

**ROCKLIN UNIFIED SCHOOL DISTRICT
CONFIDENTIAL EMPLOYEE SALARY SCHEDULE - MONTHLY / HOURLY
2023-2024**

Executive Assistant							
Step	A	B	C	D	E	F	G
Monthly	\$ 5,769	\$ 6,061	\$ 6,367	\$ 6,683	\$ 7,022	\$ 7,369	\$ 7,738
Hourly	\$ 33.28	\$ 34.97	\$ 36.73	\$ 38.56	\$ 40.51	\$ 42.51	\$ 44.64

Certificated Personnel Analyst							
Step	A	B	C	D	E	F	G
Monthly	\$ 5,730	\$ 6,012	\$ 6,316	\$ 6,630	\$ 6,962	\$ 7,308	\$ 7,675
Hourly	\$ 33.06	\$ 34.69	\$ 36.44	\$ 38.25	\$ 40.17	\$ 42.16	\$ 44.28

Accountant Fiscal Analyst							
Step	A	B	C	D	E	F	G
Monthly	\$ 5,629	\$ 5,917	\$ 6,213	\$ 6,517	\$ 6,844	\$ 7,186	\$ 7,545
Hourly	\$ 32.48	\$ 34.14	\$ 35.84	\$ 37.60	\$ 39.49	\$ 41.46	\$ 43.53

Administrative Assistant III Personnel Analyst							
Step	A	B	C	D	E	F	G
Monthly	\$ 5,118	\$ 5,379	\$ 5,648	\$ 5,924	\$ 6,222	\$ 6,533	\$ 6,860
Hourly	\$ 29.53	\$ 31.03	\$ 32.59	\$ 34.18	\$ 35.90	\$ 37.69	\$ 39.58

Administrative Assistant II Technician II							
Step	A	B	C	D	E	F	G
Monthly	\$ 4,995	\$ 5,244	\$ 5,508	\$ 5,778	\$ 6,073	\$ 6,377	\$ 6,698
Hourly	\$ 28.82	\$ 30.25	\$ 31.78	\$ 33.34	\$ 35.04	\$ 36.79	\$ 38.64

Administrative Assistant I Technician I							
Step	A	B	C	D	E	F	G
Monthly	\$ 4,870	\$ 5,114	\$ 5,372	\$ 5,640	\$ 5,920	\$ 6,216	\$ 6,526
Hourly	\$ 28.10	\$ 29.50	\$ 30.99	\$ 32.54	\$ 34.15	\$ 35.86	\$ 37.65

Clerk							
Step	A	B	C	D	E	F	G
Monthly	\$ 3,960	\$ 4,153	\$ 4,366	\$ 4,584	\$ 4,816	\$ 5,053	\$ 5,304
Hourly	\$ 22.85	\$ 23.96	\$ 25.19	\$ 26.45	\$ 27.79	\$ 29.15	\$ 30.60

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 - \$1,171
4-9	12	13	15	After 15 Years - An additional \$1,381 for a total of \$2,552
10 or more	16	18	20	After 20 Years: An additional \$1,596 for a total of \$4,148

- Revised: February 3, 2016 reflects increase of 2.4% effective July 1, 2016.
- Revised: March 15, 2017 reflects increase of 2% effective November 1, 2016; also reflects Step language changed from I, II to A, B...
- Revised: October 17, 2018 reflects increase of 2.17% for 2017-18 effective July 1, 2017.
- Revised: December 12, 2018 reflects additional column "Step G" and 0.17% on schedule effective July 1, 2018.
- Revised: February 6, 2019 reflects increase of 1.6971% for 2018-19 effective July 1, 2018 (for a compounded increase of 1.87%).
- Revised: February 6, 2019 reflects increase of 6% for 2019-20 effective July 1, 2019.
- Revised: August 7, 2019 corrects computation error in longevity section effective July 1, 2019.
- Revised: May 6, 2020 reflects adding Certificated Personnel Analyst to schedule (reclassified from non-represented) effective July 1, 2020.
- Revised: August 4, 2021 reflects addition of Fiscal Analyst and Accountant position step change effective August 1, 2021.
- Revised: November 17, 2021 reflects increase of 4.0% effective July 1, 2021.
- Revised: June 22, 2022 reflects a 5.33% increase for 2022-2023 and a \$52.00 increase to the benefit cap effective July 1, 2022.
- Revised: October 19, 2022 reflects a 1.55% true-up increase for 2022-2023 (for an overall increase of 6.88%) effective July 1, 2022.
- Revised: May 17, 2023 reflects Fiscal Analyst position step change effective July 1, 2023.
- Revised: June 21, 2023 reflects a 4.7% increase for 2023-2024 effective July 1, 2023.

ROCKLIN UNIFIED SCHOOL DISTRICT
 CONFIDENTIAL EMPLOYEE BENEFITS

HOLIDAYS

New Year's Day	January 1
Martin Luther King's Birthday	Third Monday in January
Lincoln's Birthday	February 12 (or as calendared)
President's Birthday	Third Monday in February
Memorial Day	Last Monday in May
Juneteenth	June 19
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 Day
- 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 workdays (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.

(In order to be eligible to be paid for a holiday, an employee must be in paid status on the working day immediately preceding or succeeding that holiday.)

LIFE INSURANCE – A \$30,000 term life insurance policy for eligible 12-month employees will be provided.

HEALTH, VISION, AND DENTAL BENEFITS - Effective July 1, 2022, the District will pay up to \$672 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 \$672 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.

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, guardian, 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, step-sibling, 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 (7) days of sick leave per year for reasons of personal necessity as defined in the CSEA Contract. Three (3) of the seven (7) 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.

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

Revised: June 21, 2023