 Years	3-4 Years	5-6 Years	7-8 Years	9-11 Years	12-14 Years	15-19 Years	20+ Years
PARAEDUCATORS									
Para Educator I	Grade 1	$ 14.37	$ 14.77	$ 15.23	$ 15.67	$ 16.15	$ 16.62	$ 17.13	$ 17.63
	Grade 2	$ 14.66	$ 15.08	$ 15.53	$ 15.98	$ 16.46	$ 16.94	$ 17.48	$ 17.99
	Grade 3			$ 15.83	$ 16.31	$ 16.81	$ 17.29	$ 17.84	$ 18.34
	Grade 4				$ 16.64	$ 17.13	$ 17.63	$ 18.18	$ 18.72
	Grade 5					$ 17.48	$ 17.99	$ 18.54	$ 19.08
	Grade 6						$ 18.34	$ 18.91	$ 19.47
Para Educator II	Grade 1	$ 15.49	$ 15.90	$ 16.34	$ 16.80	$ 17.27	$ 17.72	$ 18.26	$ 18.75
	Grade 2	$ 15.76	$ 16.19	$ 16.66	$ 17.10	$ 17.58	$ 18.05	$ 18.60	$ 19.09
	Grade 3			$ 16.94	$ 17.43	$ 17.92	$ 18.40	$ 18.95	$ 19.46
	Grade 4				$ 17.74	$ 18.26	$ 18.76	$ 19.30	$ 19.85
	Grade 5					$ 18.60	$ 19.09	$ 19.66	$ 20.22
	Grade 6						$ 19.46	$ 20.03	$ 20.59
Library Technician	Grade 1	$ 15.46	$ 15.93	$ 16.41	$ 16.90	$ 17.40	$ 17.92	$ 18.45	$ 19.01
	Grade 2	$ 15.76	$ 16.25	$ 16.72	$ 17.22	$ 17.71	$ 18.24	$ 18.79	$ 19.33
	Grade 3			$ 17.04	$ 17.53	$ 18.03	$ 18.54	$ 19.08	$ 19.64
	Grade 4				$ 17.86	$ 18.35	$ 18.87	$ 19.42	$ 19.97
	Grade 5					$ 18.68	$ 19.19	$ 19.72	$ 20.28
	Grade 6						$ 19.50	$ 20.04	$ 20.60

Pre-School Instructor: In the event the Pre-School Lead instructor position is held by a classified employee, the salary will be at the Para Educator rate plus five dollars ($5.00) per hour to include but not limited to classroom preparation, classroom time, Open House and Parent Conferences.

Clock Hours/College Credits

Grade 1 - Base Pay Hours

Grade 2 - 75 Clock Hours/7.5 College Credits

Grade 3 - 150 Clock Hours/15 College Credits

Grade 4 - 225 Clock Hours/22.5 College Credits

Grade 5 - 300 Clock Hours/30 College Credits

Grade 6 - 375 Clock Hours/37.5 College Credits

During the duration of this contract, the parties will discuss the addition of Grade 7 and 8 for AA and BA Degrees respectively and associated wage rates. Discussion will also include the Para Educator and Library Technician wage schedules. If a new Library Technician is hired prior to the contract expiration, the parties will renegotiate the wage schedule for this position.

LETTER OF AGREEMENT

THIS LETTER OF AGREEMENT SETS FORTH THE FOLLOWING AGREEMENT BETWEEN PUBLIC SCHOOL EMPLOYEES OF WASHINGTON / SEIU LOCAL 1948, SPRAGUE/LAMONT CHAPTER AND THE SPRAGUE SCHOOL DISTRICT #8 AND LAMONT SCHOOL DISTRICT #264 PURSUANT TO ARTICLE XVIII, SECTION 18.3 OF THE CURRENT COLLECTIVE BARGAINING AGREEMENT.

The parties agree to the following:

Following the Legislative impact decision proclaimed by the Governor of Washington, Schedule A for contract year 2022-2023 shall be amended as attached.

This Letter of Agreement shall be effective beginning September 1, 2022 and shall be attached to the current Collective Bargaining Agreement.

PUBLIC SCHOOL EMPLOYEES OF
WASHINGTON/SEIU LOCAL 1948

SPRAGUE/LAMONT CHAPTER

BY: _____
Joshua Fritts, Chapter President

DATE: 5-13-22

SPRAGUE SCHOOL DISTRICT #8

BY: _____
Bill Ressel, Superintendent

DATE: 5/13/22

LAMONT SCHOOL DISTRICT #264

BY: _____
Charles Pierce, Superintendent

DATE: 5-16-22

Schedule A
Sprague School District #8
Lamont School District #264
September 1, 2022 – August 31, 2023

	1-2	3-4	5-6	7-8	9-10	11-12	13-14	15-19	20+
Classifications	Years	Years	Years	Years	Years	Years	Years	Years	Years
Food Service									
Head Cook	18.41	18.93	19.50	20.08	20.68	21.33	21.97	22.61	23.28
Assistant Cook	15.05	15.50	15.95	16.43	16.92	17.41	17.96	18.48	19.04
Custodian/Maintenance									
Head Custodian/Maintenance	18.41	18.93	19.50	20.08	20.68	21.33	21.97	22.61	23.28
Assistant Custodian	15.05	15.50	15.95	16.43	16.92	17.41	17.96	18.48	19.04
Head Groundskeeper	18.41	18.93	19.50	20.08	20.68	21.33	21.97	22.61	23.28
Assistant Groundskeeper	15.05	15.50	15.95	16.43	16.92	17.41	17.96	18.48	19.04
Secretarial/Clerical									
Secretary	18.22	18.78	19.34	19.91	20.52	21.12	21.78	22.42	23.07
Transportation									
Bus Driver	19.05	19.65	20.21	20.86	21.44	22.11	22.77	23.46	24.17
Bus Mechanic/Supervisor	21.84	22.52	23.17	23.87	24.60	25.33	26.07	26.84	27.64
Trip/Stand-by rate	On extra trips all drivers shall receive their base hourly rate for all driving time and sixty-seven								
	percent (67%) of their base hourly rate for stand-by time.								
All employees moving from Assistant Cook to Head Cook or Assistant Custodian to Head Custodian will receive fifty percent									
(50%) experience credit toward the Head postion. If Assistant's work is piecemeal, seven hundred twenty (720) hours worked									
per year will constitute one (1) years experience as an Assistant.									
Base Hourly Wage is the rate of pay in the step 1-2, column 1									
All substitutes shall be compensated at the step 1-2 rate of pay									
Salary increments where applicable will be applied on September 1, if the employee works any portion in the previous									
fiscal year.									
The following individuals will be grandfathered in as Full Time Classified Employees: Shannon Billigmeier									
Clock Hours/College Credits									
Grade 1- Base Pay Hours									
Grade 2- 75 Clock Hours/7.5 College Credits									
Grade 3- 150 Clock Hours/15 College Credits									
Grade 4- 225 Clock Hours/22.5 College Credits									
Grade 5- 300 Clock Hours/30 College Credits									
Grade 6- 375 Clock Hours/37.5 College Credits									

Schedule A
Sprague School District #8
Lamont School District #264
September 1, 2022 – August 31, 2023
Cont.

		1-2	3-4	5-6	7-8	9-11	12-14	15-19	20+
Classifications		Years	Years	Years	Years	Years	Years	Years	Years
Paraeducators									
	Grade 1	15.16	15.58	16.07	16.53	17.04	17.53	18.07	18.60
	Grade 2	15.47	15.91	16.38	16.86	17.37	17.87	18.44	18.98
	Grade 3			16.70	17.21	17.73	18.24	18.82	19.35
	Grade 4				17.56	18.07	18.60	19.18	19.75
	Grade 5					18.44	18.98	19.56	20.13
	Grade 6						19.35	19.95	20.54
Paraeducators II	Grade 1	16.34	16.77	17.24	17.72	18.22	18.69	19.26	19.78
	Grade 2	16.63	17.08	17.58	18.04	18.55	19.04	19.62	20.14
	Grade 3			17.87	18.39	18.91	19.41	19.99	20.53
	Grade 4				18.72	19.26	19.79	20.36	20.94
	Grade 5					19.62	20.14	20.74	21.33
	Grade 6						20.53	21.13	21.72
Library Technician	Grade 1	16.31	16.81	17.31	17.83	18.36	18.91	19.46	20.06
	Grade 2	16.63	17.14	17.64	18.17	18.68	19.24	19.82	20.39
	Grade 3			17.98	18.49	19.02	19.56	20.13	20.72
	Grade 4				18.84	19.36	19.91	20.49	21.07
	Grade 5					19.71	20.25	20.80	21.40
	Grade 6						20.57	21.14	21.73
Pre-School Instructor: In the event the Pre-School Lead instructor position is held by a classifed employee, the salary will be at the Para Educator rate plus five dollars ($5.00) per hour to include but not limited to classroom preparation, classroom time, Open House and Parent Conferences.									
Clock Hours/College Credits									
Grade 1- Base Pay Hours									
Grade 2- 75 Clock Hours/7.5 College Credits									
Grade 3- 150 Clock Hours/15 College Credits									
Grade 4- 225 Clock Hours/22.5 College Credits									
Grade 5- 300 Clock Hours/30 College Credits									
Grade 6- 375 Clock Hours/37.5 College Credits									
During the duration of this contract, the parties will discuss the addition of Grade 7 and 8 for AA and BA Degrees respectively and assoicated wage rates. Discussion will also include the Para Educators and Library Technician wage schedules. If a new Library Technician is hired prior to the contract expiration, the parties will renegotiate the wage schedule for this position.									

LETTER OF AGREEMENT

THIS LETTER OF AGREEMENT SETS FORTH THE FOLLOWING AGREEMENT BETWEEN PUBLIC SCHOOL EMPLOYEES OF WASHINGTON / SEIU LOCAL 1948, SPRAGUE-LAMONT CHAPTER AND THE SPRAGUE SCHOOL DISTRICT #8 AND LAMONT SCHOOL DISTRICT #264 PURSUANT TO ARTICLE XVIII, SECTION 18.3 OF THE CURRENT COLLECTIVE BARGAINING AGREEMENT.

The parties agree to the following:

1. A 3.7% increase to 2023-2024 Schedule A, which has been approved by the Sprague and Lamont School Boards.

2. The 3.7% increase will not override the right to bargain wages during Sprague-Lamont open contract bargaining with the districts.

3. Schedule A is attached.

This Letter of Agreement shall be effective beginning September 1, 2023 and shall be attached to the current Collective Bargaining Agreement.

PUBLIC SCHOOL EMPLOYEES OF
WASHINGTON/SEIU LOCAL 1948

SPRAGUE-LAMONT CHAPTER

BY: _____
Joshua Fritts, Chapter President

DATE: 6-22-23

SPRAGUE SCHOOL DISTRICT #8

BY: _____
Raymond Leaver, Superintendent

DATE: 6-22-23

LAMONT SCHOOL DISTRICT #264

BY: _____
Charles Pierce, Superintendent

DATE: 6-22-23

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Schedule A
Sprague School District #8
Lamont School District #264
September 1, 2023 – August 31, 2024

	1-2	3-4	5-6	7-8	9-10	11-12	13-14	15-19	20+
Classifications	Years	Years	Years	Years	Years	Years	Years	Years	Years
Food Service									
Head Cook	19.09	19.63	20.22	20.82	21.45	22.12	22.78	23.45	24.14
Assistant Cook	15.61	16.07	16.54	17.04	17.55	18.05	18.62	19.13	19.74
Custodian/Maintenance									
Head Custodian/Maintenance	19.09	19.63	20.22	20.82	21.45	22.05	22.78	23.45	24.14
Assistant Custodian	15.61	16.07	16.54	17.04	17.55	18.05	18.62	19.13	19.74
Head Groundskeeper	19.09	19.63	20.22	20.82	21.45	22.12	22.78	23.45	24.14
Assistant Groundskeeper	15.61	16.07	16.54	17.04	17.55	18.05	18.62	19.16	19.74
Secretarial/Clerical									
Secretary	18.89	19.17	20.06	20.65	21.26	21.90	22.59	23.25	23.92
Transportation									
Bus Driver	19.75	20.38	20.96	21.63	22.20	22.93	23.58	24.33	25.06
Bus Mechanic/Supervisor	22.65	23.35	24.03	24.75	25.51	26.27	27.03	27.83	28.66
Trip/Stand-by rate	On extra trips all drivers shall receive their base hourly rate for all driving time and								
	sixty-seven percent (67%) of their base hourly rate for stand-by time								

All employees moving from Assistant Cook to Head Cook or Assistant Custodian to Head Custodian will receive fifty percent (50%) experience credit toward the Head postion. If Assistant's work is piecemeal, seven hundred twenty (720) hours worked per year will constitue one (1) year experience as an Assistant.

Base Hourly Wage is the rate of pay in the step 1-2, column 1

All substitutes shall be compensated at the step 1-2 rate of pay

Salary increases where applicable will be applied on September 1, if the employee works any position of the previous fiscal year.

The following individuals will be grandfathered in as Full Time Classified Employees: Shannon Billigmeier

Clock Hours/College Credits

Grade 1 - Base Pay Hours
Grade 2 - 75 Clock Hours / 7.5 College Credits
Grade 3 - 150 Clock Hours / 15 College Credits
Grade 4 - 225 Clock Hours / 22.5 College Credits
Grade 5 - 300 Clock Hours / 30 College Credits
Grade 6 - 375 Clock Hours / 37.5 College Credits

Schedule A
Sprague School District #8
Lamont School District #264
September 1, 2023 – August 31, 2024
Cont.

		1-2	3-4	5-6	7-8	9-11	12-14	15-19	20+
Classifications		Years	Years	Years	Years	Years	Years	Years	Years
Paraeducators									
	Grade 1	15.72	16.16	16.67	17.12	17.61	18.18	18.74	19.29
	Grade 2	16.04	16.50	16.99	17.48	18.01	18.53	19.12	19.68
	Grade 3			17.32	17.85	18.39	18.91	19.51	20.07
	Grade 4				18.21	18.74	19.29	19.89	20.48
	Grade 5						20.07	20.69	21.30
	Grade 6								
Paraeducators II	Grade 1	16.95	17.39	17.88	18.38	18.89	19.38	19.97	20.51
	Grade 2	17.25	17.71	18.23	18.71	19.24	19.74	20.35	20.89
	Grade 3			18.53	19.07	19.61	20.13	20.73	21.29
	Grade 4				19.41	20.08	20.65	21.25	21.85
	Grade 5					20.14	20.89	21.48	22.12
	Grade 6						21.29	21.92	22.53
Library Technician	Grade 1	16.91	17.43	17.95	18.49	19.04	19.61	20.18	20.80
	Grade 2	17.25	17.77	18.29	18.84	19.37	19.95	20.55	21.14
	Grade 3			18.65	19.17	19.74	20.28	20.87	21.49
	Grade 4				19.54	20.08	20.65	21.25	21.85
	Grade 5					20.44	21.00	21.57	22.19
	Grade 6						21.33	21.92	22.53

Pre-School Instructor: In the event the Pre-School Lead instructor position is held by a classifed employee, the salary will be at the Para Educator rate plus five dollars ($5.00) per hour to include but not limited to classroom preparation, classroom time, Open House and Parent Conferences.

Clock Hours/College Credits

Grade 1 - Base Pay Hours
Grade 2 - 75 Clock Hours / 7.5 College Credits
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Grade 5 - 300 Clock Hours / 30 College Credits
Grade 6 - 375 Clock Hours / 37.5 College Credits

During the duration of this contract, the parties will dicuss the addition of Grade 7 and 8 for AA and BA Degrees respectively and assoicated wage rates. Discussion will also include the Para Educators and Library Technician wage schedules. If a new Library Technicjian is hired prior to the contract expiration, the parties will renegotiate the wage schedule for this position.

LETTER OF AGREEMENT

THIS LETTER OF AGREEMENT SETS FORTH THE FOLLOWING AGREEMENT BETWEEN PUBLIC SCHOOL EMPLOYEES OF WASHINGTON / SEIU LOCAL 1948, SPRAGUE/LAMONT CHAPTER AND THE SPRAGUE SCHOOL DISTRICT #8 AND LAMONT SCHOOL DISTRICT #264 PURSUANT TO ARTICLE XVIII, SECTION 18.3 OF THE CURRENT COLLECTIVE BARGAINING AGREEMENT.

The parties agree to the following:

1. The current CBA set to expire on August 31, 2023 will be extended for one school year. The extended contract will cover the 2023-2024 school year and expire August 31, 2024.
2. Section 9.3. Personal Leave will be updated to the following language:

Section 9.3. Personal Leave.
Each employee shall be entitled to three (3) days of personal leave with pay per school year. The term "day" means the length of the employee's assigned workday. There will be no reduction in pay. Employees may cash out up to three (3) days of unused personal leave at their base hourly rate as established on Schedule A. Employees may also roll over up to two (2) personal leave days a year for a maximum of five (5) banked personal days a year.

If an employee makes no requests by the end of the current school year, the District will automatically roll over two (2) days of personal leave up to the maximum of five (5) total banked personal leave days and cash out any remaining days an employee may have remaining.

This Letter of Agreement shall be effective beginning September 1, 2023 and shall be attached to the current Collective Bargaining Agreement.

PUBLIC SCHOOL EMPLOYEES OF WASHINGTON/SEIU LOCAL 1948

SPRAGUE/LAMONT CHAPTER

BY: _____
Joshua Fritts, Chapter President

DATE: 8-31-23

SPRAGUE SCHOOL DISTRICT #8

BY: _____
Raymond Leaver, Superintendent

DATE: 8-31-23

LAMONT SCHOOL DISTRICT #264

BY: _____
Charles Pierce, Superintendent

DATE: 8-31-23

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