



**Administrators and Supervisors II  
Handbook  
on Compensation and Related Benefits  
School Board Policy No. 328**

**Approved by the Board  
of School Directors  
June 17, 2021**

**For the period  
July 1, 2021 through  
June 30, 2025**

## SUPERVISORS (ADSUP II)

### HANDBOOK

#### ON COMPENSATION AND RELATED BENEFITS

##### I. RECOGNIZE

For the purpose of discussing compensation and related benefits, the Board recognizes the Rose Tree Media Association of Supervisors and Managers (ADSUP II) as the representative for Maintenance Foreman, Facilities Foreman, Garage Foreman, Transportation Dispatcher and any other employees designated by the School Board for this group. This group will hereinafter be referred to as ADSUP II in this document.

##### II. DEFINITIONS

**Full Time** Works at least six (6) hours or more per day for a total of at least thirty (30) hours per week.

**Part Time** Works less than six (6) hours per day and works less than thirty (30) hours a week.

##### III. ANNUAL LEAVE

###### A. Paid Time Off (PTO)

- 1) Employees who desire to take time off from work can do so through the use of Paid Time Off. Paid Time Off shall be available to all employees of the AdSup II group, with the exception of employees who are on probation. If an existing employee transfers into another position shall be able to accrue and utilize paid time off while in probationary status for the new position, including any paid time off in the employee's bank.
- 2) All eligible employees will earn PTO hours following each pay twice a month. Paid Time Off shall be earned on a monthly basis starting on July 1<sup>st</sup> for twelve-month employees.
- 3) If an employee is not eligible on the first of the month due to probation or unpaid leave, the hours for that month will be pro-rated. Employees may take PTO in whole shift or half shift increments only. Example: If an employee is scheduled to work a eight hour day then the employee may take either eight (8) hours or four (4) hours of Paid Time Off.
- 4) If an employee becomes eligible for PTO from the first to the fifteenth of the month, the employee shall earn PTO retroactive to the first of the month. If the employee becomes eligible for PTO from the sixteenth

to the last day of the month then the employee shall start to earn PTO on the first of the following month.

- 5) Planned time off, vacation, will require approval from the employee's supervisor, which shall not be unreasonably denied. However, the employee shall not be required to submit a reason with the request. Employees need to request planned time off two (2) weeks in advance. The employee will need to request the time off through the computer system or via the paper form. Employees may take up to ten consecutive working days off during a single planned time off absence.
- 6) Unplanned time off must be due to illness or personal emergency. Unplanned time off shall not require prior approval. The employee will need to report their absence to their supervisor prior to the start of their shift. The employee shall provide a reason for the reported absence. The employee will need to record their absence in the computer system upon returning to work. If the employee is out four consecutive workdays or more, the employee must contact their supervisor to inform the supervisor of their anticipated length of time out of work. The employee must also contact The Office of Human Resources to request a medical leave of absence form, if the absence is due to medical reasons.
- 7) Paid Time Off may be taken a day before or a day after a holiday. Holidays are reflected on the school calendar, which is approved yearly by the Board of School Directors. Since departments must continue to run efficiently the day before or after a holiday, approvals for Paid Time Off will be limited to one employee unless an exception is approved by the employee's immediate supervisor for more than one person within the department to be off before or after a holiday. Approval by an employee's supervisor is required. A supervisor can make exceptions to this rule during winter and spring breaks only. Requests for planned paid time off for a day before or after a holiday must be made two (2) weeks in advance in order for the supervisor to consider the request.
- 8) Paid Time Off shall accumulate without a cap on the number of hours an employee can bank/accumulate from year to year.
- 9) Employees may not take more time off during the fiscal year or school year than they earn in the fiscal year or school year.
- 10) If an employee has a medical reason, which requires them to use more PTO than they earn within a year, the employee is required to request and receive permission from the Director of Human Resources to use their PTO beyond their allotment for the fiscal year or school year, which shall not be unreasonably denied. Such requests

require the employee to provide rationale for the use of the employee's banked PTO. Such requests should be limited to medical reasons of the employee.

- 11) If an employee has used their maximum PTO for a fiscal year, but an employee has an immediate family member who has as a medical emergency or the employee experiences a personal emergency, the employee may request with an explanation and must receive permission from the Director of Human Resources to use PTO hours beyond their allotment for the fiscal year with a not to exceed amount of three workdays.
- 12) Paid Time Off will be calculated and earned based on whether an employee is classified full-time or part-time. A full-time twelve-month employee shall receive more Paid Time Off than a part-time twelve-month employee.
- 13) Employees do not accrue PTO when they are taking unpaid leave, disability leave, etc. (i.e. days not worked).
- 14) Employees may request to be paid for up to eighty (80) hours of PTO at their current hourly rate at the end of each fiscal year. Employee must use at least ninety-six (96) hours of PTO in the current fiscal year to be eligible to be paid for unused PTO.
- 15) In order to transition from the current model of sick days, personal days and vacation days to the Paid Time Off model, employee's sick leave, personal leave, and vacation leave shall be added together and converted hour for hour to PTO hours and placed in the employee's bank. The employee may view his/her time benefit bank through the Employee Access Center.
- 16) An employee who willfully violates the leaves provisions involving PTO shall be subject to a progressive disciplinary process.

B. How Time is Earned:

- 1) Full-time, twelve-month employees with 5 or less years of employment in the District:

Employees shall earn **208** hours a year from July 1 to June 30. Employees shall receive **8** hours of Paid Time Off twice month. The hours shall be awarded half after the first pay of the month and the second half after the second pay of the month. If an employee does not work the entire month due to probation (with the exception of existing employees), resignation, retirement or an unpaid leave of absence, Paid Time Off shall be pro-rated based on the number of days the employee worked that month. If the month has three (3) paycheck dates, PTO is not accrued for the third pay. Employees may use PTO

hours earned following the last pay in June during the weeks before the first pay in July.

2) Full-time, twelve-month employees with 6 or more years of employment in the District:

Employees shall earn **288** hours a year from July 1 to June 30. Employees shall receive **12** hours of Paid Time Off twice month. The hours shall be awarded half after the first pay of the month and the second half after the second pay of the month. If an employee does not work the entire month due to probation (with the exception of existing employees), resignation, retirement or an unpaid leave of absence, Paid Time Off shall be pro-rated based on the number of days the employee worked that month. If the month has three (3) paycheck dates, PTO is not accrued for the third pay. Employees may use PTO hours earned following the last pay in June during the weeks before the first pay in July.

3) Full-time, twelve-month employees hired on or after July 1, 2021 with 5 or less years of employment in the District:

Employees shall earn **160** hours a year from July 1 to June 30. Employees shall receive **6.66** hours of Paid Time Off twice month. The hours shall be awarded half after the first pay of the month and the second half after the second pay of the month. If an employee does not work the entire month due to probation (with the exception of existing employees), resignation, retirement or an unpaid leave of absence, Paid Time Off shall be pro-rated based on the number of days the employee worked that month. If the month has three (3) paycheck dates, PTO is not accrued for the third pay. Employees may use PTO hours earned following the last pay in June during the weeks before the first pay in July.

4) Full-time, twelve-month employees hired on or after July 1, 2021 with 6 or more years of employment in the District:

Employees shall earn **200** hours a year from July 1 to June 30. Employees shall receive **8.33** hours of Paid Time Off twice month. The hours shall be awarded half after the first pay of the month and the second half after the second pay of the month. If an employee does not work the entire month due to probation (with the exception of existing employees), resignation, retirement or an unpaid leave of absence, Paid Time Off shall be pro-rated based on the number of days the employee worked that month. If the month has three (3) paycheck dates, PTO is not accrued for the third pay. Employees may use PTO hours earned following the last pay in June during the weeks before the first pay in July.

5) Part-time, twelve-month employees with 5 or less years of employment in the District:

Employees shall earn **104** hours a year from July 1 to June 30. Employees shall receive **4.33** hours of Paid Time Off twice month. The hours shall be awarded half after the first pay of the month and the second half after the second pay of the month. If an employee does not work the entire month due to probation (with the exception of existing employees), resignation, retirement or an unpaid leave of absence, Paid Time Off shall be pro-rated based on the number of days the employee worked that month. If the month has three (3) paycheck dates, PTO is not accrued for the third pay. Employees may use PTO hours earned following the last pay in June during the weeks before the first pay in July.

6) Part-time, twelve-month employees with 6 or more years of employment in the District:

Employees shall earn **144** hours a year from July 1 to June 30. Employees will receive **6** hours of Paid Time Off twice month. The hours will be awarded half after the first pay of the month and the second half after the second pay of the month. If an employee does not work the entire month due to probation (with the exception of existing employees), resignation, retirement or an unpaid leave of absence, Paid Time Off shall be pro-rated based on the number of days the employee worked that month. If the month has three (3) paycheck dates, PTO is not accrued for the third pay. Employees may use PTO hours earned following the last pay in June during the weeks before the first pay in July.

7) Part-time, twelve-month employees hired on or after July 1, 2021 with 5 or less years of employment in the District:

Employees shall earn **80** hours a year from July 1 to June 30. Employees shall receive **3.33** hours of Paid Time Off twice month. The hours shall be awarded half after the first pay of the month and the second half after the second pay of the month. If an employee does not work the entire month due to probation (with the exception of existing employees), resignation, retirement or an unpaid leave of absence, Paid Time Off shall be pro-rated based on the number of days the employee worked that month. If the month has three (3) paycheck dates, PTO is not accrued for the third pay. Employees may use PTO hours earned following the last pay in June during the weeks before the first pay in July.

- 8) Part-time, twelve-month employees hired on or after July 1, 2021 with 6 or more years of employment in the District:  
Employees shall earn **100** hours a year from July 1 to June 30. Employees will receive **4.16** hours of Paid Time Off twice month. The hours will be awarded half after the first pay of the month and the second half after the second pay of the month. If an employee does not work the entire month due to probation (with the exception of existing employees), resignation, retirement or an unpaid leave of absence, Paid Time Off shall be pro-rated based on the number of days the employee worked that month. If the month has three (3) paycheck dates, PTO is not accrued for the third pay. Employees may use PTO hours earned following the last pay in June during the weeks before the first pay in July.

C. Severance:

- 1) a) Full-time, twelve-month employees with fifteen (15) years or more employment with the District, who retire or resign their employment and have accumulated Paid Time Off, shall receive a severance payment for their unused PTO hours. This unused PTO will be paid to the employee at their current hourly rate at time of termination. The maximum amount of PTO that shall be paid out to full time, twelve-month employees at time of retirement or resignation is up to **576** hours based on the employee's bank of hours. Employees who are terminated for cause will not receive a payout for unused Paid Time Off.
- b) Full-time, twelve-month employees with ten (10) but less than fifteen (15) years of employment with the District, who retire or resign their employment and have accumulated Paid Time Off, shall receive a severance payment for their unused PTO hours. This unused PTO will be paid to the employee at their current hourly rate at time of termination. The maximum amount of PTO that shall be paid out to full time, twelve-month employees at time of retirement or resignation is up to **432** hours based on the employee's bank of hours. Employees who are terminated for cause will not receive a payout for unused Paid Time Off.
- 2) a) Part-time, twelve-month employees with fifteen (15) years or more employment with the District, who retire or resign their employment and have accumulated Paid Time Off, shall receive a severance payment for their unused PTO hours. This unused PTO will be paid to the employee at their current hourly rate at time of termination. The maximum amount of PTO that will be paid out to a part-time, twelve-month employee at time of retirement or resignation is up to **288** hours, based on the employee's bank of hours. Employees who terminated for cause will not receive a payout for unused Paid Time Off.

b) Part-time, twelve-month employees with ten (10) but less than fifteen (15) years or more employment with the District, who retire or resign their employment and have accumulated Paid Time Off, will receive a severance payment for their unused PTO hours. This unused PTO shall be paid to the employee at their current hourly rate at time of termination. The maximum amount of PTO that will be paid out to a part-time, twelve-month employee at time of retirement or resignation is up to **216** hours, based on the employee's bank of hours. Employees who terminated for cause will not receive a payout for unused Paid Time Off.

#### IV. UNPAID LEAVE OF ABSENCE

An unpaid leave of absence may be granted for a specific period of time during which the employee provides no service to the district, receives no salary or benefits, yet is retained as a district employee for up to one (1) year.

The Superintendent shall make recommendations to the Board, which shall consider each case individually. The sole consideration in granting such leave shall be the welfare of the students and the availability of suitable replacements.

#### V. CONTINUING EDUCATION

The Board shall approve and reimburse for college or graduate course tuition (no fees) on the following basis:

1. The maximum reimbursement in any one year (fiscal year July 1 through June 30<sup>th</sup>) shall be \$1,500 per employee or \$7,000.00 for the entire group with no roll-over of any remaining funds from one (1) year into the next year.
2. Courses taken must be approved by the superintendent, on a pre-approval form which had been submitted and approved before the course has commenced.
3. Course work must be with a trade school, technical school or at the college level in a field relevant to the ADSUP II employee's position and responsibilities.
4. Reimbursement shall be made upon submission of evidence of successful completion of a course, with a Grade of "C" or better for undergraduate level courses, "B" or better for graduate course work. Evidence of payment for the course and amount is required.
5. Any payment under continuing education is conditioned upon continuing employment in a full-time position in the district for one year following the date of reimbursement. In the event the employee does not satisfy this requirement, he/she shall be liable to the District for the reimbursement payments.



VI. AUTOMOBILE REIMBURSEMENT

Individuals using their own automobiles in pursuance of school duties as approved by their immediate supervisor will be reimbursed at the rate allowed by the U.S. Internal Revenue Service.

VII. LEGAL ASSISTANCE

At the Superintendent's discretion, the School Board Solicitor will be made available to individuals sued for performance within the jurisdiction of their assignments.

VIII. NOTIFICATION OF ELIMINATION OF POSITION

Every effort will be made to provide written notification of one year in instances in which an ADSUP II position is to be eliminated.

IX. JULY AND AUGUST ATTENDANCE

Ten-month members of ADSUP II whose attendance is mandatory during July and August will be paid at their per diem rate.

X. UNIFORMS

The School District will provide an allowance of \$150 per year for those ADSUP II members who wear uniforms.

XI. INSURANCE BENEFITS

A. Eligibility

To be eligible for benefits: All full-time employees working six (6) hours a day or more for at least thirty (30) hours a week shall be eligible for all fringe benefits: medical, prescription, dental, vision, withdrawal bonus, disability income protection insurance and life insurance.

B. Medical Insurance

1. Effective July 1, 2021, the District will offer a Silver Plan and a Platinum Plan.

a. **The Silver Plan** is available for all employees within this group who do not elect the Platinum Plan. The **Silver Plan** is the Independence Blue Cross' Personal Choice Plan \$3,500/\$40/\$80/100% or equivalent from another carrier. The District will pay the full cost of the premium for the **Silver Plan** during all four years of the agreement.

- b. **The Platinum Plan** is the core plan. The **Platinum Plan** is the Independence Blue Cross' Personal Choice Plan HD1-HC1 \$1,500/\$3,000 or equivalent from another carrier. Employees who elect the **Platinum Plan** will contribute to the monthly premium.

In year 1 (2021-2022) employees will be responsible for two (2%) percent of the monthly premium.

In year 2 (2022-2023) employees will be responsible for two (2%) percent of the monthly premium.

In year 3 (2023-2024) employees will be responsible for two (2%) percent of the monthly premium.

In year 4 (2024-2025) employees will be responsible for two (2%) percent of the monthly premium.

- c. Contributions to the monthly premiums are deducted on a pre-tax basis as permitted under the Internal Revenue Code of 1986, as amended. The District is a sponsor to a pre-tax plan pursuant to Internal Revenue Code Section 125, and the regulations promulgated thereunder. Employees who participate in the **Platinum Plan** and contribute to the monthly premium do so on a pre-federal income and FICA tax basis.

C. **HRA Funding:**

- 1. **The Silver Plan:** Employees who participate in the **Silver Plan** will be eligible for the following funding to a Health Reimbursement Account (HRA).

During the 2021-2022, 2022-2023, 2023-2024, and 2024-2025 contract years of the agreement, the District will fund up to \$2,500.00 annually for single coverage and up to \$5,000.00 annually for all other coverage levels in a Health Reimbursement Account (HRA). The HRA funding may be used for the deductible, medical copayments, out of network claims, and prescription copayments.

- 2. **Platinum Plan:** Employees who participate in the **Platinum Plan** will be eligible for the following funding to a Health Reimbursement Account (HRA).

During the 2021-2022 fiscal year, the District will fund up to \$1,500.00 annually for single coverage and up to \$3,000.00 annually for all other coverage levels in a Health Reimbursement Account (HRA). The HRA funding may be used for the deductible,

medical copayments, out of network claims, and prescription copayments.

During the 2022-2023 fiscal year, the District will fund up to \$1,500.00 annually for single coverage and up to \$3,000 annually for all other coverage levels in a Health Reimbursement Account (HRA). The HRA funding may be used for the deductible, medical copayments, out of network claims, and prescription copayments.

During the 2023-2024 fiscal year, the District will fund up to \$1,500.00 annually for single coverage and up to \$3,000.00 annually for all other coverage levels in a Health Reimbursement Account (HRA). The HRA funding may be used for the deductible, medical copayments, out of network claims, and prescription copayments.

During the 2024-2025 fiscal year, the District will fund up to \$1,200.00 annually for single coverage and up to \$2,700.00 annually for all other coverage levels in a Health Reimbursement Account (HRA). The HRA funding may be used for the deductible, medical copayments, out of network claims, and prescription copayments.

#### D. Prescription Insurance

The District shall offer the prescription plan through CVS Caremark or equivalent from another carrier. The District will pay the full cost of CVS Caremark or equivalent prescription plan from another carrier.

The prescription drug plan will include \$20.00 appropriate co-pay for generic prescriptions, \$40.00 appropriate co-pay for preferred brand prescriptions and \$70.00 appropriate co-pay for non-preferred brand prescriptions, \$125.00 appropriate co-payment for injectables and \$125.00 appropriate co-pay for specialty prescriptions.

The prescription plan will include: drug quantity management, prior authorization, and step therapy programs. The program will exclude compound prescriptions that are non FDA approved from the plan.

The prescription drug plan will include a mandatory mail order requirement for maintenance drugs as defined by the carrier. The mail order service will permit employees to order up to a 90-day supply but with a 30-day limit on specialty prescriptions and pay two co-pays at the appropriate rate.

#### E. Affordable Care Act

If at any time during the term of this agreement or before a successor agreement is reached, it becomes known to the Board that any of the healthcare plans approved by the Board to the Meet and Discuss group will

incur the excise tax imposed on employers by the federal government through the Affordable Care Act, then the Board and the meet and discuss group agree to the following:

- a. To meet one (1) year prior to plan implementation to select a new healthcare plan for the Meet and Discuss group that will not be subject to the excise tax and to eliminate the health care plan(s) for the meet and discuss members that will incur the tax.

F. Dental

1. Contributions

Board shall contribute up to one hundred percent (100%) of the premium for the family plan coverage.

2. Coverage

Basic Delta Dental plan or equivalent. The Board has the right to select the insurance carrier.

3. Annual Maximum Coverage

The plan year maximum will be \$2,000 per person.

G. Dental - Oral Surgery

1. Contributions

Board shall contribute one hundred percent (100%) of the premium cost for the individual or family plan coverage. The Board has the right to select the insurance carrier.

2. Coverage

Oral surgery (100% UCR)  
Prosthetics (50% UCR)  
Periodontics (50% UCR)  
Delta Dental Oral Surgery Plan or Equivalent

H. Dental - Orthodontics

1. Contributions

Board shall contribute one hundred percent (100%) of the premium for the individual or family plan coverage.

2. Coverage

Delta Dental Orthodontics Plan or equivalent. The Board has the right to select the insurance carrier.

3. The lifetime orthodontics benefit shall be two thousand and five hundred dollars (\$2,500).

I. Vision

1. Contributions

The Board shall contribute one hundred percent (100%) of the premium for family plan coverage per month toward the employee's subscription.

2. Coverage

Eye examination and refraction service. Vision Benefits of America Plan or equivalent. The Board has the right to select the insurance carrier.

3. Frame Allowances – up to the programs wholesale allowance of \$300.00.

J. The medical, prescription, dental, orthodontic and vision benefits enumerated above shall, for the remaining years of this agreement, shall be the same as those benefits afforded members of the Rose Tree Media Education Association, including the same contributions for those benefits as apply to the members of that Association.

K. Disability Income Protection

The District will offer benefit eligible employees the opportunity to purchase Disability Income Protection as a voluntary benefit.

L. Life Insurance

1. Each full-time member shall receive at Board expense term life insurance the equivalent of 3 times his/her salary. The Board has the right to select the insurance carrier.

M. Automobile

1. The Board will provide non-ownership liability insurance as the secondary insurer to supplement the individual's own insurance for accidents occurring while on authorized school business.

N. Early Retirement Incentive

1. This benefit maybe provided shall circumstances determine it necessary, when offered, the terms and conditions will be provided to this group once it is approved by the Board of School Directors.

XII. SALARY

- A. Each year, by March 31, the Superintendent will notify any individual whose performance may adversely affect future salary consideration. This notification will be in writing, and followed by a conference involving the Superintendent, the individual, his/her immediate supervisor, a representative of ADSUP II (if requested by the individual) and other appropriate parties.

- B. An employee moves from the minimum pay rate row to the mid-point pay rate row after spending five fiscal years on the minimum pay rate row. The change in pay rate row will only take place on July 1<sup>st</sup> of each year.

An employee moves form the mid-point pay rate row to the maximum pay rate row after spending five fiscal years on the mid-point pay rate row. The change in pay rate row will only take place on July 1<sup>st</sup> of each year.

An employee who receives an unsatisfactory rating on their annual rating for any fiscal year in the year in which they are eligible to move rows will not be able to move from minimum to midpoint row or midpoint to maximum row in the next fiscal year. The employee will have to earn a satisfactory rating in the following year in order to move the row in the next fiscal year. In essence the employee's move from one row to the next row will be delayed one fiscal year because of receiving an unsatisfactory rating in the year that they were eligible to move a row.

New employees hired or current employees promoted to a position covered by this ACP shall be hired at a rate set by the Superintendent and approved by the School Board, based on qualifications and experience.

- C. Overtime pay – Employees required to work in excess of forty (40) hours in any calendar week, which include Paid Time Off, shall be compensated at the rate of one and one-half (1.5) times the employee's hourly rate for the excess hours.

D. Tax Sheltered Annuity

1. The District will provide a TSA program up to 1.70% of salary with a dollar for dollar match of the employee contribution and consistent with the Tax Code.
2. The District will contribute \$750.00 into a 403 (b) account for each ADSUP II member. Participation requires that the ADSUP II member have an open 403(b) account.

XIII. COMPLAINT PROCEDURE

A. If any ADSUP II member designated in I. feels the subject of a violation of School Board Policy, exclusive of contracts, personnel handbooks and agreements with employee groups, he/she may avail himself/herself of the following procedure if initiated within ten (10) working days of the alleged violation (a "day" is defined as a working day):

1. Discuss the matter with his/her immediate supervisor and/or appropriate administrative or supervisory personnel.
2. If the difference is not resolved, the complainant will explain his/her position, in writing, to the Superintendent within ten (10) days of the alleged occurrence, and notify him/her that he/she is invoking this complaint procedure. The Superintendent will confer with the complainant within ten (10) days of receiving such notice.
3. The Superintendent will send his/her decision, in writing, to the complainant within five (5) days of the conference.
4. If the complainant is not satisfied with the Superintendent's decision, he/she may, within five (5) days of its receipt, appeal the decision to the Board of School Directors, with a copy to the Superintendent.
5. The Board will confer with the complainant and Superintendent within thirty (30) days of receipt of the appeal.
6. The Board promptly will send its decision, in writing, to the complainant and Superintendent. The Board's decision will be final and binding.
7. The Board does not intend to waive legal rights of the complainant. If the complainant elects to proceed by any other legal remedy, he/she shall waive his/her rights to proceed under this complaint procedure.

B. In following this procedure, these provisions will apply:

1. All conferences will be held at a time mutually convenient to all participants and will be confidential.

2. Either party may invite other persons to attend conferences.
3. Failure at any step of this procedure to communicate decisions within the specified time limits shall permit the complainant to lodge an appeal at the next step of the procedure.
4. Failure by the complainant to observe any deadline will discontinue the process beyond that step.
5. The time limits specified in this procedure may be extended by written mutual agreement, with the exception of the initial ten (10) + day period in which a complaint must be filed.

#### XIV. MEET AND DISCUSS PANEL

A Meet and Discuss Panel will be selected for the purposes of discussing matters of concern to both the school Board and to the ADSUP II. The Panel will consist of one (1) Board member, the Superintendent and designee(s) and (4) ADSUP II members (selected by ADSUP II). The Panel will meet as needed on a mutually agreed upon basis.



**Maintenance Foreman**

	<b>2021-2022</b>	<b>2022-2023</b>	<b>2023-2024</b>	<b>2024-2025</b>
	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
Minimum	\$32.70	\$33.70	\$34.70	\$35.70
Midpoint	\$34.85	\$35.85	\$36.85	\$37.85
Maximum	\$37.00	\$38.00	\$39.00	\$40.00

**Garage Foreman**

	<b>2021-2022</b>	<b>2022-2023</b>	<b>2023-2024</b>	<b>2024-2025</b>
	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
Minimum	\$32.70	\$33.70	\$34.70	\$35.70
Midpoint	\$34.85	\$35.85	\$36.85	\$37.85
Maximum	\$37.00	\$38.00	\$39.00	\$40.00

**Transportation Dispatcher**

	<b>2021-2022</b>	<b>2022-2023</b>	<b>2023-2024</b>	<b>2024-2025</b>
	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
Minimum	\$25.29	\$26.29	\$27.29	\$28.29
Midpoint	\$27.45	\$28.45	\$29.45	\$30.45
Maximum	\$29.60	\$30.60	\$31.60	\$32.60

**Facilities Foreman – HS**

	<b>2021-2022</b>	<b>2022-2023</b>	<b>2023-2024</b>	<b>2024-2025</b>
	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
Minimum	\$28.04	\$30.04	\$31.04	\$32.04
Midpoint	\$30.20	\$32.20	\$33.20	\$34.20
Maximum	\$32.35	\$34.35	\$35.35	\$36.35

**Facilities Foreman – MS**

	<b>2021-2022</b>	<b>2022-2023</b>	<b>2023-2024</b>	<b>2024-2025</b>
	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
Minimum	\$27.34	\$28.64	\$29.64	\$30.64
Midpoint	\$29.50	\$30.80	\$31.80	\$32.80
Maximum	\$31.65	\$32.95	\$33.95	\$34.95

**Facilities Foreman – ElemS**

	<b>2021-2022</b>	<b>2022-2023</b>	<b>2023-2024</b>	<b>2024-2025</b>
	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
Minimum	\$25.15	\$26.15	\$27.15	\$28.15
Midpoint	\$27.25	\$28.25	\$29.25	\$30.25
Maximum	\$29.35	\$30.35	\$31.35	\$32.35