

EMPLOYMENT POLICIES AND AGREEMENTS

Between

The Ortonville School Board

And

Support Staff

2017-18 and 2018-19

**Independent School District #2903
Ortonville Public School
Ortonville, MN 56278**

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Ortonville, MN 56278

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Between
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And
Support Staff

I. PURPOSE

The purpose of this Agreement is to promote orderly and constructive relationships between the School Board and the Support Staff employees; establish an equitable and peaceful procedure for the resolution of disputes; establish rates of pay, hours of work, and other terms and conditions of employment as those terms are defined by law.

The board recognized that the Support Staff plays an important role in the total educational process. The Board has a history of being as supportive of its Support Staff as it is with Certified Personnel and its policies in this agreement will reflect this philosophy. In return, workers are to conduct themselves at all times in such a manner so as to be a credit to the school system, their profession, themselves and the community.

These Policies & Agreements shall pertain to all Support Staff employees including: Office Staff, Custodians, Food Service Staff, Transportation Staff and Classroom Assistants.

II. DEFINITION OF EMPLOYEES

- A. Support Staff personnel are categorized as 12-month annual employees, 9-month employees or part-time employees.

Office Staff: 12-month annual employees include all office employees with at least 230 contracted days. Employees considered 12-month annual employees prior to 7/1/2003 will retain this classification, and will be eligible for all qualifying benefits. Benefits for employees hired after 7/1/1990 will be prorated based on 260 days (2080 hours).

Custodians: Full-time custodians are employed twelve months per year and forty hours per week and are 12-month annual employees.

Food Service Staff: Full-time food service staff are 9-month employees except the food service supervisor who would be considered a 12-month employee. Benefits will be prorated (hours worked/260 days = 2080 hours).

Transportation: The transportation supervisor is considered a 12-month employee. Salary and benefits will be prorated (hours worked/ 260 days = 2080 hours). Bus drivers are considered 9-month employees and work hours are based on student days and route length.

Classroom Assistants: Classroom Assistants are considered 9-month employees.

- B. Twelve-month annual employees and nine-month employees are paid by contract of annual pay divided equally by the number of pay periods in the contract.
- C. Part-time employee: An employee who is scheduled to work less than full-time.
- D. Temporary employee: Employed for a predetermined period, of six months or less, whose job will terminate upon completion.
- E. Seasonal Employee: Employee's nature of work or its duration is tied to a specific season or seasons of the year.
- F. Substitute: Employees called in to perform the work of an employee who is absent. The pay for these positions would be equal to Step 1 of the banding related to the substitution. The hourly rate for activity bus drivers and bus garage employees will be equal to Step 2 of the B23-Bus Driver band, with a 2-hour minimum for activity drivers. Bus route substitutes that are not under contract would receive this same rate multiplied by the number of regular hours to complete a bus route. This is currently 2.6 hours. Contracted route drivers that act as substitute bus drivers will be paid their contracted route rate.
- G. Supervisor-support staff granted supervisory positions will receive a salary to be determined through both regular and overtime duty. Pro-rated insurance benefits will be available to persons in this position.
- H. The Board reserves the right to modify a position prior to the time of a new hire.

III. COMPENSATION/CONTRACTS

- A. In determining compensation contracts for support staff the Board will take into account the responsibilities of the position; qualifications needed, past experience of the individual, years of service to the district, and the recommendation of the Comparable Worth Study. It will also consider the prevailing pay for similar employment in other school districts and in the private sector of the area.
- B. A person who has had relevant experience in other school systems or in other fields of endeavor will be placed on the salary schedule as agreed between the School Board and employee. Only full years of experience shall be counted for placement on the salary schedule. Experienced persons are generally credited with five years or less of experience consistent with their number of years of experience.
- C. Employees who are currently on the salary schedule who successfully complete five days (40 hours) of training will be advanced an additional step on the salary schedule.

- The training must be preapproved by administration.
- The employee will be responsible for the cost of the training.
- The employee must notify the district office of the proposed completion by May 1st
- The advanced step will be given at the beginning of the next contract year.

The school district already awards up to five steps for previous experience and training. By adding this incentive, employees who are currently employed would be motivated to gain additional knowledge and thereby become better employees. Having administration approve the training would assure that the training is relevant to the employee's position. Milbank School is offering a similar incentive to their employees.

- D. Representatives of the Board of Education and department representatives will meet annually for the purpose of reviewing and discussing matters of common interest/concern and to discuss salary schedules and Agreement Memorandum adjustments for recommendation to the Board in the same year as the Teachers' contracts are negotiated. Approval of these two-year recommendations should be finalized so contracts can be in effect by the beginning of the fiscal year, July 1. Present agreement is for 20117-18 and 20118-19.

(See salary schedules attached)

- E. Annual increments on salary schedules will be dependent upon the employee's satisfactory performance in the position.
- F. Pay periods are semi-monthly. Pay dates will be on or before the 1st and the 15th of each month. If the 1st or the 15th fall on a weekend, payment will be made on the Friday before the pay date, or Thursday if that Friday is a banking holiday.
- G. Uniform Allowance: Custodians, Building/Grounds Supervisor, Food Service workers, Cafeteria Supervisor, and Transportation Supervisor will be given an allowance of up to

\$150.00 per school year in which to purchase uniforms. If shoes are left at work they are included. Receipts for uniforms must be submitted to the Business Office with proper forms filled out for reimbursement.

IV. HOURS OF SERVICE AND DUTY HOURS

- A. **Assignment of Hours and Work Shifts:** The regular workday, the work- week and the regular work year shall be prescribed by the School Board. All employees shall be assigned starting times, shifts and the approximate number of hours it intends to schedule that employee to work during the forthcoming 12-month period. The Superintendent shall also inform the employee to whom he or she is responsible for the performance of his/her duties. Staff working in different areas will be compensated according to the banding description for that job.
- The School Board reserves the right, without limiting its other rights to employ such personnel as it deems necessary on a part-time or casual basis for the time less than that of regular employees. All employees will be assigned starting times and shifts as determined by administration. Support Staff will be paid for actual hours worked. If schedule adjustments reduce total hours, a corresponding reduction in wages will be made.
- B. **School Closing/Early Dismissal:** In the event that school is dismissed early or late starting because of weather, all employees may claim pay for a full day, not to exceed a total of one regular day's pay. Contract payments for the 9-month Bus Drivers, Food Service personnel, Instructional Aides, and Classroom Assistants will not change because of days that are lost/added due to weather, as long as the total work days equal the contracted days. 12-month employees will be required to deduct that time from their leave or take a salary deduct. If any employee is required to work prior to late starts or after early dismissal, these hours will be considered additional hours. The employee will submit these additional hours for payment at their regular rate of pay.
- C. **Work Hours:** Personnel will work different schedules according to the nature of their duties and needs of the school. Rates of pay are based on a 40 hour week x 52 weeks per year which equals 2080 hours/year.
- Any employee who is called back to work, after leaving the building for the day, for one-half hour or more shall be credited for a minimum of one hour.
 - Employees are expected to be at their workstations at the starting time and stay on the job until their assigned quitting time. The employee will be expected to only work the assigned hours. Additional time is not permitted without prior approval. A time card with the appropriate approval must be turned into the payroll office within 30 days of the occurrence of any additional time.
 - Each employee shall be provided with a paid 15 minute duty free break period during each three hour period of service, with a maximum of two breaks per day, and 1/2 hour non-paid lunch break daily. Cafeteria employees, custodial and/or clerical staff assigned to cafeteria duty will be paid for the duty in lieu of a lunch break. Breaks shall be staggered so no duty station is left unattended.

Business Office: Offices will normally be open from 7:30 A.M. to 4:30 P.M. Monday through Friday. Working hours for the office staff shall be from 8:00 A.M. to 4:30 P.M. with 1/2 hour non-paid lunch period. Non-student day hours shall be from 8:00 A.M. to 4:00 P.M. including one non-paid hour for lunch.

High School Office: Hours will normally be from 7:00 A.M. to 3:30 P.M. daily, Monday through Friday, when school is in session. Working hours for the high school office shall be from 7:00 A.M. to 3:30 P.M. with 1/2 hour non-paid lunch period. Summer hours shall be from 8:00 A.M. to noon or as directed by the high school principal. The work schedule and hours during the summer will vary with the needs of the school as determined by the high school principal. In so far as possible, the principal shall advise the Superintendent and/or business office staff of summer schedules.

Custodial: The standard work week shall consist of 5 days of 8.5 hours including a one half hour non-paid lunch period. The time schedule shall be staggered, as needs dictate. Summer hours will be the same for all custodians, (7:00 A.M. to 3:30 P.M.) 8 hours of work time and one half non-paid hour for lunch or as agreed upon with the Superintendent, and Building & Grounds Supervisor to accommodate specific activities, which may require and change for one or more individuals on a day-to-day basis. Regardless of the beginning time, the custodial summer work will be 8 hours.

- Custodians may be required to work lunchroom duty on a rotation basis.
- A shift differential of 50 cents per hour will be paid to custodians regularly working the late afternoon/evening schedule. To receive the shift differential, a majority of the scheduled duty will fall after 5:00 P.M. The shift differential will apply only when school is in session.

D. **Comp-time:** The School Board may authorize compensatory time in lieu of overtime. If so authorized, comp-time will generally be used prior to the end of the fiscal year in which it was earned; during the summer or at a time approved by the School Board designee.

E. **Longevity Allowance:** To recognize those employees who have served the school for many years, a longevity allowance in addition to regular salary will be paid for continuous employment as follows:

Twenty cents per hour following for years 13 through 17

Forty cents per hours for years 18 through 22

Sixty cents per hour for years 23 through retirement

F. **Seniority:** Seniority shall be determined through continuous employment with the District. An employee's seniority shall be determined by the date of his/her first contract of the current continuous period of employment.

- No employee shall suffer a loss of his/her seniority unless he/she resigns or is discharged for cause.
- In the event of a layoff, employees shall be laid off in inverse order of seniority within their department, consistent with the needs of the school and qualifications of the employee. Employees shall be re-hired according to seniority.
- Notice of all vacancies shall be posted and employees shall be given five days in which to make application to fill the vacancy. Consideration shall be given to the senior employee provided he/she is capable of performing the duties and is qualified.

V. PROBATIONARY PERIOD

The first 6 months of employment shall be regarded as a probationary period for the purpose of demonstrating the employee's suitability and capability of meeting the requirements of the position. Vacation and sick leave benefits shall be earned by the employee during the probationary period, but are not to be used until after the completion of the probationary period.

VI. GROUP INSURANCE

Disability: The board will provide contracted support personnel working 600 hours or more for the school year a District-paid long term disability income protection plan using the base contract salary amount for determining the benefit and premium. Retirees (employees that have qualified for the early retirement benefits set forth in Policy 411) that have returned to work are not eligible for this coverage.

Worker's Compensation: Every school employee is covered under Worker's Compensation for injuries received while on the job. All accidents must be reported immediately to the business office so that a report is filed.

- Upon the request of an employee who is absent from work as a result of a compensable injury under the provisions of the Worker's Compensation Act, the school district will pay to such employee the difference between his regular rate of pay after taxes and the sum received under the Worker's Compensation for the number of days he/she is unable to perform services for the district but not to exceed the number of days he/she has for accrued sick leave/or vacation pay.
- A deduction shall be made from the employee's accumulated vacation or sick leave accrual time according to the prorated portions of days of sick leave or vacation time being used to supplement worker's compensation.
- In no event shall the additional compensation paid to the employee by virtue of sick leave or vacation pay result in the payment of a total daily, weekly, or monthly compensation that exceeds the normal compensation of the employee.
- An employee who is absent from work as a result of an injury covered under the Worker's Compensation Act, who elects to receive normal contract payments shall submit his worker's compensation check, endorsed to the school district, prior to receiving payment from the school district for this absence.

Life Insurance: Support Staff personnel on a 12-month annual basis are eligible for district paid life insurance in the amount of \$20,000. A provision is also available for eligible employees to have the option of purchasing an additional \$20,000 of life insurance on a payroll deduction basis. The additional insurance benefit is subject to the insurance company's reduction schedule upon reaching the age of 65.

Health Insurance:

Eligibility: Support staff personnel employed on a 12-month annual basis are eligible for a district health benefit contribution equal to the amount negotiated and paid to full-time licensed faculty through the Ortonville Education Association Employment Agreement.

The board contribution for group health insurance is \$7,283/year.

This contribution would only be paid to employees who enroll in the district's group health insurance plan.

If the employee's group health insurance premium is less than the annual board contribution the difference will be placed in the employee's school sponsored HSA account if the employee has enrolled in the district's HSA compatible group plan. If the employee has not enrolled in the district's HSA compatible group plan the difference will be paid as cash-in-lieu.

For employees who were employed at the beginning of the 2015-16 school year that do not enroll in the district's group health insurance plan, Insurance Opt Out payments will remain at \$5,800/year for full-time employees.

Employees that waive coverage in the district's group health insurance plan must have other health insurance coverage to be eligible for Insurance Opt Out benefits.

New hires will not be given the option of receiving Insurance Opt Out benefits. To receive the contributions they must participate in the district's group health insurance plan.

If universal health care is passed by the federal government this part of the contract language is null and void.

If a group health insurance policy was offered by the District in the future, cash-in-lieu payments being received by those grand-fathered in prior to 3/20/1996 would be reviewed based upon the insurance policy requirements.

Insurance Opt Out: The Insurance opt out will be equal to the benefit amount less any qualifying flexible benefit elections, and the school district's FICA tax liabilities related to the Insurance Opt Out payment. The annual amount paid to an employee as reimbursements through the flexible benefits plan, and/or as Insurance Opt Out payments, and the related employer FICA taxes shall not be greater than the total benefit. Insurance Opt out payments will be added to regular payroll checks. Any tax liability will be the responsibility of the employee.

Duration of Insurance Contribution: An employee is eligible for school district contribution as provided in this Article as long as they are employed by the school district. Upon termination of employment, all district contribution shall cease, unless the individual leaving is eligible under the Early Retirement Incentive Policy. (See Ortonville Public Schools Policy Handbook #411A.)

COBRA: An employee on unpaid leave is eligible to continue to participate in group insurance programs as required by COBRA, and if permitted under the insurance policy provisions. The employee shall pay the entire premium for such insurance commencing with the beginning of the leave, and shall pay to the School District the monthly premium in advance.

Claims Against the School District: In all cases the employee will be responsible for obtaining and paying the premium for individual health insurance coverage. The employee shall make no claim against the school district as a result of denial of insurance benefits by an insurance carrier, or failure to pay premiums.

Flexible Benefits Plan (Section 125): The School District will use a third party vendor to manage the Flexible Spending Accounts. The School District will pay the monthly vendor cost for administration. If the employee chooses to access the Benefit Card this would be at the employee expense.

In the event this agreement with regards to the Affordable Health Care Act (ACA) causes or will cause penalties, fees or fines to be assessed against the School District, the parties agree to mutually amend this agreement so that it eliminates or reduces penalties, fees, or fines to be assessed against the School District. The amount of any reduction in the School District's contribution toward the 12-month employee healthcare benefits as a result of addressing the "highly compensated employee" component of ACA will be placed into another School District provided benefit(s) (i.e., a retirement HRA, salary etc.) as agreed upon between the two parties.

Fringe benefits will be pro-rated based on time worked, for 12-month annual employees hired after 7/1/1990.

VII. LEAVES OF ABSENCE

Sick Leave: Support staff personnel will accrue sick leave at a rate of 15 days per year with accumulation to a maximum of 100 days.

Sick leave may also be used for medical or dental service, diagnostic treatment and/or rehabilitation purposes when such services cannot be obtained during non-working hours, for the employee, or immediate family (spouse, children (of all ages), parents, siblings, grandparent, stepparent, or parents-in-law.) *M.S. 181.9413 as amended 2013*

The Board of Education may require an employee to furnish a medical certificate from a qualified physician as evidence of illness, indicating such absence was due to illness, in order to qualify for sick leave pay. If required, the employee will be so advised.

Sick leave pay shall be approved only upon submission of an "Employees Record and Report of Leave of Absence" form. Each employee is responsible for filling out the form and submitting it to his/her department head. These forms must then be submitted to the payroll department immediately following the absence.

Personal Leave: All eligible employees shall be granted a maximum of 2 personal leave days. Employees may also accumulate two unused personal days from the previous school year. As of year 15, support staff may, with administrative approval, claim 1 additional personal leave day in exchange for 4 sick leave days and upon year 20, the staff have the ability to exchange for 2 personal days at a rate of 4 sick leave days each. Additional days may be granted at the discretion of the Superintendent, up to a maximum of two additional days. For each additional personal day granted, the employee will pay the district cost of the substitute. The cost of the substitute will be paid with a personal check from the employee prior to the approved leave day. Anything beyond the two additional days will be taken without pay. In cases where a substitute is not needed, the cost to the employee will be calculated using Step 1 of the employees current banding. No more than two (2) employees may be provided with personal leave on the same day in areas where a substitute is required. Leave will be granted on a first come first serve basis. It is understood that no personal days can be used during the last two (2) weeks of school unless granted at the discretion of the superintendent.

Maternity Leave: A leave of absence without pay may be granted to both married, and unmarried employees for reasons of motherhood/fatherhood (whether pregnancy or adoption) up to a period of six months. Seniority rights will accrue to the individual during this leave, providing the employee returns to work within the six-month period. The employee shall be reinstated to his/her original job or to a position of like status and pay.

Bereavement Leave: Full and regular part-time employees may, at the Superintendent's discretion, be granted time-off to attend funerals of close relatives and friends. This time will be deducted from sick leave.

Military Leave: Military leave shall be granted pursuant to applicable law.

Workshops, Staff Development & Improvement Programs: The Superintendent/School Board will approve the number of workshops each person may/should attend. Employees are encouraged to participate in workshops in order to be aware of changes and to increase knowledge and skills. These educational programs vary from year to year and will be approved by department heads.

Jury Duty: An employee who is called to serve on jury duty, or subpoenaed as a witness on non-personal business, shall be granted paid leave to attend jury duty. The compensation received for jury duty (not mileage or meals) shall be remitted to the school.

Reimbursement of Unused Sick and Personal Leave: All non-certified staff that qualify for sick and personal leave days will be reimbursed for unused sick leave and unused personal leave at a rate of \$70.00 per day credited. (This amount will not be pro-rated). Payment for these benefits will be made on the June 15th payroll. The sick leave and personal leave benefits will be calculated by payroll personnel based on year-end leave reports. It will be the responsibility of the employee to verify that the year-end balances are correct prior to leaving at the end of the school year. If an employee has two or less personal days remaining at the time of calculations, these personal hours will automatically be carried over to the following year. These hours will not be reimbursed unless a written request is turned into the payroll office by June 7th requesting reimbursement for

the hours. Personal hours exceeding two contracted days will automatically be reimbursed up to a maximum of two (2) contracted days.

Reimbursement will be calculated for each year separately based on the following schedule:

Sick Days Used Each Year	Sick Day Reimbursement
0	4
0.01 - 4	3
4.01 - 8	2
Personal Days Used Each Year	Personal Days Credited For Reimbursement
0	2
1	1

Rate of Reimbursement per year shall be: \$70.00 per day credited.

Sick days credited for reimbursement will not be deducted from the accumulated sick leave.

VIII. HOLIDAYS

The following 11 days are considered paid holidays for all 12-month annual employees if they fall on a regularly scheduled working day. If any of these days fall on a weekend, the previous Friday or next Monday will be considered as the holiday: New Year's Day, President's Day, Good Friday, Easter Monday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and the following Friday, Christmas Eve, Christmas Day. Holiday pay will be based on an average of the employee's normal workday, not to exceed an 8-hour day.

IX. VACATIONS

- A. Scheduling of vacations will take into account the needs of the school system and so far as possible the desires of the employees. Vacations shall generally be taken when school is not in session and shall be on the basis of seniority within each department.
- B. All regular vacations shall be scheduled two weeks or more in advance of the actual vacation and shall be subject to approval by the employee's supervisor. Vacation leave request forms must be submitted to the employee's supervisor for approval.
- C. Vacation days shall be determined as of July 1 each year.
- D. Vacation on days that school is in session will be granted only by permission of the employee's supervisor.

- E. New employees who have worked less than one year as of July 1 are not eligible for vacation as a matter of right until July 1 of the following year, but may be permitted to take pro-rated vacation at the discretion of the Superintendent.
- F. Holidays occurring within the period of vacation leave shall not be charged against vacation leave.
- G. Vacation time will carry over from one year to the next. Employees can take no more than 14 consecutive days of vacation leave, unless prior agreement has been reached with the Superintendent.
- H. Support Staff members employed on a 12-month annual basis will be granted vacation based on the following schedule:

Years of Employment	Vacation
1-2 Years	1 week of vacation with pay after the first year
2-7 Years	2 weeks of paid annual vacation will be granted.
8-15 Years	3 weeks of paid annual vacation will be granted.
16+ Years	4 weeks of paid annual vacation will be granted.

- I. Vacation pay shall be based on an average of the employee's normal workday, not to exceed an 8-hour day or a 40-hour week.

X. EVALUATION

- A. The development of a strong, competent classified staff of employees and the maintenance of high morale among this staff are major objectives of the Board of Education; the finding of the right employees to fill vacancies; the determination of assignments and equitable workloads; the establishment of wage and salary policies which encourage employees to put forth their best efforts; the evaluation of employee achievements and provision of a good atmosphere in which to work are some of the major duties of the Board of Education. A program of continuous evaluation is necessary in fulfilling these duties.
- B. The evaluation will cover the major areas of the employee's responsibilities and shall include the follow:
 - 1. Specific work assignment
 - 2. Attitude toward children
 - 3. Attitude toward public education
 - 4. Attitude toward supervisor, teachers, and fellow employees
 - 5. Work habits

- C. Each employee will be given an explanation as related to his/her job description of his/her duties and responsibilities and guidance in performing them satisfactorily by his/her immediate supervisor.
- D. Each supervisor and/or principal will complete a written evaluation on all support staff under his/her supervision. All support staff employees will be evaluated at least twice during their first year of employment and then at least once every year thereafter.
- E. A variety of evaluative instruments may be used as approved by the Board of Education designee.

XI. PROBLEM RESOLUTION/GRIEVANCE PROCEDURES

- A. Complaints or problems within or between departments are of concern to the school district and should be handled in the following manner: First submit your complaint to your supervisor or department head in writing. This person will reply in writing to you regarding your complaint within 10 working days. If you are not satisfied with this solution you may submit a request within 10 days for further consideration to the Superintendent. The Superintendent will review all findings of fact and render a decision within 10 working days. Final decision, if necessary, will be made by the Board of Education.
- B. Disciplinary action may be imposed by the School District for good and sufficient grounds and may include: a) oral reprimand; b) written reprimand; c) withholding salary increases; d) suspension without pay; e) discharge in accordance with State laws.

XII. DRUG FREE WORKPLACE POLICY

- A. It is a violation of the policy of I.S.D. #2903 for any employee to unlawfully manufacture, distribute, dispense, possess or use on or in the workplace, any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcohol or any other controlled substance, as defined in schedules I through V of section 202 of the Controlled Substance Act (21 U.S.C. 812) and as further defined by regulation at 21 CFR 1300.11 through 1300.15.
- B. "Workplace" is defined as the site for the performance of work done. That includes any place where work in a school district is performed, including a school building or other school premises; any school-owned vehicle or any other school-approved vehicle used to transport students to and from school or school activities; off school property during any school-sponsored or school-approved activity, event or function, such as a field trip or athletic event, where students are under the jurisdiction of the school district.
- C. It is a condition of your continued employment that you will comply with the above policy of the school district and will notify your supervisor of your conviction of any criminal drug statute for a violation occurring in the workplace, no later than 5 days after such conviction.

- D. Any employee who violates the terms of the school district's drug-free workplace policy may be non-renewed or his/her employment may be suspended or terminated, at the discretion of the Board of Education.

XIII. TERMINATION

All support staff employees are required to give at least two weeks notice when planning to terminate employment with the exception of department heads who are required to give four weeks notice of intent to terminate.

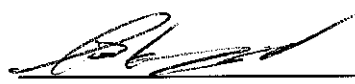
XIV. DURATION

- H. This agreement shall remain in full force and effect for a period commencing with its approval for the 2017-18 and 2018-19 school year and may continue thereafter until modifications are made.

The salary schedule attached will be in effect for the 2017-18 and 2018-19 school years.

Approved by Ortonville Board of Education


James Nelson, Chair


Ashton Conroy, Clerk

Date: May 21, 2018

Increase: \$ 0.31

"ORTONVILLE 2017-18 SUPPORT SALARY SCHEDULE"**BAND/GRADE/
SUBGRADE****MINIMUM****MAX**

	1	2	3	4	5	6	7	8	9	10	11	12
A11	\$ 10.02	\$ 10.21	\$ 10.36	\$ 10.56	\$ 10.73	\$ 10.96	\$ 11.14	\$ 11.36	\$ 11.58	\$ 11.78	\$ 12.01	\$ 12.9
A13	\$ 10.91	\$ 11.10	\$ 11.29	\$ 11.51	\$ 11.74	\$ 11.96	\$ 12.19	\$ 12.43	\$ 12.66	\$ 12.93	\$ 13.47	\$ 14.8
B21	\$ 11.37	\$ 11.61	\$ 11.82	\$ 12.03	\$ 12.26	\$ 12.53	\$ 12.78	\$ 13.03	\$ 13.29	\$ 13.57	\$ 13.85	\$ 15.0
B22	\$ 11.69	\$ 11.93	\$ 12.14	\$ 12.35	\$ 12.58	\$ 12.84	\$ 13.09	\$ 13.35	\$ 13.61	\$ 13.88	\$ 14.17	\$ 15.3
B23	\$ 11.90	\$ 12.14	\$ 12.37	\$ 12.61	\$ 12.87	\$ 13.13	\$ 13.40	\$ 13.67	\$ 13.98	\$ 14.24	\$ 14.53	\$ 15.7
B24	\$ 12.20	\$ 12.46	\$ 12.67	\$ 12.94	\$ 13.22	\$ 13.48	\$ 13.77	\$ 14.05	\$ 14.35	\$ 14.66	\$ 15.18	\$ 16.7
B25	\$ 12.46	\$ 12.71	\$ 12.95	\$ 13.22	\$ 13.50	\$ 13.78	\$ 14.07	\$ 14.35	\$ 14.69	\$ 14.97	\$ 15.70	\$ 17.4
C41	\$ 15.14	\$ 15.47	\$ 15.78	\$ 16.13	\$ 16.50	\$ 16.86	\$ 17.25	\$ 17.63	\$ 18.06	\$ 18.48	\$ 19.05	\$ 20.8
C42	\$ 15.94	\$ 16.28	\$ 16.65	\$ 17.02	\$ 17.41	\$ 17.80	\$ 18.20	\$ 18.61	\$ 19.06	\$ 19.49	\$ 19.96	\$ 21.7
C43	\$ 16.78	\$ 17.16	\$ 17.55	\$ 17.96	\$ 18.35	\$ 18.76	\$ 19.21	\$ 19.68	\$ 20.13	\$ 20.60	\$ 21.10	\$ 22.9
C44	\$ 20.64	\$ 20.92	\$ 21.41	\$ 21.82	\$ 22.21	\$ 22.62	\$ 23.07	\$ 23.54	\$ 23.99	\$ 24.46	\$ 24.96	\$ 27.1

C 43 COMMUNITY ED. COORDINATOR

C 42 BUILDING GROUNDS SUPERVISOR

C 42 TRANSPORTATION SUPERVISOR

C 42 FOOD SERVICE MANAGER

C 41 SUPERINTENDENT'S SEC./PAYROLL

C 41 PURCHASING/ACCT PAY/COMM ED

C 41 INSTRUCTIONAL AIDE

C 44 ON SITE TECH

B 25 K-12 SCHOOL SECRETARY

B 23 CUSTODIAN

B 23 SECRETARY

B 23 BUS DRIVER

B 23 HEAD COOK

B 23 SECRETARY/RECEPTIONIST

B 22 NURSING ASSISTANT

B 21 CLASSROOM ASSISTANT

A 13 REGULAR COOK

A 11 CAFETERIA DISHWASHER/CLEANER

A 11 CUSTODIAN AIDE

Increase: \$ 0.30

"ORTONVILLE 2018-19 SUPPORT SALARY SCHEDULE"

1

BAND/GRADE/ SUBGRADE		MINIMUM	\$ - Increase in A11/Step 1 to reach minimum wage will be added to each step in A11 Band										MAX
		1	2	3	4	5	6	7	8	9	10	11	12
	A11	\$ 10.32	\$ 10.51	\$ 10.66	\$ 10.86	\$ 11.03	\$ 11.26	\$ 11.44	\$ 11.66	\$ 11.88	\$ 12.08	\$ 12.31	\$ 13.28
	A13	\$ 11.21	\$ 11.40	\$ 11.59	\$ 11.81	\$ 12.04	\$ 12.26	\$ 12.49	\$ 12.73	\$ 12.96	\$ 13.23	\$ 13.77	\$ 15.17
	B21	\$ 11.67	\$ 11.91	\$ 12.12	\$ 12.33	\$ 12.56	\$ 12.83	\$ 13.08	\$ 13.33	\$ 13.59	\$ 13.87	\$ 14.15	\$ 15.30
	B22	\$ 11.99	\$ 12.23	\$ 12.44	\$ 12.65	\$ 12.88	\$ 13.14	\$ 13.39	\$ 13.65	\$ 13.91	\$ 14.18	\$ 14.47	\$ 15.64
	B23	\$ 12.20	\$ 12.44	\$ 12.67	\$ 12.91	\$ 13.17	\$ 13.43	\$ 13.70	\$ 13.97	\$ 14.28	\$ 14.54	\$ 14.83	\$ 16.07
	B24	\$ 12.50	\$ 12.76	\$ 12.97	\$ 13.24	\$ 13.52	\$ 13.78	\$ 14.07	\$ 14.35	\$ 14.65	\$ 14.96	\$ 15.48	\$ 17.00
	B25	\$ 12.76	\$ 13.01	\$ 13.25	\$ 13.52	\$ 13.80	\$ 14.08	\$ 14.37	\$ 14.65	\$ 14.99	\$ 15.27	\$ 16.00	\$ 17.75
	C41	\$ 15.44	\$ 15.77	\$ 16.08	\$ 16.43	\$ 16.80	\$ 17.16	\$ 17.55	\$ 17.93	\$ 18.36	\$ 18.78	\$ 19.35	\$ 21.19
	C42	\$ 16.24	\$ 16.58	\$ 16.95	\$ 17.32	\$ 17.71	\$ 18.10	\$ 18.50	\$ 18.91	\$ 19.36	\$ 19.79	\$ 20.26	\$ 22.02
	C43	\$ 17.08	\$ 17.46	\$ 17.85	\$ 18.26	\$ 18.65	\$ 19.06	\$ 19.51	\$ 19.98	\$ 20.43	\$ 20.90	\$ 21.40	\$ 23.27
	C44	\$ 20.94	\$ 21.22	\$ 21.71	\$ 22.12	\$ 22.51	\$ 22.92	\$ 23.37	\$ 23.84	\$ 24.29	\$ 24.76	\$ 25.26	\$ 27.40