

**AGREEMENT BETWEEN
REGIONAL SCHOOL UNIT 73
AND
CENTRAL OFFICE SUPPORT STAFF ASSOCIATION
JULY 1, 2015 THROUGH JUNE 30, 2018**

INDEX	PAGE
Article I – Recognition	2
Article II - Employee Rights	3
Article III – Management Rights	3
Article IV - Grievance Procedure	5
Article V - Sick Leave & Bereavement	9
Article VI – Sick Bank Leave	10
Article VII - Leave of Absence With or Without Pay	11
Leave of Absence With Pay	11
Personal Leave	11
Flex Day	11
Jury Duty	11
Subpoena	12
Leave of Absence Without Pay	12
Requested Unpaid Leave	12
Military Leave	12
Article VIII - Overtime	12
Article IX - Insurance Protection	13
Annuity Plans	14
Section 125 Plan	14
Dental Plan	14
Article X - Work Year	15
Article XI - Professional Study Reimbursement	15
Article XII – Vacations/Holidays	16
Article XIII – Miscellaneous	18
Article XIV - Duration of Contract	19
Appendix A and B – Pay Schedules	20-26

This agreement is entered into by and between the RSU 73 School Board (hereinafter referred to as the Board) and the Central Office Support Staff Association (hereinafter referred to as the Association).

ARTICLE I – RECOGNITION

- A. The Board hereby recognizes the Association as the exclusive bargaining agent, as defined under the Municipal Public Employees Labor Relations Law, 26 M.R.S.A., Section 961 et seq., as amended, for all public employees as defined under 26 M.R.S.A., Section 926(6) in a bargaining unit, who have been employed more than six (6) months, consisting of the Central Office Staff; Special Services Administrative Assistant, Payroll Clerk, Accounts Payable Clerk, Technology Support and Data Specialist, Repair Technician I, Repair Technician II and Transportation Secretary employed by the Board. Excluded from this jurisdiction are all other Regional School Unit classifications.
- B. Unless otherwise indicated, the term “employee” when used in this Agreement shall refer to the professional employees listed in Paragraph A above, except as noted in specific provisions of this Agreement.
- C. Positions included in Section A of this Article shall receive salary and Contract benefits in proportion to the time worked, except as noted in specific contract provisions.
- D. Newly hired employees shall serve a nine (9) month probationary period from the employee’s date of the first week of work following the employee’s approval by the Board of Directors.

ARTICLE II – EMPLOYEE RIGHTS

- A. The Board and the Association agree that they should not discriminate against any employee on the basis of race, creed, color, national origin, sex, sexual orientation, age, marital status, religion, or protected disabilities.
- B. No employee shall be reprimanded, reduced in rank, disciplined, suspended, or discharged without just cause (for misconduct, negligence, illegal, unethical or immoral behavior on the employee's part) in compliance with Board policy.
- C. The Board agrees that it will follow the Board policy for discipline for minor offenses prior to effecting discharge or suspension. Any suspension of an employee pending the completion of an investigation will be with pay.
- D. Whenever an employee is called before the Superintendent or the Board concerning any matter that would lead to an employee's non-continuation in a position of employment, the employee shall receive written notice of the reason(s) for such meeting, and the employee shall be entitled to have an Association representative present for advice.
- E. An employee who is discharged or suspended will be provided written notice with the reason(s) for discharge, suspension, or change in employment status.

ARTICLE III - MANAGEMENT RIGHTS

- A. The Association recognizes the right of the Board to operate and manage the RSU #73 schools to the full extent authorized by the Laws of the State of Maine unless specifically provide for by provisions of this Agreement.
- B. No Board right, function, prerogative, or discretion shall be deemed waived or modified unless the waiver or modification is in writing and signed by the Board and the Association.

- C. The Board reserves the right to the following:
1. to determine and implement educational policies;
 2. to direct employees and to assign work;
 3. to determine student programs, services, curriculum, and all other necessary functions customarily associated with the safe, efficient, and productive operations of the school;
 4. to determine employee qualifications;
 5. to establish and to require the maintenance of discipline, order, and efficiency;
 6. to evaluate competency and performance;
 7. to hire, transfer, and promote;
 8. to establish and publish policies, information, and directives;
 9. to administer, regulate, determine and re-determine policies, methods, procedures and conditions related to work standards, staffing, training, operations, service, and maintenance;
 10. to determine the number and location of all facilities of the schools and whether the whole or any part of its operations shall continue to operate;
 11. to reduce the hours and to lay off employees due to changes in local conditions and to recall employees;
 12. to determine and re-determine job content;
 13. to establish, reduce, alter combine or discontinue any job classification, department, operation or service, or portion thereof;
 14. to discharge, dismiss, suspend, or otherwise discipline employees;
 15. to publish and provide information;
 16. to determine overall goals and objectives as well as policies affecting the educational program; and
 17. to enforce all rules relating to any and all of its rights, functions, and prerogatives and discretions.

- D. The Board agrees to make every effort to achieve a relationship that supports cooperation and collegiality with the Association.

ARTICLE IV - GRIEVANCE PROCEDURE

A. Purpose

1. The purpose of this procedure is to secure, at the lowest level, solutions to disagreements or disputes over the meaning or application of this Agreement. Both parties agree that the grievance proceedings will be kept as informal and confidential as may be appropriate at any level of the procedure. Both parties shall provide all known relevant information necessary to all parties involved at each step in order that all parties involved can make informed decisions.
2. Nothing herein contained shall be construed as limiting the right of any employee having a grievance to discuss the matter informally with any member of the administration and having this grievance without the intervention of the Association, provided the readjustment is not inconsistent with the terms of this Agreement. The Association shall be given a reasonable opportunity to be present at any meeting of the parties called for the resolution of such grievance.

B. Definition

1. **Grievance:** A grievance is any alleged violation of this Agreement or any dispute with respect to its meaning or application.
2. **Grievant:** A grievant is any employee, group of employees, or the Association making a grievance claim.
3. **Days:** Days shall mean school days and summer work days exclusive of Saturdays, Sundays, legal holidays, and storm days.

C. Time Limits

1. A formal grievance to be considered under this Article must be filed within twenty-five (25) days of the date the grievant knew of the occurrence of the event or condition giving rise to the grievance.
2. The number of days in any part of this Article may be changed by written mutual agreement.

D. Informal Procedure

1. If an employee feels that he/she may have a grievance, he/she must first discuss the matter with his/her administrator in an effort to resolve the problem informally. In order to clarify the nature of the concern, the grievant shall inform the administrator that he/she is presenting an informal grievance. If the grievance is not a result of a decision or action of the administrator, such informal procedure can be initiated at Level II.
2. The employee shall have the right to have representation from the Association to assist him/her in efforts to resolve the problem informally.

E. Formal Procedure

1. Level One – Supervisory Administrator
 - a. If a grievant is not satisfied with the outcome of the informal procedure, he/she may present his/her claim as a formal grievance in writing to the supervisory administrator where the grievant has his/her primary assignment.
 - b. The supervisory administrator shall, within five (5) days after the receipt of the written grievance, render his/her decision and the reasons therefore in writing to the grievant, with a copy to the President of the Association.
2. Level Two – Superintendent of Schools
 - a. If the grievant is not satisfied with the disposition of his/her grievance at Level One, he/she may, within five (5) days after the decision, file his/her written grievance with the Superintendent of Schools.

- b. The Superintendent shall, within ten (10) days after receipt of the appeal, meet with the grievant for the purpose of resolving the grievance.
 - c. The Superintendent shall, within five (5) days after the meeting, render his/her decision and the reasons therefore in writing to the grievant, with a copy to the President of the Association.
3. Level Three – School Board
- a. If the grievant is not satisfied with the disposition of his/her grievance at Level Two, he/she may, within ten (10) days after the decision, file his/her grievance with the Chairperson of the School Board.
 - b. The Board shall, not later than the next monthly meeting (or thirty (30) calendar days) after receipt of the appeal, meet with the aggrieved person for the purpose of reviewing the grievance.
 - c. The Board shall, within ten (10) days after such meeting, render its decision and the reasons therefore in writing to the grievant, with a copy to the President of the Association.
4. Level Four – Impartial Arbitration
- a. If the Association is not satisfied with the disposition of the grievance at Level Three, it may, within ten (10) days after the receipt of the Board's decision, request in writing to the Superintendent, that the grievance be submitted to arbitration.
 - b. The Chairperson of the Board and the President of the Association, or their representatives, shall within ten (10) days after such written notice, attempt to mutually agree upon an arbitrator. If the parties are unable to mutually agree, within five (5) days either party may request the American Arbitration Association to utilize its procedures to select an arbitrator.
 - c. The arbitrator selected shall confer promptly with the representatives of the Board and representatives of the Association to schedule the arbitration hearing.

- d. The arbitrator shall render his/her decision in writing to the parties within thirty (30) days of the hearing, setting forth his/her findings of fact, reasoning, and conclusions on the issues submitted. The arbitrator shall be without power or authority to make any decision that violated the law or the terms of this Agreement. The decision of the arbitrator shall be submitted to the Board and the Association within thirty (30) days after final arguments are submitted and shall be final and binding on the parties.
- e. The costs of the services of the arbitrator shall be born equally by the Board and the Association.

F. Rights of Employee to Representation

- 1. There shall be no reprisals against any participant in the grievance process.
- 2. A grievant may be represented at all levels of the formal grievance procedure by the Association and/or legal counsel.

G. Miscellaneous

- 1. Forms for filing and processing grievances shall be prepared by the Superintendent with the approval of the Association, and made available to the Association President so as to facilitate operation of the grievance procedure.
- 2. All meetings conducted pursuant to this Article shall be conducted in private or in executive session, except as mutually agreed otherwise by the parties.

ARTICLE V – SICK LEAVE & BEREAVEMENT

A. Sick Leave

1. Employees shall be entitled to five (5) sick leave days as of their first day of work and one day for each full month of employment accumulative to no more than fifteen (15) days per year and accumulative to a maximum of one hundred (100) days, for personal illness or sickness that prevents them from performing their duties.
2. Employees may use up to forty (40) hours of earned sick leave per year to care for an ill member of the immediate family: spouse, significant other, step-relation, child, or parent in accordance with applicable law.
3. It is understood that each employee will make every effort to schedule non-emergency appointments for medical treatment or diagnosis outside of regular working hours.
4. Employees that currently have accrued over one hundred (100) sick days will retain the days over 100 until such time as the number goes below 100. The employee will then be capped at 100 days.

B. Bereavement

An employee will receive full pay for each school day of absence due to death in the immediately family not to exceed a total of ten (10) days (cumulative). Immediate family shall be regarded as spouse, child, parent, sibling, grandparent, grandchild, aunt, uncle, niece, nephew, in-law, step-relationships, or significant other. Exceptions to this shall be brought to the Superintendent. One bereavement day (actual funeral day) can be granted, upon request to the Superintendent of Schools, in the event of the death of a close friend.

ARTICLE VI – SICK LEAVE BANK

- A. In order to provide income protection for those employees who have exhausted their accumulated sick leave, but are unable to return to work because of illness or injury, a reserve pool of sick leave will be established. Participation is mandatory.
- B. The number of days accumulated in the pool shall not exceed one hundred (100) days.
- C. Any new member to the sick leave bank must contribute one (1) day from their sick leave.
- D. The reserve pool of sick leave shall be established by deducting from each employee's accumulated sick leave (or annual sick leave for those employees with no accumulated sick leave) one (1) day of such sick leave which will be credited to the reserve pool at the start of the school year. The Association shall notify the Superintendent of Schools of the number of days to be deducted by September 30th of each year.
- E. At any time that the sick leave bank drops below one hundred (100) days, all employees will donate one (1) day from their accumulated sick leave to replenish the sick leave reserve pool. The Association shall be notified by the Superintendent if the total number in the sick bank drops below one hundred (100) days.
- F. The Sick Bank will be administered by a continuing committee composed of the Superintendent, Business Manager, and two (2) members designated by the Association (can not be the employee making the request). A majority vote of the committee shall be required for any days to be granted and all majority Sick Bank Committee votes are final and are not grievable. In the event of a tie the Superintendent of Schools will break the tie.
- G. Employees who have exhausted their accumulated and annual sick leave may make a written request for additional leave days according to the following condition:
 - 1. The employee must present a doctor's certificate of a documented illness or disability to the Superintendent of Schools, with a copy to the President of the Association.

2. During the work year, an individual shall not draw more than twenty (20) days from the sick leave pool without reapplying.

ARTICLE VII – LEAVES OF ABSENCE WITH OR WITHOUT PAY

Leaves of Absence With Pay

A. Personal Leave

The Board agrees to four (4) personal days. These personal days may be taken on demand; however, reasonable notification to the employee's supervisor is expected. Personal days may not be used prior to a holiday or after a holiday, or prior to a vacation period or after a vacation period unless approved by the Superintendent.

B. Flex Day

The Board agrees to two (2) flex days of personal leave that may be granted annually by submission of the Employee Personal Day Request Form to the Supervisory Administrator and the Superintendent. Except in cases of emergency, the employee must make this request no later than twenty-four (24) hours before taking such leave. Reasons need not be given for this request, but it is understood that that the request is made only for personal business that cannot be conducted outside the normal working day.

C. Jury Duty

An employee may be allowed time necessary for Jury Duty. The Board reserves the right to request that an employee be excused from this obligation if a suitable substitute is not available to fill in during the employee's absence. The employee is required under this Agreement to report to his/her assignment when his/her presence is not required in the courtroom. The total daily allowance for Jury Duty will be deducted from the employee's first paycheck after s/he returns to school following the absence.

D. Subpoena

If an employee receives a subpoena for a court appearance, the employee will be excused from work with no lost wages or benefits. An employee excused from their court appearance(s) during the normal workday shall report back to work. Failure to report back to work will result in lost per hour wages.

Leaves of Absence Without Pay

A. Requested Unpaid Leave

The Superintendent, in his or her discretion, may grant individual unpaid leave days upon request. Long-term absences of unpaid leave must be submitted in writing to the Superintendent and approved by the Board, which has the discretion to grant or deny such request.

B. Military Leave

An employee who is a member of the National Guard or other authorized state military or naval forces, and who is a member of the Army, Marines, Air Force, Coast Guard, or Naval Reserve may be granted temporary leave of absence without net loss of income during periods of annual training not to exceed seventeen (17) calendar days in any calendar year specified under the National Defense Act or Armed Forces Act of 1952, provided that such employee shall have made every reasonable effort to perform such annual training during the period when school is not in session.

ARTICLE VIII – OVERTIME

Overtime

- A. For hourly employees, anytime in excess of the normal daily hours designated on the employee's individual work agreement must be approved in advance by the employee's supervisor before the employee works the hours.
- B. Vacation, personal and holiday time will not be considered as time worked for purposes of overtime.

ARTICLE IX – INSURANCE PROTECTION

Insurance Protection:

- A. System support staff will be provided the opportunity to participate in the RSU 73 health insurance plan provided their normal workweek consists of 30 hours or more per week in the Choice Plus Plan premium levels. The RSU 73 contribution will be paid to the insurance company to support the plan that the employee or the employee's spouse/dependents are eligible for and are actually enrolled in. This opportunity is provided with the provision that if the employee or the employee's spouse/dependents are eligible for coverage by another paid comparable health insurance plan, the employee will not be covered under the RSU 73 Plan.
- B. Employees who are regularly scheduled to work 35 or more hours per week are entitled to full insurance benefits with co-pays as described below:

Employee Co-Pays for 2015-2016:

Single Coverage 16% of the monthly premium

Adult with Child(ren) 17% of the monthly premium

Two Person 19% of the monthly premium

Family 19% of the monthly premium

Employee Co-Pays for 2016-2017:

Single Coverage 16% of the monthly premium

Adult with Child(ren) 17% of the monthly premium

Two Person 19% of the monthly premium

Family 19% of the monthly premium

Employee Co-Pays for 2017-2018:

Single Coverage 17% of the monthly premium

Adult with Child(ren) 17% of the monthly premium

Two Person 19% of the monthly premium

Family 19% of the monthly premium

- C. Employees who are regularly scheduled to work less than 35 hours but 30 or more hours per week shall pay an amount not to exceed 9.5% of their gross pay as per the Affordable Care Act (ACA), as long as it is in force. Should the ACA no longer be in force, the employee portion for hours worked between 30 and 35 shall be 25% of the health insurance premium plus as outlined above for the plan the employee is eligible to be enrolled in and is enrolled in. Employees who work less than 30 hours per week shall not be eligible for the health insurance benefit.
- D. Coverage under the Standard Plan may be purchased by the employee if so desired and it is available.
- E. Payment in Lieu:
Employees who chose not to enroll in the RSU 73 health insurance plan and are covered under another health insurance plan shall receive \$120.00 per month as payment in lieu, provided the employee is eligible for the RSU 73 health insurance plan and provides documentation as to the other health insurance coverage.
- F. Annuity Plans:
Employees may participate in and make personal contributions through salary deduction to a 403 (b) plan that is approved by and in compliance with the RSU 73 plan participation regulations.
- G. Section 125 Plan:
The employee will be eligible to participate in the RSU 73 Section 125 Plan. Voluntary enrollment is required for participation.
- H. Dental Plan:
All full-time employees will be covered by the RSU #73 Dental Plan, at no expense to the employee, provided there is no additional cost to the school district. At such time, there is an increase to the school district; the employee will be required to pay the difference of the increase.

ARTICLE X – WORK YEAR

A. Work Year:

The minimum work year for employees will be established by the Board and will be documented as a provision in each employee's work agreement. Full time employees are those employees who are contracted for 260 days.

B. Work Day:

The hourly employee will be compensated for the actual hours approved by the employee's supervisor and worked. Hours over the designated work hours must not be exceeded on a regular basis.

ARTICLE XI – PROFESSIONAL STUDY REIMBURSEMENT

A. If employees are required by the Board or its agent to enroll in a specific course or training, the Board shall bear all costs of tuition, books, and fees upon enrollment in the course required by the Board. If at completion of the course without a grade of "B" or better, the employee shall reimburse all costs incurred by the Board. The Board reserves the right, if necessary, to recover such costs through payroll deduction.

B. Should the Employee choose to enroll in a college level course, tuition costs will be reimbursed at the current tuition rate of the University of Maine for each three (3) credit hours of study up to a limit of six (6) credit hours in any one fiscal year under the following conditions:

1. The courses are approved by the Superintendent in advance of taking the courses on forms approved by the District.
2. The courses are in the employee's area of specialization, or are of benefit to the District.
3. The courses are successfully completed with a minimum grade of "B" for a letter grade course, or "Pass" in a Pass/Fail course.

4. Tuition receipts and official transcripts are submitted to the Superintendent.
5. Tuition reimbursement amounts will exclude any amounts received from other sources (scholarships, stipends, grant money, etc.).
6. Registration costs, along with books, will be reimbursed by the Board. All books will become part of the District's professional library. Any other costs above and beyond what are listed here will be the responsibility of the employee.
7. In order to receive payment reimbursement in the next fiscal year for courses, the employee must notify the Superintendent prior to March 1 of their intent to take the course work. This will be considered sufficient to receive reimbursement pending the approval of the Superintendent.
8. Course requests submitted March 1 or later will not be eligible for reimbursement until the following fiscal year (i.e. a request submitted March, 2015 through February, 2016 would not be eligible for reimbursement until July, 2016).

ARTICLE XII – VACATIONS/HOLIDAYS

A. Vacations:

1. Full-time, 260 day contracted employees will be afforded the following vacation time commensurate with their length of service in RSU 73. Employees will retain their length of service designations from both the former Jay School Department and RSU 36, providing there is no break in service in those school systems and RSU 73.
 - After one year- 1 week
 - After two years- 2 weeks
 - After seven years- 3 weeks
 - After ten years- 4 weeks
2. Vacation time can be taken in hourly increments.

3. Vacation time is part of the employee's work year and part of the overall contract days for the position.
4. Due to the nature of the critical jobs (i.e. annual audit, year end close out, and technological year end processes) within this contract it may not be possible for all employees to take the authorized vacation time in a timely fashion. When this situation occurs the Superintendent can authorize the employee to carry over no more than five vacation days into the next work year, but it must be used no later than September 30 of the next fiscal year, or the days will be lost.

B. Holidays:

1. Holidays listed below are recognized for employees contracted for 260 days and will be paid at the normal rate of per diem pay. (Total-13 Holidays) If a holiday falls on a Saturday or Sunday, the employee will be granted either the preceding Friday or the following Monday as a holiday.

Labor Day

Columbus Day

Veterans Day

Thanksgiving Day and the day after

Christmas Eve Day and Christmas Day

New Year's Day

Martin Luther King, Jr. Day

President's Day

Patriot's Day

Memorial Day

Fourth of July

2. Employees whose designated work year is less than 260 days shall be paid for 10 holidays. These employees will not be paid for President's Day, Patriot's Day or the Fourth of July.

ARTICLE XIII – MISCELLANEOUS

A. Retirement:

1. In order to be eligible for retirement benefits, a letter of notification to retire must be filed with the Superintendent by January 31 of the year of retirement. The Board may waive the notice in unusual circumstances.
2. Eligibility for a retirement benefit shall require that the employee satisfy the requirements to receive a pension at the time of retirement from either the Maine Public Employees Retirement System or from Social Security.
3. After fifteen (15) years or more of service to RSU #73, and reaching the age of eligibility to receive a pension from either MPERS or Social Security, payment shall be paid to the Employee at his/her rate of pay:
 - Fifteen (15) years of service – three (3) weeks payment at the time of retirement
 - Twenty (20) years of service – five (5) weeks payment at the time of retirement
4. As of the effective date of this Agreement, all new employees will not be eligible for this retirement benefit.

B. Mileage Reimbursement:

Employees required to use their vehicle for travel within the school district, to conferences, to meetings, etc., will be compensated for mileage at the current Internal Revenue Service rate per mile.

ARTICLE XIV – DURATION OF CONTRACT

This Agreement shall be effective from July 1, 2015, and shall continue in effect until June 30, 2018.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as indicated below.

Central Office Support Staff Association

RSU 73 Board of Directors

Susan E. Gagnon

Dennis A. Rodgen

Burda A. Spinell

Kenneth J. Healey
(Superintendent of Schools)

Appendix A – Central Office Support Staff employed as of June 30, 2015

Payroll and Human Resources

Years Experience	Current Pay	2015-2016	2016-2017 (1%)	2017-2018 (1.5%)
0-3		\$22.26	\$22.48	\$22.82
4-10		\$22.48	\$22.70	\$23.04
11-15		\$22.94	\$23.17	\$23.52
16-19	\$21.65	\$23.17	\$23.40	\$23.75
20+		\$23.77	\$24.01	\$24.37

Accounts Payable Clerk

Years Experience	Current Pay	2015-2016	2016-2017 (1%)	2017-2018 (1.5%)
0-3		\$19.73	\$19.93	\$20.23
4-10		\$19.93	\$20.13	\$20.43
11-15		\$20.33	\$20.53	\$20.84
16-19		\$20.54	\$20.74	\$21.05
20+	\$19.21	\$20.75	\$20.96	\$21.27

Special Education Administrative Assistant

Years Experience	Current Pay	2015-2016	2016-2017 (1 %)	2017-2018 (1.5%)
0-3		\$19.00	\$19.19	\$19.48
4-10		\$19.19	\$19.38	\$19.67
11-15		\$19.58	\$19.78	\$20.08
16-19	\$17.20	\$19.78	\$19.98	\$20.28
20+		\$20.29	\$20.49	\$20.80

Maintenance and Transportation Secretary

Years Experience	Current Pay	2015-2016	2016-2017 (1 %)	2017-2018 (1.5%)
0-3		\$16.00	\$16.16	\$16.40
4-10	\$16.16	\$16.16	\$16.32	\$16.56
11-15		\$16.58	\$16.75	\$17.00
16-19		\$17.01	\$17.18	\$17.44
20+		\$17.45	\$17.62	\$17.88

Technology Support and Data Specialist

Years Experience	Current Pay	2015-2016	2016-2017 (1 %)	2017-2018 (1.5%)
0-3		\$21.78	\$22.00	\$22.33
4-10	\$22.00	\$22.00	\$22.22	\$22.55
11-15		\$22.57	\$22.80	\$23.14
16-19		\$23.16	\$23.39	\$23.74
20+		\$23.76	\$24.00	\$24.36

Technology Repair Technician I

Years Experience	Current Pay	2015-2016	2016-2017 (1 %)	2017-2018 (1.5%)
0-3		\$17.82	\$18.00	\$18.27
4-10	\$18.00	\$18.00	\$18.18	\$18.45
11-15		\$18.47	\$18.65	\$18.93
16-19		\$18.95	\$19.14	\$19.43
20+		\$19.44	\$19.63	\$19.92

Technology Repair Technician II

Years Experience	Current Pay	2015-2016	2016-2017 (1 %)	2017-2018 (1.5%)
0-3	\$15.05	\$15.65	\$15.81	\$16.05
4-10		\$16.06	\$16.22	\$16.46
11-15		\$16.48	\$16.64	\$16.89
16-19		\$16.91	\$17.08	\$17.34
20+		\$17.35	\$17.52	\$17.78

Appendix B – New Central Office Support Staff employed after July 1, 2015

Payroll and Human Resources

Years Experience	2015-2016	2016-2017 (1 %)	2017-2018 (1.5%)
0-3	\$17.00	\$17.17	\$17.43
4-10	\$17.50	\$17.68	\$17.95
11-15	\$18.00	\$18.18	\$18.45
16-19	\$18.50	\$18.69	\$18.97
20+	\$19.00	\$19.19	\$19.48

Accounts Payable Clerk

Years Experience	2015-2016	2016-2017 (1 %)	2017-2018 (1.5%)
0-3	\$17.00	\$17.17	\$17.43
4-10	\$17.50	\$17.68	\$17.95
11-15	\$18.00	\$18.18	\$18.45
16-19	\$18.50	\$18.69	\$18.97
20+	\$19.00	\$19.19	\$19.48

Special Education Administrative Assistant

Years Experience	2015-2016	2016-2017 (1 %)	2017-2018 (1.5%)
0-3	\$17.00	\$17.17	\$17.43
4-10	\$17.50	\$17.68	\$17.95
11-15	\$18.00	\$18.18	\$18.45
16-19	\$18.50	\$18.69	\$18.97
20+	\$19.00	\$19.19	\$19.48

Maintenance and Transportation Secretary

Years Experience	2015-2016	2016-2017 (1 %)	2017-2018 (1.5%)
0-3	\$14.00	\$14.14	\$14.35
4-10	\$14.50	\$14.65	\$14.87
11-15	\$15.00	\$15.15	\$15.38
16-19	\$15.50	\$15.66	\$15.89
20+	\$16.00	\$16.16	\$16.40

Technology Support and Data Specialist

Years Experience	2015-2016	2016-2017 (1 %)	2017-2018 (1.5%)
0-3	\$18.00	\$18.18	\$18.45
4-10	\$18.50	\$18.69	\$18.97
11-15	\$19.00	\$19.19	\$19.48

Years Experience	2015-2016	2016-2017 (1 %)	2017-2018 (1.5%)
16-19	\$19.50	\$19.70	\$20.00
20+	\$20.00	\$20.20	\$20.50

Technology Repair Technician

Years Experience	2015-2016	2016-2017 (1 %)	2017-2018 (1.5%)
0-3	\$ 14.00	\$14.14	\$14.35
4-10	\$14.50	\$14.65	\$14.87
11-15	\$15.00	\$15.15	\$15.38
16-19	\$15.50	\$15.66	\$15.89
20+	\$16.00	\$16.16	\$16.40