

ROCKLIN UNIFIED SCHOOL DISTRICT

CONFIDENTIAL EMPLOYEE SALARY SCHEDULE - MONTHLY / HOURLY

Executive Assistant							
Step	A	B	C	D	E	F	G
Monthly	\$ 4,957	\$ 5,208	\$ 5,471	\$ 5,742	\$ 6,034	\$ 6,332	\$ 6,649
Hourly	\$ 28.60	\$ 30.05	\$ 31.56	\$ 33.13	\$ 34.81	\$ 36.53	\$ 38.36

Certificated Personnel Analyst							
Step	A	B	C	D	E	F	G
Monthly	\$ 4,924	\$ 5,165	\$ 5,427	\$ 5,696	\$ 5,982	\$ 6,280	\$ 6,594
Hourly	\$ 28.41	\$ 29.80	\$ 31.31	\$ 32.86	\$ 34.51	\$ 36.23	\$ 38.04

Accountant Administrative Assistant III Personnel Analyst							
Step	A	B	C	D	E	F	G
Monthly	\$ 4,397	\$ 4,622	\$ 4,853	\$ 5,090	\$ 5,346	\$ 5,613	\$ 5,894
Hourly	\$ 25.37	\$ 26.67	\$ 28.00	\$ 29.37	\$ 30.84	\$ 32.38	\$ 34.00

Administrative Assistant II Technician II							
Step	A	B	C	D	E	F	G
Monthly	\$ 4,292	\$ 4,507	\$ 4,733	\$ 4,965	\$ 5,218	\$ 5,480	\$ 5,755
Hourly	\$ 24.76	\$ 26.00	\$ 27.31	\$ 28.64	\$ 30.10	\$ 31.62	\$ 33.20

Administrative Assistant I Technician I							
Step	A	B	C	D	E	F	G
Monthly	\$ 4,185	\$ 4,394	\$ 4,616	\$ 4,846	\$ 5,087	\$ 5,341	\$ 5,608
Hourly	\$ 24.14	\$ 25.35	\$ 26.63	\$ 27.96	\$ 29.35	\$ 30.81	\$ 32.35

Clerk							
Step	A	B	C	D	E	F	G
Monthly	\$ 3,403	\$ 3,569	\$ 3,752	\$ 3,938	\$ 4,138	\$ 4,341	\$ 4,558
Hourly	\$ 19.63	\$ 20.59	\$ 21.65	\$ 22.72	\$ 23.87	\$ 25.04	\$ 26.30

Vacation				Longevity	
Years of Service	Vacation Days Earned Per Year			Effective the month following the employees anniversary date - to be paid on a monthly basis.	
	10 Month	11 Month	12 Month		
0-3	8	9	10	After 10 Years - \$1006	
4-9	12	13	15	After 15 Years - An additional \$1,187 for a total of \$2,193	
10 or more	16	18	20	After 20 Years: An additional \$1,372 for a total of \$3,565	

Revision: February 3, 2016 reflects increase of 2.4% effective July 1, 2016

Revision: March 15, 2017 reflects increase of 2% effective November 1, 2016; also reflects Step language changed from I, II to A, B...

Revision: October 17, 2018 reflects increase of 2.17% for 2017-18 effective July 1, 2017

Revision: December 12, 2018 reflects additional column "Step G" and 0.17% on schedule effective July 1, 2018

Revision: February 6, 2019 reflects increase of 1.6971% for 2018-19 effective July 1, 2018 (for a compounded increase of 1.87%)

Revision: February 6, 2019 reflects increase of 6% for 2019-20 effective July 1, 2019

Revision: August 7, 2019 corrects computation error in longevity section effective July 1, 2019

Revision: May 6, 2020 reflects adding Certificated Personnel Analyst to schedule (reclassified from non-represented) effective July 1, 2020

ROCKLIN UNIFIED SCHOOL DISTRICT CONFIDENTIAL EMPLOYEE BENEFITS

HOLIDAYS

New Year's Day	January 1
Martin Luther King's Birthday.....	3rd Mon. in January
Lincoln's Birthday	February 12 (or as calendared)
President's Birthday	Third Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4
Labor Day	First Monday in September
Veteran's Day.....	November 11
Thanksgiving Day	the Thursday proclaimed by the President
In lieu of Admissions Day	Friday following Thanksgiving
Christmas Day	December 25

Eligible twelve month employees will receive the following paid holidays:

Full-Day on Christmas Eve

Full-Day on New Year's Eve

Full-Day on the Friday of spring break*

*This full day will settle any and all disputes in regard to the number of work days (260 vs. 261) for twelve month employees.

Every Leap Year, a (non-work/non-paid) day off will be awarded to twelve month employees between December 25 and January 1.

LIFE INSURANCE POLICY (\$30,000) - Paid in full by District

HEALTH, VISION AND DENTAL BENEFITS - Effective July 1, 2014, the District will pay up to \$620 toward the cost of group health, dental, and vision insurance available through the Schools Insurance Group for all full-time confidential employees and their dependents.

This \$620 amount shall constitute a cap on all future District liability and may only be used for the purpose of purchasing Schools Insurance Group Health Coverage.

For confidential employees who regularly work four (4) or more hours per day, ten (10) or more months per year, the District will pay a pro-rated share of the premium.

RETIREMENT BENEFITS - Any confidential employee who is currently employed in the District at the time of retirement through PERS, who retires under PERS, and who has served with the District for a minimum of five (5) years, may remain part of the group medical program, the group dental program, and the group vision program, if permitted by the carrier, in addition to benefit rights afforded under COBRA. The confidential employee must prepay to the District quarterly for such coverage thirty (30) days prior to the beginning of the quarter.

Effective July 1, 2001, the District will pay up to Five Hundred Dollars (\$500) toward the cost of retiree group health, dental, and vision insurance for any current confidential employee who was employed in the District prior to November 30, 1993 and who is employed in the District at the time of retirement through PERS, who retires under PERS, and who has served with the District for a minimum of fifteen (15) years and retires on or after July 1, 1996, if permitted by the carrier. Confidential employees hired on or after November 30, 1993, and on or before April 18, 2002, will be afforded retiree health benefits until they reach age 65. Confidential employees will prepay the District for spouse's coverage whenever permitted by the carrier.

Part-time confidential employees will have the cost of the group health, dental, and vision insurance paid by the District prorated based on the percentage of the full-time equivalent earned during their employment with the District. Time accrued by part-time confidential employees above and beyond the fifteen (15) years required will have that time credited to the employee in calculating the percentage of cost the District will pay.

Confidential employees hired on or after November 30, 1993, and on or before April 18, 2002, will be afforded retiree health benefits until they reach age 65.

This Five Hundred Dollar (\$500) amount shall constitute a cap on all future District liability and may only be used for the purpose of purchasing Schools Insurance Group Health Coverage.

LEAVES

Confidential employees who are absent because of illness and who have exhausted all District-paid sick and vacation leaves shall continue to receive insurance coverage paid by the District for that period of illness not to exceed twelve (12) months, or until separation.

BEREAVEMENT LEAVE - In the event of death in the immediate family of an employee, three (3) days paid leave shall be granted. Five (5) days paid leave shall be granted if travel more than two hundred fifty (250) miles one way is required. Distance shall be established by miles traveled one way on the main road between the points of origin of trip and destination. Immediate family means mother, father, grandmother, grandfather, grandchild of the employee or of the spouse of the employee, and the spouse, son, son-in-law, daughter, daughter-in-law, brother, sister, step-parent, step-child, domestic partner, aunt, uncle, brother-in-law, sister-in-law, mother-in-law and father in-law or, any relative living in the immediate household of the employee.

PERSONAL NECESSITY - All confidential employees may use up to seven days of sick leave per year for reasons of personal necessity as defined in the CSEA Contract. Two (2) of the seven Personal Necessity Days with pay may be used for reasons deemed personally compelling by the employee and may be used any day of the week except to extend a holiday. The employee shall verify in writing that sick leave for personal necessity was not used for vacation, recreation, seeking or engaging in other employment, or to extend a holiday or for concerted activities against the District.

PUBLIC EMPLOYEE RETIREMENT SYSTEM (PERS) - Effective February 1, 2016, Classic PERS members will begin to pay the Employee portion of the PERS contribution on all eligible pay received after January 31, 2016.

Effective January 1, 2013, first time PERS members will be responsible for paying their portion of PERS membership contribution as defined in the 2012 Pension Reform Act.

STATE DISABILITY INSURANCE - All confidential employees have the option of enrolling in the SDI program at the employee's expense.

NOTE: Employees must work eight (8) hours per day, ten (10) months per year, to qualify as a full-time employee.