



Medford Public School  
ISD #763

*Providing quality education while preparing our children and community for the future*

## **School Board Agenda Item**

**Meeting Date:** November 16, 2015

**Place on Agenda:** Other Action

**Topic:** Working Agreement with Non-Certified Staff

**Presenter:** Rich Dahman

**Background:** Non-Certified Staff members include paraprofessionals, district office staff, nurses, secretaries, Tiger Club staff, and Community Ed and Technology Support assistants. Wages for all Non-Certified staff are determined by placement on our Non-Certified Wage Grid, which has eleven Grades and ten Steps. It also has built-in Longevity Pay for long-term employees. Mr. Dahman has visited with these staff members to discuss working conditions and discuss any possible concerns. The following recommendations are for the two-year period during the 2015-16 and 2016-17 school years:

\* All Grade and Step cells on the Non-Certified Wage Grid will be increased by 2.5% for the 2015-16 school year and by another 2.5% for the 2016-17 school year.

\* Employees will receive retroactive pay, based on their new hourly rate and their hours already worked during the 2015-16 school year.

\* Approved Bereavement Leave is currently taken from either Sick Leave or Paid Time Off, depending on the employee group. For all Non-Certified groups, any Bereavement Leave that occurs without available Sick Leave or Paid Time Off, will be granted as unpaid leave, with prior approval of the Superintendent.

\* The recommended change will result in an increase cost of about \$21,000 this year.

\* Previously added Non-Certified position (part-time secretary) and additional hours (EL/RtI paras and Technology Support Assistant) will result in a total increase of about \$37,000.

**Recommendation:** Approve the changes to our Non-Certified contracts.