AGREEMENT BETWEEN
MT. ANGEL SCHOOL DISTRICT #91

AND

MT. ANGEL CLASSIFIED EMPLOYEES' ASSOCIATION

2019-2021
I. RECOGNITION

The Board recognizes the Mt. Angel Classified Employees Association as the exclusive bargaining representative for all regular full-time and regular part-time (1/2 time or more) classified personnel employed by the district.

II. SALARIES, INSURANCE

All classified employees will be paid on an hourly basis, unless otherwise noted. Monthly time is to be recorded by the employee and turned into the building secretary by the 15th of every month. The building administrator will be responsible for co-signing the time card to approve all hours.

Classified employees will receive a 2.5% COLA increase to base salary in 2019-2020 and a 2.0% COLA increase to base salary in 2020-2021. The salary schedules for the 2019-20 & 2020-21 school years will be as shown in Appendix A for each year.

Employees hired into a permanent position and at the top of the pay scale will be eligible for longevity based on consecutive years of service (excluding approved unpaid leaves). If an employee is eligible for longevity their step placement will be increased by the percentage of their corresponding longevity increase, Longevity 1 (15-22 consecutive years = 1.5%), Longevity 2 (23-29 consecutive years = 3.0%), and Longevity 3 (30 or more consecutive years = 5.0%). Staff who were laid off and recalled within 27 months shall be allowed to accumulate years of service.

Extra duty pay for assigned supervision duties outside of the employee’s regular work hours will be paid at the employee’s current rate.

Bus drivers will be paid at the appropriate step on the salary schedule for scheduled driving time. Bus drivers are paid the same driver rate for drive time on regular routes, field trips and sports trips. Drivers will be paid the base rate (step 0) for waiting time when driving scheduled field trips, sports, activities, etc. Drivers will be reimbursed for up to $100 of the cost of their annual physical exams required to maintain ODE bus driver certification. Drivers will be compensated at their regular route driving rate to attend annual trainings required to maintain ODE bus driver certification.

Van Drivers with a valid CDL will be paid at the Bus Driver, Step 0 rate.

Contracted bus drivers (not substitute drivers) will be provided a cell phone with full data package.

Bilingual staff will be provided a 5% differential (based on their contract salary) in addition to their salary or hourly rate. Passing a language competency assessment will be required to receive this differential.
The board will provide the following for insurance: (this article remains unchanged assuming HB 2266 is passed in the current legislative session)

Non-HSA Compliant Plans:
The district tiered cap is as follows and may be used to purchase medical, dental and vision plans offered by the district. Term life insurance to a maximum of $25,000 and accidental death and dismemberment may be purchased from a common carrier with the above mentioned monies.

- Employee $430
- Employee + Spouse $830
- Employee + Child(ren) $730
- Family $1,010

HSA-Compliant Plans:
The District will pay the premium for medical - Evergreen Synergy Plan and Dental Premier Plan 5, or one of a lesser cost if chosen by the employee, up to a maximum premium by insurance tier, per

- Employee $457
- Employee + Spouse $994
- Employee + Child(ren) $888
- Family $1,428

The district will contribute $2,000 annually to the employee’s Health Savings Account for employees working 6-8 hours per day (full-time). Employees working from 4 to 6 hours (part-time) shall be eligible for one-half the benefit. No benefits for less than half-time employees shall be paid. HSA distributions will be in 50% increments during the months October and February.

Any insurance eligible member who chooses to opt out of district provided insurance shall receive after-tax compensation in the amount of $3,000 annually.

Insurance is valid for the 2019-2020 school year only. This contract will be reopened only for insurance at the end of the 2019-2020 school year.

Part-time employees will be eligible for group insurance benefits subject to the following:

- Persons employed for less than half-time (4 hours) are not eligible for participation.

- Persons employed from one-half (4 hours) to less than three-quarters time (6 hours) are eligible to receive one-half of the District contribution and must pay the difference between this amount and the total cost of coverage themselves in order to participate.

- Persons who work three-quarters time (6 hours) up to full-time (8 hours) shall receive the full insurance contribution.

Salaries and insurance will be determined according to the terms of this contract in meetings between representatives of MACEA and the Superintendent who will represent the Board.
III. PROFESSIONAL DEVELOPMENT

Classified employees will be given the opportunity to attend workshops and classes that the building administrator approves for the employees.

Tuition and workshop registration fee reimbursement will be available for all classified personnel with prior approval of the administration. Employees are to complete the Professional Development Reimbursement forms. The reimbursement will be paid only after completion and with proper receipt for the cost of the class or workshop. The maximum benefit per employee will be $150 per year, based on FTE status as defined in the insurance section.

IV. HOLIDAYS

The school calendar includes six paid holidays for school-year employees:

Labor Day
Veteran’s Day
Thanksgiving
Christmas
Martin Luther King Jr. Day
Memorial Day

Twelve-month employees will also be paid for the following holidays:

Independence Day
Day after Thanksgiving
Christmas Eve
New Year’s Day

V. VACATION

Twelve-month employees will receive 10 days of paid vacation after one year of service is completed. All vacation time is to be pre-arranged with the immediate supervisor to allow for scheduling. After seven years of service, twelve-month employees will receive 15 days paid vacation. Vacation must be taken during the school year in which it is earned. Vacation must be used within 12 months (or fiscal year) of when it is awarded and it may not be carried over to next year or turned in for cash.

VI. PUBLIC EMPLOYEES RETIREMENT PLANS

During the term of this agreement, the District will participate in the public employee retirement plans as required in ORS Chapter 238 and 238A that are applicable to the employees in Mt. Angel Teachers Association.

The District will comply with any statutory or administrative rule changes which are enacted during the term of the agreement.
The District shall continue to "pick-up," pay a six percent (6%) employee contribution to the Public Employees Retirement Fund. The full amount of required employee contributions "picked-up" and paid pursuant to this section shall be considered as "salary" for the purpose of determining the amount of employee contribution required to be contributed pursuant to ORS 238.005 (8). Such "picked-up" or paid employee contributions shall be credited to employee accounts pursuant to ORS 238.200 (2) and shall be considered to be employee contributions for the purpose of ORS 238.005 to 238.325.

VII. SICK LEAVE

Sick leave accumulates for the employee at the rate of one full day for every full month worked. Sick leave is to be used as per district policy. Unused sick leave will accumulate and is figured into the employee's PERS retirement benefit (for those whose PERS retirement allows inclusion of unused sick leave).

VIII. PERSONAL LEAVE

At the commencement of each school year, each employee shall be credited with three (3) days of non-accumulative personal leave for reasons as deemed appropriate by each individual employee. These days shall be taken in increments of full or half-days. By June 1st of each school year, if the employee has only used one or two of their personal leave days, the District will pay the employee the amount equal to the cost of a substitute for one full day in the last pay check for the contract year. Personal leave will not be taken during the first 7 days of the contract or the last 7 days of the contract. All personal leave must be approved by the building principal or supervisor, no less than 24 hours in advance of the requested leave date(s). All leave is subject to the availability of substitutes.

IX. PAYROLL ADVANCE

Payroll advances may only be considered by the Superintendent if the request is in writing, funds have been earned, the need is due to an unforeseen emergency situation, and the request is periodic in nature.

X. INCLEMENT WEATHER/WORKDAY

When inclement weather or other unforeseen circumstances arise that causes the District to close schools, classified employees shall not report to work for any reason. Designated maintenance and office personnel will check with their supervisor to determine if there will be work obligations on days schools are closed. The District will make every effort to make-up missed days. If it is not possible to make-up missed days, classified employees will be compensated for the missed day(s). If the employee had asked and been granted leave prior to the inclement weather day announcement using any type of paid leave, those hours will not be credited back if the inclement weather doesn't interfere with the employee's ability to take the leave.
Classified employees called to work but who work less than 2 hours shall receive two (2) hours’ pay unless notified prior to reporting for work that their services are not required.

XI. TERM OF AGREEMENT

This agreement will be effective starting July 1, 2019, and shall remain in effect until June 30, 2021.

XI. EXECUTIONS SIGNATURES

Executed this 8th day of July 2019, at Mt. Angel School District by the undersigned officers by the authority of and on behalf of the Mt. Angel School Board of Education and the Mt. Angel Classified Employees’ Association.

For the Association:

[Signature]
President

For the District:

[Signature]
School Board Chair

[Signature]
Superintendent
## MT. ANGEL SCHOOL DISTRICT NO. 91
### 2019-2020 CLASSIFIED SALARY SCHEDULE

#### Appendix A-1

### 2019-20 (2.5% COLA)

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**Longevity 1:** 15-24 consecutive years = 1.5%

**Longevity 2:** 25-29 consecutive years = 3.0%

**Longevity 3:** 30 or more consecutive years = 5%

**Bus Driver Trainer:** Bus Driver Step 1, plus 22
# MT. ANGEL SCHOOL DISTRICT NO. 91
## 2020-2021 CLASSIFIED SALARY SCHEDULE

### Appendix A-2

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**Longevity 1:** 15-22 consecutive years = 1.5%

**Longevity 2:** 23-29 consecutive years = 2.0%

**Longevity 3:** 30 or more consecutive years = 3.0%

**Bus Driver Trainer:** Bus Driver Step 7, plus 5%