

**APPENDIX "A"**  
**BRANDON VALLEY SCHOOL DISTRICT 49-2**  
**TEACHER "HIRING SCHEDULE"**

**2018-19**

<b>STEP</b>	<b><u>BA</u> SALARY</b>	<b><u>BA+15</u> SALARY</b>	<b><u>MA</u> SALARY</b>	<b><u>MA+15</u> SALARY</b>	<b><u>MA+30</u> SALARY</b>
Base	\$44,134 (45,921)	\$44,434 (46,225)	\$44,741 (46,536)	\$45,055 (46,852)	\$45,369 (47,171)
1	44,434 (46,225)	44,741 (46,536)	45,055 (46,852)	45,369 (47,171)	45,691 (47,497)
2	44,741 (46,536)	45,055 (46,852)	45,369 (47,171)	45,691 (47,497)	46,026 (47,835)
3	45,055 (46,852)	45,369 (47,171)	45,691 (47,497)	46,026 (47,835)	46,362 (48,174)
4	45,369 (47,171)	45,691 (47,497)	46,026 (47,835)	46,362 (48,174)	46,710 (48,527)
5	45,691 (47,497)	46,026 (47,835)	46,362 (48,174)	46,710 (48,527)	47,064 (48,884)
6	46,026 (47,835)	46,362 (48,174)	46,710 (48,527)	47,064 (48,884)	47,437 (49,261)
7	46,362 (48,174)	46,710 (48,527)	47,064 (48,884)	47,437 (49,261)	47,826 (49,654)
8	46,710 (48,527)	47,064 (48,884)	47,437 (49,261)	47,826 (49,654)	48,241 (50,073)
9	47,064 (48,884)	47,437 (49,261)	47,826 (49,654)	48,241 (50,073)	48,773 (50,611)
10	47,437 (49,261)	47,826 (49,654)	48,241 (50,073)	48,773 (50,611)	49,121 (50,964)

( ) Includes 2 extra inservice days and an \$1,300 Salary Enhancement

**APPENDIX "B"**  
**BRANDON VALLEY SCHOOL DISTRICT 49-2**  
**EXTRA-CURRICULAR "HIRING SCHEDULE"**

**2018-19**

Base	\$38,483
Step 1	38,783
Step 2	39,090
Step 3	39,404
Step 4	39,733
Step 5	40,067
Step 6	40,423
Step 7	40,775
Step 8	41,140
Step 9	41,514
Step 10	41,906

**APPENDIX "C"**  
**BRANDON VALLEY SCHOOL DISTRICT 49-2**  
**SCHOOL PSYCHOLOGIST "HIRING SCHEDULE"**

**2018-19**

Base	\$54,790
1	55,140
2	55,499
3	55,865
4	56,230
5	56,622
6	57,028
7	57,449
8	57,609
9	58,335
10	58,803

# BRANDON VALLEY SCHOOL DISTRICT 49-2

## Summary of Benefits

<u>Benefit</u>	<u>Who Pays</u>	<u>Who Is Eligible</u>	<u>When are you Eligible</u>	<u>What you Receive</u>
Personal Days	BVSD 49-2	All Employees	Immediately	Two (2) days per year
Unused Personal Day	BVSD 49-2	All Employees	Immediately	Certified employees that do not use their personal day will be paid \$150.00/Classified employees that do not use their personal day will be paid \$20.00 above the cost of a substitute.
Leave without Pay	N/A	All Employees	Immediately	Four (4) days/Supervisor Approval, Five (5) + days/Board of Education Approval
Workers Compensation	BVSD 49-2	All Employees	Immediately	Compensation for job related injuries
Bereavement Leave	BVSD 49-2	All Employees	Immediately	Seven (7) days leave for death of spouse or children, Five (5) days leave for death of parents/parents-in-law, Three (3) days leave for death of other immediate family(brother-in-law, sister-in-law, grandparents, aunts, uncles, nieces, nephews, children-in-law) Two (2) days leave for death of friend with Superintendents approval.
Sick Leave	BVSD 49-2	All Employees	Commences w/first day of Employment/Accruing at the end of the fiscal year (6/30).	Commencing with the first day one (1) day plus one (1) additional day for each subsequent twenty (20) working days/Accumulate no more than thirteen (13) days per school year. Accumulate no more than ninety (90) days total.
Sick Leave Assistance Fund	BVSD 49-2 & Employee	All Employees	Upon contribution of one (1) sick day to the bank.	Upon application, may receive up to 30 days per year additional sick leave for extended illnesses (committee decision)
Unused Sick Leave	BVSD 49-2	All Employees	Upon accruing 80 days sick leave.	\$50.00/day for unused sick days in excess of 80 days.
Vacation	BVSD 49-2	Full Time Year Round Classified Employees	Immediately	Two (2) weeks per year for first 5 years, Three (3) weeks per year for 6 to 15 years, Four (4) weeks per year for 16 years and over. Employees with 3-4 weeks vacation may elect to be paid cash in lieu of 1-2 weeks of vacation time at their regular rate of pay.
Holidays	BVSD 49-2	Classified Employees	Immediately	Pay for National Holidays occurring during employees' term of employment are as follows: New Year's Day, Memorial Day, 4th of July, Labor Day, Veteran's Day, Thanksgiving Day, Christmas Day, and Good Friday.
Life Insurance	BVSD 49-2	Full-Time Employees	1st of the month following employment.	\$25,000 Life Insurance Policy
Voluntary Life Insurance	Employee	Full-Time Employees	1st of the month following employment.	Term Life Insurance at favorable group rates - \$150,000 Guarantee Issue.
Long-Term Disability Insurance	BVSD 49-2	Full-Time Employees	1st of the month following employment.	60% of Earnings after 90 day elimination period (\$5,000 monthly maximum).
Health Insurance	BVSD 49-2 & Employee	Full-Time Employees	1st of the month following employment.	District pays 100% of employee premium. District pays 1/2 of the employee's share of two-party or family health insurance premium
Dental Insurance	BVSD 49-2 & Employee	Full-Time Employees	1st of the month following employment.	District pays 100% of employee premium.
Retirement	BVSD 49-2 & Employee	Full-Time Employees	Immediately	6% contribution from BVSD 49-2 & 6% contribution from Employee
Cancer, Accident, Disability & Intensive Care Plans	Employee	All Employees	1st of the month following the hiring date.	Comprehensive Plans available through TRANSAMERICA

**BRANDON VALLEY SCHOOL DISTRICT 49-2**  
**CLASSIFIED PERSONNEL HIRING SCHEDULE**  
 Effective July 1, 2018

**SECRETARIAL HIRING SCHEDULE**

Administrative Assistant	TBD
Secretary to the Superintendent	
Administrative Assistant	\$15.00/hr. (Base Wage) (+ .30)
All Building Principals Secretaries	
Secretary to the Special Services Director	
Business Office Secretaries	\$15.00/hr. (Base Wage) (+ .30)
Print Shop Operator	\$15.00/hr. (Base Wage) (+ .30)
Part Time Secretaries	\$15.00/hr. (Base Wage) (+ .30)

**EDUCATIONAL ASSISTANT HIRING SCHEDULE**

Educational Assistants – Full Time	\$14.05/hr. (Base Wage) (+ .30)
Educational Assistants – Part Time	\$14.05/hr. (Base Wage) (+ .30)

**CUSTODIAL HIRING SCHEDULE**

Building Supervisor Custodian	\$15.75/hr. (Base Wage) (+ .30)
Grounds Supervisor	\$15.75/hr. (Base Wage) (+ .30)
Custodian	\$14.60/hr. (Base Wage) (+ .30)

All "night" personnel will receive a \$.50/hr. night differential pay.

**FOOD SERVICE HIRING SCHEDULE**

Supervisors – Full Time	\$15.75/hr. (Base Wage) (+ .30)
Manager in Training – Full Time	\$14.55/hr. (Base Wage) (+ .30)
Head Cooks – Full Time	\$13.40/hr. (Base Wage) (+ .30)
Clerks, Servers – Full Time	\$13.05/hr. (Base Wage) (+ .30)
Dishwashers – Full Time	\$13.05/hr. (Base Wage) (+ .30)
Part Time Personnel	\$13.05/hr. (Base Wage) (+ .30)

**NURSE HIRING SCHEDULE**

Step Base	\$35,707
Step 1	\$36,007
Step 2	\$36,315
Step 3	\$36,628
Step 4	\$36,967
Step 5	\$37,316

Experience for school nurse will be granted ONLY for years of employment within a school district (similar to teachers). Hours of employment are 7:45 a.m. to 3:45 p.m. for 180 days per school year.

ALL other classified positions are hired at the Base Wage level regardless of previous experience in other organizations. Longevity pay will be awarded at the rate of \$.05/year of consecutive, FULL TIME employment at Brandon Valley School District #49-2. Full time is defined as an employee who is on duty 20 or more hours per week.

**BUS DRIVERS**

Regular Routes	\$48.83/Trip	(+1.19)
Special Education/Van Routes	\$48.83/Trip	(+1.19)
CTE Route	\$57.20/Trip	(+1.40)
Activity Trips – 1 <sup>st</sup> hour	\$25.30	(+ .62)
Additional Hours	\$16.25	(+ .40)

**BRANDON VALLEY SCHOOL DISTRICT 49-2**  
**CLASSIFIED PERSONNEL HIRING SCHEDULE**  
Effective July 1, 2018

**TERMS, DEFINITIONS AND PROVISIONS**

1. Classified employees include custodians, child nutrition workers, educational assistants, nurses, and secretaries and other non-certified staff.
2. Classified employees and bus drivers are at-will employees of the district. Nothing in this handbook is meant to imply any contractual rights.
3. Substitutes will be paid \$10.00 per hour. After 15 consecutive days in the same position, substitutes will receive \$.25 per hour increase in pay. Summer and student employees will be paid at the following rates: \$10.00 per hour (no experience), \$10.50 per hour (1 year experience), \$11.00 per hour (2 or more years experience). Temporary bus mechanic assistants will be paid \$10.00 per hour. Substitute nurses will be paid \$110 per day.
4. Non-exempt employees will receive an overtime pay of time and a half on hours worked over 40 hours per week. All overtime of classified staff members will need pre-authorization in the following manner:
  - a. Overtime must be justified and approved with the appropriate Administrator or Supervisor before it occurs except in emergency cases.
  - b. After being approved by the appropriate Administrator or Supervisor, the overtime shall then be approved with the Business Manager/Superintendent.
5. Any overtime hours that do not follow the above procedures will be considered unauthorized and may result in disciplinary action, including termination for repeat violations.
6. Bus drivers are not eligible for any benefits.
7. The Board of Education reserves the right to change any or all of the factors involved in this schedule when considering any position. The Board may consider the merits of special training of any classified personnel any time it feels it is for the best interest of the school district. The interpretation of the schedule and its application to individual cases will rest with the Board of Education.
8. Payroll deductions are available for employees who wish to use this means for payment of group insurance (health, dental, cancer, intensive care, etc.), tax sheltered annuities (403b's). Payroll deductions also include retirement, social security and federal income tax. Direct deposit is required of all new hires.
9. All employees shall be paid on the 25th of each month.
10. Time Schedules - Employees are expected to be at their work areas at their scheduled starting time.
11. A fifteen (15) minute paid break is allowed for each four (4) hours worked. The break is non-accumulative.
12. A thirty (30) minute duty free unpaid lunch/dinner break is required for all Classified Staff working six or more hours per day. The break is non-accumulative.
13. Pay includes a one-time wage/salary enhancement of **\$1,000** ~ full-time 12-month classified employees; **\$750** ~ full-time school-time classified employees; **\$400** ~ part-time classified employees; to be paid with the **November 21, 2018** payroll.

***Recommend 2.5% across the board increase plus #13 above.***