

2024- 2026

COLLECTIVE BARGAINING AGREEMENT

between

INDEPENDENT SCHOOL DISTRICT NO. 625

and

SAINT PAUL SUPERVISORS' ORGANIZATION

January 1, 2024 Through June 30, 2026





SAINT PAUL PUBLIC SCHOOLS
Independent School District No. 625

Board of Education

Jim Vue	Chair
Jessica Kopp	Vice-Chair
Halla Henderson	Clerk
Uriah Ward	Treasurer
Chauntyll Allen	Director
Zuki Ellis	Director
Jeanelle Foster	Director

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P R E A M B L E

This Agreement, entered into between Independent School District No. 625, hereinafter referred to as the "Employer," and the Saint Paul Supervisors' Organization, hereinafter referred to as the "Organization," for the purpose of fostering and promoting harmonious relations between the Employer and the Organization in order that a high level of public service can be provided to the citizens of the Independent School District No. 625.

This Agreement attempts to accomplish this purpose by providing a fuller and more complete understanding on the part of both the Employer and the Organization of their respective rights and responsibilities.

The provisions of this Agreement shall not abrogate the rights and/or duties of the Employer, the Organization or the employees as established under the provisions of the Public Employment Labor Relations Act of 1971, as amended.

ARTICLE 1. RECOGNITION

- 1.1 The Employer recognizes the Saint Paul Supervisors' Organization as the exclusive representative for the White Collar Supervisory Employees of the Professional Group, and certain Unclassified Supervisory Employees, as certified by the State of Minnesota Bureau of Mediation Services (BMS), dated December 11, 1973, Case No. 74-PR-207A and as revised by Unit Clarification Hearing of Bargaining Unit, April 16, 1974, Case No. 74-PR-414-A, and as revised by Certification of Exclusive Representative, December 7, 1977, Case No. 78-PR-500-A; and as revised by Unit Clarification order, December 9, 1988, BMS Case No. 89-PR-2134. This unit represents titles as listed in Appendix B.
- 1.2 The parties agree that any new classifications which are an expansion of the above bargaining unit or which derive from the classifications set forth in this Agreement shall be recognized as a part of this bargaining unit, and the parties shall take all steps required under the Public Employment Labor Relations Act (PELRA) to accomplish said objective.
- 1.3 The parties agree that all titles covered by this agreement are unclassified titles and not covered by City of Saint Paul Civil Service Rules.

ARTICLE 2. CHECK OFF

- 2.1 The Employer agrees to deduct the Organization membership initiation fee assessments and once each month dues from the pay of those employees who individually request in writing that such deductions be made. The amounts to be deducted shall be certified to the Employer by a representative of the Organization and the aggregate deductions of all employees shall be remitted together with an itemized statement to the representative by the first of the succeeding month after such deductions are made or as soon thereafter as is possible.
- 2.2 The Association shall immediately notify the employer of any member who, in accordance with provisions stated on the authorization card, affirmatively revokes authorization of said dues and shall provide the employer with a copy of said revocation.

Once properly notified the District will stop withholding in a timely manner, considering the availability of the people required to make such a change and payroll due dates.
- 2.3 The Organization agrees to indemnify and hold the Employer harmless against any and all claims, suits, orders or judgments brought or issued against the Employer as a result of any action taken or not taken by the Employer under the provisions of this Article.

ARTICLE 3. MANAGEMENT RIGHTS

- 3.1 The Organization recognizes the right of the Employer to operate and manage its affairs in all respects in accordance with applicable laws and regulations of appropriate authorities. The rights and authority which the Employer has not officially abridged, delegated or modified by this Agreement are retained by the Employer.
- 3.2 A public employer is not required to meet and negotiate on matters of inherent managerial policy, which include, but are not limited to, such areas of discretion or policy as the functions and programs of the Employer, its overall budget, utilization of technology, and organizational structure and selection and direction and number of personnel.

ARTICLE 4. PROFESSIONAL WORKDAY AND WEEK

- 4.1 The normal hours of work for the employees shall be eight (8) hours in any twenty-four (24) hour period and forty (40) hours in a seven (7) day period. For employees on a shift basis, this shall be construed to mean an average of forty (40) hours a week.
- 4.2 As professional employees with responsibility for the operation of various programs, members of this bargaining unit are often obligated to work at times outside and beyond the normal eight (8) hour daily and forty (40) hour minimum schedules, described in Subd. 1 of this Article, and/or on any day of the week. Such times are construed as part of the professional workday/work week, and do not generate additional pay beyond the regular biweekly or annual salary.
- 4.3 It is understood by the parties that overtime compensation under Fair Labor Standards Act (FLSA) shall not apply to this unit.
- 4.4 This Article shall not be construed as, and is not, a guarantee of any hours of work per normal workday.

ARTICLE 5. WORKING OUT OF CLASSIFICATION

- 5.1 The Employer shall avoid, whenever possible, working an employee on an out-of-class assignment for a prolonged period of time. Any employee working an out-of-class assignment for a period in excess of fifteen (15) consecutive working days shall receive the rate of pay for the out-of-class assignment in a higher classification days not later than the sixteenth (16th) day of such assignment. For purposes of this Article, an out-of-class assignment is defined as an assignment of an employee to perform, on a full-time basis, all of the significant duties and responsibilities of either a) a position previously held by another employee and different from the employee's regular position, b) a position held by an employee on extended leave or c) a new position, and which is in a classification higher than the classification held by such employee. The rate of pay for an approved out-of-class assignment shall be the same rate the employee would receive if such employee received a regular appointment to the higher classification.

ARTICLE 6. PROBATION

- 6.1 An employee covered by this agreement shall serve a one year (12 months) probationary period following regular or promotional appointment. At any time during the regular or promotional probationary period, the employee may be suspended, disciplined or discharged at the discretion of the Employer, and without recourse to the grievance procedure.
- 6.2 Time served on probation, whether continuous or not, shall be charged to the period of probation.

ARTICLE 7. SENIORITY

- 7.1 Seniority, for the purposes of this Agreement, shall be defined as follows: The length of continuous, regular, and probationary service with the Employer from the date an employee was first certified and appointed to a class title covered by this Agreement, it being further understood that seniority is confined to the current class assignment held by an employee. In cases where two or more employees are appointed to the same class title on the same date, the seniority shall be determined by the employee's rank on the eligible list from which the certification was made.
- 7.2 Seniority shall terminate when an employee retires, resigns or is discharged.
- 7.3 In the event it is determined by the Employer that it is necessary to reduce the workforce, employees will be laid off by class title within each department based on inverse length of seniority as defined above.
- 7.4 In cases where there are promotional series, such as Accountant IV, V, etc., when the number of employees in the higher title is to be reduced, employees will be offered reductions to the highest title in which class seniority would keep them from being laid off, before layoffs are made by any class title in any department.
- 7.5 Recall from layoff shall be in inverse order of layoff, except that recall rights shall expire after two years of layoff. It is understood that such employees will pick up their former seniority date in any class of positions that they previously held.
- 7.6 To the extent possible, vacation periods shall be assigned on the basis of seniority. It is, however, understood that vacation assignment shall be subject to the ability of the Employer to maintain operations.

ARTICLE 8. HOLIDAYS

- 8.1 Holidays recognized and observed. The following days shall be recognized and observed as paid holidays:

New Year's Day	Independence Day
Martin Luther King Jr. Day	Labor Day
Presidents' Day	Thanksgiving Day
Memorial Day	Day after Thanksgiving
Juneteenth	Christmas Day

Eligible employees shall receive pay for each of the holidays listed above on which they perform no work. Whenever any of the holidays listed above shall fall on Saturday, the preceding Friday shall be observed as the holiday. Whenever any of the holidays listed above shall fall on Sunday, the succeeding Monday shall be observed as the holiday.

- 8.2 Eligibility Requirements. To be eligible for holiday pay, employees must have been active on the payroll the day of the holiday.
- 8.3 If Martin Luther King Jr. Day or Presidents' Day falls on a day when school is in session, the employee shall work that day at straight time and another day shall be designated as the holiday. This designated holiday shall be determined by agreement between the employee and the supervisor.

ARTICLE 9. VACATION

9.1 Each full-time employee shall earn vacation according to the following schedule:

<u>Years of Service</u>	<u>Earned Per Pay Period</u>	<u>Annual Hours Granted</u>	<u>Annual Days Granted</u>
First year through completion of 4 years	6.153	160	20
After 4 years through completion of 8 years	7.692	200	25
After 8 years and thereafter	9.231	240	30

Employees who work less than twelve (12) months per year or less than full-time shall be granted vacation on a pro rata basis. Years of service with the City of St. Paul prior to January 1, 1996, and years of service in any bargaining group with the School District will be counted as years of service for purposes of this Section, see also [Section 7.5.](#) When an employee attains the next level of accrual, the accrual rate will change on the first day of the payroll period in which the employee's anniversary date occurs. For part-time employees, a "year of service" is based on 2080 hours of work and their "anniversary date" for purposes of this Section 9.1 shall be the date on which employee attains the necessary years of service for advancement on the accrual schedule. "Annual Hours" and "Annual Days" are listed for informational purposes only.

9.2 An employee may carry over into the following year up to one hundred eighty-four (184) hours of vacation. If the employee is anticipated to lose carryover vacation because they are denied vacation usage after the last full pay period in October, the Employer will seek mutual consent of the employee as to one of the options below (a, b or c). If unable to reach mutual consent, option a, b, or c is at the discretion of the Employer.

9.2.1 An employee who has more than the maximum number of hours specified in Section 9.2 above, of accrued vacation remaining at the end of the last full pay period in October, or is projected to accrue more than that by year's end, shall either:

- (a) be required to use such excess hours of vacation prior to the end of the calendar year: or
- (b) be compensated for such excess hours at end of year: or
- (c) be provided an exception for additional carryover of vacation by means of approval of their department head. Selection of option (c) in 10.4.1 shall require both the employer and employee to mutually determine and agree upon dates by which the additional carryover of vacation is to be used. Lack of use of vacation by the agreed upon dates which is not the result of an employer action shall be forfeited by the employee.

9.3 The time of vacation shall be fixed by the head of the department in which the employee is employed. If an employee has been granted more vacation than they have earned up to the time of their separation from the Employer's service, the employee shall reimburse the Employer for such unearned vacation. If an employee is separated from service by reason of resignation, the employee shall be granted such vacation pay as they may have earned and not used up to the time of such separation, provided that the employee has notified the department head in writing at least fifteen calendar days prior to the date of resignation. If an employee is separated from the service by reason of discharge, retirement or death, they shall be granted such vacation pay as they may have earned and not used up to the time of such separation. The provisions of this Article shall not apply to temporary employees.

ARTICLE 9. VACATION (continued)

- 9.4 If an employee has an accumulation of sick leave credits in excess of one hundred and eighty days, any part of such excess may be converted to vacation at the rate of one-half day of vacation for each day of sick leave credit. No employee may convert more than ten (10) days of sick leave in each calendar year under this provision.
- 9.5 For purposes of vacation, one (1) day equals eight (8) hours.

ARTICLE 10. LEAVES OF ABSENCE

- 10.1 Sick Leave. Sick leave shall accumulate at the rate of .0576 of a working hour for each full hour on the payroll, excluding overtime. Sick leave accumulation is unlimited. To be eligible for sick leave, the employee must report to their supervisor no later than one-half hour past their regular scheduled starting time. The granting of sick leave shall be subject to the terms and provisions of this Agreement.
- 10.1.1 Personal Illness. Employees may use accumulated sick leave for hours off due to personal illness. The employee may be required to furnish a medical certificate from a qualified physician as evidence of illness or physical disability in order to qualify for paid sick leave as per District practice. Accumulated sick leave may also be granted for such time as is actually necessary for office visits to a doctor, dentist, optometrist, etc.
- 10.1.2 Sick Child Care Leave. **Upon completion of the first 48 hours of sick leave,** sick leave for sick child care shall be granted on the same terms as the employee is able to use sick leave for the employee's own illness.
- 10.1.3 Family Leave. **Upon completion of the first 48 hours of sick leave,** employees may use accumulated sick leave for hours off due to illness, injury or disability of a parent or a member of their household or to make arrangements for the care of such sick or disabled persons up to a maximum of eight hours sick leave per incident. Up to one hundred sixty (160) hours of accumulated sick leave may be used in a 12 month period to allow the employee to care for and attend to the illness or injury of their adult child, spouse, sibling, parent, grandparent, stepparent or member of household. These hours when used are deducted from sick leave.

ARTICLE 10. LEAVES OF ABSENCE (continued)

10.1.4 Adoption Leave and Non-Birthing Parent with Newborn Child. Up to thirty (30) days of accumulated sick leave may be used in a contract year to attend to adoption procedures or care for a newly-adopted child or for a non-birthing parent with a newborn child. Use of these thirty (30) days does not need to occur consecutively. The thirty (30) days of sick leave for non-birthing parent of newborns must be used within six (6) weeks surrounding the birth of the child. For adoption the thirty (30) days of sick leave may be used for adoption processes or up to six (6) weeks following the adoption. Upon completion of the adoption process additional sick leave may be allowed for the care of a sick child as required by (M.S.) § 18.9413.

10.1.5 Sick Leave Conversion. Sick leave accumulation in excess of 1,440 hours may be converted to paid vacation time at a ratio of two (2) hours of sick leave time for one (1) hour of vacation time, to a maximum of five (5) regularly-assigned workdays (not to exceed a total of forty (40) hours in any year.

There shall be no conversion of unused sick leave in any amount at any time to any cash payment other than the above-described conversion to vacation time or severance pay in Article 13.

10.2 **Pregnancy/Non-Birth Parent Leave**

10.2.1 **Pregnancy** Leave is defined as the physical state of pregnancy of an employee, commencing eight (8) months before the estimated date of childbirth, as determined by a physician, and ending six (6) months after the date of such birth. In the event of an employee's pregnancy, the employee may apply for leave without pay at any time during the period stated above and the Employer may approve such leave at its option, and such leave may be no longer than one (1) year.

10.2.2 **Non-Birth Parent** leave shall be granted to employees for the birth or adoption of a child in accordance with applicable state laws.

10.2.3 Effective February 1, 1994, leaves of absence shall be granted as required under the federal law known as the Family and Medical Leave Act (FMLA) so long as it remains in force. The Human Resource Department provides procedures.

10.3 Court Duty Leave. Any employee who is required to appear in court as a juror or as a subpoenaed witness shall be paid their regular pay while so engaged, unless the court duty is the result of litigation undertaken by the employee or the Union against the Employer. Any fees that the employee shall receive from the court for such service shall be paid to the Employer. Any employee, who is scheduled to work a shift other than the normal daytime shift, shall be rescheduled to work the normal daytime shift during such time as employee is required to appear in court as a juror or witness.

ARTICLE 10. LEAVES OF ABSENCE (continued)

- 10.4 Military Leave. Any employee who shall be a member of the National Guard, the Naval Militia or any other component of the militia of the state, now or hereafter organized or constituted under state or federal law, or who shall be a member of the Officers Reserve Corps, the Enlisted Reserve Corps, the Naval Reserve, the Marine Corps Reserve or any other reserve component of the military or naval force of the United States, now or hereafter organized or constituted under federal law, shall be entitled to leave of absence from employment without loss of pay, seniority status, efficiency rating, vacation, sick leave or other benefits for all the time when such employee is engaged with such organization or component in training or active service ordered or authorized by proper authority pursuant to law, whether for state or federal purposes, provided that such leave shall not exceed a total of fifteen (15) days in any calendar year and, further, provided that such leave shall be allowed only in case the required military or naval service is satisfactorily performed, which shall be presumed unless the contrary is established. Such leave shall not be allowed unless the employee: (1) returns to their position immediately upon being relieved from such military or naval service and not later than the expiration of time herein limited for such leave, or (2) is prevented from so returning by physical or mental disability or other cause not due to such employee's own fault, or (3) is required by proper authority to continue in such military or naval service beyond the time herein limited for such leave.

Any employee who is a member of the armed forces or National Guard and who is called to active duty may be eligible for pay continuation pursuant to the requirements of M.S. § 471.975.

- 10.4.1 Military Leave Without Pay. Any employee who engages in active service in time of war or other emergency declared by proper authority of any of the military or naval forces of the state or of the United States for which leave is not otherwise allowed by law shall be entitled to leave of absence from employment without pay during such service with right of reinstatement and subject to such conditions as are imposed by law. Such leaves of absence as are granted under Article 10.4 shall conform to M.S., Section 192, as amended from time to time and shall confer no additional benefits other than those granted by said statute.
- 10.5 Quarantine or Catastrophic Disaster Leave. Employees will be provided up to a maximum of ten (10) days paid leave of absence for quarantine by a health officer due to a contagious disease. The same will be provided for a catastrophic disaster that occurs at the employee's school and/or community which causes the closure of the school district or the employee's worksite.
- 10.6 Bereavement Leave. A leave of absence with pay, not to exceed five (5) days, shall be granted because of the death of an employee's spouse, child or step-child, parent or step-parent, and regular members of the immediate household. Up to three (3) days shall be granted because of death of other members of the employee's immediate family. Other members of the immediate family shall mean sister or step-sister, brother or step-brother, grandparent, grandchild, parent-in-law, son-in-law or daughter-in-law. Leave of absence for one (1) day shall be granted because of death of other close relatives. Other close relatives shall mean uncle, aunt, nephew, niece, brother-in-law and sister-in-law.
- 10.6.1 Travel Extension: If an employee is required to travel beyond a two-hundred (200) mile radius of Saint Paul for purposes related to eligible bereavement leave, two (2) additional days of sick leave may be used. Employee, if requested shall provide the Human Resource Department verification of the funeral location outside of Saint Paul.

ARTICLE 11. WAGES

11.1 The wage schedules for the purpose of this contract shall be Appendices A and C.

11.2 Salary Step Progression

11.2.1 An employee must have received an overall rating of “Satisfactory” on their most recent performance evaluation to receive any salary step advancement.

11.2.2 On the beginning of the pay period closest to January 1 each year, employees who received overall satisfactory performance rating and who were paid a minimum of 1,040 hours in the previous twelve (12) months (prorated for part-time employees) will receive a step until the top step is reached.

11.3 Salary Placement and Promotional Placement

Definition of “promotion”: The change in an employee’s position to another position that has a higher salary grade.

11.3.1 Current Saint Paul Public School employees who promote to and within positions covered by the Saint Paul Supervisors Organization shall be placed on the step within the salary grade for the promotional title that results in at least a five percent biweekly salary increase over their previous assignment.

11.3.2 Current Saint Paul Public School employees who promote to and within positions covered by the Saint Paul Supervisors Organization may be placed at a step resulting in a greater than five percent pay increase at the sole discretion of the employer.

11.3.3 Any step placement resulting in a pay increase greater than five percent must be approved by the Superintendent of Schools (or designee). Factors that will be considered in granting additional step placement will include, but are not limited to:

- A. Ability to attract or retain qualified employees in the title
- B. External market compensation comparisons
- C. Comparable professional experience with other employers
- D. Critical business need of the employer

11.3.4 **The starting salary for an employee who is promoted shall be based on the same factors considered in hiring a new employee from outside the District. Typically, a promotional appointment from one exempt position to another will result in a minimum of a 5% increase in base salary placement.**

11.3.5 **Any increase to base salary is effective on the beginning of the pay period following the promotion/upward classification.**

11.3.6 Placement of a new or promotional employee on any step above Step 1 is not grievable.

11.4 Longevity Pay. An employee who meets the years of service thresholds specified in this Section shall be paid a longevity stipend in the specified amount payable in addition to **their** normal annual rate of pay. The longevity stipend shall be pro-rated for eligible part-time employees.

Effective 1/1/2024:

<u>Completed Years of Service</u>	<u>Longevity Stipend</u>
10 but less than 15	\$1,000
15 but less than 20	\$2,000
20 or more	\$3,000

11.5 Correction of Compensation Errors. Employees should routinely review their biweekly pay check and immediately document any errors or inquiries by contacting the District’s payroll department. Failure to notify the payroll department in a timely manner, or failure to routinely review the accuracy of their biweekly compensation may result in lost compensation.

ARTICLE 11. WAGES (continued)

- 11.5.1 District Authority. When underpayment errors are identified, the District will review the nature of the error and shall reimburse the employee in full up to a maximum retroactive period of two years. In the case of an overpayment, the District has the authority to deduct from the employee's check up to the full amount owed for a maximum retroactive period of two (2) years.
- 11.5.2 Procedure for Addressing Significant Overpayment Errors. In the case of a significant overpayment, deductions from biweekly compensation shall be based on a repayment schedule established by the District. The District, at its discretion, may limit the amount of repayment to less than the two (2) year retroactive period described above. The reduction of a reimbursement period will be based on the nature of the error and whether the employee took reasonable preventative action by routinely reviewing the accuracy of their biweekly compensation.
- 11.6 Special Assignment Compensation. Effective January 1, 2021, on occasion, the Employer may request that an employee assume responsibility for a special project or other job duties that represent a substantial addition or risk to the duties and responsibilities generally associated with the employee's position. To compensate an employee for assuming the additional duties and responsibilities, the Employer may offer the employee additional monetary compensation up to 2%, of annual wage (as determined by the Employer). The Compensation will be payable in a lump sum at the end of each fiscal year (June 30). SPSO and the Employer shall annually meet and confer to review the application of this section to employees in the bargaining unit. The employer is not obligated to make any changes to any determination of the amount of compensation or the lack thereof of any compensation for any member of this unit. An employee, in their sole discretion, may accept or decline the offer to assume the additional duties. There shall be no adverse consequences imposed upon an employee who declines an offer to assume additional duties. Nothing herein shall preclude the Employer from assigning to an employee, or permit an employee to refuse, work that is consistent with their position. Disputes involving the involuntary assignment of work within the scope of an employee's position are not subject to the grievance process. Employees must have a satisfactory or above performance evaluation rating to be eligible for this additional compensation. If an evaluation has not been done in the 12 months prior to the eligibility period, the employee is presumed to be performing at a satisfactory level. Employees who have a below standard rating on the performance evaluation or are on a performance improvement plan shall not be eligible for such additional compensation for a period of one year from the date such evaluation or improvement plan was initiated.

ARTICLE 12. INSURANCE BENEFITS

12.1 ACTIVE EMPLOYEE HEALTH INSURANCE

- 12.1.1 The Employer will continue for the period of this Agreement to provide for active employees such health and life insurance benefits as are provided by Employer at the time of execution of this Agreement.
- 12.1.2 Eligibility Waiting Period. Employees who have been regularly employed in the District for more than thirty (30) continuous calendar days are eligible on the first day of the month following thirty (30) continuous calendar days of regular benefit eligible service for the District contribution to premium cost for health and life insurance provided herein.
- 12.1.3 Full-Time Status. For the purpose of this Article, full-time employment is defined as appearing on the payroll at least thirty-two (32) hours per week or at least sixty-four (64) hours per pay period, excluding overtime hours.

ARTICLE 12. INSURANCE BENEFITS (continued)

- 12.1.4 Half-Time Status. For the purpose of this Article, half-time employment is defined as appearing on the payroll at least twenty (20) hours but less than thirty-two (32) hours per week or at least forty (40) hours but less than sixty-four (64) hours per pay period, excluding overtime hours.
- 12.1.5 Employer Contribution Amount: Half-Time Employees. For each eligible employee covered by this Agreement who is employed half time, the Employer agrees to contribute fifty percent (50%) of the amount contributed for full-time employees selecting employee coverage; or for each half-time employee who selects family insurance coverage, the Employer will contribute fifty percent (50%) of the amount contributed for full-time employees selecting family coverage in the same insurance plan.
- 12.1.6 Cafeteria Benefits Plan. Effective July 1, 2005, employee benefits will be offered to eligible employees through a Cafeteria Plan qualified under IRS Codes §105, §125, and §129. The cafeteria plan will contain a core set of benefits. Enrollment in these core benefits is required in order to participate in the cafeteria plan and receive any Employer contributions. Additional optional benefits are offered allowing employees to select benefits that meet their individual needs.
- 12.1.6.1 Core Medical Cafeteria Credits: Eligible full-time employees shall receive in credits the premium amount for single coverage in the District's lowest cost medical plan.

Additional Cafeteria Credits: Eligible full-time employees shall receive \$1,100 per month minus the premium for single coverage in the Districts lowest cost medical plan which they may spend in a District qualified cafeteria benefits plan. Any dollars remaining from this amount after enrollment in core and optional benefits will be returned to the employee as salary. Eligible full-time employees with family or single plus one coverage shall receive \$1,400 per month minus the premium for family or single plus coverage in the Districts lowest cost medical plan.

Effective **January 1, 2024**, eligible full-time employees shall receive **\$1,140** per month minus the premium for single coverage in the Districts lowest cost medical plan which they may spend in a District qualified cafeteria benefits plan. Any dollars remaining from this amount after enrollment in core and optional benefits will be returned to the employee as salary. Eligible full-time employees with family or single plus one coverage shall receive **\$1,440** per month minus the premium for family or single plus coverage in the Districts lowest cost medical plan.

Effective **January 1, 2025**, eligible full-time employees shall receive **\$1,160** per month minus the premium for single coverage in the Districts lowest cost medical plan which they may spend in a District qualified cafeteria benefits plan. Any dollars remaining from this amount after enrollment in core and optional benefits will be returned to the employee as salary. Eligible full-time employees with family or single plus one coverage shall receive **\$1,460** per month minus the premium for family or single plus coverage in the Districts lowest cost medical plan.

Effective **January 1, 2026**, eligible full-time employees shall receive **\$1,180** per month minus the premium for single coverage in the Districts lowest cost medical plan which they may spend in a District qualified cafeteria benefits plan. Any dollars remaining from this amount after enrollment in core and optional benefits will be returned to the employee as salary. Eligible full-time employees with family or single plus one coverage shall receive **\$1,480** per month minus the premium for family or single plus coverage in the Districts lowest cost medical plan.

ARTICLE 12. INSURANCE BENEFITS (continued)

12.1.6.2 If the cost of benefits selected by the employee exceeds the amount of credits an employee receives, that cost shall be paid by the employee through payroll deduction.

12.1.6.3 An employee who is insured as a dependent through the medical (dental) insurance coverage provided by Saint Paul Public Schools may elect to waive the employee medical (dental) insurance coverage in the core set of benefits. This is the sole exception where the employee may elect not to enroll in the full core of benefits.

12.1.7 Any cost of any premium for any Employer-offered employee or family insurance coverage in excess of the dollar amounts stated in this Article 12 shall be paid by the employee through payroll deduction.

12.2 RETIREMENT HEALTH INSURANCE

12.2.1 Benefit Eligibility for Employees who Retire Before Age 65

12.2.1.1 Employees hired into District service before January 1, 1996, must have completed the following service eligibility requirements with Independent School District No. 625 prior to retirement in order to be eligible for any payment of any insurance premium contribution by the District after retirement:

12.2.1.1.1 Be eligible for pension benefits from PERA, St. Paul Teachers Retirement Association or other public employee retiree program at the time of retirement and have severed the employment relationship with Independent School District 625;

12.2.1.1.2 Must be at least fifty-five (55) years of age and have completed twenty-five (25) years of service, or;

12.2.1.1.3 The combination of their age and their years of service must equal eighty-five (85) or more, or;

12.2.1.1.4 Must have completed at least thirty (30) years of service, or;

12.2.1.1.5 Must have completed at least twenty (20) consecutive years of service within Independent School District No. 625 immediately preceding retirement.

Years of regular service with the City of Saint Paul will continue to be counted toward meeting the service requirement of this Subdivision 1.1 B, C or D, but not for 1.1 E.

12.2.1.2 Employees hired into District service after January 1, 1996, must have completed twenty (20) years of service with Independent School District No. 625. Time with the City of Saint Paul will not be counted toward this twenty (20) year requirement.

12.2.1.3 Eligibility requirements for all retirees:

12.2.1.3.1 A retiree may not carry their spouse as a dependent if such spouse is also an Independent School District No. 625 retiree or Independent School District No. 625 employee and eligible for and is enrolled in the Independent School District No. 625 health insurance program, or in any other Employer-paid health insurance program.

12.2.1.3.2 Additional dependents beyond those designated to the District at the time of retirement may not be added at District expense after retirement.

12.2.1.3.3 The employee must make application through District procedures prior to the date of retirement in order to be eligible for any benefits provided in this Section.

ARTICLE 12. INSURANCE BENEFITS (continued)

12.2.1.3.4 Employees who are terminated for cause will not be eligible for district-paid retirement benefits.

12.2.1.3.5 Employees hired into the District on or after January 1, 2014, will not be eligible for any district contribution toward health insurance upon retirement.

12.2.2 Employer Contribution Levels for Employees Retiring Before Age 65

12.2.2.1 Health Insurance Employer Contribution

Employees who meet the requirements in Subd. 1 or Subd. 2 will receive a District contribution toward health insurance until the employee reaches sixty-five (65) years of age as defined in this subdivision.

12.2.2.1.1 The District contribution toward health insurance premiums will equal the same dollar amount the District contributed for single or family coverage to the carrier in the employee's last month of active employment.

12.2.2.1.2 In the event the District changes health insurance carriers, it will have no impact on the District contribution for such coverage.

12.2.2.1.3 Any employee who is receiving family coverage premium contribution at date of retirement and later changes to single coverage will receive the dollar contribution to single coverage that was provided in the contract under which the retirement became effective.

12.2.2.2 Life Insurance Employer Contribution

The District will provide for early retirees who qualify under the conditions of 1.1 or 1.2 above, premium contributions for eligible retirees for \$5,000 of life insurance only until their 65th birthday. No life insurance will be provided, or premium contributions paid, for any retiree age sixty-five (65) or over.

12.3. Benefit Eligibility for Employees After Age 65

12.3.1 Employees hired into the District before January 1, 1996, who retired before age 65 and are receiving benefits per Subd. 2 above are eligible, upon reaching age 65, for employer premium contributions for health insurance described in Subd. 4 of this Article.

12.3.2 Employees hired into the District before January 1, 1996, who retire at age 65 or older must have completed the eligibility requirements in Subd. 1 above or the following eligibility requirements to receive District contributions toward post-age-65 health insurance premiums:

12.3.2.1 Employees hired before January 1, 1990, must have completed at least ten (10) years of continuous employment with the District. For such employees or early retirees who have not completed at least ten (10) years of service with the District at the time of their retirement, the Employer will discontinue providing any health insurance contributions upon their retirement or, in the case of early retirees, upon their reaching age 65.

12.3.2.2 Employees hired on or after January 1, 1990 and prior to January 1, 1996, must have completed twenty (20) years of continuous employment with the District. For such employees or early retirees who have not completed at least twenty (20) years of service with the District at the time of their retirement, the Employer will discontinue providing any health insurance contributions upon their retirement or, in the case of early retirees, upon their reaching age 65.

Years of certified civil service time with the City of Saint Paul earned prior to January 1, 1996, will continue to be counted toward meeting the District's service requirement of this Subd. 3. Civil service time worked with City of Saint Paul after January 1, 1996, will be considered a break in District employment.

ARTICLE 12.INSURANCE, (continued)

12.3.3 Employees hired on or after January 1, 1996, shall not have or acquire in any way any eligibility for Employer-paid health insurance premium contribution for coverage in retirement at age sixty-five (65) and over in Subd. 4. Employees hired on or after May 1, 1996, shall be eligible for only early retirement insurance premium contributions as provided in Subd. 2 and Deferred Compensation match in Subd. 5.

12.4 Employer Contribution Levels for Retirees After Age 65

12.4.1 Employees hired into the District before January 1, 1996, and who meet the eligibility requirements in Subdivisions 3.1 or 3.2 of this Article are eligible for premium contributions for a Medicare Supplement health coverage policy selected by the District. Premium contributions for such policy will not exceed:

<u>Coverage Type</u>	<u>Single</u>	<u>Family</u>
Medicare Eligible	\$300 per month	\$400 per month
Non-Medicare Eligible	\$400 per month	\$500 per month

At no time shall any payment in any amount be made directly to the retiree.

Any premium cost in excess of the maximum contributions specified must be paid directly and in full by the retiree, or coverage will be discontinued.

12.5 Employees hired after January 1, 1996, are eligible to participate in an employer matched Minnesota Deferred Compensation Plan or District approved 403(b) plan. The District will match up to \$1,500 per year of consecutive active service. Part-time employees working half-time or more but fewer than 40 hours per week will be eligible for up to one half (50%) of the available District match.

Effective January 1, 2025, the District will match up to \$1,600 per year of consecutive active service. Part-time employees working half-time or more but fewer than 40 hours per week will be eligible for up to one half (50%) of the available District match.

Effective January 1, 2026, the District will match up to \$1,700 per year of consecutive active service. Part-time employees working half-time or more but fewer than 40 hours per week will be eligible for up to one half (50%) of the available District match.

Federal and state rules governing participation in the Minnesota Deferred Compensation or District approved 403(b) Plan shall apply. The employee, not the District, is solely responsible for determining their total maximum allowable annual contribution amount under IRS regulations. The employee must initiate an application to participate through the District's specified procedures.

12.5.1 Employees hired in the District on or after January 1, 2014, shall be eligible for \$200 per year employer match in addition to the match amount provided in this section for employees hired after January 1, 1996.

Additionally, Effective January 1, 2016, all employees hired in the District after January 1, 2014 will receive a \$200 per year district contribution toward a health care savings plan.

ARTICLE 13. SEVERANCE PAY

- 13.1 Severance Pay. Eligible employees shall be entitled to severance pay in accordance with the terms of this Article 13. Payment of severance pay shall be made within the tax year of their separation as described in Business Office Rules. In lieu of payment to the employee, all payments for benefits under this subdivision shall be made by the District on behalf of the employee to the District's 403(b) Tax-Deferred Retirement Plan for Sheltering Severance Pay and Vacation, hereinafter referred to as the "Severance Plan."
- 13.2 Eligibility. To be eligible for severance pay an employee must meet the following requirements as of the date of separation:
- 13.2.1 The employee must be eligible for pension benefits from Public Employees Retirement Association (PERA) or other public employee retiree program.
- The employee must be voluntarily separated from District employment or have been subject to separation by layoff or mandatory retirement. Those employees who are discharged for cause, misconduct, inefficiency, incompetency or any other disciplinary reason are not eligible for severance pay.
- 13.2.2 The employee must have completed ten (10) years of service with I.S.D. 625. Time served as an employee of the City of Saint Paul does not count toward this service requirement.
- 13.2.3 For the purpose of this severance program, the death of an employee shall be considered as separation of employment, and if the employee would have met all of the requirements set forth above at the time of their death, payment of the severance pay shall be made to the employee's estate and not to the Severance Plan.
- 13.3 Early Notification Incentive. Employees who meet eligibility requirements of 13.2 of this Article and who complete, sign and submit a Resignation Notice form to the Director of Human Resources **less than six (6) months, but at least (3)** three months prior to retirement will receive a District contribution of \$2,500 to the Severance Plan. Employees who meet eligibility requirements of 13.2 of this Article and who complete, sign and submit a Resignation Notice form to the Director of Human Resources **at least** six (6) months in advance of the date of retirement will receive a District contribution of \$3,500 to the Severance Plan.
- 13.4 Pay for Unused Sick Leave. If an employee requests severance pay and meets the eligibility requirements set forth in 13.2, **the employee** will receive a District contribution to the Severance Plan in an amount equal to \$175 for each day of accrued unused sick leave for up **to maximum of \$22,500. Effective January 1, 2026, the maximum amount for accrued unused sick leave will increase to \$24,500.**
- 13.5 Maximum Severance. **The maximum severance pay an employee can receive is the amount listed in 13.4 plus the Early Notification Incentive as listed in 13.3.**
- Exigent Circumstances. If an employee submits documentation verifying that exigent circumstances exist that made early notification of retirement plans impossible, such as a sudden illness/injury of the employee or immediate family member necessitating immediate retirement, and if the employee meets the eligibility requirements set forth above, the District will review and consider this information and may pay the early notification incentive stated in 13.3 above.
- 13.7 Pay for Earned, Unused Vacation. When an employee is entitled to be paid for earned but unused vacation upon separation from employment pursuant to the provisions of Section 9.3, such payment for earned, unused vacation shall be made to the Severance Plan.

ARTICLE 14. PROFESSIONAL GROWTH

- 14.1 The parties recognize that professional growth is an inherent continuing obligation of professional employees. To that end, professional employees shall avail themselves of opportunities for improving their skills. Professional reading, participation in the professional activities of professional organizations, formal and informal study, workshops, in-service training courses, and community activities are examples of the kinds of involvement expected of professional employees and encouraged by the Board of Education.
- 14.2 Effective January 1, 2016, an amount up to \$650 per calendar year shall be provided for each employee and may be applied to pay the costs for attendance at national or regional conventions, workshops, clinics, other professional meetings, and professional memberships. All allowable expenses must be approved by the employee's immediate supervisor. Meetings that have negotiations as a principle topic shall not be deemed appropriate for purposes of this Article. "Costs for attendance" shall mean registration fees, lodging, food and travel. Expenses to be reimbursed shall be properly documented upon the appropriate voucher form in accordance with District regulations and Business Office procedures <http://spps.org/Page/3171>.
- Effective January 1, 2025, an amount up to \$1,000 per calendar year shall be provided for each employee and may be applied to pay the costs for attendance at national or regional conventions, workshops, clinics, other professional meetings, and professional memberships. All allowable expenses must be approved by the employee's immediate supervisor. Meetings that have negotiations as a principle topic shall not be deemed appropriate for purposes of this Article. "Costs for attendance" shall mean registration fees, lodging, food and travel. Expenses to be reimbursed shall be properly documented upon the appropriate voucher form in accordance with District regulations and Business Office procedures <http://spps.org/Page/3171>.**
- 14.3 The full individual allowance for professional growth for one contract year or a part thereof which remains unused, will carry forward from that contract year to the next. Year-to-year carryover shall not exceed \$1,000.
- Effective January 1, 2025, the full individual allowance for professional growth for one contract year or a part thereof which remains unused, will carry forward from that contract year to the next. Year-to-year carryover shall not exceed \$2,000.**
- 14.4 This professional growth allowance is not intended to supplant nor limit departmental professional development opportunities. Attendance of employees at other professional meetings without the use of these funds and without loss of pay may be granted subject to the approval of the employee's immediate supervisor.

ARTICLE 15. LEGAL SERVICES

- 15.1 Except in cases of malfeasance in office or willful or wanton neglect of duty, the Employer shall defend, hold harmless, and indemnify employee against any tort claim or demand, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance and scope of employee's duties.
- 15.2 Notwithstanding 15.1., the Employer shall not be responsible for paying any legal service fee or for providing any legal service arising from any legal action where the employee is the plaintiff.

ARTICLE 16. DISCIPLINE

- 16.1 Preliminary Review. Prior to issuing a disciplinary action of unpaid suspension, demotion, or discharge, the supervisor will make a recommendation to their supervisor regarding proposed discipline. That supervisor will then schedule a meeting with the employee prior to making a final determination of the proposed discipline. The employee shall have the opportunity to have union representation present and be provided the opportunity to speak on their behalf regarding the proposed action. If the employee is unable to meet with the supervisor, the employee will be given the opportunity to respond in writing.
- 16.2 A suspended, demoted, or discharged employee may appeal the disciplinary action by filing a claim of grievance under the provisions of Article 17 of this Agreement.

ARTICLE 17. GRIEVANCE PROCEDURE

- 17.1 A grievance is defined as a dispute or disagreement as to the interpretation or application of the specific terms and conditions of this Agreement.
- 17.2 The Employer will recognize representatives designated by the Organization as the grievance representatives of the bargaining unit having the duties and responsibilities established by this Article. The Organization shall notify the Employer in writing of the names of such Organization Representatives and of their successors when designated. The Employer shall notify the Organization in writing as to its designated representatives.
- 17.3 It is recognized and accepted by the Organization and the Employer that the processing of grievances as hereinafter provided is limited by the job duties and responsibilities of the employees and shall therefore be accomplished during normal working hours when consistent with such employee duties and responsibilities. The aggrieved employee and an Organization representative shall be allowed a reasonable amount of time without loss of pay when a grievance is investigated and presented to the Employer during normal working hours, provided that the employee and the Organization Representative have notified and received the approval of designated supervisor and provided that such absence is reasonable and would not be detrimental to the work program of the Employer. It is understood that the Employer shall not use the above limitation to hamper the processing of grievances.
- 17.4 Grievances, as defined by 17.1, shall be resolved in conformance with the following procedure:

Step 1. When a violation concerning the interpretation or application of this Agreement is alleged, the Union shall, within twenty-one (21) calendar days after such alleged violation has occurred, present such grievance to the Employer's Step 1 designee. The grievance shall be in writing and set forth the nature of the grievance, the facts on which it is based, the provision or provisions of the Agreement allegedly violated, and the remedy requested. The Employer-designated representative will discuss and give a written answer to such Step 1 grievance within ten (10) calendar days after receipt. A grievance not resolved in Step 1 shall be appealed to Step 2 by the Organization within fifteen (15) calendar days after the Employer-designated representative's final answer in Step 1. Any grievance not appealed in writing to the Employer's Step 2 designee by the Organization within fifteen (15) calendar days shall be considered waived.

If practical, an aggrieved employee and the Organization are encouraged, but not required, to seek resolution of the dispute directly with the employee's supervisor before initiating a written grievance. However, absent a written agreement between the Union and the Employer's Step 1 designee, such preliminary resolution efforts shall not extend the timelines of this Section 17.4.

Step 2. If appealed, the grievance shall be discussed between the Organization and the Employer-designated Step 2 representative. The Employer-designated representative shall give the Organization the Employer's Step 2 answer in writing within ten (10) calendar days following the Employer-designated representative's final Step 2 answer. Any grievance not appealed in writing to the Employer's Step 3 designee by the Organization within ten (10) calendar days shall be considered waived.

Step 3. If appealed, the written grievance shall be presented by the Organization and discussed with the Employer-designated Step 3 representative. The Employer-designated representative shall give the Organization the Employer's answer in writing within ten (10) calendar days after receipt of such Step 3 grievance. A grievance not resolved in Step 3 may be appealed to Step 4 within ten (10) calendar days following the Employer-designated representative's final answer in Step 3. Any grievance not appealed in writing to the Employer's Step 4 designee by the Organization within ten (10) calendar days shall be considered waived.

ARTICLE 17. GRIEVANCE PROCEDURE (continued)

Step 4. A grievance unresolved in Step 3 and appealed to Step 4 by the Organization shall be submitted to arbitration subject to the provisions of the Public Employment Labor Relations Act of 1971, as amended. If a mutually acceptable arbitrator cannot be agreed upon, the selection of an arbitrator shall be made in accordance with the rules established by the Bureau of Mediation Services. Once a timely appeal to step 4 has been made, the Organization will have one year from the date of first filing the original grievance to proceed to hearing. If the Organization does not move to hearing within the one year time frame, the grievance will be considered waived. This provision may be extended upon mutual agreement of both parties.

The arbitrator shall have no right to amend, modify, nullify or ignore the terms and conditions of this Agreement. The arbitrator shall consider and decide only the specific issue(s) submitted in writing by the Employer and the Organization, and shall have no authority to make a decision on any other issue not so submitted.

The arbitrator shall be without power to make decisions contrary to or inconsistent with or modifying or varying in any way the application of laws, rules or regulations having the force and effect of law. The arbitrator's decision shall be submitted in writing, with copies to both parties and the Bureau of Mediation Services within thirty (30) days following close of the hearing or the submission of briefs by the parties, whichever be later, unless the parties agree to an extension. The decision shall be binding on both the Employer and the Organization and shall be based solely on the arbitrator's interpretation or application of the express terms of this Agreement and to the facts of the grievance presented.

- 17.5 The fees and expenses for the arbitrator's services and proceedings shall be borne equally by the Employer and the Organization, provided that each party shall be responsible for compensating its own representatives and witnesses. If either party desires a verbatim record of the proceedings, it may cause such a record to be made, providing it pays for the record. If both parties desire a verbatim record of the proceedings, the cost shall be shared equally.
- 17.6 If a grievance is not presented within the time limits set forth above, it shall be considered "waived." If a grievance is not appealed to the next step within the specified time limit or any agreed extension thereof, it shall be considered settled on the basis of the Employer's last answer. If the Employer does not answer a grievance or an appeal thereof within the specified time limits, the Organization may elect to take the grievance to the next step. The time limit in each step may be extended by mutual written agreement of the Employer and the Organization in each step.
- 17.7 It is understood by the Organization and the Employer that if an issue is determined by this grievance procedure, it shall not again be submitted by the Organization for determination in another forum. However, nothing herein shall constitute a waiver of an employee's right to assert their individual claims or rights arising under state or federal law. If an issue for which a grievance has been timely filed is also presented by an employee in any other forum in exercise of the employee's individual rights under state or federal law, the Organization's right to proceed to arbitration on the grievance of such issue shall terminate once the issue is determined on the merits in such other forum.

ARTICLE 18. MILEAGE

- 18.1 Employees of the School District, under policy adopted by the Board of Education, may be reimbursed for the use of their automobiles for school business. The mileage allowance for eligible employees shall be the Board approved rate, or such higher rate or monthly travel stipend as may be established at the discretion of the Board.

An employee must keep a record of each trip made. Reimbursement shall be for the actual mileage driven in the performance of assigned duties as verified by the appropriate school district administrator and in accordance with School District Business Office policies and procedures.

ARTICLE 19. SAVINGS CLAUSE

- 19.1 This Agreement is subject to the laws of the United States and the State of Minnesota. In the event any provision of this Agreement shall be held to be contrary to law by a court of competent jurisdiction from whose final judgment or decree no appeal has been taken within the time provided, such provision shall be voided. All other provisions shall continue in full force and effect. The voided provision may be renegotiated at the written request of either party. All other provisions of this Agreement shall continue in full force and effect.

ARTICLE 20. DURATION AND EFFECTIVE DATE

- 20.1 Complete Agreement with Waiver of Bargaining. This Agreement shall represent the complete Agreement between the Organization and the Employer. The parties acknowledge that during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make requests and proposals with respect to any subject or matter not removed by law from the area of collective bargaining, and that the complete understandings and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement. Therefore, the Employer and the Organization, for the life of this Agreement, each voluntarily and unqualifiedly waives the right, and each agrees that the other shall not be obligated to bargain collectively with respect to any subject or matter referred to or covered in this Agreement.
- 20.2 Except as herein provided, this Agreement shall be effective as of the date it is executed by the parties and shall continue in full force and effect through **June 30, 2026**, and thereafter until modified or amended by mutual agreement of the parties. Either party desiring to amend or modify this Agreement shall notify the other in writing within 60 days prior to **June 30, 2026**, so as to comply with the provisions of the Public Employment Labor Relations Act of 1971. Unless otherwise mutually agreed, the parties shall commence negotiations within 60 days of the expiration year of this Agreement.
- 20.3 This constitutes a tentative Agreement between the parties which will be recommended by the Negotiations/Employee Relations Manager, but is subject to the approval of the School Board and is also subject to ratification by the Organization.

WITNESSES:

INDEPENDENT SCHOOL DISTRICT NO.
625

SAINT PAUL SUPERVISORS'
ORGANIZATION

Chair, Board of Education

I.S.D. Representative

Assistant Director Employee/Labor Relations

Date

Date

APPENDIX A: TITLES AND SALARIES

Yrs of Svc	Start	1yr	2yr	3yr	4yr	5yr	6yr	7yr	8yr
Step	1	2	3	4	5	6	7	8	9
Grade 9									
Center for Academic Excellence Supervisor									
Discovery Club Site Supervisor									
Learner Accounting and Intake Supervisor									
Print, Copy, Mail Center Supervisor									
Safety and Security Supervisor									
1-1-24	62,084	64,881	67,808	70,862	72,714	74,653	77,777	81,673	82,896
1-1-25	63,636	66,503	69,503	72,633	74,532	76,519	79,722	83,715	84,968
1-1-26	64,909	67,833	70,893	74,086	76,022	78,049	81,316	85,389	86,667
Grade 10									
Inventory and Records Manager									
1-1-24	63,721	66,602	69,618	72,714	74,738	76,759	79,969	83,974	85,233
1-1-25	65,314	68,267	71,358	74,532	76,607	78,678	81,969	86,073	87,364
1-1-26	66,620	69,632	72,785	76,022	78,139	80,252	83,608	87,794	89,112
Grade 11									
Lead Compensation Technician									
Staffing Processing Supervisor									
1-1-24	65,485	68,410	71,561	74,738	76,635	78,860	82,158	86,275	87,568
1-1-25	67,122	70,120	73,350	76,607	78,550	80,831	84,212	88,432	89,757
1-1-26	68,464	71,522	74,817	78,139	80,122	82,448	85,897	90,200	91,553
Grade 12									
Nutrition Center Operations Coordinator									
Nutrition Coordinator									
1-1-24	67,206	70,258	73,446	76,759	78,950	81,018	84,408	88,633	89,961
1-1-25	68,886	72,014	75,282	78,678	80,924	83,043	86,518	90,848	92,210
1-1-26	70,264	73,454	76,787	80,252	82,543	84,704	88,248	92,665	94,054
Grade 13									
Graphic Services Supervisor									
Security and Emergency Mgmt Assistant Manager									
1-1-24	69,064	72,111	75,430	78,950	81,060	83,174	86,652	90,993	92,357
1-1-25	70,791	73,914	77,315	80,924	83,087	85,254	88,818	93,268	94,666
1-1-26	72,207	75,392	78,862	82,543	84,748	86,959	90,594	95,133	96,559
Grade 14									
Adult Basic Education Systems Manager									
Distribution Warehouse Manager									
Nutrition Business Systems Manager									
1-1-24	70,908	74,172	77,492	81,060	83,260	85,530	89,109	93,569	94,975
1-1-25	72,681	76,026	79,429	83,087	85,341	87,668	91,337	95,909	97,349
1-1-26	74,134	77,547	81,018	84,748	87,048	89,422	93,163	97,827	99,296

*Annual salaries are based on 2,080 hours. If a contract work year exceeds 2,080 hours, additional salary will be paid based on the daily/hourly rate of pay.

APPENDIX A (continued)

Yrs of Svc	Start	1yr	2yr	3yr	4yr	5yr	6yr	7yr	8yr
Step	1	2	3	4	5	6	7	8	9
Grade 15									
Human Rights Specialist									
1-1-24	72,805	76,154	79,597	83,260	85,625	87,945	91,625	96,215	97,658
1-1-25	74,625	78,058	81,587	85,341	87,766	90,144	93,916	98,620	100,100
1-1-26	76,117	79,619	83,218	87,048	89,521	91,947	95,794	100,592	102,102
Grade 16									
Transportation Logistics Manager									
Transportation Operations Manager									
Community Education Manager 1									
1-1-24	74,864	78,263	81,835	85,625	87,945	90,315	94,094	98,805	100,285
1-1-25	76,735	80,220	83,881	87,766	90,144	92,573	96,447	101,275	102,793
1-1-26	78,270	81,824	85,559	89,521	91,947	94,424	98,375	103,301	104,848
Grade 18									
Executive Secretary to Superintendent									
New Media Manager									
Nutrition Center Manager									
Nutrition Services Manager									
Translation Manager									
1-1-24	79,040	82,610	86,486	90,442	92,984	95,393	99,386	104,359	105,923
1-1-25	81,016	84,676	88,648	92,703	95,309	97,778	101,870	106,968	108,571
1-1-26	82,636	86,369	90,421	94,557	97,215	99,733	103,908	109,108	110,743
Grade 19									
Community Education Manager 2									
Facilities Administrative Services Manager									
1-1-24	81,149	84,893	88,806	92,984	95,434	98,104	102,208	107,327	108,938
1-1-25	83,178	87,015	91,026	95,308	97,819	100,556	104,763	110,010	111,661
1-1-26	84,842	88,755	92,847	97,215	99,776	102,567	106,858	112,210	113,895
Grade 20									
Accountant 4									
Compensation Supervisor									
Contract Manager									
Electronic Data Management Supervisor									
MARSS Supervisor									
Payroll Administrator									
Risk Manager									
Workforce Management Team Lead									
1-1-24	83,431	87,256	91,302	95,520	98,148	100,862	105,081	110,343	111,997
1-1-25	85,517	89,437	93,585	97,908	100,602	103,384	107,708	113,101	114,797
1-1-26	87,227	91,226	95,456	99,866	102,614	105,451	109,862	115,363	117,093
Grade 21									
Assistant Director, Transportation									
Security and Emergency Management Manager									
1-1-24	85,707	89,671	93,878	98,148	100,902	103,700	108,035	113,446	115,147
1-1-25	87,849	91,912	96,225	100,602	103,425	106,293	110,736	116,282	118,026
1-1-26	89,606	93,751	98,149	102,614	105,493	108,419	112,951	118,608	120,386

*Annual salaries are based on 2,080 hours. If a contract work year exceeds 2,080 hours, additional salary will be paid based on the daily/hourly rate of pay.

APPENDIX A (continued)

Yrs of Svc	Start	1yr	2yr	3yr	4yr	5yr	6yr	7yr	8yr
Step	1	2	3	4	5	6	7	8	9
Grade 22									
Accounts Payable Manager eff:7-1-23									
Benefits/Wellness Supervisor eff:7-1-23									
1-1-24	88,076	92,160	96,420	100,902	103,739	106,584	111,043	116,602	118,353
1-1-25	90,278	94,464	98,830	103,425	106,333	109,248	113,819	119,517	121,311
1-1-26	92,084	96,353	100,807	105,493	108,459	111,433	116,096	121,907	123,738
Grade 23									
Accountant 5									
Communications Assistant Director									
Compliance Manager									
Facilities Maintenance Manager									
Fund Development Manager eff:4/8/23									
Maintenance and Capital Improvement Manager									
Payroll Manager									
1-1-24	90,528	94,699	99,179	103,740	106,712	109,638	114,223	119,941	121,742
1-1-25	92,791	97,067	101,658	106,333	109,380	112,379	117,079	122,940	124,785
1-1-26	94,647	99,008	103,691	108,460	111,568	114,627	119,420	125,399	127,281

Yrs of Svc	Start	1yr	2yr	3yr	4yr	5yr	6yr	7yr	8yr
Step	1	2	3	4	5	6	7	8	9

Grade 24

- Assessment Manager
- Budget & Forecasting Manager eff: 12-20-22**
- Assistant Director of Security Operations eff:1/1/23**
- Community Relations Director
- Director of Community Relations
- Innovation and Development Director
- Environmental Health and Safety Manager
- Facility Planning Manager
- Fund Development Director
- Integrated Information Systems Manager
- Manager of Capital Project Delivery
- Program Evaluation Manager
- Purchasing Manager

Technology Services Manager eff: 7-1-23

1-1-24	93,067	97,370	101,897	106,712	109,638	112,603	117,312	123,186	125,035
1-1-25	95,393	99,804	104,444	109,380	112,379	115,419	120,245	126,266	128,161
1-1-26	97,301	101,800	106,533	111,568	114,627	117,727	122,650	128,791	130,725

Grade 25

- Accounting Manager
- Data Security Manager
- Environmental Services Manager
- Information Center Manager
- HRIS/Compliance Manager
- Project Manager
- Senior Manager, Operations Logistics

Talent Acquisition Manager (eff:3/1/24)

1-1-24	95,647	100,044	104,736	109,638	112,775	115,833	120,679	126,722	128,621
1-1-25	98,038	102,545	107,355	112,379	115,594	118,728	123,695	129,890	131,836
1-1-26	99,998	104,596	109,502	114,627	117,906	121,103	126,169	132,488	134,473

Grade 26

- Assistant Director of Benefits, Compensation and Information
- Assistant Director of Total Rewards
- Assistant Director, **Talent Acquisition (eff: 2/5/2024)**
- Assistant Facilities Director, Capital Improvement Program eff:8-23-22**
- Nutrition Services Assistant Director eff: 7-1-23**

1-1-24	98,239	102,918	107,743	112,775	115,958	119,104	124,086	130,299	132,253
1-1-25	100,695	105,491	110,436	115,594	118,857	122,082	127,188	133,556	135,559
1-1-26	102,709	107,601	112,645	117,906	121,234	124,523	129,732	136,227	138,271

*Annual salaries are based on 2,080 hours. If a contract work year exceeds 2,080 hours, additional salary will be paid based on the daily/hourly rate of pay.

APPENDIX A (continued)

Yrs of Svc	Start	1yr	2yr	3yr	4yr	5yr	6yr	7yr	8yr
Step	1	2	3	4	5	6	7	8	9
Grade 28									
General Manager of Facility Operations and Maintenance									
General Manager, Facilities Planning									
1-1-24	103,912	108,817	113,811	119,189	122,628	125,987	131,258	137,830	139,898
1-1-25	106,509	111,537	116,657	122,168	125,694	129,137	134,540	141,276	143,396
1-1-26	108,640	113,768	118,990	124,612	128,207	131,719	137,231	144,101	146,264
Grade 30									
MIS Assistant Director									
1-1-24	109,814	114,931	120,399	126,071	129,560	133,297	138,877	145,829	148,017
1-1-25	112,559	117,804	123,409	129,223	132,799	136,630	142,349	149,475	151,717
1-1-26	114,810	120,160	125,877	131,808	135,455	139,363	145,196	152,464	154,752
Grade 31									
Academic and Technology Innovation Director									
Business Systems Support Manager									
College and Career Readiness Director									
1-1-24	112,947	118,246	123,792	129,648	133,348	137,047	142,783	149,931	152,179
1-1-25	115,770	121,202	126,886	132,889	136,682	140,473	146,353	153,680	155,984
1-1-26	118,086	123,626	129,424	135,547	139,416	143,283	149,280	156,753	159,104
Grade 32									
Capitol Project Director									
Facilities Director									
Security & Emergency Management Director eff:7-1-23									
1-1-24	116,131	121,599	127,366	133,348	137,180	140,922	146,818	154,167	156,480
1-1-25	119,035	124,639	130,550	136,682	140,610	144,445	150,489	158,021	160,393
1-1-26	121,415	127,132	133,161	139,416	143,422	147,334	153,498	161,181	163,600
Grade 33									
Chief Accountant									
Controller									
Information Technology Director									
Research, Evaluation and Assessment Director									
1-1-24	119,404	125,044	131,021	137,180	141,092	145,013	151,077	158,642	161,021
1-1-25	122,389	128,170	134,296	140,610	144,619	148,638	154,854	162,608	165,047
1-1-26	124,837	130,733	136,982	143,422	147,511	151,611	157,951	165,860	168,348

*Annual salaries are based on 2,080 hours. If a contract work year exceeds 2,080 hours, additional salary will be paid based on the daily/hourly rate of pay.

APPENDIX A (continued)

Yrs of Svc	Start	1yr	2yr	3yr	4yr	5yr	6yr	7yr	8yr
Step	1	2	3	4	5	6	7	8	9

Grade 34

Director Technology Production Services eff:7-1-23

Director Technology Support Services eff:7-1-23

Transportation Director eff:7-1-23

1-1-24	122,802	128,612	134,682	141,091	145,098	149,226	155,468	163,250	165,699
1-1-25	125,872	131,827	138,049	144,619	148,725	152,956	159,355	167,331	169,842
1-1-26	128,390	134,464	140,810	147,511	151,700	156,015	162,542	170,678	173,239

Grade 36

Nutrition and Commercial Services Director eff:7-1-23

1-1-24	129,823	136,016	142,512	149,271	153,531	157,792	164,396	172,622	175,212
1-1-25	133,069	139,417	146,075	153,003	157,369	161,736	168,506	176,938	179,593
1-1-26	135,730	142,205	148,996	156,063	160,516	164,971	171,876	180,477	183,185

Grade 42

Chief Financial Officer

1-1-24	153,706	161,066	168,769	176,904	182,317	187,142	194,970	204,735	207,805
1-1-25	157,549	165,092	172,988	181,327	186,875	191,820	199,844	209,853	213,001
1-1-26	160,700	168,394	176,448	184,953	190,613	195,657	203,841	214,050	217,261

*Annual salaries are based on 2,080 hours. If a contract work year exceeds 2,080 hours, additional salary will be paid based on the daily/hourly rate of pay.

APPENDIX B

UNCLASSIFIED TITLES AND GRADES SAINT PAUL SUPERVISORS' ORGANIZATION

<u>Grades</u>	<u>Unclassified Titles</u>
Grade 31	Academic and Technology Innovation Director
Grade 20	Accountant 4
Grade 23	Accountant 5
Grade 25	Accounting Manager
Grade 22	Accounts Payable Manager (eff: 7-1-23 grade change from 12)
Grade 14	Adult Basic Education Systems Manager
Grade 24	Assessment Manager
Grade 26	Assistant Director of Benefits, Compensation and Information
Grade 24	Assistant Director of Security Operations (new title eff:1/1/23)
Grade 26	Assistant Director of Total Rewards
Grade 26	Assistant Director, Talent Acquisition (eff: 2/5/24)
Grade 21	Assistant Director, Transportation
Grade 22	Benefits/Wellness Supervisor (eff: 7-1-23 grade change from 20)
Grade 31	Business Systems Support Manager
Grade 32	Capitol Project Director
Grade 9	Center for Academic Excellence Supervisor
Grade 33	Chief Accountant
Grade 24	Budget and Forecasting Manager (title name change 12/20/22)
Grade 42	Chief Financial Officer
Grade 31	College and Career Readiness Director
Grade 23	Communications Assistant Director
Grade 16	Community Education Manager 1
Grade 19	Community Education Manager 2
Grade 24	Community Relations Director
Grade 20	Compensation Supervisor
Grade 23	Compliance Manager
Grade 33	Controller
Grade 20	Contract Manager
Grade 25	Data Security Manager
Grade 34	Director, Technology Production Services (eff: 7-1-23 grade change from 33)
Grade 34	Director, Technology Support Services (eff: 7-1-23 grade change from 33)
Grade 9	Discovery Club Site Supervisor
Grade 14	Distribution Warehouse Manager
Grade 20	Electronic Data Management Supervisor
Grade 24	Environmental Health and Safety Manager
Grade 25	Environmental Services Manager
Grade 18	Executive Secretary to Superintendent

The provisions of Civil Service Rules or any related rules covering employment in classified service positions unless specifically stated in this Agreement do not cover titles designated as Unclassified

APPENDIX B (continued)

<u>Grades</u>	<u>Unclassified Titles</u>
Grade 19	Facilities Administrative Services Manager
Grade 26	Assistant Facilities Director, Capitol Improvement Program (eff: 8/23/22)
Grade 32	Facilities Director
Grade 23	Facilities Maintenance Manager
Grade 24	Facility Planning Manager
Grade 24	Fund Development Director
Grade 23	Fund Development Manager (new title eff: 12/13/2023 and grade move from 19 eff:4/8/23)
Grade 28	General Manager, Facilities Planning
Grade 28	General Manager of Facility Operations and Maintenance
Grade 13	Graphic Services Supervisor
Grade 25	HRIS/Compliance Manager
Grade 15	Human Rights Specialist
Grade 33	Info Technology Director
Grade 24	Innovation and Development Director
Grade 24	Integrated Information Systems Manager
Grade 33	Information Technology Director
Grade 25	Information Center Manager
Grade 10	Inventory and Records Manager
Grade 11	Lead Compensation Technician
Grade 9	Learner Accounting and Intake Supervisor
Grade 23	Maintenance and Capital Improvement Supervisor
Grade 24	Manager of Capital Project Delivery
Grade 20	MARSS Supervisor
Grade 30	MIS Assistant Director
Grade 18	New Media Manager
Grade 14	Nutrition Business Systems Manager
Grade 18	Nutrition Center Manager
Grade 12	Nutrition Center Operations Coordinator
Grade 12	Nutrition Coordinator
Grade 36	Nutrition and Commercial Services Director (eff: 7-1-23 grade change from 32)
Grade 26	Nutrition Services Assistant Director (eff: 7-1-23 grade change from 20)
Grade 18	Nutrition Services Manager
Grade 20	Payroll Administrator
Grade 23	Payroll Manager
Grade 9	Print, Copy, Mail Center Supervisor
Grade 24	Program Evaluation Manager
Grade 25	Project Manager
Grade 24	Purchasing Manager
Grade 33	Research, Evaluation and Assessment Director
Grade 20	Risk Manager

Titles designated as Unclassified are not covered by the provisions of Civil Service Rules or any related rules covering employment in classified service positions unless specifically stated in this Agreement

APPENDIX B (continued)

<u>Grades</u>	<u>Unclassified Titles</u>
Grade 9	Safety and Security Supervisor
Grade 13	Security and Emergency Management Assistant Manager
Grade 32	Security and Emergency Management Director (eff: 7-1-23 grade change from 24)
Grade 21	Security and Emergency Management Manger
Grade 25	Senior Manager, Operations Logistics
Grade 11	Staffing Processing Supervisor
Grace 25	Talent Acquisition Manager (effective: 3/1/2024)
Grade 24	Technology Services Manager (eff: 7-1-23 grade change from 20)
Grade 26	Total Rewards and Information Assistant Director
Grade 18	Translation Manager
Grade 21	Transportation Administrator
Grade 34	Transportation Director (eff: 7-1-23 grade change from 27)
Grade 16	Transportation Logistics Manager
Grade 16	Transportation Operations Manager
Grade 20	Workforce Management Team Lead

Titles designated as Unclassified are not covered by the provisions of Civil Service Rules or any related rules covering employment in classified service positions unless specifically stated in this Agreement

APPENDIX C

SAINT PAUL SUPERVISORS' ORGANIZATION STANDARD RANGES*, Effective: **January 1, 2024**

Years	Start	1 Years	2 Years	3 Years	4 Years	5 Years	6 Years	7 Years	8 Years
Step	1	2	3	4	5	6	7	8	9
Grade									
1	50,377	52,572	54,940	57,265	58,860	60,320	62,844	65,991	66,981
2	51,713	53,994	56,324	58,860	60,407	61,994	64,591	67,824	68,841
3	53,092	55,377	57,870	60,407	62,041	63,589	66,247	69,563	70,606
4	54,430	56,880	59,417	62,042	63,632	63,689	66,354	69,678	70,723
5	55,969	58,379	60,963	63,632	65,355	67,035	69,838	73,336	74,433
6	57,432	59,978	62,597	65,355	67,160	68,885	71,771	75,361	76,490
7	58,702	61,320	64,044	66,882	68,674	70,466	73,413	77,090	78,247
8	60,489	63,120	65,998	68,969	70,862	72,714	75,753	79,548	80,742
9	62,084	64,880	67,808	70,861	72,714	74,653	77,777	81,673	82,896
10	63,721	66,601	69,618	72,714	74,738	76,759	79,969	83,974	85,234
11	65,484	68,410	71,560	74,738	76,634	78,859	82,159	86,274	87,568
12	67,206	70,258	73,445	76,759	78,951	81,018	84,408	88,633	89,961
13	69,065	72,111	75,430	78,951	81,060	83,175	86,651	90,992	92,358
14	70,908	74,172	77,492	81,060	83,260	85,530	89,109	93,569	94,974
15	72,805	76,154	79,596	83,260	85,625	87,945	91,626	96,215	97,658
16	74,864	78,263	81,835	85,625	87,945	90,315	94,094	98,805	100,285
17	76,842	80,331	84,075	87,945	90,442	92,937	96,823	101,673	103,197
18	79,040	82,611	86,485	90,442	92,984	95,393	99,386	104,359	105,924
19	81,149	84,893	88,806	92,984	95,434	98,104	102,208	107,327	108,938
20	83,431	87,255	91,302	95,520	98,148	100,862	105,081	110,342	111,998
21	85,706	89,671	93,878	98,148	100,902	103,700	108,035	113,446	115,147
22	88,076	92,160	96,420	100,902	103,739	106,584	111,043	116,602	118,353
23	90,528	94,700	99,179	103,739	106,712	109,638	114,223	119,941	121,742
24	93,067	97,370	101,897	106,712	109,638	112,603	117,312	123,187	125,036
25	95,647	100,044	104,737	109,638	112,775	115,832	120,678	126,722	128,620
26	98,239	102,918	107,743	112,775	115,958	119,104	124,087	130,298	132,253
27	101,074	105,765	110,756	115,958	119,188	122,501	127,630	134,019	136,027
28	103,911	108,817	113,812	119,188	122,628	125,987	131,258	137,830	139,898
29	106,797	111,795	117,124	122,628	126,070	129,560	134,979	141,741	143,866
30	109,813	114,931	120,399	126,072	129,560	133,297	138,877	145,829	148,017
31	112,947	118,246	123,791	129,648	133,348	137,048	142,784	149,931	152,180
32	116,131	121,599	127,367	133,348	137,180	140,922	146,818	154,167	156,481
33	119,404	125,044	131,021	137,180	141,091	145,013	151,077	158,642	161,021
34	122,802	128,612	134,682	141,091	145,098	149,226	155,468	163,250	165,699
35	126,331	132,229	138,511	145,098	149,311	153,449	159,867	167,872	170,393
36	129,823	136,016	142,512	149,271	153,531	157,792	164,396	172,622	175,212
37	133,520	139,856	146,559	153,531	157,961	162,355	169,147	177,614	180,280
38	137,352	143,893	150,742	157,961	162,517	167,004	173,990	182,703	185,442
39	141,264	147,980	155,124	162,523	167,163	171,865	179,056	188,020	190,840
40	145,353	152,280	159,473	167,214	172,290	176,808	184,204	193,429	196,330
41	149,482	156,593	164,074	171,953	177,199	181,853	189,465	198,949	201,935
42	153,706	161,065	168,769	176,904	182,317	187,142	194,970	204,735	207,805
43	158,172	165,707	173,673	182,062	187,615	192,566	200,621	210,666	213,826
44	162,696	170,528	178,748	187,313	193,036	198,155	206,444	216,779	220,034
45	167,386	175,396	183,830	192,691	198,592	203,884	212,414	223,047	226,393

*Annual salaries are based on 2,080 hours. If a contract work year exceeds 2,080 hours, additional salary will be paid based on the daily/hourly rate of pay.

APPENDIX C (continued) SPSO Standard Wages Effective: January 1, 2025

Years	Start	1 Years	2 Years	3 Years	4 Years	5 Years	6 Years	7 Years	8 Years
Step	1	2	3	4	5	6	7	8	9
Grade 1	51,636	53,887	56,314	58,696	60,331	61,828	64,415	67,640	68,655
2	53,006	55,344	57,732	60,331	61,918	63,544	66,206	69,520	70,562
3	54,419	56,761	59,317	61,918	63,592	65,179	67,903	71,302	72,371
4	55,790	58,302	60,903	63,593	65,223	65,282	68,013	71,420	72,491
5	57,368	59,838	62,487	65,223	66,989	68,711	71,584	75,169	76,294
6	58,868	61,477	64,162	66,989	68,839	70,607	73,565	77,245	78,402
7	60,169	62,853	65,645	68,554	70,391	72,227	75,248	79,018	80,204
8	62,002	64,697	67,648	70,693	72,634	74,531	77,646	81,537	82,761
9	63,636	66,502	69,503	72,633	74,531	76,519	79,721	83,715	84,968
10	65,314	68,266	71,358	74,531	76,606	78,678	81,969	86,074	87,365
11	67,121	70,120	73,349	76,606	78,550	80,831	84,213	88,431	89,757
12	68,886	72,014	75,281	78,678	80,924	83,044	86,518	90,849	92,210
13	70,791	73,914	77,315	80,924	83,087	85,254	88,818	93,267	94,667
14	72,681	76,026	79,429	83,087	85,341	87,668	91,337	95,908	97,349
15	74,625	78,058	81,586	85,341	87,766	90,144	93,916	98,620	100,099
16	76,736	80,219	83,881	87,766	90,144	92,573	96,446	101,275	102,792
17	78,763	82,340	86,176	90,144	92,703	95,260	99,243	104,215	105,777
18	81,016	84,676	88,648	92,703	95,308	97,777	101,871	106,968	108,572
19	83,178	87,015	91,026	95,308	97,819	100,556	104,763	110,010	111,661
20	85,517	89,437	93,584	97,908	100,602	103,384	107,708	113,101	114,798
21	87,849	91,913	96,225	100,602	103,425	106,293	110,736	116,282	118,026
22	90,278	94,464	98,830	103,425	106,333	109,248	113,819	119,517	121,311
23	92,791	97,067	101,658	106,333	109,380	112,379	117,078	122,940	124,786
24	95,394	99,804	104,445	109,380	112,379	115,419	120,245	126,266	128,162
25	98,038	102,545	107,355	112,379	115,594	118,728	123,695	129,890	131,836
26	100,695	105,491	110,436	115,594	118,857	122,082	127,189	133,555	135,559
27	103,601	108,409	113,525	118,857	122,168	125,563	130,821	137,369	139,427
28	106,509	111,538	116,657	122,168	125,694	129,137	134,540	141,275	143,396
29	109,467	114,590	120,052	125,694	129,222	132,799	138,354	145,285	147,463
30	112,559	117,804	123,409	129,224	132,799	136,630	142,349	149,475	151,718
31	115,770	121,202	126,886	132,889	136,682	140,474	146,353	153,679	155,984
32	119,035	124,639	130,551	136,682	140,609	144,445	150,488	158,021	160,393
33	122,389	128,170	134,296	140,609	144,619	148,638	154,854	162,608	165,047
34	125,872	131,827	138,049	144,619	148,725	152,956	159,355	167,331	169,842
35	129,490	135,535	141,974	148,725	153,043	157,285	163,864	172,069	174,653
36	133,069	139,417	146,075	153,003	157,369	161,736	168,506	176,938	179,593
37	136,858	143,353	150,223	157,369	161,910	166,414	173,375	182,054	184,787
38	140,786	147,490	154,510	161,910	166,580	171,179	178,339	187,271	190,078
39	144,796	151,680	159,002	166,586	171,342	176,161	183,533	192,720	195,611
40	148,987	156,087	163,459	171,395	176,597	181,229	188,809	198,264	201,238
41	153,219	160,508	168,176	176,252	181,629	186,400	194,202	203,923	206,984
42	157,549	165,092	172,989	181,326	186,875	191,821	199,845	209,853	213,001
43	162,126	169,849	178,015	186,613	192,305	197,380	205,637	215,933	219,172
44	166,764	174,791	183,216	191,995	197,862	203,109	211,605	222,199	225,535
45	171,570	179,781	188,425	197,508	203,556	208,981	217,724	228,623	232,053

*Annual salaries are based on 2,080 hours. If a contract work year exceeds 2,080 hours, additional salary will be paid based on the daily/hourly rate of pay.

APPENDIX C (continued) SPSO Standard Wages Effective: January 1, 2026

Years	Start	1 Years	2 Years	3 Years	4 Years	5 Years	6 Years	7 Years	8 Years
Step	1	2	3	4	5	6	7	8	9
Grade									
1	52,669	54,964	57,440	59,870	61,538	63,065	65,703	68,993	70,028
2	54,066	56,451	58,886	61,538	63,156	64,815	67,530	70,910	71,973
3	55,508	57,896	60,504	63,156	64,864	66,482	69,261	72,728	73,819
4	56,906	59,468	62,121	64,865	66,527	68,329	70,085	72,849	73,941
5	58,516	61,035	63,737	66,527	68,329	70,085	73,016	76,672	77,820
6	60,045	62,707	65,445	68,329	70,216	72,019	75,036	78,790	79,970
7	61,373	64,110	66,958	69,925	71,799	73,672	76,753	80,598	81,808
8	63,242	65,991	69,001	72,107	74,087	76,022	79,199	83,168	84,416
9	64,909	67,833	70,893	74,086	76,022	78,050	81,316	85,389	86,668
10	66,620	69,632	72,786	76,022	78,138	80,252	83,608	87,795	89,112
11	68,464	71,522	74,816	78,138	80,121	82,448	85,897	90,200	91,552
12	70,264	73,454	76,787	80,252	82,543	84,704	88,248	92,666	94,054
13	72,207	75,392	78,862	82,543	84,748	86,959	90,594	95,132	96,560
14	74,135	77,547	81,018	84,748	87,048	89,422	93,164	97,827	99,296
15	76,117	79,619	83,218	87,048	89,521	91,946	95,795	100,592	102,101
16	78,270	81,824	85,558	89,521	91,946	94,424	98,375	103,300	104,848
17	80,339	83,986	87,900	91,946	94,557	97,165	101,228	106,299	107,892
18	82,636	86,370	90,420	94,557	97,215	99,733	103,908	109,108	110,743
19	84,842	88,755	92,847	97,215	99,776	102,567	106,858	112,210	113,895
20	87,227	91,225	95,456	99,866	102,614	105,451	109,862	115,363	117,094
21	89,606	93,751	98,149	102,614	105,493	108,419	112,951	118,608	120,387
22	92,084	96,353	100,807	105,493	108,459	111,433	116,096	121,907	123,738
23	94,647	99,009	103,692	108,459	111,567	114,627	119,420	125,399	127,282
24	97,301	101,800	106,534	111,567	114,627	117,727	122,650	128,792	130,725
25	99,999	104,596	109,502	114,627	117,906	121,103	126,169	132,488	134,472
26	102,709	107,601	112,645	117,906	121,234	124,523	129,732	136,227	138,270
27	105,673	110,577	115,796	121,234	124,611	128,075	133,437	140,117	142,216
28	108,639	113,768	118,990	124,611	128,207	131,719	137,231	144,101	146,264
29	111,656	116,881	122,453	128,207	131,806	135,455	141,121	148,190	150,412
30	114,810	120,161	125,877	131,808	135,455	139,362	145,196	152,464	154,752
31	118,086	123,626	129,424	135,547	139,416	143,283	149,280	156,753	159,104
32	121,415	127,132	133,162	139,416	143,422	147,334	153,498	161,182	163,600
33	124,837	130,733	136,982	143,422	147,511	151,611	157,951	165,861	168,348
34	128,390	134,464	140,810	147,511	151,700	156,015	162,542	170,678	173,239
35	132,079	138,246	144,814	151,700	156,104	160,431	167,141	175,511	178,146
36	135,730	142,205	148,996	156,063	160,516	164,971	171,876	180,477	183,185
37	139,595	146,220	153,227	160,516	165,148	169,742	176,843	185,695	188,483
38	143,602	150,440	157,600	165,148	169,911	174,603	181,906	191,016	193,880
39	147,692	154,713	162,182	169,918	174,769	179,685	187,203	196,575	199,523
40	151,967	159,209	166,729	174,823	180,129	184,853	192,585	202,230	205,263
41	156,283	163,718	171,539	179,777	185,261	190,128	198,086	208,002	211,123
42	160,700	168,394	176,448	184,953	190,612	195,657	203,842	214,050	217,261
43	165,369	173,246	181,575	190,345	196,151	201,327	209,749	220,252	223,555
44	170,099	178,287	186,881	195,835	201,819	207,171	215,837	226,643	230,045
45	175,002	183,376	192,194	201,458	207,628	213,160	222,079	233,196	236,694

**Statement of Intent
Compensation Philosophy**

Human Resources will continue to review labor market movement on a regular basis using published and professionally reliable sources to ensure continued competitiveness and adherence to the SPPS Compensation Philosophy. As part of this process, Human Resources will conduct structured job studies of positions as well as small-scale salary surveys as needed to assess the market competitiveness of hard-to fill classifications and/or classifications with retention issues and make changes to pay grade assignments if necessary. In addition, Human Resources will conduct a comprehensive classification and compensation study every three to five years, subject to budget constraints and as market conditions warrant.

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