

Professional Exempt / Confidential / Executive Secretary  
 Agreement Changes Effective July 1, 2021

**Professional Exempt Agreement**

**SECTION III. Insurance**

- A. The cap for Professional Exempt employees will be tied to the negotiated cap for teachers in all future years, currently the cap is \$1575 **\$1625** per month. For Professional Exempt employees working less than thirty (30) hours per week, insurance benefits will be prorated.
- B. Subject to the rules and regulations of the insurance carrier, OEBB, and the IRS, active Professional Exempt employees who maintain and provide proof of another medical benefit plan may opt-out of District sponsored health insurance coverage. Professional Exempt Employees who opt-out of District sponsored health insurance coverage and who are otherwise eligible for a District contribution towards insurance premiums, may receive 50% of the employee’s maximum District insurance contribution toward a District Sponsored Health Reimbursement Arrangement (HRA) VEBA, as long as such contribution would not create disadvantageous tax consequences for the District or the professional exempt employee.
- C. For staff members who elect ~~Health Plan 6 or 7~~ **an HSA Plan** – 100% of the difference between the cost of the insurance for ~~Plan 6 or 7, dental, vision~~ and the \$1575 **district** cap will be put into a Health Savings Account (HSA).
- D. Eligible professional exempt employees who do not maintain and provide proof annually of another employer-sponsored health insurance will not be permitted to opt-out of District sponsored health insurance coverage.

Inclement Weather/Emergency Leave - when school is closed **or on a 3-hour delay** for inclement weather/snow days any Professional Exempt employee who did show up for work will be given trade time for the hours they worked on those days; as other employees may not have worked due to driving conditions, but still got paid. The building principals/supervisors will need to make sure that the employees who accrue this type of trade time use it within 1 month of the date of accrual.

**Salary Schedule +3% COLA**

**Salary Schedule 4% COLA**

Range – Hourly					
Step	1	2	3	4	5
1	18.01	19.09	-	-	-
2	18.73	19.72	-	-	-
3	19.41	20.44	-	-	-
4	20.07	21.06	-	-	-
5	20.78	21.75	-	-	-

Range – Salary
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Step	1	2	3	4	5
1	32,426	34,355	-	-	-
2	33,706	35,504	-	-	-
3	34,929	36,783	-	-	-
4	36,134	37,914	-	-	-
5	37,395	39,156	-	-	-

Range - Salary					
Step	1	2	3	4	5
1	33,723	35,729			
2	35,054	36,924			
3	36,326	38,254			
4	37,579	39,431			
5	38,891	40,722			

### Confidential Agreement

#### Benefits:

Classified staff moving into a confidential position will be placed on the salary schedule at 50%. (i.e. 15 years as a classified, will be credited with 8 years as a confidential).

Confidential staff voluntarily reducing annual hours, will have all leave, insurance and retirement benefits pro-rated.

Confidential staff will receive an additional \$337.50 per month to go towards one of the following: insurance or an annuity.

The district will pay for up to nine (9) quarter hours of college/university credit each year for courses germane to the position. Courses must be pre-approved by the employee's direct supervisor. College Credits will be reimbursed when the transcript is filed with the application for reimbursement with the Executive Director of Human Resources.

Three years of service in the District following the receipt of tuition reimbursement is required for all recipients. In the event that an employee voluntarily terminates their employment with the District they will be required to reimburse back to the District on a pro-rated basis any tuition support received within the three-year window.

A confidential employee terminating his/her employment will not be reimbursed for courses taken after the close of the spring quarter of that contractual year.

#### Inclement Weather:

When school is closed or on a 3-hour delay for inclement weather/snow days any confidential, custodial, and maintenance staff who did show up for work will be given trade time for the hours they worked on those days; as other confidential, custodial, and maintenance employees may not have worked due to driving conditions, but still got paid. The building principals/supervisors will need to make sure that the confidential, custodial, and maintenance employees

who accrue this type of trade time use it within 1 month of the date of accrual. If custodial staff is called in on a Saturday, or Sunday or on a holiday due to weather related conditions, staff will be paid overtime (with prior approval of the superintendent).

Insurance:

The cap for confidential will be tied to the negotiated cap for teachers in all future years, currently the cap is ~~\$1575.00~~ \$1625 for administrators, teachers and classified employees.

Subject to the rules and regulations of the insurance carrier, OEBB, and the IRS, active employees who maintain and provide proof of another medical benefit plan may opt-out of District sponsored health insurance coverage. Employees who opt-out of health insurance coverage and who are otherwise eligible for a District contribution towards insurance premiums, may receive 50% of the employee’s maximum District insurance contribution toward a District Sponsored Health Reimbursement Arrangement (HRA) VEBA, as long as such contribution would not create disadvantageous tax consequences for the District of the employee.

For staff members who elect ~~Health Plan 6 or 7~~ an HSA Plan – 100% of the difference between the cost of the insurance ~~for Plan 6 or 7, dental, vision~~ and the \$1575 district cap will be put into a Health Savings Account (HSA).

Eligible employees who do not maintain and provide proof annually of another employer-sponsored group medical plan will not be permitted to opt-out of District sponsored group insurance coverage. Less than full time employees covered under the confidential agreement prior to 2000, will not be subject to pro-ration.

The district will provide long-term disability (LTD) coverage and Life Insurance (\$10,000) in accordance for the term of this contract.

Confidential Salary Schedule – 2020-21 with 3% COLA + 4% for 4 additional days

Step	Payroll Specialist	Fiscal Service Specialist	Student Services Technician	Maintenance Coordinator	Admin Assistant
1	50,745	44,913	47,402	48,490	35,855
2	51,760	45,812	48,349	49,461	36,572
3	52,795	46,729	49,316	50,451	37,302
4	53,851	47,663	50,303	51,458	38,049
5	54,927	48,617	51,309	52,488	38,811
6	56,026	49,589	52,335	53,537	39,587
7	57,147	50,580	53,382	54,609	40,378
8	58,289	51,592	54,449	55,701	41,185
9	59,456	52,625	55,537	56,815	42,008
10	60,644	53,677	56,649	57,950	42,849
11	61,858	54,750	57,781	59,109	43,706
12	63,095	55,845	58,938	60,292	44,580

13	64,357	56,961	60,116	61,497	45,472
14	65,643	58,101	61,318	62,728	46,381
15	66,957	59,263	62,546	63,982	47,309

Confidential Salary Schedule – 2021-22 4% COLA

Step	Payroll Specialist	Fiscal Service Specialist	Student Services Technician	Maintenance Coordinator	Admin Assistant
1	52,775	46,710	49,298	50,430	37,289
2	53,831	47,645	50,283	51,439	38,034
3	54,907	48,598	51,289	52,469	38,794
4	56,005	49,570	52,315	53,517	39,571
5	57,124	50,561	53,361	54,587	40,363
6	58,267	51,573	54,428	55,679	41,170
7	59,432	52,603	55,518	56,793	41,993
8	60,621	53,656	56,627	57,929	42,833
9	61,834	54,730	57,759	59,087	43,689
10	63,070	55,824	58,915	60,268	44,563
11	64,332	56,940	60,092	61,473	45,455
12	65,618	58,079	61,295	62,704	46,364
13	66,932	59,240	62,520	63,957	47,291
14	68,269	60,425	63,771	65,237	48,237
15	69,636	61,634	65,048	66,541	49,201

Executive Secretary Agreement

Fringe Benefits:

The district will pay the negotiated cap (see below) for medical, dental, vision insurance.

The cap for administrators will be tied to the negotiated cap for teachers in all future years, currently the cap is \$1575 \$1625 for administrators, teachers and classified.

Subject to the rules and regulations of the insurance carrier, OEBC, and the IRS, active employees who maintain and provide proof of another medical benefit plan may opt-out of District sponsored health insurance coverage. Employees who opt-out of health insurance coverage and who are otherwise eligible for a District contribution towards insurance premiums, may receive 50% of the employee's maximum District insurance contribution toward a District Sponsored Health Reimbursement Arrangement (HRA) VEBA, as long as such contribution would not create disadvantageous tax consequences for the District of the employee.

For staff members who elect ~~Health Plan 6 or 7~~ an HSA Plan – 100% of the difference between the cost of the insurance for ~~Plan 6 or 7, dental, vision~~ and the \$1575 district cap will be put into a Health Savings Account (HSA).

Eligible employees who do not maintain and provide proof annually of another employer-sponsored group medical plan will not be permitted to opt-out of District sponsored group insurance coverage.

The district will pay for up to nine (9) quarter hours of college/university credit each year for courses germane to the position. Courses must be pre-approved by the employee's direct supervisor. College Credits will be reimbursed when the transcript is filed with the application for reimbursement with the Executive Director of Human Resources.

Three years of service in the District following the receipt of tuition reimbursement is required for all recipients. In the event that an employee voluntarily terminates their employment with the District they will be required to reimburse back to the District on a pro-rated basis any tuition support received within the three-year window.

HR Assistant/Executive Secretary terminating his/her employment will not be reimbursed for courses taken after the close of the spring quarter of that contractual year.

Inclement Weather:

When school is closed or an a 3-hour delay for inclement weather/snow days any confidential custodial, and maintenance staff who did show up for work will be given trade time for the hours they worked on those days; as other confidential, custodial, and maintenance employees may not have worked due to driving conditions, but still got paid. The building principals/supervisors will need to make sure that the confidential, custodial, and maintenance employees who accrue this type of trade time use it within 1 month of the date of accrual. If custodial staff is called in on a Saturday, or Sunday or on a holiday due to weather related conditions, staff will be paid overtime (with prior approval of the superintendent).

**Appendix A**

~~Human Resources/Executive Secretary – 2020-21 3% COLA + 4% for 4 additional days~~

Step	Salary
1	—50,320
2	—51,326
3	—52,353
4	—53,400
5	—54,467
6	—55,558
7	—56,668
8	—57,801

9	—58,957
10	—60,136
11	—61,339
12	—62,566
13	—63,817
14	—65,095
15	—66,396

Human Resources/Executive Secretary – 2021-22 4% COLA

Step	Salary
1	52,333
2	53,379
3	54,447
4	55,537
5	56,646
6	57,780
7	58,935
8	60,113
9	61,315
10	62,542
11	63,792
12	65,069
13	66,370
14	67,698
15	69,051