

CLASSIFIED PERSONNEL

New classified employees will be allowed up to ten years credit, and then one year for every two years of experience on the classified salary schedule. Prior /previous experience must relate to the job description in which the individual is applying for, and be in a like or similar job in another school district or similar or like institution. (Effective 2/17/03)

Classified staff hired after January 1st will not move on the salary schedule when new letters of employment are granted for the following school year. They will move in September of the second year. (Effective April 2005)

Duty stipends will be provided based on qualifying assignments from your principal.

The district will pay \$525 each month toward the cost of membership in the district's health, dental and vision benefits. This premium includes a required \$20,000 life insurance policy.

Longevity Pay

All incentive salaries are for the fiscal year July 1-June 30, after you have completed that year of service:

5-9 years in the district	\$300.00
10-14 years in the district	\$400.00
15-20 years in the district	\$500.00
20+ years in the district	\$600.00

Part-time staff will receive half of the designated incentive plus \$25. (Effective July 2012)

Sick and Personal Leave

Twelve-month employees shall earn leave at a rate of 14 discretionary days per year. Maximum of 80 days. Nine-month employees shall earn leave at the rate of 11 discretionary days per year. Ten-month employees shall earn leave at the rate of twelve discretionary days per year. Maximum of 80 days. (effective August 2009)

Classified Substitutes

All classified substitutes will be paid at the rate of \$12.00 per hour.

Reimbursement for Accumulated Leave

Upon termination or retirement, an employee may be paid for accumulated discretionary leave up to total of 80 days (full-time staff) or 40 days (part-time staff) according to the following schedule.

- a. 2-6 years of service \$10.00 per day
- b. 7-9 years of service 50% of a classified substitutes pay
- c. 10-14 years of service 60% of a classified substitutes pay
- d. 15+ years of service 75% of a classified substitutes pay

BUS DRIVERS ONLY

All increments for past experience will be at a rate of one year for every two years. No half steps. Example: 13 years of past experience would put that driver on step seven. Step advancement will be one step for each year of continuous employment.

Substitute drivers will be paid at a rate of \$60.00 per day or \$30.00 per trip. Activity trips are paid at \$13.50 per hour plus time and one-half over eight hours. (See policy GDBC-E) District employees' time will begin at the end of a regular day.

Longevity Incentives

All longevity incentives will be paid in full each May, after you have reached that step:

Steps 5-9 \$200
Steps 10-14 \$300
Steps 15-19 \$400
Steps 20+ \$500

Reimbursement for Accumulated Leave

Upon termination or retirement, an employee may be paid for accumulated discretionary leave up to total of 80 days (full-time staff) or 40 days (part-time staff) according to the following schedule.

- a. 2-6 years of service \$10.00 per day
- b. 7-9 years of service 50% of substitute bus driver pay
- c. 10-14 years of service 60% of substitute bus driver pay
- d. 15+ years of service 75% of substitute bus driver pay