INDEPENDENT
SCHOOL DISTRICT

834

Terms and Conditions of Employment

2025-2026
2026-2027

Technical Support

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ARTICLE I – DEFINITIONS

Section 1 – Definition Of Unit

Subd. 1 – All positions listed in Salary Appendix A shall be considered a part of the Technical Support group.

Subd. 2 – Salary Appendices are for reference only and may be updated periodically. This is a meet and confer group, and unless an employment contract exists, employment is at-will.

Section 2 – Working Day

A "working day" is defined as any day the employee is scheduled to work or any holiday the employee is eligible to be paid for.

Section 3 – Full-Time Employee

Employees regularly scheduled to work six or more hours per day shall be considered full-time.

Section 4 – Part-Time Employee

Employees regularly scheduled to work less than six hours per day shall be considered part-time.

ARTICLE II – REIMBURSEMENTS, DUES AND ALLOWANCES

Section 1 – Professional Association Allowance

Subd. 1 – Each employee is permitted an allowance of $200 per year for the payment of professional dues.

Section 2 – Development/Tuition Reimbursement

Upon pre-approval by the appropriate administrator, an employee may be eligible for reimbursement of tuition and materials (including software), up to a maximum of $5,200 per year (prorated for part-time employees) for coursework completed at an accredited college that is directly related to an employee's position or may lead to promotional opportunities. To be eligible for reimbursement, the employee must submit receipts for payment as well as grade slips indicating a grade of "C" or higher, or "Pass" if a pass/fail course, within 30 days of the completion of the course. If an employee receives financial support in the form of grants or aid (other than loans requiring repayment) toward their educational expenses, reimbursement will be reduced by such amounts. Employees working less than one year following the reimbursement of tuition will be required to repay a prorated amount of the reimbursement received during their last year of employment.

Section 3 – Mileage Reimbursement

Employees who are required to use their personal cars in the performance of their duties, shall be reimbursed at the rate allowed by the Internal Revenue Service.

ARTICLE III – COMPENSATION

Section 1 – Wages/Compensation

Subd. 1 – The wages/compensation reflected in Appendices A shall be in effect for the period commencing July 1, 2025 and ending June 30, 2027.

Subd. 2 – The wages/compensation provided herein may, at the sole discretion of the District, be increased during the duration of this salary program for purposes of complying with applicable state and federal laws.

Section 2 – Initial Compensation

At the time of hiring, initial placement on the salary schedule shall be determined by mutual agreement between the individual employee and the employer.

Section 3 – Pay

Subd. 1 – Employees shall be paid twice per month. If a pay date falls on a Saturday, Sunday or holiday, employees will be paid on the last working day immediately preceding. Regular paychecks shall be delivered by electronic deposit.

Subd. 2 – Employees covered under Appendix A shall be compensated for hours actually worked during each defined pay period.

Section 4 – Advancement on the Salary Schedule

Subd. 1 – Employees hired on or before December 31 shall be paid at their starting step on the salary schedule. Effective the following July 1, employees shall be advanced to the next step. Employees hired after December 31 shall be paid at their starting step on the salary schedule until July 1 of the following calendar year. Thereafter, employees shall advance on the salary schedule as of July 1 until the top step has been reached.

Subd. 2 – Employees shall be provided step advancement on the salary schedule following Board approval of the updated Terms and Conditions of Employment.

Subd. 3 – The District may, at its discretion, withhold step advancement/pay increase as a result of performance concerns. If it is determined that step advancement will be withheld, the employee shall be notified in writing by no later than May 15.

Subd. 4 – Employees receiving a promotion will be placed on the wage schedule at the discretion of the district in consideration of the employees related experience and district service.

Section 5 – Overtime

An employee in the Technical Support group working overtime, not covered by compensatory time, shall be paid at the regular hourly pay rate up to a maximum of 40 hours worked per week. Overtime shall be calculated based on hours actually worked after 40 hours in a week. Employees will be paid at the rate of time and one-half, in accordance with applicable state and federal laws.

Section 6 – Compensatory Time

An employee in the Technical Support group may be granted compensatory time, in accordance with this Section.

Subd. 1 – Compensatory time is working beyond the regular workday/year as authorized by the administrator in charge. The use of compensatory time is a means of utilizing time best and may be arranged accordingly.

Subd. 2 – Compensatory time must be used within 30 days of when it is earned.

Subd. 3 – Compensatory time cannot be used whenever a substitute is necessary to replace the employee while using the compensatory time.

Subd. 4 – Compensatory time shall be given at the rate of one and one-half times, after 40 hours in a week, subject to state and federal laws.

Subd. 5 – If compensatory time cannot be used within 30 days of when it is earned, then the employee shall be paid for such work. (Please note: This statement is not intended to contradict, nor de-emphasize the importance of adherence, if at all possible, to Subd. 2 above.)

Section 7 – Position Classification

The district will review position classifications as needed based on business needs or significant changes in job responsibilities. Any resulting adjustments to pay will take effect on July 1 following the completion of the review process, if applicable.

ARTICLE IV – VACATION AND HOLIDAYS

Section 1 – Vacation

Subd. 1 – Employees holding positions in the Technical Support group prior to July 1, 2005, working 52 weeks per year, shall earn 20 days of paid vacation each year.

Subd. 2 – Employees who held positions in the ESO, which became part of the Technical Support group on August 31, 2005, shall earn vacation in accordance with the accrual schedule below:

Employment Weeks	1-7 Years	8-13 Years	14 or More Years
0-38	0	0	0
39-41	1	2	4
42-44	2	4	6
45-47	4	6	8
48-50	6	8	10

Beginning July 1, 2024 employees working 51-52 weeks per year shall earn vacation based on the following schedule:

- 0-1 years of service - 13 days
- After 1 year of service - 15 days
- After 5 years of service - 20 days

Subd. 3 – Employees hired into Technical Support positions on or after July 1, 2005, working less than 51 weeks shall not be entitled to paid vacation.

Subd. 4 – Vacation accruals will be allocated on July 1 each year. Accruals will be based on the actual number of years of service completed in the district at the time of the accrual.

Subd. 5 – Up to ten vacation days accrued during a fiscal year may be carried over into the next fiscal year.

Section 2 – Holidays

Employees working 52 weeks shall be entitled to eleven district established paid holidays each year. Employees working less than a full year shall be eligible for paid holidays on a prorated basis, based on the number of weeks worked per year.

ARTICLE V – SUPPLEMENTAL BENEFIT PROGRAMS

Section 1 – Eligibility for Benefits

Subd. 1 – Full-time employees working 172 days or more per year shall be eligible to receive all health and welfare benefits as provided in this Article. Part-time employees are not eligible for health and welfare benefits.

Subd. 2 – Each employee may only be covered under one policy under each of the District's insurance plans, i.e., health and dental. Employees eligible for coverage but covered as a spouse under a Stillwater School District employee's plan shall be eligible for a VEBA contribution as defined in this Article, until such time as they retire.

Section 2 – Health and Hospitalization Insurance

Subd. 1 – The School District shall provide a monthly contribution toward the premium for single or family insurance coverage for full-time employees, as defined in Article I, Section 3, who qualify for and are enrolled in the district's group health and hospitalization plans. Beginning in fiscal year 2025-2026, for the annual insurance renewal, the District will pay up to the first 6.5% of future increases, the employees will pay up to the next 6.5% of any increase and any increase over 13% will be shared equally between the district and employees.

For full-time employees enrolled in the high deductible/HRA/VEBA insurance plan, the amount provided by the district shall be as follows, however, the amount shall not exceed the actual cost of insurance premium:

For single coverage July 1, 2025 through June 30, 2026: Up to $918.72 per month
For family coverage July 1, 2025 through June 30, 2026: Up to $2,122.68 per month

For single coverage July 1, 2025 through June 30, 2026: Up to $918.72 per month
For family coverage July 1, 2026 through June 30, 2027: Up to $2,122.68 per month

For full-time employees participating in the high deductible/HRA/VEBA insurance plan, the monthly District contribution to a VEBA shall be as follows:

July 1, 2025 through June 30, 2027

Family Coverage: Up to $292.00 per month
Single Coverage: Up to $167.00 per month

For full-time employees provided a VEBA contribution due to coverage under another Stillwater School District employee's insurance policy, the monthly district contribution to a VEBA shall be as follows:

Effective July 1, 2025: $189.58 per month

Subd. 2 – The cost of any premium that exceeds the district's monthly contribution shall be paid by the employee through payroll deduction.

Subd. 3 – The health and hospitalization insurance program will be coordinated with Medicare in accordance with Minnesota Statutes.

Section 3 – Dental Insurance

The district shall provide a monthly contribution toward the premium for dental coverage, including dependent coverage, for full-time employees who qualify for and are enrolled in the District's dental insurance plan. The amount provided shall be as follows; however, this amount shall not exceed the actual cost of the insurance premium:

July 1, 2025 through June 30, 2026: Up to $103.27 per month
July 1, 2026 through June 30, 2027: Up to $103.27 per month

Section 4 – Survivors Benefits

If an employee who is enrolled in the district's group health and hospitalization and/or dental plan, dies while actively employed by District 834, the District shall continue to pay premiums for all eligible surviving dependents, in the same manner as was provided prior to the death of the employee. The district will continue to provide such paid benefits for a period of up to one calendar year from the date of the employee's death. If a survivor obtains employment with an employer other than the school district, and such survivor is covered by a group medical hospital insurance plan or HMO or dental plan, such coverage shall be considered primary.

Section 5 – Life Insurance

Subd. 1 – The school district shall contribute the full premium necessary to purchase group term life insurance equal to two times the employee's annual salary, calculated to the nearest $1,000. The policy shall contain a provision for double indemnity in case of accidental death and benefits in case of dismemberment. Effective 7/1/2025, the LTD waiver of premium for Life Insurance is discontinued.

Subd. 2 – Employees will have the option of paying the applicable taxes on the imputed income for group term life insurance in excess of $50,000, consistent with the provisions of Subd. 1 of this Section, or elect to reduce such coverage to $50,000.

Subd. 3 – So long as permitted by the school district's group insurance carrier, employees may purchase additional life insurance coverage on their own lives or on the lives of their spouse and/or children. The cost of the premium for this optional life insurance shall be borne by the employee and paid by payroll deduction.

Section 6 – Short Term Disability Income Protection - Effective 1/1/2026 and with the implementation of Minnesota PFML, this provision will end.

Subd. 1 – Full-time employees become eligible for coverage upon completion of one full day of employment. To be eligible for short term disability, an employee must be actively at work, which is defined as being present and employed for at least six hours per day, working at least 30 hours per week, in a regular capacity.

Subd. 2 – Short term disability shall be available, upon receipt of medical certification, when sick leave benefits have been exhausted, but not before the tenth day of a disability. Short term disability income protection shall cease when the combination of sick leave and short-term disability total 120 days.

Subd. 3 – Employees on pre-approved unpaid leaves of absence are ineligible to participate in this benefit during the period of such leave. Eligibility for short term leave shall resume on the anticipated return to work date.

Subd. 4 – The school district shall provide eligible employees with short-term disability income protection equal to 70% of the employee's base daily rate of pay for each working day of disability.

Section 7 – Long Term Disability Insurance

Subd. 1 – Full-time employees become eligible for coverage upon completion of one full day of employment. To be eligible for long term disability, an employee must be actively at work, which is defined as being present and employed for at least six hours per day, working at least 30 hours per week, in a regular capacity.

Subd. 2 – The school district shall provide eligible employees with long term disability insurance equal to 70% of one-twelfth (1/12) of the employee's basic annual earnings in effect prior to the date of the disability, after fulfilling the plan waiting period.

Subd. 3 – Employees will have the option of paying the entire premium for LTD coverage on a payroll deduction basis.

Section 8 – Insurance Review Committee

The District will establish an Insurance Review Committee that will be advisory to the Board. The committee will be composed of three representatives designated by the district, three representatives selected from the teacher's association, and one representative selected by each of the remaining employee groups in the district. The committee shall review the operation of current insurance programs including benefit and claim payments, study and recommend changes in coverage, and review specifications prior to bidding. The District shall prepare documentation summarizing insurance benefits. The documentation shall be provided in writing to insurance committee members and newly hired employees and shall be posted on the District website.

ARTICLE VI – LEAVES

Section 1 – Sick Leave

Subd. 1 – Employees will be credited with an annual accrual of 12 days per year. Employees working less than the full year will be credited with sick leave on a pro-rated basis. During the initial year of employment only, the total sick leave allowable will be available to the employee after working a minimum of one day. Upon termination of employment, an employee's last check will be deducted for any sick leave used in excess of that earned.

Subd. 2 – Unused sick leave days may accumulate without limit except that not more than 120 days may be utilized for any single disability. Additional days may be used on a prorated basis to supplement long term disability coverage.

Subd. 3 – The District may require an employee to furnish a medical certificate from a qualified physician as evidence of illness in order to qualify for sick leave pay.

Subd. 4 – An employee who is unable to work because of personal illness or disability and who has exhausted all accumulated paid sick leave available may be granted a medical leave of absence for the duration of the contract year during such illness or disability. Upon Board approval, this leave may be extended a maximum of one additional year upon written request by the employee, on the basis of medical certification.

Subd. 5 – Sick leave is to be utilized for all absences resulting from an employee's physical and mental illnesses, therapy, examinations, and consultations, or that of a minor child. Sick leave may be utilized for absences due to illness or injury of the employee's spouse, adult child, sibling, parent, grandparent, or stepparent, up to 160 hours per 12-month period, beginning July 1 of each year, pursuant to M.S. 181.9413.

Subd. 6 – Up to ten days of sick leave may be utilized for adoption of a child or for paternal leave upon the birth of a newborn child.

Subd. 7 – An employee who is injured on the job shall receive such compensation as prescribed by the Worker's Compensation Law of Minnesota. Such compensation shall be supplemented with an amount sufficient to maintain his/her regular salary for a period not to exceed the employee's sick leave reserve.

Section 2 – Sick Leave Bank

Subd. 1 – Employees may participate in the District Sick Leave Bank, under the terms provided to other employee groups, to the extent that the Sick Leave Bank continues to be offered by the District.

Section 3 – Discretionary Leave

Subd. 1 – Beginning July 1, 2024 Emergency Leave will be eliminated and replaced with Discretionary Leave as outlined in this section. Employees who work less than 51 weeks per year and who are not eligible for vacation will earn four (4) discretionary leave days per year.

Subd. 2 – Employees who held positions in the ESO, which became part of the Technical Support group on August 31, 2005, shall receive two (2) discretionary leave days per year.

Subd. 3 - Employees who work 51 or more weeks per year and who are eligible for vacation will earn two (2) days of discretionary leave per year.

Subd. 4 – Discretionary leave may be used for any absence reason and must be entered into the system a minimum of 24 hours in advance. Discretionary leave may not be used during the first ten or last ten student days of the school year. Unused days will be converted to sick leave at the end of the year.

Section 4 – Bereavement Leave

Up to five days per occurrence of paid leave shall be granted for death in the immediate family. For purposes of this Section, immediate family is defined as spouse, children, stepchildren, parents, spouse's parents, stepparents, brothers, sisters, brothers-in-law, sisters-in-law, aunts, uncles, grandparents, and grandchildren. In extenuating circumstances, an employee can request approval from Human Resources for use of this benefit for an individual who is not listed above but who stands in the same relationship with the employee.

Section 5 – Parental Leave

Subd. 1 – A parental leave without pay may be granted by the school district subject to the provisions of this Section. Parental leave may be requested because of the need to prepare and provide parental care for a child or children of the employee for an extended period of time.

Subd. 2 – An employee shall request parental leave in writing at least three calendar months in advance of the intended leave.

Subd. 3 – The school district may adjust the proposed beginning or ending date of parental leave so that the dates are coincident with some natural break in the school year.

Subd. 4 – Parental leave may be extended up to one full year following the school year in which the leave was granted.

Subd. 5 – An employee returning from parental leave shall be re-employed in a position equivalent to the position held prior to taking the leave.

Subd. 6 – Whenever parental leave extends to the end of a school year; the employee must notify the Human Resources Department in writing by March 1 of intent to return or not return to the district the following year.

Subd. 7 – An employee who is pregnant may elect to utilize a disability leave followed by a parental leave. When disability leave is utilized, the employee shall continue working until a doctor certifies that she can no longer fulfill the requirements of the position. During the period of disability only, the employee is eligible to receive sick leave and disability leave benefits. The employee is required to return to work as soon as she is physically able unless an unpaid parental leave is granted.

Subd. 8 – If the reason for parental leave is occasioned by pregnancy and the period of disability is interrupted, the employee may return to work prior to the ending date of the leave only if she is physically able and a suitable opening is available.

Subd. 9 – Periods of time when an employee is on parental leave may not be used to satisfy probationary time requirements, when applicable.

Section 6 – Military Leave

Conditions for military leave shall comply with all applicable laws.

Section 7 – Short Term Leave

Short term leave without pay may be granted according to the following provisions:

Subd. 1 – An employee desiring a short-term leave without pay shall present a written request to his/her supervisor at least 15 days prior to the beginning date of the leave.

Subd. 2 – During the first two years of employment, the Human Resources Supervisor, after consulting with the immediate supervisor, may grant up to five days of leave per year.

Subd. 3 – Starting the third year of employment, the Human Resources Supervisor, after consulting with the immediate supervisor, may approve up to ten days of leave during any two-year rolling period of time. The two-year period will be determined by looking back two years from the date of the request.

Subd. 4 – No short-term leave without pay will be granted if an employee has applicable paid leave available.

Section 8 – Special Leave

Subd. 1 – Employees in the Technical Support Group are eligible to apply for a one-year leave of absence without pay after two full years in the district.

Subd. 2 – Sick leave will be frozen during the leave.

Subd. 3 – An employee whose leave extends to the end of a school year shall notify the Human Resources Department in writing by March 1 of intent to return or not return to the district for the following school year.

Subd. 4 – An employee returning from leave will be reassigned to the same or an equivalent position, if available.

Section 9 – Jury Duty

Subd. 1 – An employee who is called to jury duty shall notify the Human Resources office immediately upon receipt of the notice so that arrangements to excuse an employee to serve may be made if necessary.

Subd. 2 – An employee who is absent because of jury service will receive their regular salary from the district during the period of service, provided the employee submits pay received for the jury service, less any reimbursement for mileage or parking, in accordance with state laws.

Section 10 – School Conference Leave

In accordance with Minnesota Statute 181.9412, the employer will grant an employee leave up to a total of 16 hours during any school year to attend conferences or classroom activities related to the employee's child, providing such activities cannot be scheduled during non-working hours. School conference and classroom activities will apply only to students in grades kindergarten through 12. Such leave is unpaid unless the employee has Emergency Leave, or other applicable paid leave, available to them.

Section 11 – Minnesota Paid Family Leave

Effective 1/1/2026 and if the MN Paid Family Leave Act is implemented, employees are entitled to paid leave under Minnesota statute. The District will begin deducting the employee's portion of the premiums from wages in January 2026 and submitting the wage deductions to the State of Minnesota. The Minnesota Department of Labor has not yet informed the District as to the amount of premiums, but the default employee portion is 50% of the premium cost. Employees will have the option to supplement paid leave benefits with their accrued sick leave or discretionary time, but in any case, the total amount of paid benefits under this section and the supplemental benefits paid must not exceed the employee's usual wages. Parental leave as listed in Section 5 above, FMLA leave and Minnesota Paid Family Leave shall all run concurrently.

ARTICLE VII – EMPLOYMENT PRACTICES

Section 1 – Emergency School Closings

If school is canceled for students by the Superintendent, or designee, because of weather conditions, employees may choose to report to work, or work remotely, with supervisor approval.

Section 2 – Work Stoppage

In the event of a strike or work stoppage by other employees, it is mutually agreed that employees covered by this agreement shall be on duty and carry out policy, rules and assignments as may be directed by the employer. The employer reserves the right to make whatever directives deemed appropriate for the operation or protection of district programs and facilities.

Section 3 – In-Service

The school district will pay the cost for job related workshops with prior approval of the appropriate district administrator.

ARTICLE VIII – RETIREMENT PAY

Section 1 – Retirement Eligibility

An employee may elect retirement from District 834 effective at the conclusion of the school year during which they reach the age of TRA/PERA eligibility or any of the succeeding school years, or to meet opportunities, or at such other times as may be approved by the School District.

ARTICLE IX – MATCHING DEFERRED COMPENSATION PLAN

Section 1 – Eligibility

Full-time employees shall be entitled to a matching school district contribution of up to 3.5% of their current annual salary, not to exceed $3,000 per year, to a tax deferred account subject to Minnesota Statutes. Effective July 1, 2024 Full-time employees shall be entitled to a matching school district contribution of up to 3.5% of their current annual salary, not to exceed $3,500 per year, to a tax deferred account subject to Minnesota Statutes.

Subd. 1 – The district contribution will begin when the employee establishes participation in an eligible investment program as defined by statute. The district match cannot be accumulated on a retroactive basis if an employee elects to begin participation after the first year of eligibility.

Subd. 2 – Changes to or initial entry into the plan shall occur on the first pay day following the date information is received by the Human Resources Department.

Subd. 3 – Employees eligible for retirement pay, who elect to participate in the tax deferred matching plan, may do so, with the amount of matching Board contribution being deducted from their final retirement pay amount.

ARTICLE X – RETIREMENT INSURANCE

Section 1 – Employees Hired Prior to July 1, 2000

Subd. 1 – Employees hired prior to July 1, 2000, and those listed in the attached Memorandum of Agreement, who have ten consecutive years of employment in the school district, immediately preceding their retirement, may continue as a member of the insurance group until eligible for Medicare, provided they are between the ages of eligibility for TRA/PERA (based on the 1997 definitions of eligibility) and Medicare. Employees shall be eligible to continue single or dependent coverage, provided they maintained such coverage prior to retirement and elect such coverage. Employees electing dependent coverage shall make a monthly contribution equal to the amount they paid at the time of their retirement.

Subd. 2 – For employees electing to participate in the high deductible/HRA/VEBA option upon retirement, the District shall contribute to an HRA/VEBA account for the employee an amount equal to the amount they were eligible for at the time of their retirement, based on the level of coverage elected, i.e., single, or dependent.

Subd. 3 – Such benefits shall cease when the retiree becomes eligible for Medicare, however, in no event shall such coverage extend beyond 15 consecutive years.

Subd. 4 – When a retiree reaches Medicare eligibility, the District shall provide a Medicare supplement as a conversion plan to the retiree at the retiree's expense.

Subd. 5 – In circumstances where an employee is ineligible to continue insurance coverage due to their eligibility for Medicare, the retiree's spouse under the age of Medicare eligibility may purchase single coverage at the group rate for up to five years (inclusive of COBRA requirements) or until such time as they reach Medicare eligibility, whichever occurs first, provided such spouse had been covered under the plan prior to such date.

Subd. 6 – At the time of retirement, an employee may continue life insurance coverage at his/her expense under the group plan to the extent such employee has maintained coverage prior to retirement.

Section 2 – Employees Hired on or after July 1, 2000, and Prior to July 1, 2006

Subd. 1 – For employees hired on or after July 1, 2000, and prior to July 1, 2006, who have worked in District 834 for at least ten consecutive years immediately preceding such retirement and are between the ages of eligibility for TRA/PERA (based on the 1997 definitions of eligibility) and Medicare, the district's post-retirement insurance contribution shall be equal to the single health insurance premium. An employee may elect to continue dependent coverage (within the existing eligibility requirements of this Section) by paying the difference between the amount provided by the district and the full premium amount, provided they maintained such coverage prior to retirement.

Subd. 2 – For employees electing to participate in the high deductible/HRA/VEBA option upon retirement, the District shall contribute to an HRA/VEBA account for the employee an amount equal to the amount they were eligible for under single coverage at the time of their retirement, provided they were enrolled in the district's insurance plan prior to retirement and elect such coverage.

Subd. 3 – Such benefits shall cease when the retiree becomes eligible for Medicare, however, in no event shall such coverage extend beyond 15 consecutive years.

Section 3 – Employees Hired on or after July 1, 2006

Subd. 1 – Employees hired on or after July 1, 2006, and those employees who made an irrevocable election to participate in the Health Care Savings Plan by April 15, 2006, will be ineligible for district paid retiree insurance. Employees eligible for district paid insurance, will receive a district contribution of $1000 to be deposited into the district designated Health Care Savings Plan (HCSP) at the conclusion of each school year, and no later than June 30. Effective July 1, 2011, an employee receiving District paid retirement health insurance benefits shall not be eligible for HCSP benefits in this subdivision.

APPENDIX A – SALARY PROGRAM

Technical Support Group

Level IX (C42) School Year Only
Health Care Specialist

	2025-2026	2026-2027
	C42	C42
	Level IX	Level IX
Step 1	$36.24	$36.97
Step 2	$38.33	$39.10
Step 3	$41.18	$42.00
Step 4	$43.65	$44.52
Step 5	$46.10	$47.03

Level VII A
Administrative Assistant V– Assistant Superintendent & Teaching & Learning

	2025-2026	2026-2027
	Level 7A	Level 7A
Step 1	$35.93	$36.65
Step 2	$36.81	$37.55
Step 3	$37.74	$38.49
Step 4	$38.67	$39.44
Step 5	$39.64	$40.43

Level VII B (B32 / B25)
Administrative Assistant V – Executive Director
Administrative Assistant V – Director
Administrative Assistant – Secondary Principal
Project Assistant – Learning and Innovation
Technician – Computer Network
Technician/Project Assistant – Electronic Communications

	2025-2026	2026-2027
	B32/B25	B32/B25
	Level VII B	Level VII B
Step 1	$29.44	$30.03
Step 2	$30.17	$30.78
Step 3	$30.93	$31.54
Step 4	$31.70	$32.34
Step 5	$32.50	$33.15

APPENDIX A - cont'd

Level VII B (1)
Technician – Graphic Design - (grandfathered rate)

	2025-2026	2026-2027
	Level VII B (1)	Level VII B (1)
Step 1	$33.14	$33.80

Level VI (B31 / B24)
Technician – Accounts Processing
Technician – IT Support
Technician – Theater

	2025-2026	2026-2027
	B31/B24	B31/B24
	Level VI	Level VI
Step 1	$28.91	$29.48
Step 2	$29.63	$30.22
Step 3	$30.37	$30.97
Step 4	$31.13	$31.75
Step 5	$31.88	$32.51

Level V (B23)
Administrative Assistant IV – Elementary Principal
Specialist – Human Resources
Technician – Enrollment Processor

	2025-2026	2026-2027
	B23	B23
	Level V	Level V
Step 1	$25.22	$25.73
Step 2	$25.85	$26.36
Step 3	$26.49	$27.02
Step 4	$27.16	$27.71
Step 5	$27.81	$28.36

APPENDIX A - cont'd

Level IV (B22)
Administrative Assistant III – ALC
Bookkeeper – High School
Registrar – High School
Specialist – Finance

	2025-2026	2026-2027
	B22	B22
	Level IV	Level IV
Step 1	$24.08	$24.56
Step 2	$24.69	$25.19
Step 3	$25.29	$25.79
Step 4	$25.90	$26.42
Step 5	$26.53	$27.06

Level III (B21)
Administrative Assistant II – Athletics
Administrative Assistant II – Due Process
Administrative Assistant II – ECFC
Administrative Assistant II – Nutrition Services
Administrative Assistant II – Manager of Facilities & Site Operations
Administrative Assistant II – Secondary Asst. Principal
Administrative Assistant II – ECSE
Technician – Accounting (Comm. Ed)
Technician – Community Ed Enrichment and Athletics Office
Technician – Community Ed PAC and Facilities
Technician – Screening/ECFC
Technician – Media Center

	2025-2026	2026-2027
	B21	B21
	Level III	Level III
Step 1	$23.58	$24.05
Step 2	$24.15	$24.64
Step 3	$24.77	$25.26
Step 4	$25.35	$25.85
Step 5	$25.97	$26.49

APPENDIX A - cont'd

Level II (A13)
Student, Family and Community Engagement Specialist

	2025-2026	2026-2027
	A13	A13
	Level II	Level II
Step 1	$22.94	$23.40
Step 2	$23.50	$23.97
Step 3	$24.07	$24.55
Step 4	$24.65	$25.15
Step 5	$25.26	$25.76

Level I (A12)
Administrative Assistant I – College and Career Center
Administrative Assistant I – Counselor
Administrative Assistant I – Elementary Building
Administrative Assistant I – Instructional Support Services/Office of Equity
Administrative Assistant I – Secondary Office
Clerk – Athletics
Clerk – Middle School Office
Clerk – Information and Student Records
Data Technician – Student Support Services
Project Assistant – AVID Promise Fellows
Receptionist – CSB Front Office
Technician – ABE/ECFE Data

	2025-2026	2026-2027
	A12	A12
	Level I	Level I
Step 1	$22.29	$22.73
Step 2	$22.81	$23.26
Step 3	$23.37	$23.84
Step 4	$23.95	$24.43
Step 5	$24.53	$25.02

Longevity

Employees who have completed ten years of service in the TS and/or CSS group as of July 1 shall be eligible for Longevity 1 based on their hire date into a position in either the TS or CSS.

Employees who have completed 15 years of service in the TS and/or CSS group as of July 1 shall be eligible for Longevity 2 based on their hire date into a position in either TS or CSS.

(Note: Longevity 2 is inclusive of Longevity 1, not in addition.)

Longevity 1 Hourly Rate: $.25
Longevity 2 Hourly Rate: $.50