



Sequim School District No. 323

"All Students Will Experience Success"

503 North Sequim Avenue, Sequim, WA 98382
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August 31, 2016

TO: Gary Neal, Superintendent

FROM: Karen Sande, Director of Human Resources

RE: Unrepresented and Part Time Unrepresented District Office Staff Negotiations

A salary study with the Olympic Peninsula school districts for unrepresented district office positions indicates salaries are comparably lower. To continue with the district intent to keep all employees at the median for like positions, this proposal is a 1.8% COLA and a 3.2% increase. The proposal is comparable to other bargaining unit settlements this year.

Thank you

Sequim School District #323

2016-17
Full-Time Unrepresented

Base Index = Current teacher schedule with 16 yrs experience, MA + 90, at 180 days		67,288		
Experience Increment for Columns A & B		1.019		
Experience Increment for Columns C		1.016		
Experience increment for Column D		1.016		
	Public Relations Director	Exempt Positions Maintenance and Custodial Director Transportation Director	Exempt Position Business Services Human Resources Director	Effective 2011-12 School Year
	A	B	C	D
Steps	0.5760634	0.7158712	1.0838108	
1	\$42,027	\$52,226	\$81,837	
2	\$42,825	\$53,219	\$83,146	
3	\$43,639	\$54,230	\$84,477	
4	\$44,468	\$55,260	\$85,828	
5	\$45,313	\$56,310	\$87,201	
6	\$46,174	\$57,380	\$88,597	
7	\$47,051	\$58,470	\$90,014	
8	\$47,945	\$59,581	\$91,454	
9	\$48,856	\$60,713	\$92,918	
10	\$49,784	\$61,867	\$94,404	
11	\$50,730	\$63,042	\$95,915	
12	\$51,694	\$64,240	\$97,449	
13	\$52,676	\$65,461	\$99,009	
14	\$53,677	\$66,704	\$100,593	
15	\$54,697	\$67,972	\$102,202	\$100,722
16	\$55,736	\$69,263		\$106,468
17	\$56,795	\$70,579		\$110,335
18	\$57,874	\$71,920		\$114,342

Sequim School District #323

2016-17
Full-Time Unrepresented

Base Index = Current teacher schedule with 16 yrs experience, M					67,288
Experience increment increase equals:					1.019
		Specialist 2 Technology Support Accounting Clerk Human Resources	Payroll Specialist	Exempt Positions Payroll/HR Specialist Superintendent and Asst. Superintendent Admin Asst.	Operational Technology Manager
		B	C	E	F
Steps		0.5480949	0.5760626	0.7158712	0.9106600
1		\$19.22	\$20.21	\$52,226	\$65,134
2		\$19.59	\$20.59	\$53,219	\$66,372
3		\$19.96	\$20.98	\$54,230	\$67,633
4		\$20.34	\$21.38	\$55,260	\$68,918
5		\$20.73	\$21.79	\$56,310	\$70,228
6		\$21.12	\$22.20	\$57,380	\$71,562
7		\$21.52	\$22.62	\$58,470	\$72,922
8		\$21.93	\$23.05	\$59,581	\$74,307
9		\$22.35	\$23.49	\$60,713	\$75,719
10		\$22.77	\$23.93	\$61,867	\$77,158
11		\$23.21	\$24.39	\$63,042	\$78,624
12		\$23.65	\$24.85	\$64,240	\$80,117
13		\$24.10	\$25.33	\$65,461	\$81,640
14		\$24.55	\$25.81	\$66,704	\$83,191
15		\$25.02	\$26.30	\$67,972	\$84,771
16		\$25.50	\$26.80	\$69,263	\$86,382
17		\$25.98	\$27.31	\$70,579	\$88,023
18		\$26.47	\$27.82	\$71,920	\$89,696

1. In effect for 2016-17 school year.
2. Non school district employees are credited experience at a rate of one year for every two years of similar experience.
3. Staff transferring to these positions will be placed at a rate not less than their current wage unless the employee is requesting to transfer from a position of greater pay and responsibility to one of lesser pay.
4. A cumulative training incentive is available at a rate of \$114 per 20 clock hours up to a maximum total of 300 clock hours, or \$1,710 for all 190 + day employees. This incentive amount is added to the base pay and may increase each year up to the maximum depending on completed training. All training shall be approved by the Superintendent, or designee, and may include college credit and other non-clock hour approved training. College credits are calculated at one credit = 10 clock hours. Approved hours earned since September 2003 are eligible.
5. Substitutes for these positions will be paid the base rate.
6. Benefits include the 12 standard paid holidays, state allowed sick leave allocation and buy back provisions, the amount received per FTE from the state for medical and other insurance benefits, and other leave provisions comparable to other classified employee bargaining groups.
7. Vacation received = 10 days during the first 2 years and one additional day each year thereafter for continuous employment to a maximum of 20 days. Two additional days shall be given at the conclusion of the 13th year and 3 days at the end of the 15th year to maximum of 25 days. Vacation days may be carried forward to a maximum of 40 days. Up to 30 days may be compensable at the time of termination of employment.

For the District Office Staff

For the Board of Directors

Karen Sande, Director of Human Resources

Chairman

APPROVED AS TO FROM:

Member

Superintendent

Member

Member

Member

Sequim School District #323

2016-2017
Part-Time Unrepresented

Base Index = Current teacher schedule with 16 yrs experience, MA + 90, at 180 days							67,288
Experience increment increase equals:							1.0202
	Student Helper High School Technology Aid Technology Asst.	Building Aide	Campus Safety/Security	Career Specialist Technology Repair Technician			
	A	B	C	D			
Steps	0.3315000	0.4194000	0.4592000	0.6403090			
1	\$11.07	\$14.00	\$16.71	\$21.38			
2	\$11.29	\$14.28	\$17.05	\$21.81			
3	\$11.52	\$14.57	\$17.39	\$22.25			
4	\$11.75	\$14.87	\$17.74	\$22.70			
5	\$11.99	\$15.17	\$18.10	\$23.16			
6	\$12.23	\$15.47	\$18.47	\$23.62			
7	\$12.48	\$15.79	\$18.84	\$24.10			
8	\$12.73	\$16.11	\$19.22	\$24.59			
9	\$12.99	\$16.43	\$19.61	\$25.09			
10	\$13.25	\$16.76	\$20.01	\$25.59			
11	\$13.52	\$17.10	\$20.41	\$26.11			
12	\$13.79	\$17.45	\$20.82	\$26.64			