

LETTER OF AGREEMENT

THE PURPOSE OF THIS LETTER OF AGREEMENT IS TO SET FORTH THE FOLLOWING AGREEMENT(S) BETWEEN PUBLIC SCHOOL EMPLOYEES OF SOUTH KITSAP AND THE SOUTH KITSAP SCHOOL DISTRICT. THIS AGREEMENT IS ENTERED INTO PURSUANT TO ARTICLE XVI, SECTION 16.3 OF THE CURRENT COLLECTIVE BARGAINING AGREEMENT.

1. That Section 16.1 be amended to read as follows:

Section 16.1. Term. The term of this Agreement shall be September 1, 2018 to August 31, 2022.

2. Schedule A-1 is attached hereto and effective for the period of September 1, 2020 through August 31, 2021.

3. Schedule A-2 is attached hereto and effective for the period of September 1, 2021 through August 31, 2022.

4. The wage increases referred to in Sections 2 and 3 herein are inclusive of any state-funded inflationary adjustments that may be applied to the classified employee salary allocation by the state legislature.

This Letter of Agreement shall become effective September 1, 2020, shall remain in effect until August 31, 2022, and shall be attached to the current Collective Bargaining Agreement.

PUBLIC SCHOOL EMPLOYEES OF
SOUTH KITSAP

SOUTH KITSAP SCHOOL DISTRICT

BY: Jacque Meddles
Jacque Meddles, Chapter President

BY: Tim Winter
Tim Winter, Superintendent

DATE: 7/18/2020

DATE: 7/27/20

South Kitsap School District - Schedule A-1
PSE Wage Schedule for 2020-2021
Supervisory/Instructional Positions

Effective September 1, 2020:

Range	Step A (Years 1,2,&3)	Step B (Years 4&5)	Step C (Years 6&7)	Step D (Years 8&9)	Step E (10+ Years)
I	\$ 17.08	\$ 17.78	\$ 18.24	\$ 18.56	\$ 18.87
II	\$ 18.44	\$ 19.10	\$ 19.82	\$ 20.12	\$ 20.47
III	\$ 20.16	\$ 20.75	\$ 21.65	\$ 22.02	\$ 22.39
IV	\$ 21.76	\$ 22.37	\$ 23.19	\$ 23.60	\$ 23.99
Range	Position				
I	Clerk- Food and Nutrition Services				
II	Lunchroom/Playground Supervisor - Elementary Paraeducator- Alternative Programs Paraeducator- Extended Learning Paraeducator- General Classroom Support Paraeducator- Senior High Library Paraeducator- Technology				
III	Paraeducator- CTE Agricultural Program Paraeducator- CTE Photography/Marketing Paraeducator- CTE Video Technology Paraeducator- English Language Learner Paraeducator- Indian Education Liaison Paraeducator- Quest Program				
IV	Paraeducator- Family and Consumer Science Paraeducator- Special Programs Paraeducator- Special Education				

South Kitsap School District - Schedule A-1
PSE Wage Schedule for 2020-2021
Market Driven Positions

Effective September 1, 2020:

Range	Step A (Years 1,2,&3)	Step B (Years 4&5)	Step C (Years 6&7)	Step D (Years 8&9)	Step E (10+ Years)
Certified Occupational Therapy Assistant	\$ 25.42	\$ 26.09	\$ 27.01	\$ 27.47	\$ 27.93
District Piano Accompanist	\$ 24.71	\$ 25.36	\$ 26.30	\$ 26.72	\$ 27.17
Interpreter	\$ 27.17	\$ 27.84	\$ 28.79	\$ 29.27	\$ 29.77
Licensed Physical Therapist Assistant	\$ 25.42	\$ 26.09	\$ 27.01	\$ 27.47	\$ 27.93
Licensed Practical Nurse	\$ 27.17	\$ 27.84	\$ 28.79	\$ 29.27	\$ 29.77
Licensed Speech and Language Pathologist Assi	\$ 24.71	\$ 25.36	\$ 26.30	\$ 26.72	\$ 27.17
Transcriber	\$ 24.71	\$ 25.36	\$ 26.30	\$ 26.72	\$ 27.17

South Kitsap School District - Schedule A-1
PSE Wage Schedule for 2020-2021
Specialist Positions

Effective September 1, 2020:

Range	Step A (Years 1,2,&3)	Step B (Years 4&5)	Step C (Years 6&7)	Step D (Years 8&9)	Step E (10+ Years)
Assistant Pool Manager	\$ 24.08	\$ 25.54	\$ 27.03	\$ 28.48	\$ 28.97
Data Integration Specialist	\$ 38.74	\$ 40.17	\$ 41.58	\$ 42.98	\$ 43.71
Information Systems Specialist	\$ 33.92	\$ 35.26	\$ 36.59	\$ 37.93	\$ 38.59
Lead Security Officer	\$ 28.06	\$ 28.52	\$ 28.97	\$ 29.38	\$ 29.85
*Network Support Specialist	\$ 33.92	\$ 35.26	\$ 36.59	\$ 37.93	\$ 38.59
Security Officer	\$ 25.51	\$ 25.93	\$ 26.34	\$ 26.71	\$ 27.16
Security Officer - Swing	\$ 26.03	\$ 26.44	\$ 26.86	\$ 27.24	\$ 27.71
Student Data Coordinator	\$ 39.75	\$ 41.69	\$ 43.74	\$ 45.77	\$ 46.55
Web Application Development Specialist	\$ 38.74	\$ 40.17	\$ 41.58	\$ 42.98	\$ 43.71

*The Network Support Specialists who can provide documentation of an active Cisco CCNA and/or Microsoft MCSA Windows Server (most current version) shall receive an additional \$2.00 per hour in compensation in addition to the employee's hourly wage rate. This certification must remain active to receive such additional compensation.

South Kitsap School District - Schedule A-1
PSE Wage Schedule for 2020-2021
Office Professionals

Effective September 1, 2020:

Range	Step A (Years 1,2,&3)	Step B (Years 4&5)	Step C (Years 6&7)	Step D (Years 8&9)	Step E (10+ Years)
II	\$ 19.52	\$ 20.20	\$ 20.97	\$ 21.30	\$ 21.66
III	\$ 21.34	\$ 21.98	\$ 22.93	\$ 23.32	\$ 23.70
IV	\$ 23.03	\$ 23.68	\$ 24.56	\$ 24.98	\$ 25.39
V	\$ 24.63	\$ 25.29	\$ 26.10	\$ 26.54	\$ 27.00
VI	\$ 26.17	\$ 26.84	\$ 27.84	\$ 28.28	\$ 28.78
VII	\$ 27.68	\$ 28.39	\$ 29.37	\$ 29.88	\$ 30.40
Range	Position				
II	Office Assistant- Elementary Office Assistant- Secondary Office Assistant- Special Programs Program Assistant- Extended Learning Receptionist/Main Office Assistant - Armory Volunteer Coordinator				
III	Bookroom Coordinator- Senior High Computer Lab Coordinator- Senior High Office Assistant- Elementary (Health Room) Office Assistant- Guidance Senior High Office Assistant- Quest Program Office Assistant- Secondary (Health Room) Office Assistant- Secondary Portfolio Office Assistant- Special Education Records/Billing Office Assistant- Special Education Records/Compliance				

	Office Coordinator's Assistant- Explorer
IV	Attendance Specialist- Senior High Office Assistant - Communications/Superintendent's Office Office Assistant - Educational/Instructional Services Office Assistant - Facilities and Operations Office Assistant - Purchasing Office Coordinator's Assistant - Discovery Office Coordinator's Assistant - Elementary Office Coordinator's Assistant - Special Education/Early Childhood Office Coordinator's Assistant - Transportation Receptionist - District Office Receptionist/Main Office Assistant - Senior High Staff Assistant - Senior High
V	Administrative Assistant - Athletics Administrative Assistant - Career and Technical Education Administrative Assistant - Food and Nutrition Services Administrative Assistant - Safety, Security and Emergency Management Administrative Assistant - STEM Network (Temporary) Administrative/Support Specialist - Technology Attendance Specialist/Staff Assistant - Middle School Bookkeeper - Career and Technical Education Bookkeeper - Senior High ASB Career Center Coordinator Data Assessment Specialist HR Employment and Technical Services Specialist HR Employment Services Specialist HR Substitute Services Specialist Office Coordinator's Assistant - Special Education Receptionist/Staff Assistant - Superintendent's Office Records and Inventory Specialist - Transportation Registrar/Student Records - Discovery Registrar/Student Records - Middle School Registrar/Student Records - Senior High Staff Assistant - Teaching and Learning Student Records and Scheduling Specialist - Senior High
VI	Accounting Technician Administrative Assistant - Facilities and Operations Administrative Assistant - Teaching and Learning Bookkeeper - Middle School Grant Specialist - Business and Operations Grant Specialist - Teaching and Learning HR Certificated and Classified Support Specialist Purchasing Technician Staff Administrative Assistant - Senior High
VII	Office Coordinator - Discovery Office Coordinator - Elementary Office Coordinator - Explorer Office Coordinator - Middle School Office Coordinator - Senior High

Office Coordinator - Special Education Office Coordinator - Transportation Payroll and Benefits Specialist
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South Kitsap School District - Schedule A-2

PSE Wage Schedule for 2021-2022

Supervisory/Instructional Positions

Effective September 1, 2021:

Range	Step A (Years 1,2,&3)	Step B (Years 4&5)	Step C (Years 6&7)	Step D (Years 8&9)	Step E (10+ Years)
I	\$17.59	\$ 18.31	\$ 18.79	\$ 19.12	\$ 19.44
II	\$18.99	\$ 19.67	\$ 20.41	\$ 20.72	\$ 21.08
III	\$20.76	\$ 21.37	\$ 22.30	\$ 22.68	\$ 23.06
IV	\$22.41	\$ 23.04	\$ 23.89	\$ 24.31	\$ 24.71
Range	Position				
I	Clerk- Food and Nutrition Services				
II	Lunchroom/Playground Supervisor - Elementary Paraeducator- Alternative Programs Paraeducator- Extended Learning Paraeducator- General Classroom Support Paraeducator- Senior High Library Paraeducator- Technology				
III	Paraeducator- CTE Agricultural Program Paraeducator- CTE Photography/Marketing Paraeducator- CTE Video Technology Paraeducator- English Language Learner Paraeducator- Indian Education Liaison Paraeducator- Quest Program				
IV	Paraeducator- Family and Consumer Science Paraeducator- Special Programs Paraeducator- Special Education				

South Kitsap School District - Schedule A-2

PSE Wage Schedule for 2021-2022

Market Driven Positions

Effective September 1, 2021:

Range	Step A (Years 1,2,&3)	Step B (Years 4&5)	Step C (Years 6&7)	Step D (Years 8&9)	Step E (10+ Years)
Certified Occupational Therapy Assistant	\$26.18	\$ 26.87	\$ 27.82	\$ 28.29	\$ 28.77
District Piano Accompanist	\$25.45	\$ 26.12	\$ 27.09	\$ 27.52	\$ 27.99
Interpreter	\$27.99	\$ 28.68	\$ 29.65	\$ 30.15	\$ 30.66
Licensed Physical Therapist Assistant	\$26.18	\$ 26.87	\$ 27.82	\$ 28.29	\$ 28.77
Licensed Practical Nurse	\$27.99	\$ 28.68	\$ 29.65	\$ 30.15	\$ 30.66
Licensed Speech and Language Pathologist Assistant	\$25.45	\$ 26.12	\$ 27.09	\$ 27.52	\$ 27.99
Transcriber	\$25.45	\$ 26.12	\$ 27.09	\$ 27.52	\$ 27.99

South Kitsap School District - Schedule A-2
PSE Wage Schedule for 2021-2022
Specialist Positions

Effective September 1, 2021:

Range	Step A (Years 1,2,&3)	Step B (Years 4&5)	Step C (Years 6&7)	Step D (Years 8&9)	Step E (10+ Years)
Assistant Pool Manager	\$24.80	\$ 26.31	\$ 27.84	\$ 29.33	\$ 29.84
Data Integration Specialist	\$39.90	\$ 41.38	\$ 42.83	\$ 44.27	\$ 45.02
Information Systems Specialist	\$34.94	\$ 36.32	\$ 37.69	\$ 39.07	\$ 39.75
Lead Security Officer	\$28.90	\$ 29.38	\$ 29.84	\$ 30.26	\$ 30.75
*Network Support Specialist	\$34.94	\$ 36.32	\$ 37.69	\$ 39.07	\$ 39.75
Security Officer	\$26.28	\$ 26.71	\$ 27.13	\$ 27.51	\$ 27.97
Security Officer - Swing	\$26.81	\$ 27.23	\$ 27.67	\$ 28.06	\$ 28.54
Student Data Coordinator	\$40.94	\$ 42.94	\$ 45.05	\$ 47.14	\$ 47.95
Web Application Development Specialist	\$39.90	\$ 41.38	\$ 42.83	\$ 44.27	\$ 45.02

*The Network Support Specialists who can provide documentation of an active Cisco CCNA and/or Microsoft MCSA Windows Server (most current version) shall receive an additional \$2.00 per hour in compensation in addition to the employee's hourly wage rate. This certification must remain active to receive such additional compensation.

South Kitsap School District - Schedule A-2
PSE Wage Schedule for 2021-2022
Office Professionals

Effective September 1, 2021:

Range	Step A (Years 1,2,&3)	Step B (Years 4&5)	Step C (Years 6&7)	Step D (Years 8&9)	Step E (10+ Years)
II	\$20.11	\$20.81	\$21.60	\$21.94	\$22.31
III	\$21.98	\$22.64	\$23.62	\$24.02	\$24.41
IV	\$23.72	\$24.39	\$25.30	\$25.73	\$26.15
V	\$25.37	\$26.05	\$26.88	\$27.34	\$27.81
VI	\$26.96	\$27.65	\$28.68	\$29.13	\$29.64
VII	\$28.51	\$29.24	\$30.25	\$30.78	\$31.31
Range	Position				
II	Office Assistant- Elementary Office Assistant- Secondary Office Assistant- Special Programs Program Assistant- Extended Learning Receptionist/Main Office Assistant - Armory Volunteer Coordinator				
III	Bookroom Coordinator- Senior High Computer Lab Coordinator- Senior High Office Assistant- Elementary (Health Room) Office Assistant- Guidance Senior High Office Assistant- Quest Program Office Assistant- Secondary (Health Room) Office Assistant- Secondary Portfolio Office Assistant- Special Education Records/Billing Office Assistant- Special Education Records/Compliance Office Coordinator's Assistant- Explorer				
IV	Attendance Specialist- Senior High Office Assistant - Communications/Superintendent's Office Office Assistant - Educational/Instructional Services Office Assistant - Facilities and Operations Office Assistant - Purchasing Office Coordinator's Assistant - Discovery Office Coordinator's Assistant - Elementary Office Coordinator's Assistant - Special Education/Early Childhood				

	Office Coordinator's Assistant - Transportation Receptionist - District Office Receptionist/Main Office Assistant - Senior High Staff Assistant - Senior High
V	Administrative Assistant - Athletics Administrative Assistant - Career and Technical Education Administrative Assistant - Food and Nutrition Services Administrative Assistant - Safety, Security and Emergency Management Administrative Assistant - STEM Network (Temporary) Administrative/Support Specialist - Technology Attendance Specialist/Staff Assistant - Middle School Bookkeeper - Career and Technical Education Bookkeeper - Senior High ASB Career Center Coordinator Data Assessment Specialist HR Employment and Technical Services Specialist HR Employment Services Specialist HR Substitute Services Specialist Office Coordinator's Assistant - Special Education Receptionist/Staff Assistant - Superintendent's Office Records and Inventory Specialist - Transportation Registrar/Student Records - Discovery Registrar/Student Records - Middle School Registrar/Student Records - Senior High Staff Assistant - Teaching and Learning Student Records and Scheduling Specialist - Senior High
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VII	Office Coordinator - Discovery Office Coordinator - Elementary Office Coordinator - Explorer Office Coordinator - Middle School Office Coordinator - Senior High Office Coordinator - Special Education Office Coordinator - Transportation Payroll and Benefits Specialist