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Contract Database Metadata Elements

Title: **East Rockaway Union Free School District and East Rockaway Secretaries Association (2002)**

Employer Name: **East Rockaway Union Free School District**

Union: **East Rockaway Secretaries Association**

Local:

Effective Date: **07/01/2002**

Expiration Date: **06/30/2006**

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AGREEMENT

Between The

EAST ROCKAWAY SECRETARIES ASSOCIATION

and the

**BOARD OF EDUCATION
EAST ROCKAWAY UNION FREE SCHOOL DISTRICT**

EFFECTIVE July 1, 2002

- 6 | 30 | 06

(Four Year Contract)

TABLE OF CONTENTS

	<u>Page</u>
ARTICLE I - Recognition	1
ARTICLE II - Duration	1
ARTICLE III - Grievance Procedure	1
ARTICLE IV - Compensation	3
ARTICLE V - Fringe Benefits	4
ARTICLE VI - Conditions of Employment	7
ARTICLE VII - Leave Policies	9
ARTICLE VIII - Miscellaneous Provisions	12

ARTICLE I - Recognition

The Board recognizes the East Rockaway Secretaries Association as the exclusive bargaining agent for all full time and regular part time clerical employees listed in the salary schedule excluding the secretary to the Superintendent of Schools, the secretary to the Director of Finance and Operations, and any casual secretaries.

ARTICLE II - Duration

This agreement shall be effective from July 1, 2002 to June 30, 2006. No later than the first full week of school in March of the year the contract terminates, unless postponed by mutual consent, the Board and the Association will enter into negotiations, for a successor agreement. At this initial meeting, the Association and the District will present their packages for any changes in the contract.

ARTICLE III - Grievance Procedure

Definition

A Grievance is a claim by any clerical employee or group of clerical employees in the negotiating unit, of any claimed violation, misinterpretation, misapplication or inequitable application of any provision and terms of this agreement.

Procedures

The Board and the Association agree to facilitate any investigation which may be required to make available any and all material and relevant documents, communications, and records concerning the alleged grievance.

No interference, coercion, restraint, discrimination, or reprisal of any kind will be taken by the Board or by any member of the administration or of the Association against the aggrieved party, any party in interest, any representative, any member of the grievance committee or any other participant in the grievance procedure or any other person by reason of such grievance or participation therein.

Time Limits

Written grievance will be entertained as described below, and such grievance will be deemed waived unless written grievance is forwarded at the first available stage within ten (10) school

days after the employee knew or should have known of the act or condition on which the grievance is based.

Extension of Time Between Stages

Upon written notice, the Association or the Board will be granted an extension of time between each stage of the grievance not to exceed an additional five school days.

Stages of the Grievance Procedure

* Stage 1 - Immediate Supervisor

Upon submission of a grievance to the employee's immediate supervisor, the immediate supervisor will hold an informal conference within five school days for the purpose of resolving the grievance. The immediate supervisor will render a written decision within five school days after the conference.

If the employee considers the decision to be unsatisfactory, the Association may appeal the decision to Stage 2.

* Stage 2 - Superintendent of Schools

Upon receipt of a grievance, the Superintendent will hold a hearing within ten school days of receipt of said grievance. The Superintendent will render a written decision within ten school days after the hearing.

A grievance may be filed initially at Stage 2 when it concerns a matter not within the immediate school administrator's authority.

If the Association considers the decision to be unsatisfactory, the Association may file a Demand For Advisory Arbitration with the American Arbitration Association.

* Stage 3 - Arbitration Association

- a) If the Association is not satisfied with the decision at Stage 2, the Association may within fifteen (15) school days of the decision at Stage 2, request advisory review by one of the following persons:
 1. ~~Bonnie Siber Weinstock~~
 2. Rosemary Townley
 3. Roger Maher

- b) Within twenty (20) school days of his or her appointment, the Advisory Arbitrator shall conduct a hearing at which all parties concerned shall be present. All records relative to the grievance shall be made available to the Advisory Arbitrator.
- c) Within ten (10) school days following the close of the hearing, the Advisory Arbitrator shall render a report containing a statement of his or her findings, conclusions, and recommendations to the Board. Copies of such reports shall be made available to all parties concerned.

* Stage 4 - Board of Education

The Board, after receiving the Advisory award, shall at no later than its next regular meeting, review the entire matter and render a final decision relative thereto, and the Association shall be notified in writing of the Board's decision.

The costs of the grievance, if any, will be shared equally by the Association and the Board of Education.

ARTICLE IV - Compensation

Sect. 1

The salary schedules for 2002-03, 2003-04, 2004-05, and 2005-06 are set forth in Appendices A, B, C and D respectively. The respective salary schedules shall become effective July 1st of the respective year, and increments shall be paid to eligible unit members.

Sect. 2

Overtime at the rate of time and one half shall be paid for time required to be spent on school (not District) activities beyond 35 hours per week.

Sect. 3

In the schools when the District asks a unit member and that unit member volunteers to make substitute phone calls, payment will be made both for a phone stipend and for time spent making substitute phone calls in accordance with the following schedule:

	<u>Stipend</u>	<u>Time</u>
2002-03	\$1,000	\$1,363
2003-04	\$1,000	\$1,411
2004-05	\$1,000	\$1,460
2005-06	\$1,000	\$1,511

If no one volunteers, this duty will be assigned.

Sect. 4

Each building principal's secretary shall receive an annual stipend of \$850.

Sect. 5

The annual stipend for the Treasurer of Student Activities Fund will be as follows:

2002-2003	\$2,100.00
2003-2004	\$2,100.00
2004-2005	\$2,500.00
2005-2006	\$2,500.00

ARTICLE V - Fringe Benefits

Sect. 1 - Health Insurance

- A. Health insurance shall be available to all full time employees from the New York State employees group insurance plan (Empire Plan, Core Plan, Plus Enhancements); provided, however, the District shall have the right to select an alternative group health plan with benefits equal to the current group plan. The District will continue to share the premium cost of retirees who continue their insurance.

Unit members shall contribute a percentage of the health insurance premium in accordance with the following schedule:

Effective July 1, 1999 15 percent

However, in no case shall the contribution exceed one and one-half percent (1.5%) of the current unit member's base salary, and one and three-quarter percent (1.75%) of the base salary of unit members hired on or after January 1, 2000. For unit members hired after January 1, 2003, such contribution shall not exceed two percent (2%) of the unit member's base salary.

- ~~B. Group Health Insurance Option -- Unit members shall have the option to withdraw from participation in the New York State Health Insurance Plan. Unit members who exercise this option must notify the District in writing by June 15 and shall~~

receive in the last paycheck in the following June a lump sum payment equal to 50% of the premium in effect during that 12 month period for individual and family insurance coverage.

Unit members who change from family coverage to individual coverage and who so notify the District in writing by June 15, shall receive in the last paycheck in the following June a lump sum payment equal to 50% of the difference between the family premium cost and the individual premium cost in effect for that 12-month period.

Unit members shall have the right to re-enter the health insurance plan provided the member gives the District at least a 45 calendar day written notice of re-entry into the insurance plan.

Sect. 2 - Dental Insurance

The contribution of the Board of Education will not exceed an amount as set forth in the following schedule:

Effective July 1, 2002 - \$525.00 per year per employee
Effective July 1, 2003 - \$550.00 per year per employee
Effective July 1, 2004 - \$575.00 per year per employee
Effective July 1, 2005 - \$600.00 per year per employee

Part time employees' entitlement will be pro-rated.

Sect. 3 - Payroll Deductions

The Board of Education will provide for payroll deductions as follows:

- A. Association Dues - Upon receipt of signed payroll deductions statements for eligible personnel, membership dues in the East Rockaway Secretaries Association will be deducted from their salaries and transmitted to the treasurer of the East Rockaway Teachers' Association.
- B. Tax Sheltered Annuities - In accordance with the present Board policy.
- C. New York State Employees Retirement System - Contributions as required by law.

D. Nassau Educators Federal Credit Union - Savings and loan contributions.

E. Agency Fee Deduction - Within thirty days after the mutual ratification of this agreement and in each subsequent year by October 1, or within sixty days after the commencement of employment, whichever is later, every member of the negotiating unit who is not a member of the East Rockaway Secretaries Association shall as a condition of continued employment pay to the Association an agency shop fee deduction ("agency fee"). The agency fee shall be paid in the same manner as the dues "check off." The agency fee shall continue in effect until (a) the unit member shall cease to be employed by the District; (b) the unit member shall become employed by the District in a position included in a different negotiating unit; or (c) the unit member becomes a member of the East Rockaway Secretaries Association.

When the Board is required to deduct and pay over an agency fee, no such deduction or payment shall be made by the District until and unless the East Rockaway Secretaries Association shall file with the District, a written order, in the manner and on a form to be mutually agreed upon by the Board and the East Rockaway Secretaries Association, stating the amount of the agency fee to be so deducted and paid on account of such unit member; whenever the District shall deduct and pay over any such authorized amounts to the East Rockaway Teachers' Association, the District shall not be liable to see to the proper application of such funds by the East Rockaway Secretaries Association or its officers or agents.

The East Rockaway Secretaries Association shall certify to the Board in writing the current rate of agency fee. The East Rockaway Secretaries Association will give the Board thirty days written notice prior to the effective date of any changes in the agency fee.

The agency fee deductions referred to in this article shall be made in installments during the school year as shall be specified by the East Rockaway Secretaries Association in writing.

The Association agrees to save and hold harmless the District from all loss, expenses, damages, costs and attorneys' fees that may accrue as a result of the aforesaid agency fee provisions, by reason of any action or suits brought against the District by an employee in the unit aggrieved by the implementation of said agency fee provisions. Furthermore, the East Rockaway Secretaries Association will participate in all legal actions or proceedings brought which relate to the aforesaid agency fee provisions to the fullest extent possible. Representation of

East Rockaway Secretaries Association by attorneys retained by New York State United Teachers and/or direct participation by East Rockaway Secretaries Association will be deemed as fulfilling the conditions of this paragraph.

Sect. 4 - §125 Plan

The District shall make the existing flexible plan (§125 plan) available to members of this bargaining unit.

ARTICLE VI - Conditions of Employment

Sect. 1 - Work Year and Work Week

- A. Members of this unit shall be employed on a thirty-five hour per week - ten or twelve month basis unless an exception is made in the resolution of appointment.
- B. The work year shall be from September 1 to June 30, for ten month employees. The work year for twelve month employees shall be July 1 to June 30, inclusive of paid vacations.
- C. Unit members will be permitted to leave one-half hour earlier on Fridays and prior to a school holiday when school is closed for students.
- D. Unit members employed during the summer will be permitted to leave one-half hour earlier each day.
- E. Ten month employees working in the Junior/Senior High School may be required to work a maximum of two weeks beyond their regular work year (September 1 - June 30) at their regular rate of pay. Ten month employees working in elementary schools may be required to work a maximum of five days immediately following June 30 and/or five days immediately preceding September 1 at their regular rate of pay. Employees required to work beyond their regular work year shall be notified thirty days prior to the close of the regular work year.
- F. Unit members currently employed on a ten-month basis and reappointed by the Board of Education to a twelve-month appointment shall receive credit for all months worked prior to the effective date of a twelve-month appointment for ~~purpose of vacation pay.~~

Sect. 2 - Summer School Session

- A. Unit members employed in a summer school session will be paid an hourly rate of pay based upon the unit member's annual rate of pay.
- B. At the discretion of the Superintendent, up to two days of compensatory time may be worked to make up for sick days used during the summer school session.
- C. If the school budget provides for a summer school session, currently employed ten month employees may apply and shall be given preference for employment in the summer school session. In the absence of sufficient volunteers, the District reserves the right to hire such temporary summer help as necessary.
- D. Except in an emergency, unit members will not be asked to perform nursing duties.

Sect. 3 - Holidays

- A. Holidays will be granted in accordance with the School District calendar.

Sect. 4 - Health Examinations

- A. A health examination shall be required of all newly-appointed employees as a condition of employment. This examination shall be conducted by one of the school physicians, at no cost to the employee. Upon the completion of a health examination, the examining physician shall send his report on the forms provided to the Superintendent of Schools. Thereafter, a health examination may be requested by the Superintendent of any employee should conditions warrant the same. This examination shall be at no cost to the employee provided the examination is given by a doctor selected by the Board, otherwise it will be paid by the employee.

Sect. 5 - Emergency School Closing

- A. In the event there is an emergency school closing prior to the beginning of the regular school hours, clerical employees will not be required to work that day.
- B. ~~In the event there is an emergency school closing after the start of the school day,~~ the Principal may assign one clerical employee to remain until all business matters be performed.

Sect. 6 - Vacancies and Promotions

- A. The Board will post in each building all vacancies and promotional positions prior to an appointment to these positions.
- B. If a unit member is assigned a promotional job title and has satisfactorily performed the duties of this position, it is understood that the Superintendent will notify Civil Service that the unit member be given the right to take the Civil Service test on a promotional basis in accordance with Civil Service regulations.

Sect. 7 - Workers' Compensation

- A. Unit members who are unable to perform their duties as a result of personal injury occurring in the course of their employment for which they are eligible to receive Workers' Compensation payments, will be paid their full salary for a period equivalent to the number of accumulated sick days, but the weekly cash benefits paid by Workers' Compensation, made for disability due to said injury, shall be turned over to the District. No part of such absence will be charged to the annual or accumulated sick leave.
- B. A job incurred accident shall not be charged against sick leave.

Sect. 8 - Retirement

- A. All employees eligible for participation in the N.Y. State Employees Retirement System will be forwarded an application in accordance with Retirement System regulations.
- B. Clerical employees are entitled to benefits under Section 75 c.

ARTICLE VII - Leave Policies

Sect. 1 - Vacation for Twelve-Month Employees

Vacations shall be taken in accordance with the following criteria, and as approved by the Superintendent of Schools. :

After one (1) year of service 2 weeks
After five (5) years of service 3 weeks
After ten (10) years of service 4 weeks

Sect. 2 - Sick Leave

Twelve-month clerical employees shall be allowed a maximum of fourteen days per year for sick leave without loss of pay. Ten-month clerical employees shall be allowed a maximum of twelve days per year for sick leave without loss of pay. Sick leave shall be interpreted to mean absence due to personal illness, illness of spouse or parents or dependent children. Sick leave days not used shall accumulate to two hundred days, the maximum amount available for any given year, and may be used for absence for personal illness, and for illness in the immediate family, spouse, parents, or dependent children. Upon approval of the Superintendent, sick leave may be used for illness of adult children.

Sect. 3 - Personal Leave

Each clerical employee shall be entitled to two days per year for absence necessitated by personal business, not for recreation, vacation, marriage, honeymoon, etc. Unused personal leave shall be added to accumulated sick leave. Whenever possible, the clerical employee shall give his/her immediate supervisor at least three work days' prior notice for use of personal leave.

Unit members requesting to use personal leave immediately prior to or immediately following a holiday must obtain the prior approval of the Superintendent of Schools.

Sect. 4 - Absence For Death in Immediate Family

Each clerical employee shall be entitled to a maximum of five days for a death in the immediate family. "Immediate family" shall be understood to mean: husband, wife, son, daughter, mother, father, grandparent, grandchild, mother-in-law, father-in-law, sister, brother, son-in-law, daughter-in-law, or any dependent living within the immediate household. Employees shall be entitled to a maximum of two days' absence in the event of the death of a brother-in-law or sister-in-law. Those days utilized in accordance with the provisions of this section shall be exclusive of sick leave and non-cumulative.

Sect. 5 - Absence to Attend Funeral of Close Relative

Each clerical employee shall be entitled to one day to attend the funeral of a close relative. "Close relatives" are to include either the employee's or spouse's: aunt,

uncle, niece or nephew. This day shall be exclusive of sick leave and non-cumulative.

Sect. 6 - Court Attendance

Up to ten days of court attendance as an appellant, respondent or witness shall be charged to the employee's annual sick leave allowance. If such court attendance shall exceed ten days, the Superintendent may make a recommendation to the Board of Education for special consideration. On proof of the necessity of appearance as a witness pursuant to subpoena or other order of a court or body, an employee shall be granted a leave of absence with pay with no charge to leave credits. This shall not apply to any absence caused by such appearance as a party.

Sect. 7 - Extended Illness

In the event of an extended illness during which a unit member has used up all of her accumulated sick leave, she shall receive a special sick leave compensation based on the difference between her daily salary rate and the district's daily salary rate for substitute clerical employees of five days for each year of completed service to the District. Credit for years of service shall be granted only once for each year of service.

Sect. 8 - Absence-by-Request

Absence by request means absence beyond the leave policy which has been approved in advance by the Superintendent as justifiable because of urgently extenuating circumstances. Absence by request shall not exceed a maximum of five days in a given school year. Deductions for absence by request shall be made at the employee's daily rate.

Sect. 9 - Leave of Absence Without Pay

- A. Unit members will be permitted to take a leave of absence without pay for maternity leave for a maximum of two years leave. Unit members must notify the Superintendent of Schools in writing of a request for said leave at least thirty calendar days prior to the effective day of the leave.
- B. Other leaves of absence without pay may be requested through the Superintendent and shall require the approval of the Board of Education.

Sect. 10 - Jury Duty

Each unit member who serves as a juror during the school year shall continue to receive the school district salary. Jury duty pay, in turn, shall be given to the school district. However, unit members should give consideration to postponing their jury duty to such times when school is not in session. In such cases, jury duty pay shall be kept by the unit member.

ARTICLE VIII - Miscellaneous Provisions

Sect. 1 - Secretarial Conference Registration Fee

The Board agrees to pay the registration fee for two unit members to attend the annual SCOPE conference.

Sect. 2 - Coffee Break

Unit members will be permitted one twenty-minute break per day in either the morning or the afternoon.

Sect. 3 - Retirement Incentive

The parties agree to form a committee to explore retirement incentives.

Sect. 4 - Duplication of Agreement

The Board of Education will print copies of the Agreement at no cost to the employees and will duplicate copies of all new agreements within sixty calendar days after the ratifications of the Agreement by both parties.

Sect. 5 - Educational Incentive

Unit members shall receive payment of \$600 upon the completion of the equivalent of 3 credits of job-related in-service or college courses or adult education courses. Such courses shall be subject to the prior approval of the Superintendent.

IN WITNESS WHEREOF, the parties hereto have caused these present to be executed by their duly authorized representatives on the day and year first above written.

FOR THE EAST ROCKAWAY
SECRETARIES ASSOCIATION

By: Maria Treglia
MARIA TREGLIA, Co-President

By: Diane Coletta
DIANE COLETTA, Co-President

FOR THE EAST ROCKAWAY UNION
FREE SCHOOL DISTRICT

By: Dr. Arnold Dodge
DR. ARNOLD DODGE, Superintendent

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002-2003 CLERICAL SALARIES - INITIAL YEAR OF NEW SALARY SCHEDULE

STEP	TYPIST	STENO	SENIOR	PRIN. TYPIST/CLERK	STENO	SENIOR	ACCT.	SR/ACCT. CL.	PRINCIPAL
	CLERK	STENO	TYPIST/CLERK	SENIOR/STENO	SECY	TYPIST/CLERK	CLERK	SR/STENO	ACCT. CL.
	10 MONTHS	10 MONTHS	10 MONTHS	10 MONTHS	10 MONTHS	12 MONTHS	12 MONTHS	12 MONTHS	12 MONTHS
	0203	0203	0203	0203	0203	0203	0203	0203	0203
A	21,303	22,035	22,777	23,503	24,031	27,332	26,444	28,204	29,673
B	22,424	23,194	23,976	24,740	25,295	28,771	27,836	29,688	31,234
1	23,827	24,579	25,061	26,052	26,731	29,993	29,351	31,309	32,888
2	25,230	25,964	26,394	27,364	28,167	31,570	30,866	32,930	34,542
3	26,233	26,949	27,753	28,476	29,303	33,147	32,381	34,126	35,845
4	27,236	27,934	28,812	29,388	30,439	34,349	33,496	35,322	37,048
5	28,239	28,919	29,871	30,300	31,565	35,551	34,611	36,518	38,251
6	29,242	29,904	30,780	31,212	32,691	36,753	35,726	37,714	39,454
7	30,245	30,889	31,689	32,124	33,727	37,955	36,841	39,035	40,657
8	31,252	31,874	32,598	33,036	34,763	39,157	37,956	40,258	41,860
9	32,103	32,742	33,507	33,948	35,799	40,359	39,071	41,306	43,063
10	32,954	33,610	34,950	34,864	36,835	41,561	40,186	42,354	44,266
11	33,805	34,478	35,942	36,142	37,871	42,766	41,301	43,859	45,546
12	34,657	35,346	36,935	37,802	38,937	44,321	42,414	45,359	46,825

Longevity

Step 18: \$1250

Step 25: \$1000

Step 30: \$1000

03-20 CLERICAL SALARY SCHEDULE

TYPYST/CLERK	SENIOR	PRIN:TYPYST/CLERK	STENO	SENIOR	ACCOUNT	SR/ACCT/CL	PRINCIPAL	
TYPYST/CLERK	TYPYST/CLERK	SENIOR STENO	SECY	TYPYST/CLERK	CLERK	SR/STENO	ACCT/CL	
10 MONTHS	10 MONTHS	10 MONTHS	10 MONTHS	12 MONTHS	12 MONTHS	12 MONTHS	12 MONTHS	
0304	0304	0304	0304	0304	0304	0304	0304	
21,729	22,475	23,233	23,973	24,511	27,879	26,973	28,768	30,266
22,873	23,658	24,455	25,235	25,801	29,346	28,392	30,282	31,859
24,304	25,071	25,562	26,573	27,266	30,593	29,938	31,935	33,546
25,735	26,484	26,922	27,912	28,731	32,201	31,483	33,589	35,233
26,758	27,488	28,308	29,046	29,889	33,810	33,028	34,809	36,562
27,781	28,493	29,388	29,976	31,048	35,036	34,165	36,028	37,789
28,804	29,498	30,468	30,906	32,197	36,262	35,303	37,248	39,016
29,827	30,503	31,395	31,837	33,345	37,488	36,440	38,468	40,243
30,850	31,507	32,323	32,767	34,402	38,714	37,577	39,816	41,470
31,877	32,512	33,250	33,697	35,459	39,940	38,715	41,063	42,697
32,745	33,397	34,177	34,627	36,515	41,166	39,852	42,382	43,924
33,613	34,283	35,649	35,561	37,572	42,392	40,989	43,710	45,152
34,481	35,168	36,661	36,865	38,629	43,621	42,127	44,736	46,457
35,350	36,053	37,674	38,558	39,716	45,207	43,262	46,266	47,762
35,950	36,653	38,274	39,158	40,316	45,927	43,982	46,986	48,482

evity

Step 18: \$1250

Step 25: \$1000

Step 30: \$1000

4-200 CLERICAL SALARY SCHEDULE

PIST	SENIOR	PRIN. TYPIST/CLERK	STENO	SENIOR	ACCOUNT	SR/ACCT/CL	PRINCIPAL	
TYPIST/CLERK	STENO	TYPIST/CLERK	SENIOR/STENO	SECY	TYPIST/CLERK	CLERK	SR/STENO	ACCT/CL
10 MONTHS	10 MONTHS	10 MONTHS	10 MONTHS	10 MONTHS	12 MONTHS	12 MONTHS	12 MONTHS	12 MONTHS
0405	0405	0405	0405	0405	0405	0405	0405	0405
2,272	23,037	23,813	24,573	25,124	28,576	27,647	29,487	31,023
3,445	24,250	25,067	25,866	26,446	30,080	29,102	31,039	32,655
4,911	25,698	26,201	27,238	27,948	31,358	30,686	32,734	34,385
6,378	27,146	27,595	28,609	29,449	33,006	32,270	34,428	36,114
7,427	28,176	29,016	29,772	30,637	34,655	33,854	35,679	37,476
8,476	29,205	30,123	30,726	31,824	35,912	35,020	36,929	38,734
9,524	30,235	31,230	31,679	33,002	37,168	36,185	38,180	39,992
10,573	31,265	32,180	32,633	34,179	38,425	37,351	39,430	41,249
11,621	32,295	33,131	33,586	35,262	39,682	38,517	40,811	42,507
12,674	33,325	34,081	34,540	36,345	40,939	39,683	42,090	43,765
13,563	34,232	35,032	35,493	37,428	42,195	40,848	43,442	45,023
14,453	35,140	36,540	36,450	38,511	43,452	42,014	44,803	46,280
15,343	36,047	37,577	37,786	39,595	44,712	43,180	45,854	47,619
16,234	36,954	38,616	38,991	40,709	46,338	44,343	47,423	48,956
16,849	37,569	39,231	40,347	41,324	47,076	45,081	48,161	49,694
17,499	38,219	39,881	40,997	41,974	47,856	45,861	48,941	50,474

Ageevity

Step 18: \$1250

Step 25: \$1000

Step 30: \$1000

2006 MERICAL SALARY SCHEDULE

TYPIST	SENIOR	PRIN/STENO	TYPIST/CLERK	STENO	SENIOR	ACCOUNT	SR/ACCT/CL	PRINCIPAL
STENO	TYPIST/CLERK	SENIOR/STENO	SECY	TYPIST/CLERK	CLERK	SR/STENO	ACCT/CL	
10 MONTHS	10 MONTHS	10 MONTHS	10 MONTHS	10 MONTHS	12 MONTHS	12 MONTHS	12 MONTHS	12 MONTHS
0506	0506	0506	0506	0506	0506	0506	0506	0506
2,941	23,728	24,528	25,310	25,878	29,433	28,476	30,371	31,953
4,148	24,977	25,819	26,642	27,240	30,982	29,975	31,970	33,635
5,659	26,469	26,987	28,055	28,786	32,298	31,607	33,716	35,416
7,170	27,960	28,423	29,468	30,333	33,997	33,238	35,461	37,197
8,250	29,021	29,886	30,665	31,556	35,695	34,869	36,749	38,600
9,330	30,082	31,026	31,647	32,779	36,989	36,070	38,037	39,896
10,410	31,142	32,167	32,629	33,992	38,284	37,271	39,325	41,191
11,490	32,203	33,146	33,612	35,204	39,578	38,472	40,613	42,487
12,570	33,264	34,125	34,594	36,320	40,872	39,672	42,035	43,782
13,654	34,324	35,103	35,576	37,436	42,167	40,873	43,352	45,078
14,570	35,259	36,083	36,558	38,551	43,461	42,074	44,745	46,373
15,487	36,194	37,636	37,544	39,667	44,755	43,274	46,147	47,669
16,403	37,129	38,705	38,920	40,782	46,053	44,475	47,230	49,047
17,321	38,062	39,774	40,161	41,930	47,728	45,674	48,845	50,424
17,954	38,696	40,407	41,557	42,564	48,488	46,434	49,605	51,185
18,624	39,365	41,077	42,227	43,233	49,291	47,237	50,409	51,988
19,324	40,065	41,777	42,927	43,933	50,131	48,077	51,249	52,828

geivity

Step 18: \$1250

Step 25: \$1000

Step 30: \$1000