OFFICE PERSONNEL
NEGOTIATED AGREEMENT
School District of Omaha
and
Service Employees Local Number 226
2026-2027

By this Agreement, dated August 3, 2026 by and between the Board of Education of Douglas County School District 0001 (the District), and Service Employees Local Number 226, (the Union) the parties do hereby agree as follows:

ARTICLE 1

1. "Covered Employee(s)," as used herein, shall refer to those office personnel of the District who met the conditions of, and who are described within Article 4, Section 1 of this Agreement; who are not described or otherwise excluded under Article 4, Section 2 of this Agreement; and who are represented in the negotiation of this Agreement by the Union.

2. "Union," as used herein, shall refer to Service Employees Local 226. Union was duly certified by the covered employees of the School District by official representative election held June 7, 1977, as the exclusive bargaining agent for the covered employees.

3. "*Policies and Regulations*," as used herein, shall refer to the *Policies and Regulations of Douglas School District 0001* as enacted by the Board according to the laws of the State of Nebraska.

4. The titles and subheadings appearing in this Agreement are not a part thereof and neither the subheadings nor the sequence of the paragraphs may be used in its interpretation.

5. "Seniority" shall be defined as the total length of continuous service in the District within the Office Personnel Division of Local 226 and shall be district-wide and shall date from the effective date of full-time employment.

ARTICLE 2

Each and every provision of the *Policies and Regulations* incorporated by specific reference herein, and made a part of this Agreement, shall be binding upon both parties hereto, throughout the term of this Agreement, notwithstanding that the District may act to change *Policies and Regulations* after the effective date of this Agreement. This provision shall mean that any Policies and Regulations not related specifically to other subjects contained within this Agreement, may be changed by the District and incorporated by reference to apply to the employees covered by this Agreement. This Agreement shall take precedence if inconsistent with Board policy.

ARTICLE 3

The terms, conditions, and content of this Agreement shall be in effect for a period commencing August 1, 2026 and expiring July 31, 2027.

ARTICLE 4

1. If not also described in, or excluded under, Section 2 of this Article 4, the following office personnel of the District, once they have completed any probationary period applicable to them, are covered employees under this Agreement:

   a. All full-time, 10-month, office personnel who are employed on a regular basis not less than 30 hours each week during the contract year.

   b. All full-time, 12-month, daily office personnel who are employed on a regular basis not less than 30 hours each work week.

2. The following office personnel are not covered employees under this Agreement, whether or not they were first described in Section 1 of this Article 4:

   a. Positions not included within the unit description in the representation election.

   b. Specific positions exempt from this Agreement, whether or not excluded from the unit description in the representation election, including: office personnel members of Executive Council, Department of Talent Services, District Leadership Team, and Division of Payroll Administration.

      For any additions or deletions to this paragraph pursuant to this section (Article 4, paragraph 2, subpart c) and under Article 1, paragraph 1, the District shall notify the bargaining unit within a reasonable time frame.

   c. All temporary, part-time or other positions not described in Section 1 of this Article 4.

3. Employees who, become office personnel described in Section 1 of this Article 4 and who are not described in, or otherwise excluded under, Section 2 of this Article 4, shall become covered employees under this Agreement after the effective date of such hiring or placement and upon completion of any probationary period applicable to them. Employees who, subsequent to the execution of this Article 4, or who become employees described in, or otherwise excluded under, Section 2 of this Article 4, shall cease to be covered employees under this Agreement as of the date of such termination, reclassification or new placement.

ARTICLE 5

1. All deductions required by law will be made from the salary or wages of each employee. An employee may also make, upon direct authorization, other requested deductions made available by the District.

2. The District requires electronic direct deposit of employee's payroll checks. Employees must enter or update direct deposit information utilizing the District's online portal. The deposit will be made at the financial institution of the employee's choosing on each regular payday. Any employee not enrolled in the program will be enrolled in a prepaid debit card program.

3. Union dues:

The Union and the District agree that a single salary deduction shall be made upon the written authorization of any employee covered under the terms of this agreement. Once notified under the terms stated below, the amount specified in the employee's authorization shall be withheld each pay period from the employee's wages and paid from the District to the Union. This deduction shall continue each pay period until the employee revokes his or her request in writing.

4. a. The Union must forward written authorizations to the District no later than the fifteenth of the month in order for the District to deduct the dues from the first regularly scheduled paycheck of the following month. Only one written authorization will be accepted per year.

   b. In the event of a termination of employment, the District shall deduct from the final paycheck of the covered employee a full month's dues for the final month of employment even though the employee's time worked may be less than a full month of covered employment.

   c. Employees under this Agreement may revoke dues only once a year. This revocation must be made to the Union. The District must receive the revocation from the Union not prior to June 30 but no later than August 1. Upon receipt, the District shall revoke the dues beginning on September 1 of each year.

   d. The District shall not be held responsible to the Union for any failure to deduct the dues of any covered employee having submitted written authorization. The Union shall indemnify the District from any liability the District incurs as a result of the District's obligation to deduct dues from employees' paychecks.

ARTICLE 6

The hiring and employment of all employees shall be according to the procedures set forth in the *Policies and Regulations* and shall be without regard to race, color, religion, sex (including pregnancy), sexual orientation, national origin, disability, age, marital status, citizenship status, economic status, genetic information, gender identity, gender expression, veteran status, political affiliation or participation or nonparticipation in any labor organizations, as set forth in the *Policies and Regulations*, the laws of the State of Nebraska, and the laws of the United States.

The District has the right to hire, suspend, discharge for just cause, assign jobs and duties, transfer employees, promote, reward, and discipline and increase or decrease the work force. Management will also determine school calendar, hours of school, hours of work and all other procedures necessary to provide for the education and well-being of students, except as otherwise specifically provided herein.

ARTICLE 7

1. Definition of Full-time and Part-time Employees

   a. Full-time Employee

For the purpose of this Agreement a FULL-TIME employee shall be defined as a person who has been employed on a regular basis with the hours of work not to be less than 30 each week during the fiscal year.

b. Part-time Employee

A PART-TIME employee shall be defined as one employed for less than 30 hours per week on a regular basis or one who is employed for a specific period of time such as vacation periods or for a number of predetermined days (example – September 1 to November 15).

2. Definition of Duty Week and Duty Hours

a. General

Covered employees shall have duty hours and a duty week as fixed by the Chief Talent Officer as the operation of each school, facility, or department may indicate. The salaries of covered employees shall be based upon a length of service for the school year for each schedule category.

b. School Closure Days: If school is cancelled for students, employees assigned to schools in this bargaining unit will not work. If the day is not to be made up District-wide, the first such day in a school year will be designated as the paid School closure day. The compensation will be the employee's regular wage multiplied by the employee's regular work schedule hours for that day. To be eligible for the paid School closure day compensation, the employee must have actually worked on the workday prior to or the workday after the paid School closure day. If more than one School closure days occur within one school year and if the days are not to be made up by the employee in this bargaining unit district-wide, employees may utilize any available sick leave days. If no sick leave days are available, then the employee may utilize any available personal leave days. If no sick or personal leave days are available, the employee will receive no compensation for the day(s). If the time is to be made up District-wide, it will be done in a manner that does not cause the employee in this bargaining unit to work over 40 hours in a week.

Employees who work at Teacher and Administration Center and other District Operational Service Offices will report to duty on School Closure Days, unless otherwise specified by the Superintendent or his or her designee. If a School Closure Day occurs and any office personnel employee has to report to work, those employees will get one additional sick leave day during the next pay cycle.

c. District Closure Days: If weather conditions make traveling extremely hazardous, a District closure day may be declared. On a District closure day, employees will be paid as if they had worked. To be eligible for District closure day compensation, the employee must have actually worked on the workday prior to or the workday after the District closure day. For example, if there is a District closure day on Tuesday and an employee is absent Monday and Wednesday due to illness, that employee is not eligible for District closure pay on Tuesday but instead would utilize sick leave.

d. Remote Learning Day: In the event of a Remote Learning Day, employees assigned to schools in this bargaining unit will be expected to work remotely on days when students would otherwise have been present.

   Employees who work at Teacher and Administration Center and other District Operational Service Offices will report to duty on Remote Learning Days, unless otherwise specified by the Superintendent or his or her designee.

e. Employees may confirm whether it is a school closure day, a District closure day, or a Remote Learning Day by checking their email or calling the Department of Talent Services.

f. Late Start/Early Release: The Superintendent may declare a Late Start or Early Release as a result of inclement weather. In the event of a Late Start or Early Release, employees will work a revised schedule set by the Superintendent and will be paid for the normal number of hours that would have been worked that day.

   Employees in this bargaining unit who work at the Teacher Administration Center and other District Operational Service Offices will work their normally scheduled hours on late start or early release days and will not work a revised schedule.

3. Lunch Period for Office Personnel

   Lunch period schedules for office personnel shall be established in each operating unit so as to allow each covered employee an uninterrupted thirty (30) minutes per day to eat lunch. The principal or Talent Services shall ensure that a schedule is maintained and that the office area is secure and under staff supervision at all times during the duty day.

4. Overtime Compensation

   a. Covered employees shall be compensated at the rate of time and one-half for any hour over forty (40) hours worked in any one week.

   b. On those occasions when overtime assignments must be assigned, every effort shall be made to equalize the opportunity for all covered employees to receive such overtime assignments. Compensation shall be paid only for those overtime hours actually worked that are in addition to the regularly assigned work week.

5. Required Overtime for Emergency Duty

   a. Compensation for a minimum of two (2) hours at the appropriate pay scale shall be paid to any employee required by an emergency to report for duty at any time other than the regularly scheduled time.

   b. This provision applies only to calls for return to duty made by the Superintendent or his/her designee.

6. Resignations

Any employee who resigns shall give the District advance notice of ten (10) working days.

ARTICLE 8

Holidays

a. All full-time year round, 12-month, covered employees shall be entitled to the paid holidays as set forth in the *Policies and Regulations*. Those holidays are:

   Labor Day, Thanksgiving Day, Thanksgiving Friday, the day before Christmas, Christmas Day, the day before New Year's Day, New Year's Day, Martin Luther King Day, Presidents' Day, Memorial Day, Juneteenth, and Independence Day.

b. All covered full-time daily employees (10-month) shall be entitled to those holidays that occur within their 10-month duty calendar. Those holidays are:

   Labor Day, Thanksgiving Day, Thanksgiving Friday, Martin Luther King Day, Presidents' Day, and Memorial Day.

ARTICLE 9

Full-time twelve month employees shall accrue vacation on a monthly basis based on the number of years of service as follows:

a. 10 days with pay during each of the first five years of continuous employment and 15 days with pay for each year thereafter through the 15th year of employment.

b. One additional day of vacation during the 16th, 17th, 18th and 19th year of service.

c. 20 days of vacation with pay for the 21st through 25th years of service.

d. Beginning with the 2026-2027 school year, one additional day of vacation will be granted for each year of employment beginning with the 26th, 27th, 28th, and 29th year of service. Employees who have reached the 26th year of service and beyond, will receive the corresponding number of vacation days as set forth in this paragraph. There shall be no retroactive application of this paragraph.

e. In order for the first year of employment to count as one of the first five years of creditable service, the twelve-month employee must be on duty the minimum number of days which qualify for a creditable year as defined in *Policies and Regulations*.

f. For anyone moving from a 12-month position to a 10-month position, the employee will get paid out any accrued but unused vacation on the date of movement to the new 10-month position. The 10-month employee does not accrue vacation time.

ARTICLE 10

The procedures for filling office personnel job vacancies shall be as follows:

1. The District shall publish an electronic notice of all full-time job vacancies and shall describe the qualifications required therefore. The District will publish an electronic notice to Office Personnel staff when open positions are filled within 30 days of the applicant accepting the position.

2. Any employee may apply for such job vacancy by submitting an electronic application except that for a lateral move, there shall be a waiting period of six (6) months duty time in the current position for full-time employees, exceptions would be made for positions which would result in an increase in pay. This requirement may be waived at Talent Services' discretion.

3. The personnel file of applicants will be reviewed and an interview may be requested by the Department of Talent Services.

4. In the selection of persons by the District for transfer, promotion, reduction of staff or preference in rehiring, consideration shall be on the basis of qualification for the position which shall include, but not be limited to, seniority status in the District and experience in the type of work required by the position in question. A record of full-time employment or reemployment dates shall be provided annually, with the Union responsible for its maintenance. Any dispute of employment records shall be resolved by reference to official records of the Board.

5. Any position requiring service for a "probationary period" shall be identified in this Agreement. "Probationary period" shall mean:

   a. **New Employees:** For employees new to the District or persons who are being re-employed following a separation of full-time service from the District greater than two years in duration, a probationary period of service not to exceed six (6) calendar months may be required. The salary and probationary period of all probation grades shall be set at the discretion of the Chief Talent Officer.

      The probationary period shall commence with the initial date of full-time employment or reemployment and shall extend for a period not to exceed six (6) calendar months. Probationary periods regardless of their duration shall terminate at the end of a regular pay period. For non-twelve month employees, non-duty days during June, July and August shall not be counted toward the six (6) calendar month probationary period. Upon completion of the probationary period, an employee shall be placed on the seniority list with seniority determined by the first date of hire or first date of reemployment as an office personnel employee.

   b. **Covered Employees Accepting Promotions or Otherwise Changing Assignments:** Those covered employees who have been employed on a full-time basis for a period exceeding two years and who are advancing to a higher salary grade and a new covered position involving greater responsibility shall not be required to serve a probationary period. Additionally, any change of classification shall result in a change of salary grade commensurate with the newly assumed position with recognition given to longevity earned on the employee's former schedule. The pay adjustment shall become effective immediately upon the employee's assumption of the new position.

ARTICLE 11

1. **Leaves of Absence.** Employees shall be entitled to leaves of absence as set forth in the *Policies and Regulations*.

2. **Sick Leave.**

   a. Employees shall be entitled to sick leave as set forth in the *Policies and Regulations.* Full-time, twelve month employees covered under this Agreement shall accrue a total of 16 sick days per year, until reaching a maximum accrual of 150 days. Ten-month employees covered under this Agreement shall accrue a total of 14 sick days per year, until reaching a maximum accrual of 130 days.

   b. For anyone moving from a 12-month position to a 10-month position, the employee will accrue sick leave at the rate a 10-month employee accrues sick leave. The employee's maximum accrual rate will be 130 days. If a 12-month employee already accrued more than 130 sick days on the date of transition to a 10-month position, the excess shall remain available to the employee, and the 130 day limit will not take effect until the employee's unused sick leave bank drops to 130 or less.

   c. Payment for Accumulated Sick Leave: An applicable dollar amount of the unused sick leave accumulated by a full- time covered employee who resigns or dies after 20 creditable years of service to the District, or who retires through normal, early or disability retirement under the Omaha School Employees' Retirement System, shall be paid or applied to provide supplemental retirement or post-retirement medical care benefits as follows:

      1. The applicable dollar amount of the employee's unused sick leave shall be calculated as follows: 50% of the employee's contracted daily rate at the time of retirement or resignation, or death multiplied by the number of unused sick days, not to exceed the maximum days' accumulation as defined in Section 2a of this Article.
      2. If the employee dies after 20 creditable years of service to the District, the applicable dollar amount of the employee's unused sick leave shall be paid to the employee's estate in a lump sum within 60 days of the employee's death.
      3. If the number of the employee's unused sick leave days at the time of the employee's resignation or retirement is less than 10, the applicable dollar amount of the employee's unused sick leave shall be paid in a lump sum to the employee within 60 days of such resignation or retirement.
      4. If the number of the employee's unused sick leave days at the time of the employee's resignation or retirement is 10 or more, the applicable dollar amount of the employee's unused sick leave shall be applied to provide supplemental retirement income benefits and/or post-retirement medical care benefits pursuant to the terms and conditions of the District's Accumulated Sick Leave Conversion Plan. The employee shall not have any option to receive a cash payment of the applicable dollar amount of the unused sick leave or to have the unused sick leave applied to provide any form of benefit that is not

provided under the District's Accumulated Sick Leave Conversion Plan.

A full-time classified employee who is terminated from employment because of a reduction-in-force shall, regardless of the number of the employee's creditable years of service to the District, be paid the applicable dollar amount of the employee's unused sick leave in a lump sum within 60 days of such termination.

d. The employee's accumulated sick leave may be used for the illness of an immediate family member. Immediate family member shall be interpreted to include the employee's spouse, parents, children, mother-in-law, father-in-law, brother, sister, son-in-law, daughter-in-law, grandparents, grandparent-in-law, grandchildren, aunt, uncle, niece and nephew, or any other individual who is a permanent resident in the employee's home or for whom the employee has specific responsibility.

3. **Military Leave.** Employees shall be entitled to military leave as set forth in the *Policies and Regulations* and as provided for by the laws of the State of Nebraska and of the United States.

4. **Bereavement Leave.** Employees shall be entitled to bereavement leave as set forth in the *Policies and Regulations.*

   In the event of a death in a regular, full-time Employee's immediate family, (defined as mother, father, brother, sister, spouse, child, aunt, uncle, niece, nephew, cousin, grandparents, grandparents-in-law, grandchildren, mother-in-law, father-in-law, brother-in-law, sister-in-law, stepparents, stepchildren, stepsiblings, great grandparents, great grandparents-in-law, great grandchildren, or similar relationship established by marriage and any other individual who is a permanent resident in the employee's home) the employee should give notice to the supervisor and Human Resources Department as soon as possible.

   The District shall grant and excuse employees for at least four paid days for bereavement leave. However, employees are not required to use all four days. Employees who are required to travel a minimum of 200 miles one way to attend services related to the death of an immediate relative shall be granted an additional day of leave. It is preferred that an employee use bereavement leave to making arrangements for or attending services related to the death and not just to bereave the death. The parties to this Agreement prefer the employee attend the services related to the death. For payroll purposes, the employee must submit documentation (e.g. service program or obituary) to the Talent Services Department as soon as practicable.

5. **Personal Leave.**

   Each full-time employee who works thirty (30) or more hours per week shall be granted three (3) personal days per year (one and a half (1.5) days per semester for first year employees). Requests for Personal Leave must be approved by the principal or the employee's immediate supervisor. Approval will be subject to the District and department scheduling requirements and needs. Personal Leave cannot be utilized during the first five (5) student contact days, the last ten (10) contracted days, or on days immediately preceding or following a District observed holiday, unless otherwise noted in the *Policies and Regulations*. Each school year that an employee has unused personal leave days, the employee shall be awarded one (1) additional day of accumulated sick leave, subject to limitations on maximum accumulation. Any such additional accumulation is recorded separate from the maximum accumulation. (See *Policies and Regulations*)

6. **Election/Jury Duty.**

   The District will grant employees time off for mandatory jury/election duty, and will pay the difference between the jury/election pay and the employee's regular straight-time hourly rate for the time lost from the regularly scheduled work time. Employees who are called for jury duty or election duty are required to remit to the District any compensation (other than expenses) received for the hours the employee was excused from duty. If such compensation is not remitted to the Accounts Receivable Department, an identical amount will be deducted from the employee's salary.

   During the jury duty period, the employee must report to work any days that he/she is not required to appear. The employee must also return to work if released from jury duty during their regular working hours.

7. **Citizenship Rights.** Employees shall be entitled to leave when filing for an elective public office as set forth in the *Policies and Regulations*. Employees shall be required, thirty (30) days prior to their returning to the District, to give notice of his or her intentions regarding continued employment by the District.

8. **FMLA Leave.** Covered employees shall be entitled to leave provided by the Family and Medical Leave Act of 1993 as described in *Policies and Regulations*.

OTHER ABSENCES

Absenteeism and Tardiness

District *Policies and Regulations* apply to employees with respect to absenteeism and tardiness.

ARTICLE 12

Covered employees shall have the right to initiate grievances with respect to the interpretation of this Agreement shall be subject to the following Grievance Procedure, unless expressly excluded from such procedure by the terms of this Agreement. Time limits set forth herein may be extended upon mutual written agreement of the parties. An aggrieved employee shall have the right to union representation, if so desired, to present a grievance.

Step 1. If the employee has a grievance, it should first be discussed with the immediate superior (at the building level the immediate superior is the principal) in an effort to resolve the problem informally. The grievance must be initiated within seven calendar days following the date of knowledge of an occurrence or planned occurrence of an event giving rise to the grievance.

Step 2. If the grievance has not been resolved through Step 1, then within fourteen calendar days following the date that the grievance was initially presented the aggrieved employee must submit the grievance and the reasons therefore in writing to the immediate superior of the aggrieved employee's immediate superior. The person to whom the grievance is submitted shall have a reasonable period, not to exceed fourteen calendar days, to render a decision and the reasons therefore in writing.

Step 3. If the aggrieved employee is not satisfied with the disposition of the grievance, then within seven calendar days following the date of the written disposition of the grievance at Step 2, the aggrieved employee must appeal the grievance to the Superintendent. Within a reasonable period of time after receipt of the written appeal, the Superintendent or his/her representative shall meet with the aggrieved employee to consider the appeal and relevant evidence. The Superintendent or his/her representative shall have thirty calendar days following the hearing render his/her decision and the reasons thereof in writing to the aggrieved employee, with copies to the Union and to members of the Board.

Step 4: An aggrieved employee may appeal to the Board a decision rendered by the Superintendent. The appeal must be submitted in writing to the Secretary of the Board within seven calendar days following the date of the Superintendent's or his/her representative's written decision. The matter will be heard by an ad hoc committee appointed by the Board. Employees desiring to address the Board's ad hoc committee on any matter shall direct their communications to the Secretary to the Board, not to individual members of the ad hoc committee, except that copies of any communications may be sent to all committee members.

ARTICLE 13

Group Insurance Coverage. Covered employees shall be included under the group insurance coverage as follows:

1. **Health Insurance.** The Board shall provide for each full-time employee who has been with the District 30 days the following Health Insurance:

   a. For the 2026-2027 school year, the District shall offer employees the choice of the following from BlueCross/BlueShield: Network Blue PPO ($1,200 deductible), Premium Select BlueChoice ($0 deductible), or Blueprint Health ($0 deductible). The District shall pay the following dollar amounts toward the health insurance plan selected by the employee for the 2026-2027 contract year:

Coverage	Monthly	Yearly
Employee	$ 902.48	$ 10,829.76
Employee and Children	$ 1,349.12	$ 16,189.44
Employee and Spouse	$ 1,397.42	$ 16,769.04
Employee, Spouse and Children	$ 1,876.38	$ 22,516.56
Dual Employee	$ 1,895.13	$ 22,741.56
Dual Employee and Children	$ 2,544.67	$ 30,536.04

In the event the District's health insurance plan deductible increases or decreases during this Agreement, the parties agree the new deductible will be the closest deductible to the current deductible that provides same or similar coverage.

The District shall pay the following dollar amounts toward the District's Dental Insurance Plan for the 2026-2027 contract year:

Dental Insurance	Monthly	Yearly
Employee	$28.67	$344.04
Employee and Children	$28.67	$344.04
Employee and Spouse	$28.67	$344.04
Employee, Spouse, and Children	$28.67	$344.04
Dual Employee	$57.34	$688.08

b. Employees are eligible to purchase additional dental coverage for their dependents under a Dental Plan.

c. No covered employee who a) was employed by the District during the 2025-2026 school year, b) remains employed during the 2026-2027 school year, and c) elects the same health insurance plan coverage tier for both school years, shall suffer a reduction in gross pay for the 2026-2027 school year as a result of the increase in employee health insurance premium contributions. Affected employees shall receive a single off-schedule salary supplement on the first paycheck in December in an amount necessary to match the employee's gross pay for the 2025-26 contract year. For purposes of this clause, gross pay shall be defined as the covered employee's schedule salary plus any applicable Long Service Increment less the employee's health insurance premium contribution.

d. If the Board changes the insurer, the objective and intent will be to maintain or improve employee coverage for similar or less cost than that charged by the present insurer for the time period this Agreement is in force.

2. **Group Term Life Insurance.** The District shall provide group term life insurance for employees in the amount of $25,000, governed by the life insurance Plan.

3. **Flexible Benefit Plan.**

A full-time employee who elects to receive health and/or life insurance coverage which requires premiums to be paid by the employee shall pay any required premiums pursuant to a salary reduction agreement under the District's Flexible Benefit Plan in order for such premiums to be excluded from the employee's income and social security tax base and accordingly, paid by the employee on a pre-tax basis. Employees subject to the foregoing requirement shall execute any documents or agreements required by the District as Administrator of the Flexible Benefit Plan to effectuate the employee's election and agreement to pay his or her required premiums for group health and/or life insurance on a pre-tax basis under the Flexible Benefit Plan. Any employee who fails to file the required salary reduction agreement shall be deemed to have elected under the Flexible Benefit Plan to pay the required premiums for the health and/or life insurance coverage for the employee and his or her dependents through a reduction in salary, and the District shall be authorized to reduce and withhold the required premiums from the employee's salary as a pre-tax contribution to the Flexible Benefit Plan.

4. **Long-Term Disability Program.** The District shall provide long-term disability benefits for employees incurring long illness governed by the District's Long-Term Disability Plan. The benefit begins on the 91st calendar day following the date of disability.

ARTICLE 14

Long Service Increment.

For the duration of this Agreement, employees shall receive a long service increment as follows:

A longevity provision is equal to 2.5% of the eleventh step of the employee's salary schedule, as shown on attached on Appendix A. For all employees a creditable year is as defined in *Policies and Regulations.*

Employees who, as of August 1, 2017, have seven (7) or more creditable years, their Long Service Increment will be as follows:

1. Each covered employee after ten (10) creditable years of full-time service in the District will receive a longevity provision.
2. A longevity provision of an equal amount will be added at the completion of fifteen (15) creditable years of full-time service.
3. A longevity provision of an equal amount will be added at the completion of twenty (20) creditable years of full-time service.
4. A longevity provision of an equal amount will be added at the completion of twenty-five (25) creditable years of full-time service.
5. A longevity provision of an equal amount will be added at the completion of thirty (30) creditable years of full-time service.
6. A longevity provision of an equal amount will be added at the completion of thirty-five (35) creditable years of full-time service.
7. A longevity provision of an equal amount will be added at the completion of forty (40) creditable years of full-time service.

Employees who, as of August 1, 2017, have less than seven (7) creditable years, their Long Service Increment will be as follows:

1. Each covered employee after fifteen (15) creditable years of full-time service in the District will receive a longevity provision.
2. A longevity provision of an equal amount will be added at the completion of twenty (20) creditable years of full-time service.
3. A longevity provision of an equal amount will be added at the completion of twenty-five (25)

creditable years of full-time service.

4. A longevity provision of an equal amount will be added at the completion of thirty (30) creditable years of full-time service.

5. A longevity provision of an equal amount will be added at the completion of thirty-five (35) creditable years of full-time service.

6. A longevity provision of an equal amount will be added at the completion of forty (40) creditable years of full-time service.

ARTICLE 15

Absence from Duty, Union Activities.

1. Annually, Association Leave without loss of pay shall be available to designated members of the Association for the purpose of attending conferences, meetings, or conventions which are related to conducting Association business. The Association Leave shall be only for the purposes of professional Association business at the local, state, or national level and all such days shall require the authorization of the Association President with administrative approval. Excluding leave specifically for negotiations, no individual association member's association leave shall exceed five (5) days per school year. However, members serving as elected officials on state or national committees may take more than five (5) days leave. Requests should be made in advance through the Office of the Superintendent.

2. Upon written request from the employee, the District will grant a special leave of absence without pay to employees who accept a full-time job or an elected position with the local or international union. Such leave of absence shall be for a period of one (1) year and will be renewed upon application to the District by the employee not less than thirty (30) days before expiration of the leave.

   While on leave, the employee shall not receive credit toward advancement on the salary schedule nor shall such time count as a year of service toward retirement or any other benefit program paid in part or in whole by the District. Employees shall be required, thirty (30) days prior to their returning to the District, to give notice of his or her intentions regarding continued employment by the District.

   Upon return from a leave of absence, assignment shall be made to the same or similar position which the employee previously occupied. The employee will not be guaranteed his/her former position. The rate of pay shall be at the prevailing level for the step, if applicable, upon which the person would have been placed during the period of the leave.

ARTICLE 16

Covered employees shall be included under any pension plan established by the District for the benefit of the District personnel, and the District further agrees that it shall make all reasonable efforts to inform the employees of all benefits to which they may be entitled under such program.

ARTICLE 17

Safety Committee. The bargaining unit shall have one representative on the districtwide staff safety committee.

ARTICLE 18

Time (10 minutes) will be provided for Local 226 designee on the agenda of the general orientation programs for new hires. The District will provide Local 226 a schedule for new hire orientations at the beginning of the contract year. Local 226 will contact the District for new hire information prior to the scheduled orientation sessions.

ARTICLE 19

Mileage Reimbursement –

The mileage reimbursement for use of personal automobiles for approved school business shall be at the rate established by law.

2026-2027
OFFICE PERSONNEL SALARY SCHEDULES

The salary schedules are included in the Agreement as Appendix A. Employees covered by this agreement who achieve a creditable year of service by July 31, will move on step beginning August 1 for the following contract year for the 2026-27 contract year only. Upon reaching the final step of the salary schedule, movement on step shall cease. New employees shall be placed on Step 1, except as provided in the following sentence. New employees hired to begin service as a full-time employee on or after August 1, 2023 with prior OPS or outside work experience in a position covered by this agreement shall receive credit for each such creditable year of service up to a maximum number of years equivalent to the top step of this agreement's salary schedule for initial placement on the salary schedule.

Retro Pay

If ratification of the Agreement occurs after the beginning of the contract year, OPS will calculate the amount of total wages, if any, owed by the District to each employee back to the effective date of the Agreement. OPS will also calculate the amount of additional insurance premiums, if any, owed by each employee to the District back to the effective date of the Agreement. OPS shall deduct such additional insurance premiums, if any, from the total wages, if any, owed to the employee. OPS shall distribute any remaining wage balance as Retro Pay to the employee. In no event shall the employee be required to pay OPS more than their total wages due.

Stipend

Any covered employee who is on Step 16 for the 2025–2026 school year, remains on Step 16 for the 2026–2027 school year, and completes the 2026–2027 school year will receive a one-time stipend of $220.00 in their final paycheck for that year.

Appendix A

32A Secretary I (10-month)			32B Secretary II (12-month)	
Step	26-27		Step	26-27
1	$18.62		1	$19.75
2	$19.01		2	$20.17
3	$19.41		3	$20.59
4	$19.81		4	$21.01
5	$20.21		5	$21.44
6	$20.61		6	$21.87
7	$21.01		7	$22.29
8	$21.41		8	$22.72
9	$21.82		9	$23.15
10	$22.22		10	$23.57
11	$22.62		11	$24.00
12	$23.02		12	$24.43
13	$23.42		13	$24.85
14	$23.82		14	$25.28
15	$24.22		15	$25.70
16	$24.61		16	$26.12
LSI	$913.85		LSI	$1,252.80

32C Secretary III (10-month)	
Step	26-27
1	$20.56
2	$21.00
3	$21.44
4	$21.88
5	$22.32
6	$22.77
7	$23.21
8	$23.66
9	$24.10
10	$24.55
11	$24.99
12	$25.44
13	$25.88
14	$26.32
15	$26.76
16	$27.20
LSI	$1,009.60

32D Secretary III (12-month)	
Step	26-27
1	$20.56
2	$21.00
3	$21.44
4	$21.88
5	$22.32
6	$22.77
7	$23.21
8	$23.66
9	$24.10
10	$24.55
11	$24.99
12	$25.44
13	$25.88
14	$26.32
15	$26.76
16	$27.20
LSI	$1,304.48

32E Secretary IV (12-month)			**32F Secretary V (12-month)**	
Step	26-27		Step	26-27
1	$22.58		1	$23.63
2	$23.06		2	$24.13
3	$23.55		3	$24.64
4	$24.03		4	$25.15
5	$24.52		5	$25.66
6	$25.01		6	$26.17
7	$25.50		7	$26.68
8	$25.99		8	$27.19
9	$26.48		9	$27.71
10	$26.97		10	$28.22
11	$27.46		11	$28.73
12	$27.95		12	$29.25
13	$28.44		13	$29.76
14	$28.92		14	$30.27
15	$29.41		15	$30.77
16	$29.89		16	$31.28
LSI	$1,433.41		LSI	$1,499.71

32I Secretary IV/Treasurer (12-month)	
Step	26-27
1	$22.70
2	$23.19
3	$23.67
4	$24.16
5	$24.65
6	$25.14
7	$25.64
8	$26.13
9	$26.62
10	$27.11
11	$27.61
12	$28.10
13	$28.59
14	$29.08
15	$29.56
16	$30.05
LSI	$1,441.24

32T Secretary IV (10-month)	
Step	26-27
1	$22.58
2	$23.06
3	$23.55
4	$24.03
5	$24.52
6	$25.01
7	$25.50
8	$25.99
9	$26.48
10	$26.97
11	$27.46
12	$27.95
13	$28.44
14	$28.92
15	$29.41
16	$29.89
LSI	$1,109.38

32U Bindery Operator (12-month)	
Step	26-27
1	$21.78
2	$22.34
3	$22.89
4	$23.45
5	$24.01
6	$24.58
7	$25.14
8	$25.70
9	$26.26
10	$26.82
11	$27.38
12	$27.93
13	$28.49
14	$29.03
15	$29.58
16	$30.11
LSI	$1,429.24

32V Copier Operator (12-month)	
Step	26-27
1	$22.09
2	$22.65
3	$23.22
4	$23.79
5	$24.36
6	$24.93
7	$25.50
8	$26.07
9	$26.64
10	$27.20
11	$27.77
12	$28.33
13	$28.89
14	$29.45
15	$30.00
16	$30.54
LSI	$1,449.59

32W Artist (12-month)			**32Z Offset Operator (12-month)**	
Step	26-27		Step	26-27
1	$23.65		1	$23.54
2	$24.26		2	$24.14
3	$24.86		3	$24.75
4	$25.47		4	$25.35
5	$26.08		5	$25.96
6	$26.69		6	$26.57
7	$27.31		7	$27.18
8	$27.92		8	$27.79
9	$28.53		9	$28.39
10	$29.14		10	$29.00
11	$29.74		11	$29.60
12	$30.35		12	$30.20
13	$30.95		13	$30.80
14	$31.54		14	$31.39
15	$32.13		15	$31.98
16	$32.72		16	$32.56
LSI	$1,552.43		LSI	$1,545.12

35A Elementary Secretary (10-month)			36A Educational Technician I (10-month)	
Step	26-27		Step	26-27
1	$21.28		1	$19.61
2	$21.72		2	$20.00
3	$22.18		3	$20.39
4	$22.64		4	$20.79
5	$23.08		5	$21.18
6	$23.53		6	$21.56
7	$23.99		7	$21.96
8	$24.43		8	$22.35
9	$24.89		9	$22.75
10	$25.35		10	$23.13
11	$25.79		11	$23.52
12	$26.25		12	$23.92
13	$26.70		13	$24.31
14	$27.15		14	$24.69
15	$27.60		15	$25.09
16	$28.06		16	$25.48
LSI	$1,041.92		LSI	$950.21

36B Educational Technician II (12-month)	
Step	26-27
1	$20.17
2	$20.65
3	$21.12
4	$21.60
5	$22.08
6	$22.55
7	$23.03
8	$23.50
9	$23.98
10	$24.46
11	$24.93
12	$25.41
13	$25.88
14	$26.36
15	$26.84
16	$27.31
LSI	$1,301.35

36C Educational Technician III (10-month)	
Step	26-27
1	$21.89
2	$22.35
3	$22.82
4	$23.27
5	$23.73
6	$24.19
7	$24.65
8	$25.11
9	$25.57
10	$26.04
11	$26.49
12	$26.95
13	$27.40
14	$27.87
15	$28.33
16	$28.78
LSI	$1,070.20

36D Educational Technician III (12-month)	
Step	26-27
1	$21.89
2	$22.35
3	$22.82
4	$23.27
5	$23.73
6	$24.19
7	$24.65
8	$25.11
9	$25.57
10	$26.04
11	$26.49
12	$26.95
13	$27.40
14	$27.87
15	$28.33
16	$28.78
LSI	$1,382.78

36E Educational Technician IV (10-month)	
Step	26-27
1	$22.70
2	$23.26
3	$23.82
4	$24.37
5	$24.92
6	$25.48
7	$26.04
8	$26.59
9	$27.15
10	$27.70
11	$28.26
12	$28.81
13	$29.36
14	$29.93
15	$30.52
16	$31.11
LSI	$1,141.70

36F Educational Technician IV (12-month)	
Step	26-27
1	$22.70
2	$23.26
3	$23.82
4	$24.37
5	$24.92
6	$25.48
7	$26.04
8	$26.59
9	$27.15
10	$27.70
11	$28.26
12	$28.81
13	$29.36
14	$29.93
15	$30.52
16	$31.11
LSI	$1,475.17

36G Educational Technician V (12-month)	
Step	26-27
1	$24.34
2	$25.02
3	$25.71
4	$26.39
5	$27.07
6	$27.76
7	$28.44
8	$29.11
9	$29.81
10	$30.48
11	$31.16
12	$31.85
13	$32.53
14	$33.21
15	$33.90
16	$34.58
LSI	$1,626.55

Jane Erdenberger
Jane Erdenberger, President
School District No. 0001 in the City of Omaha
and County of Douglas and State of Nebraska
Date: 8/3/26

Steven L. Owens, President
Service Employees, Local No. 226
Date: 7/31/26

ATTEST
Kara Saldierna
Kara Saldierna,
Secretary to the Board of Education
School District No. 0001 in the City of Omaha
and County of Douglas and State of Nebraska

OFFICE PERSONNEL
MEMORANDUM OF UNDERSTANDING
School District of Omaha
and
Service Employees Local Number 226
2026-2027

<u>Jeans Day:</u>
During this Agreement, Office Personnel members may wear jeans every Friday for a "Jeans Day." Talent Services will provide Dress Code instructions for the Friday Jeans Day.

<u>Admittance to Athletic Events:</u> OPS employees are provided free admittance to athletic events. Employees must contact the District's Coordinator of Athletics to receive an admittance card.

Jane Erdenberger
Jane Erdenberger, President
School District No. 0001 in the City of Omaha
and County of Douglas and State of Nebraska
Date: 8/3/24

Steven Owens
Steven L. Owens, President
Service Employees Local No. 226
Date: 7-31-26

ATTEST Kara Saldi
Kara Saldierna,
Secretary to the Board of Education
School District No. 0001 in the City of Omaha
and County of Douglas and State of Nebraska