

Compensation and Benefits Provisions
for Confidential Employees
Of the
Neah-Kah-Nie School District

July 1, 2026 – June 30, 2030

This document sets forth the salary and benefits compensation plan for Confidential Employees excluded from collective bargaining including: Administrative Assistant, Payroll & Benefits Specialist, Facilities/Grounds Manager, Food Service Director/Head Cook, District Technology Director, and District Nurse

The Board reserves the right to alter these provisions should the Board determine financial constraints require such a change.

The salary system for confidential employees consists of positions. Each position is associated with a salary range designed to provide meaningful pay differences between positions to reflect increased scope of responsibility, skill level and organizational accountability.

It is the policy of the Neah-Kah-Nie School District #56 that there will be no discrimination or harassment on the grounds of race, color, sex, marital status, sexual orientation, religion, national origin, age or disability in any educational programs, activities or employment. Persons having questions about equal opportunity and nondiscrimination should contact the Superintendent at the District Administration Office, 504 N. 3rd Avenue, Rockaway Beach, 503-355-3501.

I. CONFIDENTIAL SALARY SCHEDULE

- A. The Confidential Salary Schedule for the 2026-27, 2027-28, 2028-29, and 2029-2030 contract-year is set forth in Appendix A. The placement on the salary schedule and number of days per classification will be by scope of responsibilities and requirements as determined by the Superintendent. 2026-27 salary schedule represents a 2.5% COLA, 2027-28 salary schedule represents a 3% COLA increase, 2028-29 salary schedule represents a 3% COLA, and 2029-30 salary schedule represents a 3% COLA.
- B. The District Nurse will work 30-35 hours a week, 195 days beginning August 20, 2026.

II. SALARIES

- A. All newly hired confidential staff will be placed on the salary schedule at the discretion of the Superintendent or designee.
- B. Confidential staff will pay the employee PERS contribution, pre tax

III. BENEFITS

- A. Medical, Dental and Vision insurance
 - a. Shall be equal to benefits provided for licensed employees.
- B. Life insurance
 - a. The District will pay the group life insurance premium on \$100,000 for each confidential employee effective October 1. A portion of the value of this benefit will be taxable income to the employee in accordance with IRS rules.
- C. Sick Leave
 - a. Shall be in compliance with state law.
- D. Flex Leave
 - a. Confidential employees scheduled to work 260 days per work year shall receive three (3) paid flex leave days. Flex leave days must be used within the fiscal year in which they are received and shall not carry over to the following year, nor shall they be eligible for cash payout upon separation of employment.
- E. Bereavement leave
 - a. Shall be equal to benefits provided to licensed employees.
- F. Holidays
 - a. Confidential employees receive eleven paid holidays: July 4, Labor Day, Veterans Day, Thanksgiving, Christmas Eve, Christmas, New Year's Day, Martin Luther King Day, President's Day, Memorial Day, and Juneteenth. The day after Thanksgiving is a non-work & non-paid day
- G. Mileage
 - a. Confidential employees shall be paid the Internal Revenue Service (IRS) rate of reimbursement for mileage incurred in their personal vehicles necessary for performance of their duties. Requests for mileage reimbursement shall be submitted to the business manager monthly.
- H. Vacation
 - a. Confidential employees scheduled to work 260 days per work year shall accrue paid vacation as follows:

1 st through 14 th year	20 days per year (160 hours)
15 th year +	25 days
 - b. Confidential employees can roll over (up to) 10 vacation days each year and shall be used by November 1. Any remaining rollover days will expire on November 1.
- I. Personal Leave
 - a. Confidential employees shall be allowed three paid personal days.

IV. DISMISSAL

Confidential employees may be dismissed for any reason deemed in good faith sufficient by the Board.

V. Entire Agreement

This agreement constitutes the sole and entire existing agreement between the parties regarding compensation, leave benefits, and vacation and supersedes all prior practices, whether oral or written, and, together with state and federal law and regulations, Board policy and administrative rules, expresses all obligations of, and restrictions imposed upon, the District and the Neah-Kah-Nie School District Confidential Employees. The waiver of breach, term, or condition of the agreement by either party shall not constitute a precedent in the future enforcement of all of the agreement's terms and conditions.

This agreement shall be effective as of July 1, 2026, and shall remain in effect through June 30, 2030, contingent on the Board's right to alter these provisions should the Board determine financial constraints require such a change.

This memorandum is enacted this _____day of _____, 2026.

Board Chair

Date

Superintendent

Date

NEAH-KAH-NIE SCHOOL DISTRICT NO. 56

Confidential & Managerial Employee Salary Schedule
Appendix A

	1	2	3	4	5	6	7	8	10	15	20	25	30	35	column
2026-2027	Increase = 2.5%														Confidential
FOOD SERVICE DIRECTOR/HEAD COOK (195 DAYS)	46,315.43	47,241.74	48,186.56	49,150.30	50,133.30	51,135.97	52,158.69	53,201.86	54,265.90	55,351.21	56,458.24	57,587.40	58,739.16	59,913.95	Step 5
DIRECTOR OF GROUNDS, MAINTENANCE AND FACILITIES	65,014.15	66,314.45	67,640.73	68,993.55	70,373.43	71,780.89	73,216.52	74,680.84	76,174.46	77,697.95	79,251.91	80,836.95	82,453.69	84,102.77	11
DIRECTOR OF TECHNOLOGY SERVICES	72,053.52	73,494.61	77,070.01	78,611.42	80,183.63	81,787.32	83,423.07	85,091.52	86,793.35	88,529.22	90,299.79	92,105.79	93,947.91	95,826.86	20
PAYROLL AND BENEFITS SPECIALIST	59,399.78	60,587.75	61,800.33	63,036.48	64,297.23	65,582.58	66,893.55	68,231.18	69,596.48	70,988.43	72,408.05	73,856.38	75,333.40	76,840.15	2
ADMINISTRATIVE ASSISTANT	59,399.78	60,587.75	61,800.33	63,036.48	64,297.23	65,582.58	66,893.55	68,231.18	69,596.48	70,988.43	72,408.05	73,856.38	75,333.40	76,840.15	9
NURSE (6hr @ 195 days @ \$55.48)						64,910.61	66,208.82	67,533.00	68,883.66	70,261.33	71,666.56	73,099.89	74,561.89	76,053.13	6
						55.48	56.59	57.72	58.87	60.05	61.25	62.48	63.73	65.00	
2027-2028	Increase = 3%														Step 6
FOOD SERVICE DIRECTOR/HEAD COOK (195 DAYS)	47,473.32	48,422.78	49,391.22	50,379.06	51,386.63	52,414.37	53,462.66	54,531.91	55,622.55	56,734.99	57,869.70	59,027.09	60,207.64	61,411.80	
DIRECTOR OF GROUNDS, MAINTENANCE AND FACILITIES	66,639.50	67,972.31	69,331.75	70,718.39	72,132.77	73,575.41	75,046.93	76,547.86	78,078.82	79,640.40	81,233.21	82,857.87	84,515.03	86,205.34	12
DIRECTOR OF TECHNOLOGY SERVICES	73,854.86	75,331.98	78,996.76	80,576.71	82,188.22	83,832.00	85,508.65	87,218.81	88,963.18	90,742.45	92,557.28	94,408.43	96,296.61	98,222.53	21
PAYROLL AND BENEFITS SPECIALIST	60,884.77	62,102.44	63,345.34	64,612.39	65,904.66	67,222.14	68,565.89	69,936.96	71,336.39	72,763.14	74,218.25	75,702.79	77,216.74	78,761.15	2
ADMINISTRATIVE ASSISTANT	60,884.77	62,102.44	63,345.34	64,612.39	65,904.66	67,222.14	68,565.89	69,936.96	71,336.39	72,763.14	74,218.25	75,702.79	77,216.74	78,761.15	10
NURSE (6hr @ 195 days @ \$57.14)						66,857.93	68,195.09	69,558.99	70,950.17	72,369.17	73,816.56	75,292.89	76,798.74	78,334.72	7
						57.14	58.29	59.45	60.64	61.85	63.09	64.35	65.64	66.95	
2028-2029	Increase = 3%														Step 7
FOOD SERVICE DIRECTOR/HEAD COOK (195 DAYS)	48,660.15	49,633.35	50,626.00	51,638.54	52,671.30	53,724.73	54,799.23	55,895.21	57,013.11	58,153.36	59,316.44	60,502.77	61,712.83	62,947.10	
DIRECTOR OF GROUNDS, MAINTENANCE AND FACILITIES	68,305.49	69,671.62	71,065.04	72,486.35	73,936.09	75,414.80	76,923.10	78,461.56	80,030.79	81,631.41	83,264.04	84,929.32	86,627.91	88,360.47	13
DIRECTOR OF TECHNOLOGY SERVICES	75,701.23	77,215.28	80,971.68	82,591.13	84,242.93	85,927.80	87,646.37	89,399.28	91,187.26	93,011.01	94,871.21	96,768.64	98,704.03	100,678.09	22
PAYROLL AND BENEFITS SPECIALIST	62,406.89	63,655.00	64,928.97	66,227.70	67,552.28	68,902.69	70,280.04	71,685.38	73,119.80	74,582.22	76,073.71	77,595.36	79,147.16	80,730.18	2
ADMINISTRATIVE ASSISTANT	62,406.89	63,655.00	64,928.97	66,227.70	67,552.28	68,902.69	70,280.04	71,685.38	73,119.80	74,582.22	76,073.71	77,595.36	79,147.16	80,730.18	11
NURSE (6hr @ 195 days @ \$58.86)						68,863.67	70,240.94	71,645.76	73,078.67	74,540.25	76,031.05	77,551.67	79,102.71	80,684.76	8
						58.86	60.03	61.24	62.46	63.71	64.98	66.28	67.61	68.96	
2029-2030	Increase = 3%														Step 8
FOOD SERVICE DIRECTOR/HEAD COOK (195 DAYS)	49,876.65	50,874.18	51,891.65	52,929.50	53,988.08	55,067.85	56,169.21	57,292.59	58,438.44	59,607.19	60,799.35	62,015.34	63,255.65	64,520.78	
DIRECTOR OF GROUNDS, MAINTENANCE AND FACILITIES	70,013.13	71,413.41	72,841.67	74,298.51	75,784.49	77,300.17	78,846.18	80,423.10	82,031.56	83,672.20	85,345.64	87,052.55	88,793.61	90,569.48	14
DIRECTOR OF TECHNOLOGY SERVICES	77,593.76	79,145.66	82,995.97	84,655.91	86,349.00	88,076.00	89,837.53	91,634.26	93,466.94	95,336.29	97,242.99	99,187.86	101,171.63	103,195.04	23
PAYROLL AND BENEFITS SPECIALIST	63,967.06	65,246.38	66,552.19	67,883.39	69,241.09	70,625.26	72,037.04	73,477.51	74,947.80	76,446.78	77,975.55	79,535.24	81,125.84	82,748.43	2
ADMINISTRATIVE ASSISTANT	63,967.06	65,246.38	66,552.19	67,883.39	69,241.09	70,625.26	72,037.04	73,477.51	74,947.80	76,446.78	77,975.55	79,535.24	81,125.84	82,748.43	12
NURSE (6hr @ 195 days @ \$60.62)						70,929.58	72,348.17	73,795.13	75,271.03	76,776.46	78,311.98	79,878.22	81,475.79	83,105.30	9
						60.62	61.84	63.07	64.33	65.62	66.93	68.27	69.64	71.03	