

**EL RANCHO UNIFIED SCHOOL DISTRICT**  
**CLASSIFIED CONFIDENTIAL SALARY SCHEDULE**

**2018-2019**

**3.00% INCREASE EFFECTIVE 7-1-17**

<b>CLASSIFICATION</b>	<b>STEP 1</b>	<b>STEP 2</b>	<b>STEP 3</b>	<b>STEP 4</b>	<b>STEP 5</b>	<b>*STEP 6</b>	<b>**STEP 7</b>
Administrative Assistant to the Superintendent	5799	6103	6425	6766	7125	7498	7898
Personnel Assistant to: Asst. Superintendent Human Resources	4963	5240	5533	5842	6168	6509	6872
Administrative Secretary II to: Asst. Superintendent, Ed. Services	4963	5240	5533	5842	6168	6509	6872
Administrative Secretary II to: Asst. Superintendent, Business Services	4963	5240	5533	5842	6168	6509	6872
Insurance & Benefits Technician	4510	4764	5026	5306	5601	5910	6238
Credential Analyst	4178	4422	4677	4951	5240	5528	5835

\*Completion of seven (7) years of service in the District

\*\*Completion of seventeen (17) years of service in the District

**Longevity Pay:** Employees on this schedule shall be granted sixty dollars (\$60.00) per month after completion of ten (10) years of service to El Rancho Unified School District, and an additional sixty dollars (\$60.00) per month after completing each five (5) years of service thereafter. The longevity pay will be capped at thirty (30) years of service.

**Vacation:** Employees on this schedule shall be entitled to thirty (30) working days paid vacation annually. Unused vacation days may be carried forward or personnel may elect to receive compensation at their current rate of salary for vacation accumulated in excess of thirty (30) days.

**Insurance:**

1. Medical Insurance premiums shall be paid for employees on this schedule and their dependents at no cost to the employee.
2. Dental Insurance premiums shall be paid for employees on this schedule and their dependents at no cost to the employee.
3. Each employee and eligible dependents who are members of Blue Shield/Health Net shall have vision care premiums paid for at no cost to the employee.
4. The District shall provide a \$50,000 group term life insurance policy for each unit member effective no later than April 30, 1998.

**Early Retirement:** Employees on this schedule who have attained age 50 or more and who have completed a minimum of ten (10) years of continuous service in the District are eligible to retire with paid coverage of medical, dental and vision insurance for the employee and dependents. The coverage shall be the same as provided for regular employees during each year of participation in the program. Requests for early retirement must be submitted in writing to the Superintendent forty-five (45) days prior to the effective date of retirement. Coverage shall continue to age 65 or death of the retiree, whichever comes first. At age 65, the employee may elect to continue the District insurance plans at his/her own expense at the group rates available to the district at that time. Surviving spouses and/or dependent children of deceased employees or retirees may elect to enroll in District health insurance programs at District cost at his/her own expense for up to 36 months at the prevailing group rates available to the District.

**Mileage:** Personnel on this schedule shall be paid mileage compensation based on the standard federal mileage rate as necessary on travel relating to school district business.

**Existing Benefits:** Any future improvements of fringe benefits provided by Board Policy, legal statutes, and/or labor contracts shall apply to employees currently on this schedule.

Revised: January 15, 2019

Board Approved: January 15, 2019