

Letter of Agreement

THE PURPOSE OF THIS LETTER OF AGREEMENT IS TO SET FORTH THE FOLLOWING AGREEMENT(S) BETWEEN PUBLIC SCHOOL EMPLOYEES OF EVERGREEN OFFICE-CLERICAL AND THE EVERGREEN SCHOOL DISTRICT. THIS AGREEMENT IS ENTERED INTO PURSUANT TO ARTICLE XX, SECTION 20.3 OF THE CURRENT COLLECTIVE BARGAINING AGREEMENT.

1. That Section 12.1 be amended to read:

Section 12.1. The District shall provide from state funds a contribution to a benefit pool. The amount will be the average of the state funded allocation multiplied by the number of FTE employees in the bargaining unit multiplied by a factor of 1.152.

For the school year 2009-2010 the state funded amount is seven hundred forty-five dollars and zero cents (\$745.00) per FTE employee per month. In the event that the amount is changed by the state, the calculation will be changed accordingly.

The benefit pool will then be used in the following manner.

1. For eligible employees as defined in Section 12.1.1, a contribution of seven hundred forty-five dollars and zero cents (\$745.00) will go toward the costs of mutually approved basic benefit insurance plans as provided below. All employees shall be covered by the Washington Dental Service plan or Willamette Dental plan, NBN Vision plan, \$25,000 Standard Life Insurance plan, and Long-Term Disability plan, and the regular monthly premium for these plans shall be deducted first from the benefit pool.
2. In the event that money remains in the benefit pool, the contribution will be increased to help pay out-of-pocket costs for those employees whose basic benefit insurance costs exceed seven hundred forty-five dollars and zero cents (\$745.00) .

2009-2010 mutually approved basic benefit insurance plans:

Washington Dental Service or Willamette Dental*
Long-Term Disability*
Premera Blue Cross
Kaiser Foundation Health
NBN Vision Insurance*
\$25,000 Standard Life Insurance*

Asterisk (*) plans are mandatory.

1 2009-2010 mutually approved optional benefit insurance plans are available to employees at their
2 discretion. Payment of these plans shall be at the employee's expense unless state funds remain in the
3 benefit pool after all basic benefits are fully paid. The following are available:

- 4
- 5 Short-Term Disability
- 6 Cancer Insurance
- 7 Transamerica Life Insurance
- 8

9 The benefit pool shall be reviewed at least quarterly and revised to insure that all available dollars are
10 used as described above. An estimated amount will be calculated to start the year in September. A
11 review and revision will be made at the end of November, February, and May. A review will also be
12 made at the end of August with a revision made by adjusting the benefit pool for the next year.

13

14

15

16 2. That Schedule A be amended to read as attached.

17

18

19

20 This Letter of Agreement shall become effective September 1, 2009; shall remain in effect until
21 August 31, 2010; and shall be attached to the current Collective Bargaining Agreement.

22

23 PUBLIC SCHOOL EMPLOYEES
24 OF EVERGREEN OFFICE-CLERICAL EVERGREEN SCHOOL DISTRICT

25

26

27

28 BY: _____ signed by BY: _____ signed by
29 Cori Kelly Jerry Piland
30 Chapter President Executive Director, Human Resources

31

32

33 DATE: _____ 8/3/2009 DATE: _____ 8/7/2009

34

35

36

37

38

39

40

41

42

43

44

45

46

47

48

Schedule A
Evergreen School District
September 1, 2009 – August 31, 2010

SECRETARIAL

| | <u>Year 1</u> | <u>Year 2</u> | <u>Year 3</u> | <u>Longevity</u> After 5 Years Service Add 1.5% | <u>Longevity</u> After 10 Years Service Add 1.5% | <u>Longevity</u> After 15 Years Service Add 1.5% | <u>Longevity</u> After 20 Years Service Add 1.5% | <u>Longevity</u> After 25 Years Service Add 1.5% |
|------------------|---------------|---------------|---------------|---|--|--|--|--|
| Class I | \$14.42 | \$15.14 | \$15.86 | \$16.10 | \$16.34 | \$16.59 | \$16.84 | \$17.09 |
| Class II | \$16.67 | \$17.46 | \$18.21 | \$18.48 | \$18.76 | \$19.04 | \$19.33 | \$19.62 |
| Class III | \$17.34 | \$18.20 | \$19.01 | \$19.30 | \$19.59 | \$19.88 | \$20.18 | \$20.48 |

Class I: Elementary Office Assistant; ECC Office Assistant ; Receptionists; Assistant Secretary--Special Services

Class II: Building Level Secretaries; High School Registrar/Secretary; Secretaries to Special Services; Community Education Secretary; Career and Technical Education Secretaries (Evergreen H.S., Mt. View H.S., and Heritage H.S.); Secretaries to Curriculum and Instruction Departments; Skills Center Secretaries; Secretary/Transportation; Secretary to Purchasing/Accounting Department; Secretary to Manager of Maintenance; Support Secretary to Business Services; Secretary to Manager of Print Shop; Career and Technical Education Secretary (ASC); Fiscal/Special Projects Secretary; Fine Arts/Music Secretary; Home Choice Academy; Secretary to Facilities Director; Staff Development Secretary; Secretary to Executive Director of Instructional Services; Secretary to Student Support Services; Secretary to Video Services; Secretary to Transportation Manager; Secretary to Manager of IT; Secretary to Career and Technical Education Advisory; Secretary to Risk Management and Safety Manager and Coordinator of Safe and Civil Schools; Assessment and Research; Virtual School Registrar

Class III: Secretary to Director of Special Services; Secretary to Skills Center Director; Secretary to Career and Technical Education Director

Schedule A
Evergreen School District
September 1, 2009 – August 31, 2010

CLERICAL

| | <u>Year 1</u> | <u>Year 2</u> | <u>Year 3</u> | <u>Longevity</u> After 5 Years Service Add 1.5% | <u>Longevity</u> After 10 Years Service Add 1.5% | <u>Longevity</u> After 15 Years Service Add 1.5% | <u>Longevity</u> After 20 Years Service Add 1.5% | <u>Longevity</u> After 25 Years Service Add 1.5% |
|------------------|---------------|---------------|---------------|---|--|--|--|--|
| Class I | \$14.44 | \$15.24 | \$15.98 | \$16.22 | \$16.46 | \$16.71 | \$16.96 | \$17.21 |
| Class II | \$15.26 | \$15.89 | \$16.58 | \$16.83 | \$17.08 | \$17.34 | \$17.60 | \$17.86 |
| Class III | \$16.09 | \$16.77 | \$17.43 | \$17.69 | \$17.96 | \$18.23 | \$18.50 | \$18.78 |
| Class IV | \$17.18 | \$17.90 | \$18.57 | \$18.85 | \$19.13 | \$19.42 | \$19.71 | \$20.01 |

- Class I: Textbook Clerk--High School; Due Process Office Assistant; Records Center Office Assistant; Instructional Services Clerk; Computer Data Entry Clerk; Curriculum/Instruction Clerk; Personnel Clerk; Student Services Clerk; Support Clerk--Records; Support Clerk--IT; Conference Center Clerk; Counseling Clerk; Clerk--Burgundy; Program Assistant; Discipline Clerk; Support Clerk--Burgundy; IEP/BAT Clerk
- Class II: Records Center Clerk; Vocational Assessment Clerk; Database Support Clerk; Assistant Health Records Clerk; Substitute Clerk II; Record Keeper (Daycare); Accounting Support Clerk; Database Support--Skyward/WESPac; Comprehensive School Reform Grant Clerk; ELL Support Clerk
- Class III: Purchasing Clerk; Accounts Payable Clerk; Substitute/Payroll Clerk; Instructional Technology Clerk; Accounting Clerk III; Inventory Control Clerk; Substitute Clerk III
- Class IV: Substitute Services Specialist; Transportation Payroll Specialist; Career and Technical Education Budget Clerk; High School Master Schedule Registrars; Boundary & Data Specialist; Facilities Clerk; Classified Personnel Clerk; Impact Community School Site Specialist; Federal Program Assistant

Schedule A
Evergreen School District
September 1, 2009 – August 31, 2010

PROFESSIONAL/TECHNICAL

| | <u>Year 1</u> | <u>Year 2</u> | <u>Year 3</u> | <u>Longevity After 5 Years Service Add 1.5%</u> | <u>Longevity After 10 Years Service Add 1.5%</u> | <u>Longevity After 15 Years Service Add 1.5%</u> | <u>Longevity After 20 Years Service Add 1.5%</u> | <u>Longevity After 25 Years Service Add 1.5%</u> |
|------------------|---------------|---------------|---------------|---|--|--|--|--|
| Class I | \$18.20 | \$18.87 | \$19.53 | \$19.82 | \$20.12 | \$20.42 | \$20.73 | \$21.04 |
| Class II | \$19.50 | \$20.18 | \$20.89 | \$21.20 | \$21.52 | \$21.84 | \$22.17 | \$22.50 |
| Class III | \$20.14 | \$20.93 | \$21.69 | \$22.02 | \$22.35 | \$22.69 | \$23.03 | \$23.38 |
| Class IV | \$20.98 | \$21.69 | \$22.46 | \$22.80 | \$23.14 | \$23.49 | \$23.84 | \$24.20 |
| Class V | \$22.61 | \$23.44 | \$24.28 | \$24.64 | \$25.01 | \$25.39 | \$25.77 | \$26.16 |

Class I: Buyer; Health Records Specialist; Facilities Fiscal Specialist; CIR Fiscal/Technical Specialist; Payroll Support Technician; Assessment Specialist; Accounting Assistant

Class II: Payroll Technician

Class III: Payroll Specialist; Public Information Specialist; Coordinator of After School Programs; Coordinator of Tutoring; ESD Foundation Coordinator

Class IV: Certificated Personnel Specialist

Class V: Lead Accounting Assistant; Lead Purchasing Assistant; Records Retention Lead; Building Rentals Specialist