

**BEMIDJI AREA SCHOOLS
BEMIDJI, MINNESOTA**

DATE : JANUARY 22, 2024

TO : BOARD OF EDUCATION

FROM: Dr. JEREMY OLSON, SUPERINTENDENT OF SCHOOLS
JORDAN HICKMAN, DIRECTOR OF HUMAN RESOURCES

SUBJECT: NONLICENSED STAFF - TERMS & CONDITIONS OF EMPLOYMENT
FOR 2023-2025

COMMENT:

Attached please find the terms and conditions of employment for Non-licensed staff. The following changes are recommended:

1. Increase the salary schedule by \$1.00 per hour or 3% for 2023-2024 and 2.5% to 3% for 2024-2025.
2. The District health insurance contribution remains unchanged at a maximum District contribution of \$845.00 per month for 2023-2024 and increase to \$885.00 per month for 2024-2025.
3. Grants twenty-five (25) days of vacation after 20 years of service effective July 1, 2024.
4. Revise language to allow up to sixty hours of vacation per year to be taken as direct pay at the current hourly rate of pay.
5. Add short term disability insurance to the options employees may elect under the District's insurance program.
6. Add Juneteenth as a Holiday to reflect legislative changes.
7. Increase the Health Care Savings Plan (HCSP) contribution by \$25 per pay period effective July 1, 2024.
8. Increase the District match for deferred compensation plan contributions by \$300 per year effective July 1, 2024.
9. Add language regarding e-learning to reflect legislative changes.
10. Increase the ASE stipend by \$0.50 per hour effective July 1, 2024.

11. Update language to reflect changes in definition of “immediate family” under state safe and sick legislation.

Summary: The estimated total two year cost for this group is \$156,338.98 and is consistent with the established pattern of settlements with District bargaining groups. This includes all costs for salary steps, insurance premium contributions, PERA contributions, FICA, and other fringe benefits.

ACTION:

The motion was offered by _____, seconded by _____, and carried () to approve the provisions of the terms and conditions of employment for the Non-licensed staff for the period July 1, 2023, through June 30, 2025.