

**EDUCATIONAL PARAPROFESSIONALS  
NEGOTIATIONS AGREEMENT  
Douglas County School District 0001  
and  
Service Employees Local Number 226  
2004-2006**

830281  
9/1/04 - 8/31/06  
21 pgs

By this Agreement, dated September 27, 2004 by and between the Board of Education of Douglas County School District 0001 (the School District), and Service Employees Local Number 226, affiliated with the AFL-CIO (the Union), the parties do hereby agree as follows:

**ARTICLE 1**

1. "Covered Employee(s)," as used herein, shall refer to those educational paraprofessionals of the School District who met the conditions of, and who are described within Article 4, Section 1 of this Agreement; who are not described or otherwise excluded under Article 4, Section 2 of this Agreement; and who are represented in the negotiation of this Agreement by the Union.
2. "Union," as used herein, shall refer to Service Employees Local 226, affiliated with the AFL-CIO. Union was duly certified by the covered employees of the School District by official representative election held October 1, 1984, as the exclusive bargaining agent for the covered employees.
3. "Policies and Regulations," as used herein, shall refer to the *Policies and Regulations of the School District of Omaha* in effect at the date of the commencement of this Agreement as enacted by the Board of Education according to the laws of the State of Nebraska.

**ARTICLE 2**

Each and every provision of the *Policies and Regulations* incorporated by specific reference herein, and made a part of this Agreement, shall be binding upon both parties hereto, in their language as of the date hereof, throughout the term of this Agreement, notwithstanding that the School District may act to change *Policies and Regulations* after the effective date of this Agreement.

**ARTICLE 3**

The terms, conditions, and content of this Agreement shall be in effect for a period commencing September 1, 2004 and expiring August 31, 2006.

**ARTICLE 4**

1. If not also described in, or excluded under, Section 2 of this Article 4, the following educational paraprofessionals of the School District, once they have completed any probationary period applicable to them, are covered employees under this Agreement:

- a. All full-time hourly educational paraprofessionals who are employed on a regular basis with the hours of work to be not less than 30 hours each week during a term of not less than 178 days (2004-2005) and 179 days (2005-2006) during the fiscal year.
2. The following educational paraprofessionals are not covered employees under this Agreement whether or not they were first described in Section 1 of this Article 4:
  - a. Positions not included within the unit description in the representation election.
  - b. All daily, hourly, part-time or other positions not described in Section 1 of this Article 4.
3. Employees who, subsequent to the execution of this Agreement, become educational paraprofessionals described in Section 1 of this Article 4 and who are not described otherwise excluded under, Section 2 of this Article 4, shall become covered employees under this Agreement after the effective date of such hiring or placement and upon completion of the probationary period applicable to them. Employees who, subsequent to the execution of this Agreement, become employees described in, or otherwise excluded under, Section 2 of this Article 4, shall cease to be covered employees under this Agreement as of the date of termination, reclassification or new placement.

## ARTICLE 5

1. All deductions required by law will be made from the salary or wages of each employee

At the present time, the following mandatory deductions are made:

Federal income tax withholding  
State income tax withholding  
Social Security tax withholding  
Medicare tax withholding  
Retirement plan contributions

2. Any employee may, upon direct authorization by such employee, accepted by the School District, request deductions for tax-sheltered annuities, health and life insurance, credit union U.S. savings bonds, and United Way/CHAD of the Midlands.
3. A single salary deduction, as agreed to by the School District, shall be made upon the authorization of any employee through an association or organization which is the recipient of the deduction.

5. In the event of a termination of employment, the School District shall deduct from paycheck of the covered employee a full month's Union dues for the final month of employment even though it be less than a full month of covered employment.
6. Authorization for deduction of dues shall not be revoked except as of September 1 only upon written notice thereof received not prior to June 30 and not later than August 31 each year. Notwithstanding that a covered employee may terminate his/her membership with the Union prior to September 1, revocation of authorization shall be only as herein provided.
7. The School District shall not be held responsible to the Union for any failure to deduct dues from any covered employee having submitted written authorization.

## **ARTICLE 6**

The hiring and employment of all employees shall be according to the procedures set forth in the *Policies and Regulations* and shall be without regard to race, color, religion, sex, sexual orientation, national origin, disability, age, marital status, citizenship status, or economic status, or participation or nonparticipation in any labor organization, as set forth in the *Policies and Regulations*, of the State of Nebraska, and the laws of the United States.

The management of the School District has the right to hire, suspend, discharge, assign jobs, transfer employees, and increase or decrease the work force. Management shall determine school calendar, hours of school, hours of work and all other procedures necessary to provide for the education and well-being of students in the School District, except as otherwise specifically provided herein.

The procedures for filling educational paraprofessional job vacancies shall be as follows:

1. The School District shall publish notice of all full-time job vacancies and shall describe the qualifications required therefore.
2. Any employee may apply for such job vacancy by submitting a written application.
3. A vacancy does not exist when an educational program is moved from one location to another; however, should the paraprofessional opt not to move with the program then a vacancy shall be created. The procedure for filling education paraprofessional job vacancies will be fully outlined in Article 6.

6. Within thirty (30) days of the publishing of the job vacancy, a communication shall notifying applicants of the selection for the opening.

For a lateral move, there shall be a waiting period of six (6) months duty time in the position for new full-time employees, and there shall be a waiting period of forty work for all full-time employees with six (6) months experience or more before the emp eligible to bid a vacancy; exceptions would be made for positions which would res increase in pay. There will be no new postings for paraprofessionals positions aft 30<sup>th</sup>. New postings will be effective for the following school year.

7. In the selection of persons by the School District for summer school employment, promotion, reduction of staff or preference in rehiring, consideration shall be on the qualification for the position which shall include, but not be limited to, seniority stat School District and experience in the type of work required by the position in c Seniority shall be defined as the total length of continuous service in the School (within the Educational Paraprofessional Division of Local 226) and shall be district v shall date from the effective date of full-time employment. A record of full-time emp or re-employment dates shall be provided to the Union prior to October 1 of each ye dispute of employment records shall be resolved by reference to official records of th of Education.
8. Any position requiring service for a "probationary period" shall be identified in this Ag For the purposes of this Agreement, "probationary period" shall mean:
  - a. New Employees: For employees new to the School District, new to the Edu Paraprofessional Division or persons who are being re-employed following a sepa full-time service from the School District greater than two years in duration, a prob period of service not to exceed six (6) months may be required. The sal probationary period of all probation grades shall be set at the discretion of the / Superintendent for Human Resources.
  - b. The probationary period shall commence with the initial date of full-time employe employment and shall extend for a period not to exceed six (6) months.
  - c. Covered Employees Accepting Promotions or Otherwise Changing Assignments: covered employees who have been employed on a full-time basis for a period ex two years and who are advancing to a higher salary grade and a new covered involving greater responsibility shall not be required to serve a probationary

10. Any employee who resigns shall give the School District of Omaha advance notice of working days.

## ARTICLE 7

### 1. Definition of Full-Time and Part-Time Employees

- a. Full-Time Employee: For the purpose of this Agreement a FULL-TIME employee defined as a person who has been employed on a regular basis with the hours of work be less than 30 each week during the fiscal year.
- b. Part-Time Employee: A PART-TIME employee shall be defined as one employed than 30 hours per week on a regular basis or one who is employed for a specific period of time such as vacation periods or for a number of predetermined days (example - September 1 to November 15).

### 2. Definition of Duty Week and Duty Hours

- a. General: Covered employees shall have duty hours and a duty week as fixed by the Assistant Superintendent for Human Resources as the operation of each school, faculty department may indicate. The salaries of covered employees shall be based upon years of service for the school year for each schedule category.
- b. Emergency Closing: Emergency closing, due to weather conditions or other conditions when the office operations of a school district building have been officially closed with the approval of the Superintendent of Schools, shall be included as paid days for all purposes providing, however, that each covered employee has responded to administrative directions concerning the employee's responsibility to report to work.

### 3. Lunch Period for Educational Paraprofessionals

Lunch period schedules for educational paraprofessionals shall be established in each unit so as to allow each covered employee, to the degree practical, an uninterrupted 30 minutes per day to eat lunch. The principal shall ensure that a schedule is maintained and the work area is secure and under staff supervision at all times during the duty day.

### 4. Overtime Compensation

5. Required Overtime for Emergency Duty

- a. Compensation for a minimum of two (2) hours at the appropriate pay scale shall be required for any employee required by an emergency to report for duty at any time other than regularly scheduled time.
- b. This provision applies only to calls for return to duty made by the Superintendent of Schools or his designee.

**ARTICLE 8**

Holidays:

- a. All full-time, twelve-month covered employees (261 days) shall be entitled to the paid holidays as set forth in the *Policies and Regulations*, Section 2.11, in effect as of September 1, 1985. Those holidays are:

Labor Day, Thanksgiving Day, Thanksgiving Friday, the Day Before Christmas, Christmas Day, the Day Before New Year's Day, New Year's Day, Martin Luther King Day, Presidents' Day, Memorial Day, and Independence Day.

- b. All full-time, ten-month covered employees (180 days 2004-2005) (179 days 2005-2006) shall be entitled to the paid holidays for those days as set forth in the *Policies and Regulations*, Section 2.11, in effect as of September 1, 1985. Those holidays that occur within the calendar year of educational paraprofessionals are:

Labor Day, Thanksgiving Day, Thanksgiving Friday, Martin Luther King Day, President's Day and Memorial Day.

**ARTICLE 9**

Vacations: Covered full-time, twelve-month educational paraprofessionals (261 days) shall be entitled to vacations according to the following terms:

- a. All permanent twelve-month employees shall be entitled to an annual vacation of two weeks with pay during each of the first five years of continuous employment and three weeks for each year thereafter through the 16th year of employment.

first six (6) months and one (1) additional day for each month thereafter. In order for year of employment to count as one of the first five years of creditable service, the month (261 days) employee must be on duty the minimum number of days which qual creditable year as defined in Section 5.03c of the *Policies and Regulations*. Vacation is based on creditable years of twelve (12) months, (261 days) of employment.

- e. Covered full-time employees (261 days) may apply for vacation at any time throughout of this Agreement, provided, however, that approval will depend on the overall need School District at the time of the request.

## ARTICLE 10

- 1. Leaves of Absence: Employees shall be entitled to leaves of absence as set forth in the *and Regulations*, Section 4.16 and 4.18. Personal Leave
  - a. Personal leave may be granted to a maximum of two days per year, one day per s for first year employees.

Whenever possible, business transactions shall be scheduled after 3:00 p.m.

Personal leave may be granted in excess of two days, but when this is the case, los pay will be required commencing with the third day of such leave.

- b. PLEASE NOTE: Personal leave cannot be requested during the first five student days or the last ten student contact days or on days immediately preceding or foll federal or school holiday and/or recess period except for the following reasons (l leave requested for these days for one or more of the reasons listed below must be writing on the appropriate form.):
  - (1) Childhood diseases not requiring medical attention of a physician.
  - (2) A leave will be granted for an employee's wedding or a wedding of the children or brothers/sisters of an employee. Wedding leave must begin than two working days following the actual wedding day.
  - (3) For legal arrangements which are related to the settlement of the est: relative.

- (7) For family emergencies, such as surgery or serious illness requiring treatment in a hospital, medical clinic, or medical doctor's office. This rule only to immediate relatives where the presence of the employee is necessary (illness is of a very serious nature). Immediate relative shall be interpreted to the employee's spouse, parent, child, mother-in-law, father-in-law, brother-in-law, daughter-in-law, grandparent, grandparent-in-law, grandchild, niece, nephew, or any other relative who is a permanent resident of the employee's home for whom the employee has specific responsibility.
- (8) For serious illness of immediate family members. Immediate family will be the employee's spouse, child, or an immediate relative who is a permanent resident of the employee's home.
- (9) When the illness/injury of the employee's child is of such severity as to require medical attention of a physician and the parent's presence is necessary. (On a leave request, please state child's age and illness.)
- (10) To be present at the time an employee's child is born and/or for the care of the employee's spouse upon release from the hospital.
- (11) Absence of an employee resulting from mandatory preinduction examination requested by the Selective Service System.
- (12) For legal proceedings requiring the attendance of a parent/legal guardian.
- (13) To attend the graduation, ordination, or similar ceremony of an immediate relative. Immediate relative shall be interpreted to include the employee's parent, child, mother-in-law, father-in-law, brother, sister, son-in-law, daughter-in-law, grandparent, grandparent-in-law, grandchild, aunt, uncle, nephew, or any other relative who is a permanent resident in the employee's home or for whom the employee has specific responsibility. Travel for a consecutive event will be allowed within the two-day personal leave provision.
- (14) To close on a house which will be the primary residence of the employee if the closing cannot be scheduled outside normal duty hours.

2. Sick Leave:

- a. Employees shall be entitled to sick leave as set forth in the *Policies and Regulations*.

An employee may receive such payment monthly for six (6) months or in a lump sum if the monthly method is selected, the payments shall begin in the month following after the effective date of retirement, resignation, or the date of the last paycheck, whichever occurs the latest. The employee must decide between the lump sum or the payment method before the effective date of the retirement or resignation. The calculation shall be as follows: 50 percent of the employee's contracted daily rate at the retirement, resignation, or death multiplied by the number of unused sick leave days that exceed 90. Employees terminated because of reduction-in-force will also be eligible for payment for 50 percent of sick leave accumulated exclusive of length of service. Douglas County School District.

3. Military Leave: Employees shall be entitled to military leave as set forth in the *Policy Regulations*, Section 4.18, and as provided for by the laws of the State of Nebraska and the United States.
4. Funeral Leave: Employees shall be entitled to funeral leave as set forth in the *Policy Regulations*, Section 4.15a, and as may further be provided for under Section 1 of this A

Absence from work will be allowed so that the employee may have four consecutive days of leave following the death of an immediate relative without loss of pay. Bereavement leave shall begin no later than five days following death of the immediate relative. Employees required to travel a minimum of 200 miles one way to attend the funeral of an immediate relative will be granted an additional day of leave. This rule applies only to an immediate relative, interpreted to be as follows: an employee's spouse, parent, child, brother, sister, mother-in-law, father-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, grandparent, grandparent-in-law, grandchildren, nieces and nephews, aunt and uncle, or other individual who is a permanent resident in the employee's home.

5. Election/Jury Duty: Employees who are called for election duty are required to remit to Douglas County School District 0001 any fees received for the hours the employee was excused from duty. If such fees are not remitted to the Assistant Superintendent for Human Resources, an identical amount will be deducted from the employee's salary. *Policies and Regulations*, Section 4.12b.

Employees who are called for jury duty are required to remit to the Douglas County School District 0001 any compensation (other than expenses) received for the hours the employee was excused from duty. If such compensation is not remitted to the Assistant Superintendent for Human Resources, an identical amount will be deducted from the employee's salary.

1976. Employees shall be required, thirty (30) days prior to their returning to the District, to give notice of his or her intentions regarding continued employment by the District.

7. Child Rearing Leave: Upon application to the Superintendent, a leave without pay granted to one parent for reasons of adoption, biological childbirth, and/or the need to parental care for a child or children for an extended period of time subject to the following provisions:
  - a. Leave will be granted for the total school year if the request is made prior to the opening of the school year. Requests must be made at least 30 days prior to the time teachers return to duty.
  - b. Leave will be granted for the remainder of the school year if the request is made during the school year.
  - c. Leave renewal will be considered under individual extenuating circumstances which relate to the health or physical condition of the child. A supporting statement from a physician may be required.
8. FMLA Leave: Covered employees shall be entitled to leave provided by the Family Medical Leave Act of 1993 as described in *Policies and Regulations* Section 4.35.
9. Wedding Leave: Leave will be granted for an employee's wedding or a wedding of the parents, children, brothers/sisters and grandchild of an employee. Wedding leave must be taken no later than two working days following the actual wedding day.

## ARTICLE 11

Covered employees shall have the right to initiate grievances under the provisions set forth in Section 3.31 of the *Policies and Regulations* or the provisions as set forth in this Article which shall be in effect for the term of this Agreement.

1. If the employee has a grievance, it should first be discussed with the immediate superior (at the building level the immediate superior is the principal) in an effort to resolve the grievance informally. The employee should initiate the grievance within seven days of the occurrence of the event giving rise to the grievance. The period may be extended to a period of six months if the event is a personal emergency or hardship occurs.

incident, the aggrieved person must submit the grievance in writing to the principal or person in charge of the job assignment. The person to whom the grievance has been submitted shall have a reasonable period, not to exceed two weeks, to render a decision and the decision shall be rendered in writing to both the aggrieved person and to the Union, if the Union has been involved.

3. If the aggrieved person is not satisfied with the disposition of the grievance, then within 10 days of the disposition of the grievance at step two, it should be appealed to the Superintendent of Schools. Within a reasonable period of time after receipt of the written appeal, the Superintendent or his representative shall meet with the aggrieved person. The Superintendent shall within 30 days of the hearing render his decision and the reasons therefor in writing to the aggrieved person with copies to the Union and to members of the Board of Education.
4. Any employee or group of employees may at any time appeal to the Board of Education a decision rendered by the Superintendent.

Employees or groups of employees desiring to address the Board of Education on an individual matter shall direct their communications to the Director of the Board of Education, not to individual members, except that copies of any communications may be sent to all members.

5. Complaints against any employee which arise from within the membership of the Union or which come to the attention of the Board of Education, except through the Superintendent, shall be referred to the Superintendent for decision. In case either the employee or the complainant is not satisfied with the decision of the Superintendent, appeal may be taken by either party to a committee appointed by the President of the Board of Education, and the appeal may ultimately be taken to the Board of Education itself. No complaint shall be considered by the Board of Education in any other manner.
6. If the grievance involves an alleged seniority status of the employee in a matter of promotion, reduction in staff or preference in rehiring, the employee shall have the right in submitting the grievance, to request that an ad hoc committee be formed for the purpose of the determination of the ability of the employee for the position concerned. Such ad hoc committee shall be composed of one member selected by the School District, one member selected by the Union and a third member selected by the two members appointed by the parties, and the services of the third member so selected to be borne equally by the School District and the Union.

Such ad hoc committee shall promptly hear and review the evidence relating to the ability of the employee for the position concerned.

## ARTICLE 12

### 1. Employee Medical-Hospitalization-Major Medical Insurance:

Beginning the 2004-05 school year, the School District shall pay the equivalent of 100 employee premium under an Employee Group \$100 deductible Preferred Provider Organization (PPO) Hospital-Surgical-Major Medical Insurance Plan and Blue Preferred Dental PPC Plan 2 with 80% A, B, and 50% C coverage.

Beginning the 2005-06 school year, the School District shall pay the equivalent of 100 employee premium under an Employee Group \$250 deductible Preferred Provider Organization (PPO) Hospital-Surgical-Major Medical Insurance Plan and Blue Preferred Dental PPC Plan 2 with 80% A, B, and 50% C coverage.

Beginning the 2004-05 school year, the School District shall pay the equivalent of 60 dependent premium under an Employee Group \$100 deductible Preferred Provider Organization (PPO) Hospital-Surgical-Major Medical Insurance Plan, approved by the Board of Education for all full-time employees who have been with the School District a minimum of four consecutive years immediately preceding September 1, 1975, and September 1 of the preceding years, for those who qualify after September 1, 1975. Years of service is as defined in Section 5.03, "Length of Year of Experience" of the *Policies and Regulations of the School District of Omaha*. Official leaves of absence shall not constitute a break in service for these purposes.

Beginning the 2005-06 school year, the School District shall pay the equivalent of 60 dependent premium under an Employee Group \$250 deductible Preferred Provider Organization (PPO) Hospital-Surgical-Major Medical Insurance Plan, approved by the Board of Education for all full-time employees who have been with the School District a minimum of four consecutive years immediately preceding September 1, 1975, and September 1 of the preceding years, for those who qualify after September 1, 1975.

The plan shall be available the first of the month following 30 days of employment. Employees are eligible to purchase family dental coverage for their dependents under the Blue Preferred Dental PPO Option Plan 2 with 80% A, B, and 50% C coverage.

Present plans call for the School District to participate in the Educator's Health Alliance Cross/Blue Shield Preferred Provider Organization (PPO) Health and Dental Care Plan.

which specifies another health and accident insurance carrier, the Board of Education held harmless relative to whether the new health and accident insurance carrier main improves employee coverage.

2. Group Term Life Insurance:

The School District shall provide group term life insurance for employees in the an \$25,000.

Those employees who retire after September 1, 1985, shall receive Basic Group Term Insurance coverage equal to that which was in force immediately prior to retirement. coverage will be in effect until the retiree's 65th birth date.

Following completion of one month's continuous full-time employment, each new employee shall be eligible to enroll for additional term life insurance with the employee the entire cost. No evidence of insurability will be required if enrollment is complete this initial month of employment, or within 31 days of the date of eligibility. Insurance coverage will be effective the first of the month following date of enrollment. Premiums will through payroll deduction.

The employee may choose an additional \$12,500, \$25,000, \$50,000, \$75,000 or \$100,000 coverage.

For subsequent purchase of additional coverage, the full-time employee will be required to complete a health statement. The insurance company will review the health information and reserves the right to accept or reject the applicant. If the application is accepted by the insurance company, coverage will be effective on the first of the month following approval of application for coverage.

The cost of the life insurance will be based upon the attained age of the applicant on the application. Coverage will be continued on a year-to-year basis unless the individual terminates coverage on any monthly premium due date. The cost in future years will be based upon the attained age of the individual on each September 1.

In the event of termination of employment of the employee, the employee may continue voluntary term life insurance on the same basis as the basic group insurance plan.

3. Flexible Benefit Plan:

to pay his or her required premiums for group health and/or life insurance on a pre-tax basis under the Flexible Benefit Plan. Any employee who fails to file the required salary reduction agreement shall be deemed to have elected under the Flexible Benefit Plan to pay the premiums for health and/or life insurance coverage of the employee and his or her dependents through a reduction in salary, and the School District shall be authorized to reduce and deduct the required premiums from the employee's salary as a pre-tax contribution to the Flexible Benefit Plan.

4. Long-term Disability Program:

The School District shall provide long-term disability benefits for employees incurring a long-term illness. The benefit begins on the 91st calendar day following the date of disability. The long-term disability program includes all full-time employees with 30 days of employment.

For those employees who become disabled after September 1, 1978, the amount of Social Security benefits to be coordinated with the Monthly Indemnity Benefit provided under the Long-term Disability Plan shall be based upon the Social Security benefit in effect on the date of the initial disability award.

Any subsequent changes in the Social Security Law which result in an increase in Social Security benefits shall not be used to reduce the amount of Monthly Indemnity Benefit payable under the Long-term Disability Plan.

Any change in dependent status after the date of the initial disability award will be considered in the computation of Social Security benefits payable, and the Monthly Indemnity Benefit payable under the Long-term Disability Plan will be adjusted accordingly.

## ARTICLE 13

Long-Service Increment:

1. Each covered employee after ten (10) creditable years of full-time service in the School District will receive a longevity provision equal to 2 1/2 percent of the 2003-2004 final step salary on the employee's designated salary schedule for the duration of the 2004-2006 contract.
2. A longevity provision of an equal amount will be added at the completion of fifty (50) creditable years of full-time service.

6. For all employees a creditable year is as defined in Section 5.03 of the *Policies and Regulations of the School District of Omaha* in force as of September 4, 1974.

## ARTICLE 14

### Absence from Duty, Union Activities:

1. An allotment of 10 work days per fiscal year without loss of pay shall be available to members of the Union for the purpose of attending conferences or conventions related to activities of mutual benefit for the School District and those members of the Union who are employed by the School District. This allocation may be extended by transferring appropriated days from other agreements between the Board of Education and Employees Local Number 226.

Members designated by the President of the Union shall apply for absence from duty through the regular channels established for such absence.

The request listing members, dates of absence and meetings to be attended shall be submitted to the Superintendent's Office as soon as possible after September 1.

This allotment shall not be cumulative from year-to-year.

2. Upon written request from the employee, the District will grant a special leave of absence without pay to employees who accept a full-time job or an elected position with the international union. Such leave of absence shall be for a period of one (1) year and may be renewed upon application to the School District by the employee not less than thirty (30) days before expiration of the leave.

While on leave, the employee shall not receive credit toward advancement on the salary schedule nor shall such time count as a year of service toward retirement or any other program paid in part or in whole by the District. Employees shall be required, thirty (30) days prior to their returning to the School District, to give notice of his or her intentions regarding continued employment by the School District.

Upon return from a leave of absence, assignment shall be made to the same or similar position which the employee previously occupied. The employee will not be guaranteed his/her position. The rate of pay shall be at the prevailing level for the step, if applicable, upon return.

**ARTICLE 16**

Safety Committee: The bargaining unit shall have one representative on the districtwide sta committee.

**ARTICLE 17**

Notwithstanding the specific reference herein to certain sections and provisions of the *Poli Regulations of the School District of Omaha*, all said *Policies and Regulations* shall be an in full force and effect during the term of this Agreement and binding upon all edu paraprofessional employees except as otherwise specifically provided herein.

The titles and subheadings appearing in this Agreement are not a part thereof and nei subheadings nor the sequence of the paragraphs may be used in its interpretation.

**ARTICLE 18**

Full time Paraprofessional employees shall be awarded \$25.00 for perfect attendance periods 8/1 ending 10/31, 11/1 ending 1/31, 2/1 ending 3/31, and 4/1 ending 6/30. In ad \$25.00 bonus shall be awarded to covered employees who have perfect attendance for tl semester. First semester will be payable in February and second semester will be payable

A perfect work attendance record can be achieved by showing no absence from expected d Employees on bereavement leave, leaves of absence for jury duty, union activities, or othe School District business will not be counted as absent from duty.

**ARTICLE 19**

Educational Paraprofessional Education Degree Stipend

Basic .....	\$ .00
Paraprofessional Assessment Certification.....	\$118.46
College – 48 semester credit, 72 quarter credit (Official Transcript) .....	\$157.94
Associate Degree (Official Transcript) .....	\$197.43
BA or above .....	\$236.92

The official personnel records of employees are maintained in the Human Resources Offic records contain seniority, assignment, date of hiring, performance ratings, and other

## EDUCATIONAL PARAPROFESSIONALS SALARY SCHEDULES

### 2004-2005

60 I-M, 61 I-R, 63 I-M (Steps 1-3)

\$.27

### 2005-2006

60 I-M, 61 I-R, 63 I-M (Steps 1-3)

\$.34

2004-2005 60I Educational Paraprofessional (180 Days – 6 Hours)			
	Hourly	Monthly	Annually
Probationary	9.15	823.50	9,882.00
Step 01	9.69	872.10	10,465.20
Step 02	10.09	908.10	10,897.20
Step 03	10.54	948.60	11,383.20
Long Service Increment \$281.91			

2005-2006 60I Educational Paraprofession (179 Days – 6 Hours)			
	Hourly	Monthly	Annually
Probationary	9.15	818.93	9,827.19
Step 01	10.03	897.69	10,771.27
Step 02	10.43	933.49	11,198.82
Step 03	10.88	973.76	11,665.92
Long Service Increment \$			

2004-2005 60J Educational Paraprofessional (180 Days – 6.5 Hours)			
	Hourly	Monthly	Annually
Probationary	9.15	892.13	10,705.50
Step 01	9.69	944.78	11,337.30
Step 02	10.09	983.78	11,805.30
Step 03	10.54	1,027.65	12,331.80
Long Service Increment \$305.40			

2005-2006 60J Educational Paraprofession (179 Days – 6.5 Hours)			
	Hourly	Monthly	Annually
Probationary	9.15	887.17	10,646.01
Step 01	10.03	972.49	11,669.87
Step 02	10.43	1,011.28	12,135.36
Step 03	10.88	1,054.91	12,633.93
Long Service Increment \$			

2004-2005 60K Educational Paraprofessional (180 Days – 7 Hours)			
	Hourly	Monthly	Annually
Probationary	9.15	960.75	11,529.00
Step 01	9.69	1,017.45	12,209.40
Step 02	10.09	1,059.45	12,713.40
Step 03	10.54	1,106.70	13,280.40
Long Service Increment \$328.90			

2005-2006 60K Educational Paraprofession (179 Days – 7 Hours)			
	Hourly	Monthly	Annually
Probationary	9.15	955.41	11,464.92
Step 01	10.03	1,047.30	12,567.60
Step 02	10.43	1,089.07	13,068.84
Step 03	10.88	1,136.05	13,632.60
Long Service Increment \$			

2004-2005			
60M	Educational Paraprofessional (180 Days – 8 Hours)		
	Hourly	Monthly	Annually
Probationary	9.15	1,098.00	13,176.00
Step 01	9.69	1,162.80	13,953.60
Step 02	10.09	1,210.80	14,529.60
Step 03	10.54	1,264.80	15,177.60
	Long Service Increment \$375.88		

2005-2006			
60M	Educational Paraprofession (179 Days – 8 Hours)		
	Hourly	Monthly	Annually
Probationary	9.15	1,091.90	13,102.80
Step 01	10.03	1,196.91	14,362.92
Step 02	10.43	1,244.65	14,935.80
Step 03	10.88	1,298.35	15,580.20
	Long Service Increment \$		

2004-2005			
61I	Special Educational Paraprofessional I (180 Days – 6 Hours)		
	Hourly	Monthly	Annually
Probationary	9.65	868.50	10,422.00
Step 01	10.19	917.10	11,005.20
Step 02	10.59	953.10	11,437.20
Step 03	11.04	993.60	11,923.20
	Long Service Increment \$295.64		

2005-2006			
61I	Special Educational Paraprofess (179 Days – 6 Hours)		
	Hourly	Monthly	Annually
Probationary	9.65	863.68	10,364.16
Step 01	10.53	942.44	11,309.28
Step 02	10.93	978.24	11,738.88
Step 03	11.38	1,018.51	12,222.12
	Long Service Increment \$		

2004-2005			
61J	Special Educational Paraprofessional I (180 Days – 6.5 Hours)		
	Hourly	Monthly	Annually
Probationary	9.65	940.88	11,290.50
Step 01	10.19	993.53	11,922.30
Step 02	10.59	1,032.53	12,390.30
Step 03	11.04	1,076.40	12,916.80
	Long Service Increment \$320.27		

2005-2006			
61J	Special Educational Paraprofess (179 Days – 6.5 Hours)		
	Hourly	Monthly	Annually
Probationary	9.65	935.65	11,227.80
Step 01	10.53	1,020.97	12,251.64
Step 02	10.93	1,059.75	12,717.00
Step 03	11.38	1,103.39	13,240.68
	Long Service Increment \$		

2004-2005

2005-2006

2004-2005			
61L Special Educational Paraprofessional I (180 Days - 7.5 Hours)			
	Hourly	Monthly	Annually
Probationary	9.65	1,085.63	13,027.50
Step 01	10.19	1,146.38	13,756.50
Step 02	10.59	1,191.38	14,296.50
Step 03	11.04	1,242.00	14,904.00
Long Service Increment \$369.55			

2005-2006			
61L Special Educational Paraprofess (179 Days - 7.5 Hours)			
	Hourly	Monthly	Annually
Probationary	9.65	1,079.59	12,955.00
Step 01	10.53	1,178.04	14,136.48
Step 02	10.93	1,222.79	14,673.48
Step 03	11.38	1,273.14	15,277.68
Long Service Increment \$			

2004-2005			
61M Special Educational Paraprofessional I (180 Days - 8 Hours)			
	Hourly	Monthly	Annually
Probationary	9.65	1,158.00	13,896.00
Step 01	10.19	1,222.80	14,673.60
Step 02	10.59	1,270.80	15,249.60
Step 03	11.04	1,324.80	15,897.60
Long Service Increment \$394.18			

2005-2006			
61M Special Educational Paraprofess (179 Days - 8 Hours)			
	Hourly	Monthly	Annually
Probationary	9.65	1,151.57	13,818.84
Step 01	10.53	1,256.58	15,078.96
Step 02	10.93	1,304.31	15,651.72
Step 03	11.38	1,358.01	16,296.12
Long Service Increment \$			

2004-2005			
61N Special Educational Paraprofessional II (180 Days - 6 Hours)			
	Hourly	Monthly	Annually
Probationary	10.22	919.80	11,037.60
Step 01	10.76	968.40	11,620.80
Step 02	11.16	1,004.40	12,052.80
Step 03	11.61	1,044.90	12,538.80
Long Service Increment \$311.28			

2005-2006			
61N Special Educational Paraprofess (179 Days - 6 Hours)			
	Hourly	Monthly	Annually
Probationary	10.22	914.69	10,976.28
Step 01	11.10	993.45	11,921.40
Step 02	11.50	1,029.25	12,351.00
Step 03	11.95	1,069.53	12,834.36
Long Service Increment \$			

2004-2005

2005-2006

2004-2005			
61P	Special Educational Paraprofessional II (180 Days – 7 Hours)		
	Hourly	Monthly	Annually
Probationary	10.22	1,073.10	12,877.20
Step 01	10.76	1,129.80	13,557.60
Step 02	11.16	1,171.80	14,061.60
Step 03	11.61	1,219.05	14,628.60
	Long Service Increment \$363.16		

2005-2006			
61P	Special Educational Paraprofession (179 Days – 7 Hours)		
	Hourly	Monthly	Annually
Probationary	10.22	1,067.14	12,805.68
Step 01	11.10	1,159.03	13,908.36
Step 02	11.50	1,200.79	14,409.48
Step 03	11.95	1,247.78	14,971.14
	Long Service Increment \$363.16		

2004-2005			
61Q	Special Educational Paraprofessional II (180 Days – 7.5 Hours)		
	Hourly	Monthly	Annually
Probationary	10.22	1,149.75	13,797.00
Step 01	10.76	1,210.50	14,526.00
Step 02	11.16	1,255.50	15,066.00
Step 03	11.61	1,306.13	15,673.50
	Long Service Increment \$389.10		

2005-2006			
61Q	Special Educational Paraprofession (179 Days – 7.5 Hours)		
	Hourly	Monthly	Annually
Probationary	10.22	1,143.36	13,720.32
Step 01	11.10	1,241.81	14,901.72
Step 02	11.50	1,286.56	15,438.72
Step 03	11.95	1,336.91	16,032.84
	Long Service Increment \$389.10		

2004-2005			
61R	Special Educational Paraprofessional II (180 Days – 8 Hours)		
	Hourly	Monthly	Annually
Probationary	10.22	1,226.40	14,716.80
Step 01	10.76	1,291.20	15,494.40
Step 02	11.16	1,339.20	16,070.40
Step 03	11.61	1,393.20	16,718.40
	Long Service Increment \$415.04		

2005-2006			
61R	Special Educational Paraprofession (179 Days – 8 Hours)		
	Hourly	Monthly	Annually
Probationary	10.22	1,219.59	14,635.08
Step 01	11.10	1,324.60	15,895.20
Step 02	11.50	1,372.33	16,467.96
Step 03	11.95	1,426.03	17,112.36
	Long Service Increment \$415.04		

2004-2005	
63I	Educational Paraprofessional

2005-2006	
63I	Educational Paraprofession

2004-2005			
63J	Educational Paraprofessional (261 Days - 6.5 Hours)		
	Hourly	Monthly	Annually
Probationary	9.15	1,293.58	15,522.98
Step 01	9.69	1,369.92	16,439.09
Step 02	10.09	1,426.47	17,117.69
Step 03	10.54	1,490.09	17,881.11
Long Service Increment \$435.58			

2005-2006			
63J	Educational Paraprofession (261 Days - 6.5 Hours)		
	Hourly	Monthly	Annually
Probationary	9.15	1,293.58	15,522.98
Step 01	10.03	1,417.99	17,015.88
Step 02	10.43	1,474.54	17,694.48
Step 03	10.88	1,538.16	18,457.92
Long Service Increment \$			

2004-2005			
63K	Educational Paraprofessional (261 Days - 7 Hours)		
	Hourly	Monthly	Annually
Probationary	9.15	1,393.09	16,717.05
Step 01	9.69	1,475.30	17,703.63
Step 02	10.09	1,536.20	18,434.43
Step 03	10.54	1,604.72	19,256.58
Long Service Increment \$469.08			

2005-2006			
63K	Educational Paraprofession (261 Days - 7 Hours)		
	Hourly	Monthly	Annually
Probationary	9.15	1,393.09	16,717.05
Step 01	10.03	1,527.07	18,324.84
Step 02	10.43	1,587.97	19,055.64
Step 03	10.88	1,656.48	19,877.76
Long Service Increment \$			

2004-2005			
63L	Educational Paraprofessional (261 Days - 7.5 Hours)		
	Hourly	Monthly	Annually
Probationary	9.15	1,492.59	17,911.13
Step 01	9.69	1,580.68	18,968.18
Step 02	10.09	1,645.93	19,751.18
Step 03	10.54	1,719.34	20,632.05
Long Service Increment \$502.59			

2005-2006			
63L	Educational Paraprofession (261 Days - 7.5 Hours)		
	Hourly	Monthly	Annually
Probationary	9.15	1,492.59	17,911.13
Step 01	10.03	1,636.14	19,633.62
Step 02	10.43	1,701.39	20,416.68
Step 03	10.88	1,774.80	21,298.56
Long Service Increment \$			

2004-2005			
63M	Educational Paraprofessional (261 Days - 8 Hours)		
	Hourly	Monthly	Annually
Probationary	9.15	1,592.10	19,105.20
Step 01	9.69	1,686.06	20,232.72
Step 02	10.09	1,755.66	21,067.92
Step 03	10.54	1,833.96	22,007.52
Long Service Increment \$536.09			

2005-2006			
63M	Educational Paraprofession (261 Days - 8 Hours)		
	Hourly	Monthly	Annually
Probationary	9.15	1,592.10	19,105.20
Step 01	10.03	1,745.22	20,942.64
Step 02	10.43	1,814.82	21,777.84
Step 03	10.88	1,893.12	22,717.44
Long Service Increment \$			