CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION

CHAPTER # 472

AND

IMPERIAL COMMUNITY COLLEGE DISTRICT

Collective Bargaining Agreement

July 1, 2023 – June 30, 2026

AGREEMENT

Between

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
CHAPTER 472

And

IMPERIAL COMMUNITY COLLEGE DISTRICT

July 1, 2023 - June 30, 2026

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ARTICLE 1 RECOGNITION

The Board of Trustees of the Imperial Community College District, hereinafter referred to as the "Board" or "District," hereby recognizes the California School Employees Association and its Imperial Valley College Chapter 472, hereinafter referred to as the "Association" or "CSEA," as the sole and exclusive representative of those classified positions listed in the Recognition Agreement, executed and attached hereto as EXHIBIT A.

The Association recognizes the Board as the duly elected representative of the people and agrees to negotiate only with the Board's representatives officially designated by the Board to act in its behalf. CSEA further agrees that neither it nor any of its members or agents will attempt to negotiate privately or individually with the Board, any Board member, administrator or other person or persons not officially designated by the Board as its representative for the purposes of negotiations.

ARTICLE 2 EQUAL EMPLOYMENT OPPORTUNITY/DIVERSITY, TITLE IX EMPLOYER

The Imperial Community College District is an equal employment opportunity, Title IX employer. (See District Equal Employment Opportunity Policy and Title IX Policy for complete program.)

ARTICLE 3 ASSOCIATION RIGHTS

3.1 Use of Buildings, Equipment, Facilities, Materials

Upon advance request, and depending upon availability, the Association shall have the right to use, without charge, institutional equipment, facilities and buildings at reasonable times. However, use of such equipment, buildings and facilities for instructional purposes shall take priority. The Association shall reimburse the District, at District cost, for use of materials.

3.2 Communication and Distribution of Organizational Materials

The Association shall have the right to use, without charge, designated bulletin boards, mailboxes, the College website as approved by the Superintendent/President, the College mail, e-mail, and voice mail systems, and other District means of electronic communications for the posting or transmission of information or notices concerning Association matters. Only those organizational materials officially authorized by the Association Chapter President shall be placed in mailboxes or posted. The Association agrees to provide to the Superintendent a courtesy copy of each organizational material at the time it is posted or distributed.

3.3 Access

Association representatives shall have the right of access to areas in which employees work. Association representatives may engage in recruiting activities and conduct official Association business including representation in grievance procedure matters on District property. Within thirty (30) calendar days of ratification of this Agreement by both parties, or in change in union representation, the Association shall provide the District with the names, titles, addresses, and telephone numbers of Association representatives.

3.4 Parking

A campus parking identification card or sticker shall be provided to the designated local representative of the Association.

3.5 Requests for Information

In order to fulfill its responsibilities as the exclusive representative of classified employees, the Association will be provided upon request two (2) copies of any current published District report including the tentative and adopted budgets, public records, and other materials pertaining to matters of collective bargaining.

3.6 Personnel Files

The Association shall have the right to review the personnel files of bargaining unit members under the same terms and conditions described in the EMPLOYEE RIGHTS article of this Agreement, and upon the written authorization of the member or when the member accompanies the Association representative.

3.7 Rosters

The names, addresses and telephone numbers of unit members as provided to the District by unit members themselves shall be provided to the Association within thirty (30) calendar days of the beginning of each fall semester. Bargaining unit members may request in writing that their addresses and telephone numbers not be included on the bargaining unit roster.

3.8 Membership Dues Deductions

The District agrees to deduct in certified, uniform amounts from the pay of bargaining unit members, and to pay to the Association's authorized state affiliate the normal and regular monthly membership dues, subject to the following conditions:

1. Deductions for membership dues shall be made upon the notification by the Association to the District.

2. The District shall put into effect any new or changed dues deduction during the month in which the request is submitted provided that the request was received by the District payroll office prior to the tenth calendar day of the month, otherwise the District shall put into effect such requests in the following calendar month.

3. With respect to all membership dues deducted by the District, the District agrees to remit such monies promptly to the Association accompanied by an alphabetical list of unit members for whom such deductions have been made and indicating any changes in personnel from the list previously furnished.

4. The Association and District agree to furnish to each other any information needed to fulfill the provisions of this Article.

5. The Association will indemnify the District for any claims made by an employee for wage deductions made in reliance upon such representations.

3.9 Distribution of Agreement

The District agrees to post an electronic copy of the CBA on the website and furnish 30 copies of the CBA (contract) for the association within 45 days of Board ratification.

3.10 Released Time

The Association Chapter President and/or his designee and Association representatives shall be granted reasonable release time for such matters as administration of this Agreement, "problem solving" sessions, negotiations, and/or other occasions agreed upon by the Association and the District.

Also, the District agrees to grant released time and pay for the travel, meals, and lodging at current District rates, for two (2) Association representatives to attend the statewide annual CSEA conference. In addition, the District agrees to grant release time for other CSEA functions.

3.10.1 Released Time for Attendance at Governance and Ad Hoc Presidential Committee Meetings

Members will be released whenever feasible to attend meetings of governance and ad hoc committees to which they are appointed by CSEA at the request of the Superintendent/President of the College or Governance Committee Chair.

3.11 Lounge Area

A lounge area for the use of classified employees during rest and lunch periods shall be provided by the District. In the event any group other than the Association desires to use the lounge area for an exclusive event, a facility request form must be submitted and it must bear an approved signature by the President of CSEA or his/her designee.

3.12 Orientation & Contact Information

New hire orientation access and bargaining unit information will be provided as follows:

3.12.1 District notice to CSEA of newly hired classified employees

The District shall provide notice of any newly hired classified employee within 10 days of date of hire to the CSEA Chapter President or designee which will include the following information:

A. Full Legal Name
B. Date of Hire
C. Classification
D. Department Assignment
E. Orientation Date (if known)

3.12.2 Employee Information

"Newly Hired Employee" or "New Hire" means any person employed into classified service with the exception of management and confidential employees. This includes any person previously employed by the District who is subsequently hired into classified service. Date of hire is defined as the date at which the employee entered into classified service.

The District shall provide CSEA contact information on newly hired classified employees who elect to join the bargaining unit. The information shall be provided on the last working day of the month in which they were hired via a secure FTP site or service. This contact information shall include the following:

A. Full name including any suffix (e.g. Jr., III)
B. Job Title / Classification
C. Department / Worksite
D. Work phone number
E. Home address
F. Home and Cellular phone numbers
G. Employee's personal email address
H. Employee I.D. number
I. CalPERS Status
J. Hire Date
K. Birth Date

The District shall also provide CSEA with a listing of all bargaining unit members names and contact information as listed above annually on July 1st or upon request.

3.12.3 New Employee Orientation

"New Employee Orientation" means the onboarding process of a newly hired bargaining unit member in which employees are advised of their employment status, rights, benefits, duties, and responsibilities, or any other employment related matters.

The District shall provide the CSEA representative notice of new employee orientations and provide a CSEA representative with mandated release time of one hour to meet with new employees to provide union information. The release time is authorized during the onboarding process and group orientations.

During the CSEA's orientation session, no District manager or supervisor, or non-classified employee shall be present.

ARTICLE 4 EMPLOYEE RIGHTS

4.1 General
The District and the Association recognize the rights of employees to form, join, and participate in lawful activities of employee organizations and the equal alternative rights of employees to refuse to form, join, and participate in such activities.

4.2 Personnel Files
The personnel file of each member of the bargaining unit shall be maintained by the Human Resources Office. Every employee shall have the right to inspect materials in their personnel record upon request. Employees may request copies of only those documents they have signed. However, every employee may inspect their entire personnel record except as outlined below. Such review shall take place during the normal business hours of the District, and the employee shall be released from duty for this purpose.

Materials in the file which may serve as a basis for affecting the status of employment are to be made available for the inspection of the person involved. However, such material is not to include ratings, reports, or records which (1) were obtained prior to the employment of the person involved or (2) were prepared by identifiable examination committee members.

Information of a derogatory nature, except material described in the second paragraph directly above, shall not be entered or filed unless and until the employee is given notice and an opportunity to review and comment thereon. Employees shall have the right to enter, and have attached to any such derogatory statement, their own comments thereon.

4.3 Parking
The District agrees to provide, at no cost to the employee, parking spaces for those motor vehicles of employees which display the proper parking authorization.

4.4 Non-Discrimination
The District shall not discriminate in any manner nor shall reprisals of any kind be taken because of employee involvement in protected CSEA activities.

4.5 Classified as Part-Time Faculty
Work as a part-time faculty member shall not interfere with, or be performed during the unit members' classified work schedule unless pre-approved by their supervisor (i.e. shift change).

ARTICLE 5 DISTRICT RIGHTS

5.1 General

It is understood and agreed that the District retains all of its powers and authority to direct, manage, and control to the full extent of the law. Included but not limited to those duties and powers are the exclusive right to do the following: to determine its organization; to direct the work of its employees; to determine the times and business hours of operation; to determine the kinds and levels of service to be provided and the methods and means of providing them; to establish its educational policies, goals and objectives; to ensure the rights and educational opportunities of students; to determine staffing patterns; to determine the number and kinds of personnel required; to maintain the efficiency of District operations; to determine the curriculum; to build, move or modify facilities; to establish budget procedures and to determine budgetary allocations; to determine the methods of raising revenue; and to take action on any matter in the event of an emergency.

In addition, the Board retains the right to hire, classify, assign, transfer, evaluate, terminate, and discipline employees. The exercise of the foregoing powers, rights, authority, duties and responsibilities by the District, the adoption of policies, rules, and regulations, and practices in furtherance thereof, and the use of judgment and discretion in connection therewith, shall be limited only by the specific and express terms of this Agreement, and then only to the extent such specific and express terms are in conformance with law.

Nothing in this article shall be construed as limiting the rights of either party otherwise retained under the provisions of the Educational Employment Relations Act (EERA).

5.2 Exceptions

In the event of a natural or man-made disaster, the District retains its rights to amend or modify policies and practices referred to in this Agreement for the duration of the emergency. Emergency is defined as a natural or man-made disaster or other dire interruption of the District's programs. The determination of whether or not an emergency exists is solely within the discretion of the District.

5.3 Officers and Committee Chairs

CSEA shall provide to the District every year no later than the end of August, a roster of all CSEA members who are designated to serve on shared governance committees.

ARTICLE 6 EMPLOYMENT

The Board of Trustees shall employ persons for positions that are not academic positions. The Board shall classify all such employees and positions. The employees and positions shall be known as the classified service.

6.1 Vacant Positions

If the District intends to reclassify or reorganize a vacant position within the bargaining unit, CSEA will be notified and has the right to meet and confer on negotiable subjects related to the proposed reclassification or reorganization, including the impact on other classified employees, prior to Board approval and implementation. The reclassification and reorganization process can be found in Article 9.

6.2 Employment Activities

After a vacant position has been opened for recruitment, a "Notice of Vacant Position" will be emailed to the campus identifying the position that is vacant, the salary and number of work hours, and a web link to the job description which includes the minimum qualifications for the position. The "Notice of Vacant Position" shall be posted and remain posted for at least five (5) work days. **(Also see Article 15, Transfer and Reassignment.)**

When the recruitment process to fill a CSEA represented position has been completed, a formal screening committee to include at least two classified employees shall meet to screen applications and identify and interview applicants. Refer to Administrative Procedure 7120 for the screening committee's composition and responsibilities.

6.3 Probationary Period

Newly appointed employees, shall serve a probationary period of six (6) calendar months Probationary employees shall be evaluated at closest to the third month and sixth month point of their probationary period.

6.4 Permanent Employee

A person who has completed a probationary period is a permanent employee of the classified service.

6.5 Probationary Period For Unit Members Promoted to New Classifications

A permanent classified employee who is promoted to a higher classification within the bargaining unit must complete a 6 month probationary period in the new classification and will be evaluated at the conclusion of the third month of that probationary period. An employee who is unable to successfully complete the probationary period shall be returned to their former position, at the same salary range and step as the former position, without a loss in status or benefits.

6.6 Part-Time Employment

A part-time employee has a work schedule of fewer than eight (8) hours per day and/or less than forty (40) hours per week. The leave and benefits earned for less than full-time service shall be prorated using the relationship of the number of hours and number of months of part-time service to those of full-time service.

The District will notify CSEA if the District intends on increasing a position in hours or months (FTE) and provide an opportunity upon request to meet and negotiate the proposed increase in hours or months.

Formula: Full Time Equivalent (FTE) = # of hours per week/40 X # of months per year/12

Example: A employee who works 20 hours per week for 10 months a year = 20/40 X 10/12 = .5 X .833 = .417 FTE

6.7 Less Than Twelve (12) Month Employee

Less than twelve (12) month employees will be assigned full calendar months based on the needs of the District. The calendar months will be established upon employment and annually prior to the new fiscal year. The calendar months worked may be changed by mutual agreement between the supervisor and employee and approved by the CHRO with a notification sent to the CSEA Chapter President. Less than twelve (12) month employees will not be allowed to work partial months or spread out workdays beyond the number of calendar months employed.

Less than twelve (12) month employees will be provided first consideration for temporary work outside the employee's classification during non-working months. Requests shall be provided to the CHRO and approved prior to the commencement of temporary work. Supervisors who initiate the temporary employment during non-service months shall obtain mutual agreement from the employee that such assignment is voluntary.

Employees wishing to change their shift when a vacancy occurs within the same classification and job title shall submit the request in writing. Seniority and satisfactory evaluations will be utilized in the event two or more employees request the same shift change, except when a bona fide occupational qualification exists (i.e., a female Custodian required for the women's locker room).

6.8 Reinstatement of Permanent Employees After Resignation

Any permanent classified employee who voluntarily resigns from their permanent classified position may be reinstated or re-employed by the governing board of the District, within fifteen (15) months after their last day of paid service and without further competitive examination, to a vacant position in their former classification as a permanent or limited-term employee, or as a permanent or limited-term employee in a related lower class or a lower class in which the employee formerly had permanent status.

6.9 Union Representatives

No later than February 15 of each school year, CSEA shall formally notify the District any changes in the identity of the CSEA's negotiation team and Union Stewards and two alternates who shall act on behalf of the Union and employees with reference to matters covered by this contract.

ARTICLE 7 PERFORMANCE EVALUATIONS

7.1 Evaluation Period

Performance evaluations are required for employees as follows:

1. Probationary employees shall be formally evaluated as closest to the end of the third and sixth month of employment.

2. Permanent employees shall be evaluated during the months of February - April of their second year of employment and biennially thereafter.

3. Permanent employees shall review and sign their evaluation forms by June 30 before they are submitted to the Human Resources Office.

4. At the District's discretion, an employee who receives an overall less than satisfactory evaluation may be placed on a performance improvement plan and re-evaluated within six (6) months of the date of the last evaluation.

5. Evaluations may be submitted beyond June 30th if the employee or the supervisor were not available during a significant part of the evaluation period (spring semester) due to illness, injury, or some other approved extended absence.

7.2 Evaluation Criteria

No performance evaluation shall be made based solely upon hearsay statements. Performance evaluations shall be based on the evaluator's personal observations and knowledge of the employee's job performance. Any negative performance evaluation shall include specific recommendations for improvements and provisions for assisting the employee in implementing any recommendation made. Evaluators will discuss the performance evaluation with the employee being evaluated before it is placed in the employee's personnel record.

7.3 Performance Rating Scale (Classified Performance Appraisal)

The following definition of ratings shall be utilized by the evaluator. The intention is to note specific information about each rating to add consistency and clarity to the performance evaluation process.

Outstanding: Employee displays at all times, without exception, a consistently high level of factor related skills, abilities, initiative, and productivity. All assignments/responsibilities are completed beyond the level of expectation. Initiative and self-direction are characteristic.

Good: Employee displays a high level of factor related skills, abilities, initiative, and productivity, exceeding requirements in some areas, but not consistently or not without exception.

Satisfactory: Employee displays and maintains an effective and consistent level of performance of the job factor under review. Work output regularly achieves desired or required outcomes or expectations. Problems or errors are reported and corrected quickly.

Needs Improvement: Employee at this level displays inconsistency in the performance of the job factor under review and output frequently falls below acceptable levels. Tasks may be significantly late at times or incomplete, with serious or potentially serious consequences.

Unsatisfactory: Work output is consistently low, regularly fails to meet required outcomes, and error rate is high requiring repetition of duty or completion by others. The employee may require consistent supervision and show an indifference to job responsibilities.

The above definition of ratings shall also be placed on the Classified Performance Appraisal.

7.4 Employee Rights

An employee has the right to respond to the evaluation and have it included with the performance evaluation form.

All employees shall be given a copy of their completed and signed performance evaluation by the Human Resources Office before it is placed in their personnel record. Signing the evaluation only indicates the employee has reviewed the evaluation and does not mean the employee's acceptance of what is stated in the evaluation.

The employee's performance evaluation shall be discussed with the employee. The employee shall be provided an opportunity to make comments on the ratings and recommendations given by the rating supervisor.

7.5 Documentation

Performance appraisals for classified employees shall be documented using the evaluation forms mutually agreed to by the District and CSEA.

ARTICLE 8 SALARY

8.1 General

Unit members will be paid according to the classification table and salary schedule attached and included as EXHIBITS B1 and B2.

Effective upon ratification of this Agreement by the Board of Trustees, but no sooner than-July 1, 2023. In fiscal year 2023/2024, the classified salary schedule will be adjusted with an on-schedule increase of 8%. Effective July 1 in fiscal year 2024/2025, the classified salary schedule will be adjusted with an on-schedule increase of 3%. Effective July 1 in fiscal year 2025/2026 the classified salary schedule will be adjusted with an on-schedule increase of 2.5%. Unit members will receive a 3% off schedule payment for 2023/2024, 2024/2025, and 2025/2026 fiscal years. The off schedule payment will be made in two installments on the December and June payrolls each year.

8.2 New Employee Placement on the Salary Schedule

Initial salary placement of new employees will normally be at step one (1) at the appropriate range based on the position classification.

On exception, the initial salary placement for new employees may be at a higher step as determined and recommended by the CHRO and approved by the Superintendent/President.

A new employee may request a review of their placement on the salary schedule within four (4) months of their date of hire. The salary placement review is conducted by the CHRO and the CHRO's decision is final.

8.3 Step Increases

All employees hired on or after July 1st but before January 1st of the same fiscal year shall receive a step increase on July 1st of the next fiscal year; employees hired on or after January 1st, but before July 1st shall not receive a step increase until July 1st of the following next fiscal year. All employees, eligible for step increases, shall receive them on July 1st.

Employees who are reclassified to a higher range or promoted to a classification of a higher range will be placed at the nearest step of the new range that is as closest to, but not less than, 5% above the employee's previous range and step.

8.4 Pay Period

All classified employees shall be paid for the calendar month on the last working day of each month

If the last working day of the month is a holiday or paid administrative day unique to Imperial Valley College or the college is closed due to an emergency, the District will mail paychecks to employees not on direct deposit on the last working day of the pay period. Upon the employee's request they may have their paycheck held in HR until the next available workday for pick-up.

Employees who fail to pick their check up by the end of day on payday will receive their check via U.S. mail.

The District will provide employees access to electronic paystubs. Printed paystubs will not be provided by the District

8.5 Calculation of Salary

All calculations of salary will be based on annual salary rounded to the nearest cent using standard rounding practice. (e.g. .001 to .499 round down, .500 to .999 round up).

Monthly salary will be calculated by dividing the annual base salary by twelve (12) and rounded to the nearest cent as described above.

Hourly rate will be calculated by dividing the annual base salary by 2080 hours rounded to the nearest cent as described above.

Prorated pay will be calculated by multiplying the annual base salary by the employee's full-time equivalence.

All changes to salary will be calculated using the annual base salary.

ARTICLE 9 RECLASSIFICATION OF POSITION AND REORGANIZATION

9.1 Definition

1. "Reclassification" means the upgrading of a position to a higher classification as a result of the gradual increase in the, duties, being performed by the incumbent in the position or because of a reorganization that alters the prescribed duties for the position.

2. “Classification” means that each new position in the classified service shall have a designated title, a regular minimum of assigned hours per day, days per week, and months per year, a job description which states examples of represented duties normally performed by the employees in each such position, and the regular monthly salary ranges for each such position.

3. “Reorganization” means moving work and/or positions from one department to another which results in a restructuring and/or reclassification of positions.

9.2 Criteria For Reclassification

A reclassification of a position is warranted in the following circumstances:

1. When there has been a gradual increase in the duties being performed by the employee.
2. In a reorganization where work or duties significantly change
3. When a classification is reviewed and it is determined that there needs to be a change to the job description, title, and/or salary

9.3 Procedure for Classification Review Process Initiated by Employee or Supervisor

The classification review process is based on a gradual accretion of duties (Ed Code 88104). Reclassification due to restructuring, reorganization or the movement of work does not follow under this process. CSEA reserves the right to negotiate the effects of any restructuring or reorganization which directly affects a unit member.

Reclassification requests for all classified bargaining unit positions may be submitted from October 15th through November 30th. Unit members who have been in the position for less than one year are not eligible to submit for a classification review.

Unit members requesting a reclassification will fill out and submit a job analysis questionnaire (JAQ) with Reclassification Request cover sheet to Human Resources by November 30th.

Upon receipt, HR will date stamp and submit the JAQ to the appropriate supervisor within five (5) working days.

The supervisor has ten (10) working days, not to exceed January 10th to fill out his/her portion of the JAQ and return it to HR.

Upon receipt of the JAQ, HR has five (5) working days to submit the completed JAQ to the appropriate Vice President, CHRO, CTO, or appropriate Administrator for comment.

The appropriate Vice President, CHRO, CTO or appropriate Administrator will submit the JAQ back to HR within 10 working days, not to exceed January 31st.

HR will forward the completed JAQ and any related documents to the classification review committee by the first work day of February.

The classification review committee will be composed of classified members identified by CSEA and the inclusion of the HR analyst upon request of the committee chair.

The classification review committee will review the JAQs and related materials. During the review the committee will invite the unit member making the request and their supervisor to an interview to gather additional information. The interview may be done jointly or separately at the discretion of the requesting unit member.

The classification review committee will make a recommendation in writing on all reclassification requests to the CHRO no later than March 15th. The recommendation will include the rationale reached by the committee in making its recommendation. The committee may request additional time if there is an inordinate number of requests.

The CHRO will review the recommendation(s) of the reclassification requests and render a decision to:

1. Approve the reclassification as recommended or,
2. Approve the reclassification with modifications to job description or range or,
3. Deny the request.

The CHRO may elect to meet with the classification review committee to acquire more information prior to making a decision or has the option to contract with a consultant to conduct a classification study.

The CHRO will notify the employee and the reclassification committee in writing of the decision on the reclassification request no later than April 15th. If the recommendation is approved, with_or without modifications, the CHRO will forward the recommendation to the Superintendent/President for Board approval no later than June 1st.

The unit member may appeal the decision to either deny or recommend the reclassification with modifications to the CHRO. The appeal must be submitted in writing no later than April 30th.

A denial is grievable under Article 17, Grievance Procedure, of the CBA. The parties mutually agree that if a grievance is filed under this process it will begin at Level Three of the grievance procedure.

Reclassified employees will not serve a probationary period. Incumbents in a position that has been reclassified, with the exception of a reclassification due to reorganization will be placed on the same salary step and/or longevity as held in their previous classification.

All reclassifications approved under this procedure will be effective July 1st of the subsequent fiscal year.

9.4 Duty to Meet and Confer

The District will notify CSEA of an intended reorganization or reclassification and provide an opportunity to meet and confer with CSEA on matters of wages, hours, and other terms and conditions of employment resulting from the intended reorganization or reclassification.

ARTICLE 10 INSURANCE

10.1 Unit Members

The District agrees to pay the cost of medical and prescription insurance for full-time unit members (and pre-65 retiree members) in the ICSVEBA plan at the Basic plan level. The District shall provide coverage at the Basic plan level (for employee only) with the option to select coverage in Mexico instead of the basic plan without additional cost to the unit member. For those choosing to purchase Comprehensive level coverage for their spouse and qualified family members, the District will offer an option that covers these costs (at the Basic or Comprehensive level) with a tiered contribution rate from the unit member as follows:

Basic Rate

Contribution Option 1 (Basic Plan)		
Emp Only	$0.00	0
Emp + Child (ren)	$25.00	$300.00
Emp+ Sp	$50.00	$600.00
Emp + Family	$50.00	$600.00

OR

Comprehensive Rate

Contribution Option 2 (Comprehensive Plan)		
Emp Only	$50.00	$600.00
Emp + Child (ren)	$75.00	$900.00
Emp+ Sp	$100.00	$1,200.00
Emp + Family	$100.00	$1,200.00

OR

MEXICO ONLY Rate

Contribution Option 3 (SIMNSA ONLY Plan)		
Emp Only	$0.00	$0.00
Emp + Child (ren)	$0.00	$0.00
Emp+ Sp	$0.00	$0.00
Emp + Family	$0.00	$0.00

OR

COB Rate

Contribution Option 4 (COB Plan)		
Emp Only	$0.00	$0.00
Emp + Child (ren)	$12.50	$150.00
Emp+ Sp	$25.00	$300.00
Emp + Family	$25.00	$300.00

Unit members who regularly work less than 12 months in a fiscal year, or less than 40 hours per week, may enroll in one of the ICSVEBA plans above for the employee, spouse, and eligible dependents. The Districts contribution will be a percentage of the premium cost prorated based on the formula below provided the employee's position is .5 FTE or higher:

.8 FTE –.999FTE	100%
.7 FTE - .799 FTE	90%
.6 FTE - .699 FTE	80%
.5 FTE - .599 FTE	70%

The District agrees to pay the cost of dental and vision insurance for full-time employees, and prorated for employees with .5 to .999 FTE and their eligible dependents, as follows:

A. Delta Dental
- Annual Plan Maximum of $2,500 for both PPO and Non-PPO
- Three (3) cleanings per year.

B. VSP Vision
- Yearly eye exam copay $15
- $150 frame or contact lens allowance
- Add $60 copayment for contact lens exam, total allowance will apply toward lenses.

The District will pay for the Employee Assistance Plan and a $50,000 life insurance premium as outlined in the ICSVEBA plan.

The District agrees to pay for the extension of health insurance coverage for eligible spouses and dependents for an additional 12 months upon the death of a unit member provided they are enrolled in a District plan at the time of the unit member's death.

10.2 Retirement Program

Under certain conditions a unit member who has not yet reached sixty-five (65) years of age, however the employee must have obtained the minimum age required by PERS, may retire and have the District make premium payments in full on behalf of the retiree and dependents for medical, hospital, dental, prescription card, and optical insurance coverage. Those conditions are as follows:

1. A unit member shall have at least twelve (12) years of service to the District;

2. A unit member's age added to the member's years of service to the District shall total at least the number seventy (70);

3. When a retiree under this program reaches sixty-five (65) years of age, the District shall provide a Medicare Supplement for retirees which shall include a prescription card and vision and dental plans.;

4. Classified employees hired after June 30, 2010, shall not be eligible for the health insurance benefits provided under Article 10.2.

10.3 Medicare Supplement for Retirees and Miscellaneous Insurance Provisions

The District shall provide a Medicare Supplement insurance plan and prescription plan or an equivalent Medicare Advantage plan, whichever provides the same or better coverage and benefits as current unit members to each qualified (post 65) retired unit member and their qualified dependents. Eligible retirees will see no additional cost out of pocket and the premiums will be covered by the District 100%, Eligible retirees will see no additional co-pay. The retiree is responsible for any plan deductible.

Classified employees hired after June 30, 2010 will not be eligible for the health insurance benefits provided under article 10.3

1. The unit member shall have worked full time for the District for twelve (12) years or more at the time of retirement. For the purposes of this section, the words "full time" shall mean thirty-five (35) hours per week and shall include those persons employed on a twelve (12), eleven (11), ten (10), and nine (9) month basis. Employment in another district shall not be counted in the twelve (12) year requirement.

2. The unit member's age when added to the member's years of service to the District shall total at least the number seventy (70).

3. A qualified unit member who reaches sixty-five (65) years of age becomes eligible for the program, and the District agrees to pay the program's premium for the life of the eligible retiree. Further, and during the life of the retiree, the District agrees to pay the program premium for qualified dependents. Program coverage will include a prescription card and vision and dental plans.

4. Classified employees hired after June 30, 2010, will not be eligible for the health insurance benefits provided under Article 10.3 after the age of 65.

5. The District does not provide life insurance for retirees.

ARTICLE 11 LEAVES

11.1 Sick Leave

A full-time employee shall earn paid sick leave for illness or injury at the rate of one (1) day per month for each month of service per school year.

Employees who have completed five (5) years of service shall earn paid sick leave at the rate of one and one-half (1½) days for each month of service. After employees have completed twelve (12) years of service, they shall earn paid sick leave at the rate of two (2) days for each month of service to the District. After employees have completed twenty (20) years of service, they shall earn paid sick leave at the rate of two and one-quarter (2¼) days per month of creditable District service.

Part-time employees shall earn paid sick leave for illness or injury based upon the relation their work schedule bears to full-time employment (FTE).

An absence is defined as eligible for sick leave if the unit member is ill or injured and unable to attend to duties, has an appointment with a medical or health care provider, must care for a family member who is ill and unable to care for them, or must take a family member to an appointment with a medical or health care provider, or any other reason permitted by law, including but not limited to, those described in Labor Code sections 230(c) and 230.1(a).

An employee may use their sick leave for purposes of parental leave of up to 12 workweeks when leave is taken to bond with the employee's child within the first 12 months of the child's birth, adoption or foster care placement with the employee. Any parental leave shall run concurrently with any paid or unpaid leaves of absence for the same purpose under the California Family Rights Act. (Education Code § 88196.1).

11.1.1 Accumulation Of Sick Leave

Unused sick leave credit shall be accumulated from year to year.

Credit for sick leave shall be made available to all employees on the first day of their contract year and need not be accrued prior to the time employees use sick leave.

However, new employees shall not be eligible to use more than six (6) days of sick leave, or the proportionate amount to which they are entitled, until the first day of the calendar month after completion of six (6) months of active service with the District.

Furthermore, employees who use all of their current annual sick leave credit and subsequently fail to complete their full assignment for the school year shall have deducted from their final pay warrant the amount paid to them for the unearned current annual sick leave.

11.1.2 Verification Of Absence

Verification of absence due to illness or injury for a period of five (5) or more consecutive work days shall be provided by means of a written statement from the employee's physician or licensed medical practitioner certifying illness or injury. Employee shall submit such statement to the Human Resources Office prior to returning to work.

Verification of absence due to illness or injury for a period of ten (10) or more days in any given calendar month may be requested and provided Human Resources by means of a

written statement from the employee's physician or licensed medical practitioner at the District's expense.

If any written statement from a physician or licensed medical practitioner cannot be delivered by the employee to Human Resources due to the employee's work schedule, the statement shall be submitted to the employee's supervisor who shall provide such statement to the Human Resources Office.

If a pattern is observed of an employee having excessive absences or there is suspicion of abuse, Human Resources reserves the right to request doctor's verification to return to work at the end of the absence. Any unit member that is not covered by medical insurance expense will be born by the district.

11.1.3 Transfer Of Sick Leave

Classified employees who have been employed by another college or school district for a period of one (1) calendar year or more who then subsequently are employed by this District within one (1) calendar year of separation from the prior employing district, shall have transferred to this District the total remaining amount of sick leave accumulated in the prior district to which the employee was entitled.

11.1.4 Sick Leave Usage

Sick leave may be used for diagnosis, care, or treatment of an existing health condition of, or preventive care for, an employee or an employee's family member. Employees who are a victim of domestic violence, sexual assault, or stalking may also utilize sick leave for the purposes set forth herein. (Labor Code § 246.5)

> "Family member" means a child (biological, adopted, or foster child, stepchild, legal ward, or a child to whom the employee stands in loco parentis regardless of age or dependency status); a biological, adoptive, or foster parent, stepparent, or legal guardian of an employee or the employee's spouse or registered domestic partner, or a person who stood in loco parentis when the employee was a minor child; a spouse; a registered domestic partner; a grandparent; a grandchild; or a sibling.

11.2 Extended Sick Leave (Ed Code Section 88196)

When a unit member is absent from their duties on account of illness or accident for a period of five (5) months or less, whether or not the absence arises out of or in the course of employment of the employee, the amount deducted from the salary due the employee for any month in which the absence occurs shall not exceed the sum which is actually paid a substitute employee employed to fill the employee's position during their absence or 50%, whichever is less.

This section does not apply, and there is no salary deduction, if the illness extends for a period of five (5) school months or less but the unit member has accumulated enough contract sick leave to cover the entire period of absence. A unit member may use any accumulated sick leave under Article 11.1 above to supplement the loss of salary during the leave to equal no more than the member's regular salary.

After exhaustion of full-pay sick leave, an employee may use extended sick leave for purposes of parental leave of up to 12 workweeks when leave is taken to bond with the employee's child within the first 12 months of the child's birth, adoption or foster care placement with the employee. Any parental leave shall

run concurrently with any paid or unpaid leaves of absence for the same purpose under the California Family Rights Act. Extended sick leave used for parental leave shall not be less than fifty percent (50%) of the employee's regular salary for the remaining portion of the 12-workweek period of parental leave. (Education Code § 88196.1).

11.3 Additional Leave For Nonindustrial Accident Or Illness (Ed Code Section 88195)

A permanent employee of the classified service who has exhausted all entitlement to sick leave, vacation, compensatory time, overtime, or other available paid leave and is absent because of nonindustrial accident or illness may be granted additional leave, paid or unpaid, not to exceed six (6) months. The Board may renew the leave of absence, paid or unpaid, for two (2) additional six (6) month periods or such lesser leave periods that it may provide, but not to exceed a total of eighteen (18) months.

When the employee is able to resume the duties of a position within the classification to which they were assigned, the employee may do so at any time during the leaves of absence granted under this section and time lost shall not be considered a break in service. The employee shall be restored to a position within the classification to which they were previously assigned, and if possible, to the position to which they were previously assigned, and with all rights, benefits and burdens of a permanent employee.

If at the conclusion of all leaves of absence, paid or unpaid, the employee is still unable to assume the duties of the position; the employee shall be placed on a re-employment list for a period of thirty-nine (39) months. Re-employment shall follow the procedures as outlined in Education Code Section 88195.

11.4 Industrial Accident and Illness Leave

11.4.1 Eligibility For Coverage

An employee who either suffers an injury as a direct result of an accident, or develops an illness, arising out of and in the course and scope of employment shall be entitled to a leave of up to sixty (60) working days in any one (1) fiscal year for the same injury or illness.

Eligibility for such coverage shall begin on the first work day of employment. Industrial accident and illness leave shall commence on the first day of absence.

Employees shall use their accrued sick leave during any period of absence for injury or illness when such leave is not compensated by industrial accident and illness leave or workers' compensation benefits. If an employee used his/her accrued sick leave pending approval of a workers' compensation claim and the claim is subsequently accepted, the employee's sick leave will be restored retroactively for any absence that is covered by workers' compensation benefits and/or industrial accident and illness leave.

11.4.2 Reporting Procedures

Any accident or illness shall be reported immediately to the supervisor of the involved employee. Within twenty-four (24) hours of a qualifying accident or illness, the employee involved shall complete and file an accident report with the Human Resources Office. In addition, a physician's written report shall be completed and filed with the Human Resources Office. This report shall describe the nature and extent of the injury or illness and the estimated time the employee will be away from work because of the illness or injury.

11.4.3 Use Of Leave

Allowable leave shall not be accumulated from year to year, and when this leave overlaps a fiscal year, the employee shall be entitled to only that amount remaining at the end of the fiscal year in which the injury or illness occurred.

Industrial accident and illness leave will be reduced by one (1) day for each day of authorized absence regardless of a compensation award made under workers' compensation.

This leave is to be used in lieu of normal sick leave.

When entitlement to this leave has been exhausted, entitlement to other sick leave will then be used. However, if an employee is receiving workers' compensation benefits, that employee shall be entitled to use only so much of his/her accumulated or available sick leave, accumulated compensatory time, vacation or other available leave which, when added to the workers' compensation award, provide for a full day's wage or salary.

Payment for wages lost on any day shall not, when added to an award granted the employee under the workers' compensation laws of this state, exceed the normal wage for the day.

During all paid leaves under this section, the employee shall endorse to the District all wage loss benefit checks received under the workers' compensation laws of this state. The District, in turn, shall issue the employee appropriate warrants for payment of wages or salary and shall deduct normal retirement and other authorized contributions.

Upon termination of industrial accident and illness leave, the employee shall be entitled to request extended sick leave benefits, if necessary.

When all available leaves of absence, paid or unpaid, have been exhausted and if the employee is not medically able to assume the duties of the position, then the employee shall, if not placed in another position, be placed on a re-employment list for a period of thirty-nine (39) months or as specified in Education Code Section 88192.

11.5 Rights of Employee Returning From Leave

Upon expiration of a leave of absence, employees shall be placed in the same position in which they previously worked providing the position still exists. If the position does not exist, employees will be placed in a comparable position. If an employee is not medically able to assume the duties of their position after all available leaves of absence, paid or unpaid, have been exhausted, then the employee will be placed on a re-employment list for a period of thirty-nine (39) months.

11.6 Personal Necessity Leave

Earned sick leave may be used by an employee for the purpose of personal necessity. However, no more than seven (7) days of earned sick leave in a fiscal year may be used for the purpose of personal necessity.

Personal necessity leave shall be defined as “leave to be taken for circumstances or a matter that cannot be performed/conducted outside of work hours.” Employees shall inform their supervisors as soon as possible of the need to take personal necessity leave.

11.7 Bereavement Leave

Unit members are entitled to bereavement leave, with pay of three (3) days per occurrence in the event of the death of any member of the employee's immediate family. “Members of the immediate family" shall

mean the employee's mother, father, grandmother, grandfather, or a grandchild of the employee or of the spouse of the employee, and the spouse, son, son-in-law, daughter, daughter-in-law, brother, or sister of the employee, or any relative living in the immediate household of the employee An additional two (2) days of bereavement leave, exclusive of travel days, shall be granted in the event of the death of the employee's mother, father, spouse, in-laws, sibling son or daughter.

Employees who must travel a radius of more than three-hundred (300) miles or out of state to attend a funeral or memorial service of a member of the employee's immediate family are entitled to two (2) additional days of bereavement leave.

11.8 Pregnancy, Childbirth or Related Medical Condition Leave

A unit member who is disabled because pregnancy, childbirth or miscarriage related medical condition is entitled to an unpaid pregnancy disability leave (PDL) for the period of disability not to exceed four (4) calendar months over the course of a twelve (12) month period. The employee must first use accrued and available sick leave. Once sick leave is depleted, the employee may elect to use vacation leave or any other accrued paid time off during the leave.

The employee is required to submit to the Human Resources Office a request for PDL with reasonable advanced notice of the medical need for the leave. The employee must also submit to the Human Resources Office a written statement from her physician or licensed medical practitioner, which 1) certifies that they are unable to perform their normal duties because of medical reasons related to pregnancy;2) the date on which the employee became disabled by pregnancy, childbirth, or a related medical condition; and 3) the estimated duration or end date of the leave.

PDL shall terminate when the employee's physician or licensed medical practitioner declares in writing that the employee is able to return to work. All employees will submit the physician's release to Human Resources immediately following the pregnancy disability leave period.

11.9 Family and Medical Leave Act and California Family Rights Act

The parties agree that all eligible employees (within the meaning of the respective acts) shall be entitled to all benefits conferred by the Family and Medical Leave Act (FMLA) and the California Family Rights Act (CFRA).

In accordance with the FMLA and CFRA, paid leave may be substituted for unpaid leave. After all paid leaves have been exhausted or, given District approval, refused by the unit member, the remaining weeks of leave necessary to attain the twelve (12) work weeks of leave required under the FMLA and CFRA may be provided without compensation. Upon termination of such leave, the unit member shall be returned to the position (or its equivalent) they held prior to the leave.

Further information on FMLA and CFRA may be obtained from the Human Resources Office.

11.10 Family School Partnership Act-CA Labor Code Section 230.8

Notwithstanding any other leave provided herein, any employee who is a parent, guardian, stepparent, foster parent, grandparent, or who stands in loco parentis to one or more children who are in kindergarten or grades 1 through 12, or who are in a licensed child care facility shall be provided leave, as provided in the California Family School Partnership Act (FSPA) (effective January 1, 1995.) Further information can be obtained from the Human Resources Office.

11.11 Kin Care

Employees may use up to one-half of their available yearly sick leave accrual.

1. Diagnosis, care, or treatment of an existing health condition of, or preventative care for, an employee or any of the following of the employee's family members: child of any age or dependency status; parent; parent-in-law; spouse; registered domestic partner; grandparent; grandchildren; or sibling; or

2. For an employee who is a victim of domestic violence, sexual assault, or stalking to: i) obtain or attempt to obtain a temporary restraining order or other court assistance to help ensure the health safety or welfare of the employee or their child; or ii) obtain medical attention or psychological counseling; services from a shelter; program or crisis center; or participate in safety planning or other actions to increase safety.

Leave for this purpose may not be taken until it has actually accrued.

All conditions and restrictions placed on an employee's use of sick leave apply also to sick leave used for the purposes set forth in this section.

This section does not extend the maximum period of leave to which an employee is entitled under Section 12945.2 of the Government Code or under the federal Family and Medical Leave Act of 1993 (29 U.S.C. Sec. 2606 et seq.), regardless of whether the employee receives sick leave compensation during that leave.

For purposes of sick leave, a "child" is defined as a biological, foster, or adopted child; stepchild; or a legal ward. A "child" also may be someone for whom an employee has accepted the duties and responsibilities of raising, even if they are not the employee's legal child.

A "parent" is a biological, foster, or adoptive parent; stepparent; or legal guardian.

A "spouse" is a legal spouse according to the laws of California.

A "domestic partner" is another adult with whom an employee has chosen to share their life in an intimate and committed relationship of mutual caring, and with whom they have filed a Declaration of Domestic Partnership with the Secretary of state.

A "domestic partner's child" is the biological, foster, or adopted child; stepchild; or legal ward of an employee's domestic partner. A "domestic partner's child" also may be someone for whom an employee's domestic partner has accepted the duties and responsibilities of raising, even they are not the legal child of an employee's domestic partner.

11.12 Jury Duty

An employee who is called for jury duty will be granted the necessary release time with pay to fulfill jury duty obligations. Also, an employee who is required to appear in court as a witness, but not as a litigant, or to respond to an official order from another governmental jurisdiction for reasons not brought about through the employee's connivance or misconduct, shall also be granted such release time.

A unit member shall not suffer any loss in compensation for any day, or portion of a day, the member is required to report to a state or federal court for jury duty. This leave shall be granted with pay up to the amount of the difference between the employee's regular earnings and any amount received for jury or witness fees. Any meal, mileage and/or parking allowances provided to the employee in connection with jury or witness service shall not be considered in the amount received for such service.

An employee who is called to jury duty, subpoenaed as a witness (but not as a litigant), or officially summoned by another governmental jurisdiction, is required to provide to the Human Resources Office a copy of the official call to jury duty, subpoena, or summons as soon as possible in advance of the need for such leave.

11.13 Military Leave

Unit members shall be entitled to any military leave provided by law and shall retain all benefits, rights and privileges provided by law arising out of the exercise of military leave, including, but not limited to, those provided by Education Code Section 87832, as it pertains to classified employees, Military and Veteran's Code Sections 389 through 395.4, and the Uniformed Services Employment and Reemployment Rights Act of 1994 (USERRA) (38 U.S.C. § 4301 et seq.).

11.14 Leave Without Pay

1. Requested by the Employee:
   When no other leave entitlements are available pursuant to this Agreement or any law, a classified employee may request, and with administrative approval, take a leave of absence without pay for up to one calendar month (20 work days) The District will continue to pay for the employee's medical benefits the time off. Longevity, anniversary date, illness or injury leave and vacation benefits will continue uninterrupted.

2. Required by the District:
   A classified employee who the District requires to take time off during the summer will continue to receive paid medical benefits, accrual of illness or injury leave and vacation time. An, employee's anniversary date and longevity date will not be affected by the reduction of time for the summer.

11.15 Catastrophic Leave Program

11.15.1 Purpose

The purpose of this section is to permit a unit member to donate accumulated sick leave to the Imperial Valley Community College District catastrophic illness or injury leave bank, according to the terms of this section.

11.15.2 Definitions

For the purposes of this section, the following definitions shall apply.

1. "The CLP" or "this program" shall mean the Catastrophic Leave Program.

2. "Catastrophic illness or injury" shall mean an illness or injury that is expected to incapacitate an employee for an extended period of time, or that incapacitates a member of the employee's immediate family which incapacity requires the employee to take time off from work for an extended period of time to care for that family member, and taking extended time off from work creates a financial hardship for the employee because they have exhausted all of their sick leave and other paid time off.

3. "Member of the immediate family" shall be as it is defined in the Bereavement Leave section of this Agreement.

4. "Eligible leave credits" shall mean sick leave, vacation leave and compensatory time accrued to a donating employee.

11.15.3 Participation

All classified employees are eligible to participate in this program.

A classified employee who is, or whose family member is, suffering from a catastrophic illness or injury and who desires to participate in the CLPP must meet all of the following requirements to qualify for this program.

1. Submit a request in writing to the CHRO seeking to qualify for the CLPP.

2. Provide verification of catastrophic illness or injury by submitting a physician's or licensed medical practitioner's statement in writing to the CHRO for which includes all of the following information:

   (a) That the applicant or family member is under the physician's or practitioner's direct care for treatment of the catastrophic illness or injury;
   (b) A description of the catastrophic illness or injury;
   (c) The beginning date of the catastrophic illness or injury;
   (d) A prognosis for recovery; and
   (e) The anticipated date the employee will be able to return to work.

3. Demonstrate that all of their accrued paid leave credits have been exhausted.

In the event the requested leave time is for the catastrophic illness or injury of a member of the employee's spouse, child, step child, parent, or step parent, the physician's or practitioner's statement, in addition to items (a) through (e) in number 2 directly above, must include the following information:

1. the family member's relationship to the employee requesting to participate in the CLPP;

2. where the family member resides; and

3. a statement that describes and defines as precisely as possible the way in which the family member is totally dependent upon the employee on a continuing basis.

11.15.4 General Conditions

1. The CHRO shall administer this program.
2. Faculty and Administrators are allowed to donate eligible leave credits of no less than eight hours and no more than 24 hours to the pool per fiscal year, but not be eligible to utilize the pool
3. The District reserves the right to refer an applicant or member of the immediate family, at District cost, to a physician or doctor of the District's choice for the purpose of a second opinion.

4. A contribution of eligible leave credits to the pool is not a prerequisite for making use of leave credits donated to the pool.
5. Employees who use leave credits from the pool are not required to pay them back into the pool.
6. Once eligible leave credits have been donated to the pool, they cannot be reclaimed by the employee who donated them.
7. Employees may not designate a particular employee to receive eligible leave credits donated to the pool.
8. The amount, if any, of pool leave granted for each catastrophic illness or injury will be determined by the CHRO, but the amount shall not exceed one-third (1/3) of the balance in the pool or ninety (90) days, whichever is less.
9. Any unused balance of pool leave granted to an employee returns to the pool, and the estate of a deceased employee who had qualified for this program is not entitled to payment for unused pool leave.
10. Eligible leave credits donated to the pool shall be in increments of whole hours, and an employee who donates leave credits is required to have at least one hundred twenty (120) hours of personal eligible leave credits remaining after the donation.
11. An employee who donates eligible leave credits to the pool shall contribute no fewer than eight (8) hours or more than twenty-four (24) hours each fiscal year.
12. Employees who are receiving benefits under State Disability Insurance, Worker's Compensation, or any other extended paid leave program authorized by the Imperial Community College District Board of Trustees, shall not be eligible to participate in the CLPP.
13. Decisions regarding the CLPP shall not be grievable under the provisions of this Agreement.
14. All transfers of eligible leave credits are irrevocable.

ARTICLE 12 VACATIONS

12.1 General

Bargaining unit members shall be granted annual vacations at the regular rate of pay earned at the time the vacation is commenced.

Earned vacation shall not become a vested right until employees have completed the initial six (6) months of employment.

12.2 Vacation Accrual Rates

1. Twelve (12) Month Employees

Full-time twelve (12) month unit members shall earn paid vacation according to the chart directly below.

Period of Continuous Paid Service	Monthly Hourly Vacation Accrual Rates
Hire date through 1st year of service	8.00 Hours
2nd year through 4th year of service	10.00 Hours
5th year through 9th year of service	12.00 Hours
10th year through 14th year of service	14.00 Hours
15th year and beyond	16.00 Hours

2. Less than 12 month and/or less than 40-hour per week Employees

Employees employed for less than 12 months and/or less than forty (40 hours per week during a fiscal year shall earn vacation at rates which are proportional to a full-time, 40-hour per week employee (1.0 FTE).

12.3 Vacation Periods

Vacations may be taken by all unit members at any time during the year with the approval of the employee's immediate supervisor. Employees should be permitted to take at least 40 hours of vacation time-off each fiscal year (July 1 – June 30). In arranging the schedule of vacations, an attempt will be made to provide vacation time according to the employee's desires; however, the needs of the District shall receive first consideration in the scheduling of vacations.

If a Saturday, Sunday, or holiday listed in this Agreement falls within a scheduled vacation period, that day is not counted as a day of vacation.

Eleven (11) month employees are encouraged to take vacation annually during their contract service period.

Nine (9) and ten (10) month employees are not required to take vacation during their contract service period.

An employee may accrue and accumulate vacation up to an amount equal to two (2) year's annual accrual. An employee who is at the accrual cap and has used at least 40 hours of vacation in the last 12-months, will be permitted to accrue and accumulate vacation hours over the accrual cap. If an employee at the accrual cap requests vacation time-off, and the supervisor denies the employee's request, the employee shall accrue and accumulate vacation hours over the accrual cap until he or she is granted at least 40 hours of vacation.

On May 30, accumulated hours above the accrual cap, and the hours that will be accrued in the month of June, will be paid out to the employee on the June payroll. On November 30, accumulated hours above the accrual cap, and the amount of hours that will be accrued in the month of December, will be paid out to the employee on the December payroll.

12.4 Illness During Vacation

If an employee becomes ill or is injured during a vacation period, the employee may report the period of time he/she was ill or injured as sick leave.

12.5 Pay for Unused Vacation

Employees with a ten (10O month contract, will be paid, in lump sum, for up to a maximum of ten (10) days of accrued vacation or their full amount of accrued vacation, whichever is less, upon completion of their contract service period.

ARTICLE 13 HOLIDAYS

The District agrees to provide unit members with the following paid holidays:

1. New Year's Day
2. Martin Luther King's Birthday
3. Abraham Lincoln's Birthday
4. George Washington's Birthday
5. Memorial Day
6. Juneteenth
7. Independence Day
9. Veterans' Day
10. Wednesday before Thanksgiving Day
11. Thanksgiving Day
12. Friday after Thanksgiving Day
13. Christmas Eve
14. Christmas Day
15. New Year's Eve

8. Labor Day

When a holiday listed above occurs on a Sunday, the following workday not a holiday shall be deemed to be the holiday in lieu of the day observed. When a holiday listed above occurs on a Saturday, the preceding workday not a holiday shall be deemed to be the holiday in lieu of the day observed.

During the winter closure and spring break college closure periods, exclusive of the holidays listed above, unit members who are called into work during this time will be paid at time and one-half (1 ½) of their hourly rate of pay. Unit members will remain in paid status and will not be required to use any leave balances during the college closures.
All bargaining unit members shall be entitled to the paid holidays as listed or described above, and any day declared a holiday by the Board of Trustees, provided that the unit members were in a paid status during any portion of the workday immediately preceding or immediately succeeding the holiday.

Employees who work an alternative work schedule who are not normally assigned to work on a day which is a holiday, will be provided an in lieu of holiday to be taken within 10 working days of the observed holiday. The in lieu of holiday will be coordinated between the employee and the supervisor.

A holiday is taken as a day is a day, regardless of working hours in that day.

ARTICLE 14 HOURS, OVERTIME, OTHER CONDITIONS

14.1 Workday and Workweek

The normal hours of operation for district offices will be 8:00am to 6:00pm Monday through Thursday and 8:00am to 5:00pm on Fridays. The regular workweek of a full-time employee in the bargaining unit shall be forty (40) hours and shall consist of five (5) consecutive days of eight (8) hours per day except during summer as defined in Article 14.1.1 below. All classified unit members will work a fixed schedule. Work hours shall be scheduled by the supervisor based on the department's needs. A change in work schedule requires a five (5) day notice to the employee per section 14.10 of this Article. Any schedule changes shall not interfere with any loss of pay.

14.1.1 Summer Work Schedule

The summer weeks between the first Friday after the end of the spring semester and the last Friday prior to Orientation, will be paid duty-free administrative leave on Fridays. If an employee is required to work in excess of 8 hours per day, they will be compensated or credited compensatory time at the rate of one and one-half hours for those hours. Employees called in on a Friday during the summer weeks will be credited with one hour of compensatory time for every hour worked up to 8 hours. If an employee is required to work in excess of 8 hours on a Friday, they will be compensated or credited with compensatory time at the one and one-half hours for every hour worked.

14.1.2 Alternative Work Schedule

There will be an option for an alternative work schedule by mutual agreement between the employee and supervisor. Schedule configurations may include a work week of:

- Five (5) eight-hour (8 hour) days;
- Four (4) nine-hour (9 hour) days and one (1) four-hour (4 hour) day;
- Four (4) ten-hour (10 hour) days.

14.2 Rest Periods

Each full-time bargaining unit employee shall be granted two (2) fifteen (15) minute rest periods each workday. Rest periods will be taken as nearly as possible to the midpoint of the morning work period and as nearly as possible to the midpoint of the afternoon work period. Rest periods are part of the regular work shift, and compensation for that period of time shall be at the regular rate of pay of the employee.

14.3 Lunch Periods

Each full-time bargaining unit employee shall be granted a duty-free lunch period of sixty (60) minutes. By mutual agreement of the unit member and the unit member's supervisor, the duty-free lunch period may be less than 60 minutes but no fewer than thirty (30) minutes. Lunch periods should be taken as nearly as possible to the midpoint of the workday and will not be taken at the beginning or end of a shift.

14.4 Call Back

An employee in the bargaining unit who is called in to work on a day when that employee is not scheduled to work, or is called back to work after completion of that employee's regular assigned shift, shall be compensated for at least four (4) hours of work at the appropriate rate of pay under this Agreement, even if the employee is required to work a lesser amount of time than the four (4) hours.

An employee in the bargaining unit who is assigned to come back to work after that employee has completed the regular assigned shift, and a time has lapsed of at least one hour, shall be compensated for at least two (2) hours of work at the appropriate rate of pay, even if the employee is required to work a lesser amount of time than the two (2) hours.

14.5 Working Out of Classification

No permanent employee shall be required to perform the functions of a higher classification for more than five (5) consecutive days. A permanent employee who is assigned to perform the functions of a higher classification for more than five (5) consecutive work days shall be paid for such work at the range and step of the higher classification that will be closest to the employee's current salary range, but not less than a 5% increase.

The appropriate supervisor will submit a working out of classification authorization to the CHRO for an employee who has worked out of classification for more than five (5) consecutive work days. Working out of classification pay shall be paid for the entire time the employee works out of classification including overtime.

An employee who is assigned to a vacant position in a higher classification during a recruitment to permanently fill the vacancy, shall not work in that higher classification for more than 960 hours in a fiscal year.

14.6 Overtime for Part-Time Employees

Part-time employees shall receive straight overtime (regular pay) for working additional hours up to eight (8) hours on a workday or up to forty (40) hours per week. Part-time employees shall receive time and one/half (1 ½) pay for any hours worked over eight (8) hours a day, forty (40) hours a week, or for any hours worked on a sixth or seventh consecutive work day. Part-time employees shall not receive compensatory time in lieu of overtime pay.

14.7 Overtime

"Overtime" is defined as any time required to be worked, assigned by the District, which is in excess of eight (8) hours in any one (1) workday and/or in excess of forty (40) hours in any one (1) calendar week, or for any hours worked on a sixth or seventh consecutive workday, or as defined in Education Code 88027.

For the purpose of computing the number of hours worked in the paragraph directly above, time during which an employee is excused from work because of holidays, sick leave, vacation, compensatory time off, or other paid leaves of absence, shall be considered as time worked by the employee.
An employee who performs assigned overtime work shall be compensated at a rate of pay which is equal to one and one-half (1½) times the employee's regular rate of pay, or shall be granted compensatory time off at the rate of one and one-half (1½) hours for each overtime hour worked, An employee who performs assigned overtime work on a holiday shall be compensated at a rate of pay which is equal to two (2) times the employee's regular rate of pay, or shall be granted compensatory time off at the rate of two (2) hours for each overtime hour worked on a holiday.

All overtime must be pre-approved by the employee's immediate supervisor (administrator).

14.8 Compensatory Time Off

In lieu of receiving overtime compensation, the supervisor and employee may mutually agree that assigned overtime will be compensated as compensatory time off. The agreed-upon option for compensatory time off shall be made at the time the employee is assigned overtime work. Compensatory time off shall be taken within twelve (12) calendar months following the month in which overtime was worked.

Compensatory time off shall be taken at a time that is approved by the individual employee's immediate supervisor. The immediate supervisor will attempt to arrange for compensatory time off to be taken according to the unit member's preferences, but the needs of the District shall receive first consideration.

No more than sixty (60) hours of compensatory time shall be accumulated by a member of the bargaining unit. Once a bargaining unit member reaches sixty (60) hours of compensatory time, any additional overtime work shall be paid in wages. Compensatory time off not used within 12 months of the month it was accrued will be paid out on the next available payroll as paid overtime.

Twice a year, in the last work week of November and/or last work week of May, an employee may request a payout of all or part of unused accrued compensatory time to be paid out on the December and/or June payroll respectively as paid overtime.

14.9 Shift Differential

Swing Shift: Unit members with a regularly scheduled work shift that includes hours after 6:00 pm shall be paid a five (5) percent shift differential for all hours worked during that shift.

Night Shift: Unit members with a regularly scheduled work shift that includes hours after 10:00 p.m. shall be paid a ten (10) percent night shift differential for all hours worked during that shift.

Unit members who are temporarily assigned a work shift for a period of more than two consecutive work weeks will receive the appropriate shift differential during that period.

14.10 Notification of Shift Change

Employees wishing to permanently change from one shift to another vacant shift within the same classification and job title shall submit the request in writing. If more than one unit member requests a permanent shift change the immediate supervisor will consider each request and make a selection based on the needs of the District and serving students.

Except in an emergency situation, unit members and the Association will be notified in writing at least five (5) work days prior to a permanent shift or working hour change.

Except in an emergency situation, a temporary change in a unit member's shift or hours greater than one week requires a five (5) day written notification to the employee. The written notification shall include the duration of the shift change and if the employee will be entitled to shift differential.

A temporary change of a unit member's shift or hours during a work day is not allowed to prevent or replace overtime.

14.11 Conference Travel

Employees shall be compensated for release time approved for attending conference conferences, workshops, trainings, and associated travel that occurs during the employee's normal work day. If weekend travel is required by the District unit members will be compensated overtime for hours traveled.

ARTICLE 15 TRANSFER AND REASSIGNMENT

15.1 Definitions

A "transfer" is defined as the relocation of a unit member from one work-site in the District to another work-site in the District.

A "reassignment" is defined as the assignment of a unit member from one position in the bargaining unit to another or position in the bargaining unit that is the same classification, classification previously held, or equal or lower classification within the employee's current job family which the employee meets minimum qualifications.

A “permanent” transfer or reassignment is made when a unit member is transferred or reassigned on a permanent basis.

A “temporary” transfer or reassignment is made when a unit member is transferred or reassigned for a specific period of time.

A “District” transfer or reassignment is made when a unit member is temporarily or permanently transferred or reassigned in accordance with a request initiated by a unit member's immediate supervisor or a supervising administrator in order to meet the needs of the District and better serve students.

A “voluntary” transfer or reassignment is made upon the District’s approval of a unit member’s request for voluntary transfer or reassignment of a unit member from one position in the bargaining unit to another position in the bargaining unit that is the same classification, classification previously held, or equal or lower classification which the employee meets minimum qualifications.

“Y-Rated” occurs when an employee’s current salary is frozen during such time as their salary exceeds the highest step in the salary range of the employee’s classification.

15.2 Criteria

In all instances, the Superintendent/President, or designee, shall transfer or reassign unit members based on the needs of the District and subject to the equal employment opportunity regulations of Title 5.

Permanent classified unit members permanently reassigned under to a new classification either a District or voluntary reassignment shall serve a probationary period, in the new classification of six (6) months during which time the employee shall retain retreat rights to their former classification. Once the employee successfully completes the probationary period, the employee no longer has retreat rights except through a lay-off process.

Either the employee or the District may initiate the retreat of an employee to their previous position or a vacant position in the same job classification during the reassignment probationary period.

A shift change or change in work location at the employee’s existing work site is not considered a transfer or reassignment.

Criteria for District Transfer or Reassignment

The transfer or reassignment of unit members shall not be used to supplant the classified hiring process or to punish or discipline employees.

Under a District transfer or reassignment, a unit member will suffer no loss of salary, seniority, or benefits and must meet the minimum qualifications of the new classification or position.
In all instances, every effort will be made to transfer or reassign unit members within the same or comparable job classifications and salary ranges.

If it is necessary to reassign unit members into a job classification with a salary range that is lower than their present job classification, the employee will continue to be compensated at the step that is closest to but not less than their salary prior to reassignment If the employee’s current salary is higher than the top step of the new range, the employee will be “Y-rated” and remain at their current salary until the equivalent of their salary is on the salary range of the new classification.

If it is necessary to temporarily reassign unit members into a job classification with a salary range that is higher than their present job classification, the employee will be compensated at the higher salary.

Criteria for Voluntary Transfer or Reassignment
A voluntary transfer or reassignment can be to another position within the same classification, classification previously held, or to a classification range that is equal to or lower than an employee's current classification or equal or lower classification which the employee meets minimum qualifications.

Unit members must meet the minimum qualifications of the classification or position requested. A permanent transfer or reassignment can be made to a position in the same or lower classification with a higher full time equivalence (FTE).

A unit member's seniority will not be affected. Their salary will be based on the new classification's range and the unit member's current step on the classified salary schedule.

Unit members will receive the benefits available to the classification requested.

15.3 Procedure

Procedure for District Transfer or Assignment:
A permanent or temporary transfer or reassignment may be initiated by a unit member's immediate supervisor or a supervising administrator per the criteria in Article 15.2..

In the event of a permanent or temporary transfer or reassignment, the affected unit member and the exclusive representative shall have received written notification of such action from the CHRO at least ten (10) work days prior to the effective date of the transfer or reassignment except in cases of a temporary emergency.

A unit member has the right to appeal the transfer or reassignment to the CHRO within the ten (10) work day period prior to the effective date of the transfer or reassignment.

In the event of a temporary transfer, the affected unit member will be provided with transportation or reimbursed at the prevailing District rate for additional mileage incurred for travel between the employee's regular work site to the new work site as required.

Procedure for Voluntary Transfer or Reassignment:
The District will notify all unit members of a vacancy via email. Unit members will have a period of ten (10) workdays to request a voluntary reassignment or transfer into the vacant position using the criteria stated in Article 15.2. If a vacancy is not filled by a transfer or reassignment the length of time to fill the position with a temporary employee while going through the recruitment and hiring process for the permanent position will be 90 calendar days. To go beyond 90 calendar days with a temporary employee requires mutual agreement between the District and CSEA.

Unit members may request a voluntary transfer or reassignment by completing the Request for Voluntary Transfer or Reassignment form.

All requests for voluntary transfer or reassignment will be evaluated based upon unit members' qualifications and the needs of the District. In all instances a unit member will be notified of the disposition of their request within two (2) workdays of a final determination.

The requesting unit member and exclusive representative shall have received written notification of such action from the CHRO at least ten (10) work days prior to the effective date of the transfer or reassignment upon Board approval.

ARTICLE 16 LAYOFFS

Layoffs of unit members shall take place because of lack of funds or lack of work or the expiration of a specially funded program, and shall be in accordance with the provisions of this Article and pertinent Education Code Sections.

16.1 Definitions

"Layoff for lack of funds or layoff for lack of work" includes any reduction in hours of employment or assignment to a class or grade lower than that in which the employee has permanence, voluntarily consented to by the employee, in order to avoid interruption of employment by layoff.

"Classification" shall be as the word is defined in Education Code Section 88001(a).

"Length of service" shall mean date of hire into classified service with the District in years, months, and days.

An "affected reassigned employee" is defined as an employee of the District who has been laid off under this Article but who has been selected a demotion in lieu of a lay-off in order to avoid interruption of employment by layoff and thereby becomes subject to the thirty-nine (39) month re-employment provisions of the Education Code and this Article. Such a person is required, in writing, to attest to the fact that she or he voluntarily accepts the demotion

An "affected person" is defined as a former employee of the District who has been, or shortly will be, laid off under this Article and thereby becomes subject to the thirty-nine (39) month re-employment provisions of the Education Code and this Article.

"Lower included classifications" are those classifications that have duties and/or minimum qualifications that are included or encompassed in the duties and/or minimum qualifications designated for the senior employee's classification and in accordance with EXHIBIT C.

“First right of refusal” is defined as the right of a laid-off employee on the 39-month re-employment list to accept a vacant position in the classified service over new applicants.

"PERS" means the California Public Employees' Retirement System.

16.2 Notice of Layoffs

No later than March 15 and before a classified employee is given notice by the district that the classified employee’s services will not be required for the ensuing year, the governing board of the district and the employee shall be given written notice by the superintendent or the superintendent’s designee that it has been recommended that the notice be given to the employee, and stating the reasons therefore.

Notwithstanding the above, when a classified position must be eliminated as a result of the expiration of a specially funded program, an employee to be laid off shall be given written notice not less than 60 days prior to the effective date of the layoff informing them of the employee’s layoff date and the employees displacement rights, if any, and reemployment rights.

A list of employees receiving notices shall be concurrently sent to the Association’s President or designee.

The Notification of Layoff shall contain the effective date, the reason, reassignment (bumping) rights, if any, re-employment rights and an Employee Response Form.

Within five (5) work days of the date the employee signs the certified mail receipt, the employee is required to file with the Human Resources Office the signed, dated, and completed Employee Response Form which indicates whether or not the employee desires to exercise reassignment rights.

A copy of the Employee Response Form shall be forwarded to the President of the Association within one (1) week after the CHRO receives the completed form.

Failure to provide written notice under the provisions of this section shall invalidate the layoff. In addition, failure to follow proper procedures shall be considered an improper layoff. An employee who is improperly laid off shall be re-employed immediately upon discovery of the error and shall be reimbursed for all loss of salary and benefits.

16.3 Order Of Layoffs

The order of layoffs within a classification shall be determined by length of service with the District. The employee who has been employed the shortest time in the classification, plus higher classifications, shall be laid off first. Re-employment shall be in the reverse order of layoff.

In the event two (2) or more employees who are to be laid off have the same length of service, the order of layoff of such employees shall be determined by lot.

Time spent on military leave of absence, unpaid illness leaves, unpaid industrial accident or illness leave, unpaid medical leave, or any approved unpaid personal leave shall not be considered a break in service for the purpose of determining seniority.

16.4 Alternatives To Layoff

Employees who are to be laid off may be able to exercise one (1) of the following options in lieu of layoff:

1. displace the least senior employee or the same classification;

2. displace the least senior employee or in a lower included classification of the employee's existing classification in which case they shall become an affected reassigned employee;

3. retire under provisions of the laws and regulations pertaining to retirement under PERS; or

4. apply for any vacant position in the District for which they are qualified

Affected reassigned employees who take voluntary demotions in lieu of layoff shall be granted the same rights as laid off persons on the 39-month re-employment list and shall retain eligibility to be considered for re-employment over new applicants for an additional period of up to twenty-four (24) months; provided, that the same tests of fitness under which they qualified for appointment to the class shall still apply. The CHRO shall make the determination of the specific period of eligibility for re-employment on a class-by-class basis. Education Code Section 88117.

Affected reassigned Employees who take voluntary demotions in lieu of layoff shall be, at the option of the employee, returned to a position in their former classification or to positions with increased assigned time as

vacancies become available, and without limitation of time, but if there is a valid re-employment list, they shall be ranked on that list in accordance with their proper seniority. Education Code Section 88117.

16.5 Displacement Procedure

An employee who is to be laid off has so-called "bumping rights" over another employee in the same classification who has been employed the shortest period of time in accordance with Education Code Section 88127 and the procedure that follows.

1. An employee who has been notified that he/she will be laid off has the right to displace the least senior employee in his/her classification,

2. If this cannot be accomplished, an employee who has been notified that he/she will be laid off has the right to displace the least senior employee in an equal or lower classification in which the more senior employee has served previously.

3. If neither of the above is possible, an employee who has been notified that he/she will be laid off has the right to displace the least senior employee in lower included classifications of the employee's existing classification.

16.6 Re-employment Rights

Affected persons and affected reassigned employees who have been laid off or displaced under this Article and pertinent Education Code Sections shall be re-employed by the District, if that is possible, in the reverse order of layoff, in accordance with Education Code Sections 88014, 88015, 88017, 88117 and 88127, and shall be subject to the provisions and/or conditions described directly below.

An affected person shall be required, on a continuing basis during the thirty-nine (39) month re-employment period, to notify in writing the Human Resources Office of his/her current address and personal email.

If a position in a classification for which the affected person has seniority and is qualified becomes available during the thirty-nine (39) month re-employment period following layoff, the CHRO will send a written notice by U.S. certified mail to that person at the address and email on file with the District notifying the person of the vacancy.

If the vacancy is a classification previously held or a classification of same or lower range of the employee's former classification and the employee is determined qualified, he/she has first right of refusal to the position.

If the vacancy is in a higher range than that of the employee's former classification, and the person meets minimum qualifications, he/she will be offered employment preference prior to outside applicants, in the following order:

1. Individuals impacted by a layoff in accordance with this article.
2. Individuals impacted by Transfer in accordance with Article 15.

An affected person who receives an offer of re-employment based on first right of refusal has three (3) alternatives:

1. accept the offer in writing via U.S. mail and/or email;

2. not respond to the offer within ten (10) working days in which case the offer is considered rejected and,

3. reject the offer in writing.

Should the offer be accepted, the affected person shall have up to thirty (30) calendar days from the postmark of the offer of re-employment in which to report to work though he or she may do so earlier than the thirty (30) calendar day maximum.

Should the offer be rejected, such a rejection shall not jeopardize the affected person's re-employment rights during the remainder of the thirty-nine (39) month (or sixty-three (63) month, as applicable) re-employment period unless the rejection is to an offer of previous classification held or higher.

A person who is reemployed into a new classification shall serve a new probationary period in that class.

16.6.1 Salary placement of a re-employed unit member off the 39-month rehire list will be at the step closest to, but not less than, the salary at time of layoff. If the salary at time of layoff was higher than the highest step of the position to which the employee is re-employed, the employee shall be placed at the highest step in the position's salary range.

16.7 Insurance Provisions

Affected persons shall continue to receive for up to, but for no more than, three (3) months following the date of layoff, the hospital, medical, dental, and vision insurance benefits they were receiving when they were laid off so long as they comply with the conditions described directly below.

1. Affected persons are required to notify, in writing, the CHRO of their continued eligibility for insurance coverage exactly thirty (30), sixty (60) and ninety (90) calendar days following the date of layoff except in either of the two (2) instances described directly below.

2. If an affected person accepts employment outside of the District, or if that person is covered by hospital, medical (including prescription card), dental, vision, or life insurance not provided by the District, then the insurance coverage provided by the District shall cease immediately.

16.8 Accrued Vacation/Compensatory Time

Affected persons who are unemployed due to lay-off and placed on the 39 month re-hire list will receive a payout of all unused vacation and compensatory time on the next scheduled payroll date following the effective date of layoff.

Unit members who elect a demotion in lieu of lay-off have the option of a vacation and compensatory time payout at the rate equivalent to the classification, range, and step prior to the effective date of the demotion. The affected unit member must notify HR prior to the effected date of the demotion to exercise this option.

16.9 Seniority

During the re-employment period, no affected person shall earn seniority credit or accrue vacation, sick leave, or holiday benefits.

However, the seniority of an affected person shall remain throughout the re-employment period at the status it was on the date of layoff.

The District shall maintain a current listing of all unit members and affected persons, which indicates date-of-hire seniority and classification seniority. A copy of this listing shall be sent to the CSEA President each June 30th and within twenty-four (24) hours after request.

16.10 Substitutes

At no time can voluntary help, non-bargaining unit employees, certificated employees, contract services, or work study students replace a classified employee who has been laid off due to lack of work or lack of funds. If this is done, the classified employee who has been laid off will immediately be re-employed in their former job classification with no loss of salary or benefits.

16.11 Miscellaneous

The District will notify affected persons and affected reassigned employees by certified mail or other means of delivery that ensures notification to the affected persons or affected reassigned employees and a receipt for delivery of all vacancies. If an affected person or an affected reassigned employee qualifies for the vacancy, the affected individual will be eligible to fill that vacancy without further examination. Eligibility will be determined by experience in lower included classifications or by ability to meet minimum qualifications for the vacancy.

ARTICLE 17 GRIEVANCE PROCEDURE

17.1 Purpose
The purpose of this procedure is to provide an orderly method of resolving grievances, as promptly as possible, that may arise under the terms and conditions of this Agreement.

17.2 Definitions
A "grievant" is any member or group of members of the bargaining unit who file(s) a written allegation that there has occurred a violation of a provision(s) of this Agreement.

A "grievance" is a formal, written allegation by a grievant that there has occurred a violation of a provision(s) of this Agreement.

A "day" is any day during which the administrative offices of the District are open for business.

An "immediate supervisor," for the purposes of this Article, is the designated management position having direct line authority over the grievant.

17.3 General Provisions
It is mutually agreed that grievances should be processed as promptly as possible. If a grievance is not processed by the grievant in accordance with the time limits specified herein, the grievance shall be considered settled on the basis of the last decision rendered. Time limits specified herein may be altered by the mutual, written consent of the grievant and the District.

A grievant may represent one's self or choose to have representation. If a grievant chooses not to be represented by the Association, the Association shall be informed of decisions and shall have the right to present in writing its views on the grievance at all levels of the procedure.

At any time during this procedure, the parties are encouraged to meet informally in an attempt to resolve the grievance.

Decisions rendered in writing shall set forth the decisions and the reason, and the decisions will be transmitted promptly. Time limits shall begin the day immediately following the filing of the grievance.

Records pertaining to the grievance shall be kept in a District file separate from the grievant’ s official personnel file.

The Association shall have the right to file a grievance alleging a violation of its rights as described in ARTICLE 3, ASSOCIATION RIGHTS, of this Agreement.

Reasonable released time for the processing of grievances shall be provided members of the bargaining unit and Association representatives who are involved in the processing of grievances.

Grievances of a similar or like nature may be joined together as a single grievance upon the mutual agreement of the District and the Association.

For the purposes of this Article, the terms "CHRO" and/or "Superintendent/President" shall also mean their designees.

Grievances shall be documented on the Classified Bargaining Unit Agreement Grievance Processing Form, which may be obtained at the Human Resources Office.

Grievances can be initiated at a higher level by mutual agreement between the District and the Association.

17.4 Procedure

17.4.1 Informal Level

Within ten (10) work days after the grievant knew, or could reasonably have known, of the event or condition upon which the alleged grievance is based, the grievant shall meet with his/her immediate supervisor to attempt to resolve the alleged grievance.

17.4.2 Formal Levels

Level One

If the grievance is not resolved at the informal level, the grievant may within five (5) work days of the informal meeting submit a formal, written grievance to the immediate supervisor.

The written grievance shall set forth in a clear and concise manner the provision(s) alleged to have been violated, the circumstances involved, and the specific remedy sought.

Within five (5) work days of the filing of the formal, written grievance, the parties shall meet in an attempt to resolve the alleged grievance.

The immediate supervisor shall have five (5) work days after the formal meeting in which to render a written decision to the grievant.

If the grievance is not resolved at Level One, or if the immediate supervisor has not rendered a decision within the five (5) work day time limit, the grievant may appeal the decision in writing to the CHRO within five (5) work days of receipt of the written decision or within five (5) work days of the expiration of the Level One-time limit if no decision has been rendered.

The written appeal to Level Two shall include a copy of the original alleged grievance, the decision rendered at Level One, if any, and the reasons for the appeal.

Level Two

Within five (5) work days of the filing of the appeal to Level Two, the grievant and the CHRO shall meet in an attempt to resolve the alleged grievance.

The CHRO shall have five (5) work days after the Level Two meeting in which to render a written decision to the grievant. If the grievance is not resolved at Level Two, or if the CHRO has not rendered a decision within the five (5) work day time limit, the grievant may appeal the decision in writing to the Superintendent/President within five (5) work days of receipt of the written decision or within five (5) work days of the expiration of the Level Two time limit if no decision has been rendered.

The written appeal to Level Three shall include a copy of the original alleged grievance, both decisions rendered at prior levels, if any, and the reasons for the appeal.

Level Three
Within ten (10) work days of the filing of the appeal to Level Three, the grievant and the Superintendent/President shall meet in an attempt to resolve the alleged grievance.

The Superintendent/President shall have five (5) work days after the Level Three meeting in which to render a written decision to the grievant. If the grievance is not resolved at Level Three, or if the Superintendent/President has not rendered a decision within the five (5) work day time limit, the grievant may appeal the decision in writing to the Board of Trustees within five (5) work days of receipt of the written decision or within five (5) work days of the expiration of the Level Three time limit if no decision has been rendered.

The written appeal to Level Four shall include a copy of the original alleged grievance, all decisions rendered at prior levels, if any, and the reasons for the appeal.

Level Four
The Board of Trustees will schedule a hearing on the appeal at its next regularly scheduled public meeting after receipt of the appeal. The grievant and any representatives shall have the opportunity to testify and present evidence and witnesses at the hearing. Within five (5) work days of the Level Four hearing, the Board of Trustees will deliver to the grievant its written decision in regard to the grievance. The decision of the Board of Trustees shall be final and binding.

17.4.3 Group Grievance
If the grievance involves employees with different immediate supervisors, the grievance may be filed at Level Two.

17.4.4 Policy Grievance
If the grievance involves District-wide policy, practice or interpretation of this agreement, the grievance may be submitted at Level Two.

17.4.5 Grievance Witnesses
The District shall make available for testimony in connection with the grievance procedure any District employees whose appearance is requested by the grievant. Any employee witnesses who appear in connection with this article shall suffer no loss of pay during the time required for testimony.

17.4.6 Grievant Release Time
The grievant shall be entitled to present his/her grievances during his/her regularly scheduled hours of work without loss of pay. This would also apply to the representative as well as the grievant.

17.4.7 Withdrawal of Grievance
If at any time during the foregoing process a grievant desire to withdraw his/her grievance, it shall be withdrawn without regard to the wishes of a representative or anyone else. The grievant must be present at all times in conferences held for the purpose of resolving the grievance.

ARTICLE 18 DISCIPLINARY PROCEDURE

18.1 Introduction

Any employee designated as a permanent employee shall be subject to disciplinary action for cause as prescribed by rules or regulations of the governing board, but the governing board's determination of the sufficiency of the cause for disciplinary action shall be conclusive.

No disciplinary action shall be taken for any cause which arose prior to the employee's becoming permanent, nor for any cause which arose more than two years preceding the date of filing of the notice of cause unless such cause was concealed or not disclosed by such employee when it could be reasonably assumed that the employee should have disclosed the facts to the employing district.

An employee receiving a disciplinary action shall have the right to the presence of a representative of his/her choice at all times during these proceedings.

18.2 Definitions

For the purposes of this article, the following definitions apply:

18.2.1 Progressive Discipline

"Progressive discipline" is the process of changing an employee's behavior through the application of a series of actions that become progressively more severe in nature. However, the sequence and severity of the disciplinary actions may vary depending on the seriousness of the offense and circumstances surrounding it.

18.2.2 Discipline (disciplinary action)

"Discipline (disciplinary action)" is the action or actions taken to change the behavior of employees who fail to follow established rules and regulations, or to meet job performance standards. It is a form of training designed to correct undesirable conduct and encourage the development of self-control. Excepting an action for dismissal, the paramount objective of discipline is not to punish employees by penalizing them for past violations but to change their behavior by making them responsible for their future actions. Disciplinary actions, for the purposes of hearing rights are defined as suspension, demotion, or dismissal.

18.2.3 Verbal Warning

A "verbal warning" may be given for a specific behavior that violates District policy, a failure to obey the lawful orders of a supervisor/administrator, any conduct specified under the Dismissal for Cause section of this article, or when circumstances or events occur that makes it necessary for this action to be taken. A verbal warning may be given to an employee by the employee's supervisor, department head/Vice President, or the Chief Human Resource Officer.

Verbal warnings are not punitive in nature. They are notices to an employee that he/she has violated a rule or regulation and must change his/her behavior in such a way that he/she will not violate the rule or regulation again.

Verbal warnings shall be documented on the Verbal Warning/Written Reprimand Documentation Form.

18.2.4 Written Reprimand

A **"written reprimand"** is given for the same behavior(s) as a verbal warning and is used when a verbal warning has not affected the appropriate behavioral response on the part of the employee within a reasonable period of time. A written reprimand may be given to the employee by the employee's supervisor, department head/Vice President, or the Chief Human Resource Officer.

Additionally, a written reprimand may be issued when an employee commits a specific act that is of a nature that a verbal warning is deemed to be an insufficient or inappropriate action for the seriousness of the act committed.

Written reprimands shall be documented on the Verbal Warning/Written Reprimand Documentation Form.

18.2.5 Suspension

"Suspension" is an enforced absence, with or without pay, for not more than thirty (30) working days. An employee may be suspended pending the investigation of charges.

18.2.6 Demotion

"Demotion" is an enforced reduction to a lower classification.

18.2.7 Dismissal

“Dismissal" is termination from employment for just cause.

Suspension, demotion, or dismissals shall be documented on the Disciplinary Suspension, Demotion, or Dismissal Form.

18.3 Progressive Discipline Procedure

Disciplinary actions taken against a permanent classified employee must be progressive in nature. Only in those cases where an employee's conduct includes the activities specified in the Dismissal for Cause section of this article may disciplinary action be taken without a prior attempt to effect appropriate behavioral change in the employee.

Progressive discipline shall include the following steps:

1. **Pre- Disciplinary Counseling**
   Within ten (10) work days of the occurrence of the inappropriate behavior, the supervisor and employee will meet to discuss the employee's behavior. The discussion focuses on actions that the employee must take to bring his/her behavior in line with established rules and regulations and/or expectation standards of job performance.

2. **Verbal Warning**
   If the inappropriate behavior continues, within ten (10) work days after the repeated occurrence, the supervisor may give the employee a verbal warning. The verbal warning must specify the reasons for the disciplinary action and the corrective actions the employee must take in making an appropriate behavioral change. The supervisor meets with the employee to discuss his/her inappropriate behavior and completes a Verbal Warning Documentation Form.

This document is forwarded to the Chief Human Resource Officer to be placed in a sealed envelope in the employee's personnel file and a copy given to the employee. The employee shall be given five (5) business days after receipt of the Verbal Warning Documentation Form to prepare a written response/rebuttal which shall be placed in the personnel file. If no further disciplinary action is required, all record of the verbal warning and the response/rebuttal shall be destroyed two years after its date of issue.

3. **Written Reprimand**

If the employee has received one (1) or more verbal warnings and his/her behavior continues to be inappropriate, or if he/she commits an act considered to be of a serious nature, the employee disciplinary action and the corrective actions the employee must take in making the appropriate behavioral change. Within two (2) work days a Written Reprimand Documentation Form will be completed and forwarded to the Chief Human Resource Officer to be placed in a sealed envelope in the employee's personnel file with a copy given to the employee. The employee shall be given five (5) business days after receipt of the Written Reprimand Documentation Form to prepare a written response/rebuttal which shall be placed in the personnel file.

4. **Suspension, Demotion or Dismissal**

If the employee has received one (1) or more written reprimands and his/her behavior continues to be inappropriate, or if he/she commits an act considered to be of a serious nature, the employee may be suspended, demoted, or dismissed. No permanent classified employee shall be terminated for reasons of substandard job performance without first being notified of the specific job duties that need to be improved and then given adequate time to make these improvements. The employee and his/her supervisor shall develop a written plan describing the specific actions the employee must take to bring his/her job performance up to acceptable standards.

Forty-five (45) work days after the plan is put into action, the employee and supervisor will meet to discuss the employee's progress toward meeting performance standards. If the employee fails to meet performance standards after this period, he/she shall be given appropriate disciplinary action. If no further disciplinary actions are initiated within a three (3) year period, disciplinary action documents shall be purged from the employee's personnel file and destroyed, unless otherwise required by law.

Process for disciplinary action, suspension, demotion and dismissal. Education Code Section 88013.

1. **Pre-Disciplinary Rights**

(a) Prior to the imposition of discipline (Suspension, Demotion, or Dismissal), the Chief Human Resource Officer shall give written notice to the classified employee. This written Notice of Proposed Disciplinary Action shall be served by certified mail or personal delivery to the classified employee at least ten (10) calendar days prior to the date when discipline may be imposed. In emergency situations where it is deemed appropriate to remove the classified employee immediately, the classified employee shall not lose compensation prior to the date when discipline may commence. Discipline may be imposed if the request for a pre-discipline hearing is waived or after the pre-disciplinary hearing is concluded.

(b) The written Notice of Proposed Disciplinary Action shall be served by certified mail or personal delivery. Service by certified mail shall be deemed complete on the date of mailing. The contents of the written notice shall include at least the following:

1. A statement in ordinary and concise language of the specific acts and omissions upon which the proposed disciplinary action is based. Such statement may incorporate by reference the acts and omissions described in attached memoranda or other attached documents.

2. The specific disciplinary action proposed.

3. The cause(s) or reason(s) for the specific disciplinary action proposed.

4. A copy of the applicable regulation(s) where it is claimed a violation of regulation(s) took place.

5. A statement that the classified employee has the right to respond to the matters raised in the written notice both orally and in writing, prior to the end of the ten (10) calendar days following the date the written notice was served.

6. A statement that the classified employee, upon request, is entitled to appear personally before the Chief Human Resource Officer regarding the matters raised in the written notice prior to the end of the ten (10) calendar days following the date the written notice was served. At such meeting, the classified employee shall be granted a reasonable opportunity to make any representations the classified employee believes are relevant to the cause.

7. Within five (5) work days after the hearing before the Chief Human Resource Officer, the classified employee shall be advised of the decision in writing. The decision to uphold, modify, or overturn the recommended discipline shall contain the reasons for the decision within the document.

2. <u>Post-Disciplinary Hearing Right</u>

(a) If discipline is imposed the classified employee shall be entitled to a post-disciplinary evidentiary hearing with a third party hearing officer.

(b) The Chief Human Resource Officer shall serve the classified employee a written Decision which shall be accompanied by a card or paper, the signing and filing of which shall constitute a demand for hearing, and a denial of all charges. To request a hearing, said card or paper shall be filed with the Chief Human Resource Officer within five (5) work days after service of the decision or the right to such hearing is waived.

(c) Within ten (10) work days of receipt of the appeal request, the CHRO shall arrange for a third party hearing officer (selected from a list of area mediators/arbitrators, two submitted from Association and two from the District then selected by random drawing). The cost for the services shall be borne completely by the district.

(d) This classified employee shall have the following rights and the hearing shall be conducted in the following manner:

1. To representation by counsel or other lawful representative;

2. To personally appear;

3. All testimony shall be given under oath;

4. To call witnesses to testify on his/her behalf and the District shall require such witnesses to appear and testify;

5. To cross examine all adverse witnesses;

6. To examine all documentary evidence, the District proposes to use a reasonable time (not less than five days) before the hearing;

7. The burden of proof shall remain with the District to prove by a preponderance of evidence that the discipline was warranted;

8. Any and all other rights which a Court of competent jurisdiction may decide arise out of an employee's due process rights in this disciplinary setting.

9. Within five (5) working days the third party hearing officer shall render his/her findings in writing.

3. <u>Post Disciplinary Hearing Appeal—Final Step</u>

(a) If the employee is not satisfied with the findings from the third party hearing officer, he/she may, within five (5) work days of receipt of the findings from the third party hearing officer, appeal to the Board of Trustees:

1. At the next regular meeting or as soon thereafter as can reasonably be arranged, the President of the Board shall convene an appeal hearing from the third party hearing officer's findings.

2. Within thirty days after the hearing, the Board of Trustees shall render its findings to the petitioning employee.

3. The Board hearing shall be limited to the following: it shall consider the findings of the third party hearing officer; it shall permit the employee and/or his/her representatives to make argument and to allow an appropriate reply on the art of the College's representative; and it may admit any additional evidence which would have been otherwise admitted at the hearing before the third party hearing officer but was inappropriately excluded or was not available or discovered until after the hearing was concluded.

4. In the event the Board of Trustees makes a final decision to modify or reverse the initial action taken by the District and the discipline has already been imposed, the employee shall be entitled to such make-whole relief as the Board of Trustees deems appropriate.

5. A copy of the written decision by the Board of Trustees shall be sent to the employee and his/her representative no later than five (5) working days after it is adopted. The decision shall include findings of fact and determination of issues by the Board.

6. The Board's determination of the sufficiency of the cause for disciplinary action shall be conclusive in all cases.

7. The employee may request the Board of Trustees' appeal hearing be held in open or closed session. If the employee is reinstated all salary and benefits lost during the post-termination hearing process shall be restored to the employee.

18.4 Grounds for Demotion, Suspension or Dismissal:

A permanent employee may have disciplinary action taken for cause, including but not limited to, the following:

1. Incompetency or inefficiency in the performance of the duties of his/her position.
2. Insubordination, including but not limited to refusal to do assigned work.
3. Carelessness or negligence in the performance of duty, or in the care or use of District property.
4. Discourteous, offensive, or abusive conduct or language toward other employees, students, or the public.
5. Dishonesty.
6. Drinking alcoholic beverages on the job, or reporting to work while under the influence of intoxicating substances.
7. Conviction or the illegal possession of or use of narcotics.
8. Violation of the Drug Free Workplace Act of 1988.
9. Continuing illness of a disabling nature which could render the employee incapable of performing his/her required duties.
10. Personal conduct unbecoming an employee of the district.
11. Engaging in political activities during assigned hours of work.
12. Conviction of a felony or misdemeanor involving moral turpitude.
13. Repeated or unexcused absence or tardiness.
14. Abuse of any leave privileges.
15. Providing false or misleading information on application forms or examination and employment records.
16. Offering anything of value or any service or special treatment in connection with the employee's job or employment, or in acceptance of anything of value or any service in exchange for granting any special treatment to any other employee or to any members of the public.
17. Abandonment of position after three (3) consecutive days of unreported absence.
18. Advocacy of the overthrow of federal, state or local government by force, violence or other unlawful means.

19. Willful or persistent violation of the laws and regulations made applicable to the public schools by the Board of Trustees, or by any other appropriate federal, state or local government agency.

ARTICLE 19 PROFESSIONAL GROWTH PROGRAM

It shall be the policy of the Board of Trustees to encourage continued and active participation on the part of all classified employees in professional growth activities designed to improve service to the District.

Professional Growth activities may be District-sponsored activities held outside of regular assignment and educational activities of other agencies.

Credit for participation in these activities shall be reflected in an earned professional growth increment as approved by the Board.

Professional Growth is being developed if:

1. The experience reflects increased knowledge, understanding, and skills in the participant's regular assignment; or in an assignment that is included within the employee's classification groupings (i.e., related classifications as in higher classifications.)

2. The Professional Growth experience results in professional development manifested by an increase in knowledge, skills, alertness and a better ability to respond to the needs of the District, its students and the community.

Employees Eligible to Participate in the Professional Growth Program:

1. Individual must be a permanent employee.

2. Employee must be in a paid status upon completion of a segment.

3. Any employee enrolled in the Professional Growth Program who has terminated his/her employment with the District and is re-employed within thirty-nine (39) months on a regular basis may resume his/her Professional Growth Program in order to complete that segment, and use all points earned prior to the date of termination.

Procedure for Completing Professional Growth Program:

1. Each segment will require the completion of eighteen (18) points.

2. The employee shall apply for approval prior to course work being taken. The CHRO shall grant or deny approval of the class for professional growth credit within ten (10) working days from the date of the employee's application request.

3. All professional growth candidates taking courses must obtain a passing grade of “C” or better.

4. Employees must submit evidence of satisfactory completion of course work to the Human Resources Office by June 30th.

5. Employees who anticipate completing a segment at the conclusion of a fiscal year must have registered their intent with the CHRO by February 1 of that fiscal year.

6. The cash award shall be paid annually in August following the completion of each segment. Employee must be in a paid status on June 30th.

7. Professional growth points in excess of eighteen (18) can be rolled over to the next segment provided the employee continues enrollment in one or more professional growth activities per year throughout the segment, provided that no degree has been completed. Completion of a degree and 15 units will culminate in completion of a segment. Only one AA, Bachelor's or Master's degree will count as above.

8. There shall be a total of five (5) program segments.

AWARD SCHEDULE		
	ANNUAL AWARDS PAID BY SEGMENT	ANNUAL AWARDS PAID MAXIMUM ACCUMULATION
1st Program Segment	$350.00	$350.00
2nd Program Segment	$325.00	$675.00
3rd Program Segment	$300.00	$975.00
4th Program Segment	$275.00	$1,250.00
5th Program Segment	$250.00	$1,500.00

9. An employee on an approved personal leave of absence or layoff may extend his/her current segment for one additional year upon written notification to the CHRO

10. Effective July 1, 2020, an employee receiving the annual award for holding an Associates, Bachelors, or Masters Degree who promotes to a classification where the employee's degree is required as a minimum qualification, will no longer be eligible for the annual cash award. Unit members receiving the annual award for holding a degree that is a required minimum qualification of their classification prior to July 1, 2020 will continue to receive the annual award while in their classification.

Criteria:

1. College or University, community college, trade school, or adult education courses:

   (a) should relate to the position currently occupied by the employee, or in an assignment that is included within the employee's classification groupings (i.e., related classification as in higher classifications).

   OR

   (b) should meet the requirements of the position for which the employee is training within his /her job class grouping or the professional growth experience in professional development manifested by an increase in knowledge, skills, alertness and is able to respond to the needs of the District, its students, and the community.

2. No credit will be allowed for activities taken during the employee's normal work schedule with the exception of flex week and approved District workshops or seminars. (Approved District workshops are those approved in advance by the CHRO.)

(a) The following activities are considered professional growth activities under this program:

1. Professional seminars and workshops sponsored by the District or outside agencies and paid for by the employee, and taken outside the employee's normal work schedule.

2. Educational courses paid for by the employee and taken outside the employee's normal work schedule.

3. Other educational and training activities outside normal working hours, e.g. flex activities, community and focus groups.

(b) The following activities are not considered professional growth activities under this program:

1. Orientation, on-the-job training, safety training, informational meetings and committee meetings.

2. Educational and training activities (fees, tuition, books and materials, release time) which are paid for by the District.

Completed points must be reported to the CHRO Office within ten (10) days of completion or no later than February 1.

Categories:

1. Courses taken at an accredited institution are computed as one unit of credit or one point.

2. Workshops/seminars, approved by CHRO, 15 hours = 1 point

Presenter: If a classified employee is presenting a seminar and is enrolled in the Professional Growth Program, they shall earn double credit for that seminar.

3. Special Programs: 15 hours' attendance = 1 point

a) Institutes

1. A short educational program established for a group concerned with some special field work and Lectures - Prior approval is required by the CHRO.

4. Individual Research: A maximum of three (3) points may be received for each project completed during a Professional Growth Program Segment:

a) A one-page written project proposal must be given to the CHRO.

b) Lectures

1. Lectures shall Approval of a project for Professional Growth Credit must be selected from those approved provided in writing by the District CHRO prior to starting the project.

5. Individual Research: A maximum of three (3) points may be received for each project completed during a Professional Growth Program Segment:

    a) project may be used to improve quality and efficiency of employee's work and/or service within the District.

    b) A project proposal may be used to improve quality and efficiency of employee's work and/or service within the District.

    c) The completed project report must be submitted to the CHRO where the number of points will be determined.

(Note: Professional Growth Points are calculated to one decimal point for activities other than course work.)

ARTICLE 20 SEPARABILITY AND SAVINGS

If any provision of this agreement is held to be invalid by a court or other tribunal of competent jurisdiction, such provision shall be inoperative, but all other provisions of this Agreement shall not be affected thereby and shall continue in full force and effect.

In the event any provision of this Agreement is held to be invalid as described directly above, the parties agree to meet and negotiate for the sole purpose of arriving at a mutually satisfactory replacement for the invalidated provision. This meeting shall take place no later than ten (10) calendar days after receipt of a copy of the transcript of the decision that invalidated the provision of this Agreement.

ARTICLE 21 COMPLETION OF MEETING AND NEGOTIATING

The specific, written terms of this Agreement constitute the full and complete agreement between the parties on the subject matter contained in the Agreement. Except as provided in any applicable reopener provisions, the parties agree to waive and relinquish the right to negotiate over the specific, written terms contained within the Agreement. The parties agree that any changes to the existing specific, written terms of the Agreement shall only be effective upon being reduced to writing and signed by the parties.

The parties further recognize that any proposed changes or alterations of terms and conditions of employment which are not included in this Agreement, which fall within the scope of representation as set forth in California Government Code section 3543.2, are subject to negotiations. The parties agree that modifications to said non-contractual terms and conditions shall only be effective upon being reduced to writing and signed by the parties.

ARTICLE 22 SAFETY

Employee safety is a primary concern of the District and the Association.

The District agrees to provide safe conditions under which unit members are required to work and to comply with standards prescribed by applicable federal, state, and local laws, regulations, and ordinances affecting the safety of employees.

Members of the bargaining unit agree to remedy any unsafe condition the employee notices and/or report the condition immediately to their supervisor.

ARTICLE 23 EFFECT OF AGREEMENT

The parties agree that the specific provisions contained in this Agreement shall prevail over District practices and procedures and over state laws to the extent permitted by state law and that in the absence of specific provisions in this Agreement such provisions that are covered under applicable codes shall be in effect.

ARTICLE 24 TERM OF AGREEMENT

This agreement shall become effective July 1, 2023, and shall continue in effect up to and including June 30, 2026. Except where otherwise provided for in this agreement, the terms and conditions in this agreement shall not be modified except by mutual agreement of the parties.

This CBA is Agreed and Accepted this 15 day of November 2023.

For California School Employees' Association, Chapter 472	For the Imperial Community College District
Frances Arce-Gomez	Lennor Johnson (Jan 11, 2024 12:10 PST)
Frances Arce-Gomez President, CSEA Chapter #472	Dr. Lennor Johnson Superintendent/President

EXHIBIT A

VOLUNTARY RECOGNITION AGREEMENT

District

Imperial Community College District
380 East Aten Road
Imperial, CA 92251

Exclusive Representative of Classified Employees

California School Employees Association
Chapter No 472
c/o Imperial Valley College
380 East Aten Road
Imperial, CA 92251

History

(1) On July 7, 1976, the Board of Trustees of Imperial Community College District adopted a resolution which, among other things, resolved, "that the local chapter No. 472 of CSEA be recognized as the exclusive bargaining agent" for classified employees of the District for the purpose of collective bargaining.

(2) On July 12, 1976, the President of Imperial Valley College and the President of CSEA Chapter No. 472, in a jointly signed letter to the California Educational Employment Relations Board (PERB), notified EERB of this decision and requested that an earlier request for a representation election be canceled because of voluntary recognition.

Appropriate Unit

(1) The parties agreed to an appropriate unit of all the District's classified employees which shall include but not be limited to the following major groupings of jobs: Food Service; Secretarial/Clerical; Operations and Maintenance (custodial/ maintenance/grounds); Instructional Aides (paraprofessionals); and Transportation.

(2) The parties agreed that the unit excludes those positions which can lawfully be declared management, confidential, supervisory, and certificated.

District	Association
Date	Date

EXHIBIT B1
IMPERIAL COMMUNITY COLLEGE DISTRICT
CLASSIFIED POSITIONS BY SALARY RANGE & SPECIFICATION
EFFECTIVE JULY 1, 2023

REGULAR CLASSIFIED

RANGE	CLASSIFICATION
1) 33	Systems Architect
2) 33	Security Systems Specialist
3) 32	Senior Enterprise Systems Specialist
4) 32	Senior Programmer/Systems Analyst
5) 29	Water Systems Treatment Operator
6) 26	Business Analyst
7) 26	Educational Technology Specialist
8) 26	Graphic Designer
9) 26	Research Analyst
10) 26	Technology Support Specialist II
11) 25	Athletic Trainer
12) 25	Economic & Workforce Development Coordinator
13) 25	Internship & Work Experience Coordinator
14) 24	Access Technology/Alternative Media Specialist
15) 24	Accountant
16) 24	Campus Safety Coordinator
17) 24	Job Developer
18) 24	Maintenance Worker III/HVAC
19) 24	Math Lab Instructional Specialist
20) 24	Payroll Coordinator
21) 23	Benefits Specialist
22) 23	Technology Support Technician
23) 22	Academic Systems Specialist
24) 22	Admissions and Records Officer
25) 22	Work Ability III (Career Development Specialist)
26) 21	College Foundation Coordinator
27) 21	Student Success Specialist
28) 21	Technology Support Specialist
29) 20	Financial Aid Officer
30) 20	Payroll Technician

IMPERIAL COMMUNITY COLLEGE DISTRICT
CLASSIFIED POSITIONS BY SALARY RANGE & SPECIFICATION
EFFECTIVE JULY 1, 2023

REGULAR CLASSIFIED

RANGE	CLASSIFICATION
31) 19	Accounting Coordinator
32) 19	Disabled Student Program & Services Specialist
33) 19	Grounds Maintenance Supervisor
34) 19	Learning Support Services Coordinator
35) 19	Maintenance Worker
36) 19	Purchasing/Receiving Coordinator
37) 19	Student Services Specialist (Assessment Center/SSSP)
38) 19	Student Services Specialist (Evaluator)
39) 19	Vehicle and Equipment Mechanic
40) 18	Administrative Secretary
41) 18	Custodial Supervisor
42) 18	Program Specialist
43) 17	Financial Aid Specialist
44) 17	Learning Support Services Specialist
45) 17	Reading/Lab Coordinator
46) 17	Student Services Specialist (Financial Aid)
47) 17	Student Services Specialist (Student Affairs & Enrollment Services)
48) 16	Admissions and Records Technician
49) 16	Outreach Specialist
50) 16	Science Lab Technician
51) 16	Staff Secretary III
52) 16	Student Equity and Achievement Specialist
53) 15	Accounting Technician
54) 15	Continuing Education Technician
55) 15	Information Systems Support Assistant
56) 15	Senior Library Technician
57) 14	Campus Safety Specialist
58) 14	Human Resources Generalist
59) 14	Library Technician III (Circulation)
60) 14	Nursing Simulations & Computer Lab Technician
61) 14	Staff Support Technician
62) 14	Technical Support Assistant
63) 14	Tool Room/Auto Shop Technician
64) 14	Public Communications Printing and Design Specialist

IMPERIAL COMMUNITY COLLEGE DISTRICT
CLASSIFIED POSITIONS BY SALARY RANGE & SPECIFICATION
EFFECTIVE JULY 1, 2023

REGULAR CLASSIFIED

RANGE	CLASSIFICATION
65) 13	Preschool/Infant/Toddler Teacher
66) 13	Student Services Technician
67) 11	Grounds Maintenance Worker
68) 11	Lead Custodian
69) 10	Math Lab Assistant
70) 10	Staff Secretary I
71) 09	Office Assistant III
72) 09	Library Technician I
73) 08	Food Services Cook
74) 08	Custodian
75) 08	Office Assistant II

EXHIBIT B2

IMPERIAL VALLEY COLLEGE
CLASSIFIED SALARY SCHEDULE
July 1, 2023-June 30, 2024

8.00% *Monthly = Annual / 12 ** Daily = Hourly X 8 *** Hourly = Annual / 2080

Range 8

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 43,679.56	$ 44,989.96	$ 46,339.72	$ 47,729.92	$ 49,161.78	$ 50,636.70	$ 52,155.76	$ 53,720.50	$ 55,332.16	$ 56,992.12
*MO	$ 3,639.96	$ 3,749.16	$ 3,861.64	$ 3,977.49	$ 4,096.82	$ 4,219.73	$ 4,346.31	$ 4,476.71	$ 4,611.01	$ 4,749.34
***HR	$ 21.00	$ 21.63	$ 22.28	$ 22.95	$ 23.64	$ 24.34	$ 25.07	$ 25.83	$ 26.60	$ 27.40

Range 9

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 45,011.88	$ 46,362.26	$ 47,753.07	$ 49,185.70	$ 50,661.24	$ 52,181.07	$ 53,746.43	$ 55,358.86	$ 57,019.59	$ 58,730.18
*MO	$ 3,750.99	$ 3,863.52	$ 3,979.42	$ 4,098.81	$ 4,221.77	$ 4,348.42	$ 4,478.87	$ 4,613.24	$ 4,751.63	$ 4,894.18
***HR	$ 21.64	$ 22.29	$ 22.96	$ 23.65	$ 24.36	$ 25.09	$ 25.84	$ 26.61	$ 27.41	$ 28.24

Range 10

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 46,326.92	$ 47,716.65	$ 49,148.20	$ 50,622.66	$ 52,141.41	$ 53,705.69	$ 55,316.88	$ 56,976.38	$ 58,685.73	$ 60,446.31
*MO	$ 3,860.58	$ 3,976.39	$ 4,095.68	$ 4,218.56	$ 4,345.12	$ 4,475.47	$ 4,609.74	$ 4,748.03	$ 4,890.48	$ 5,037.19
***HR	$ 22.27	$ 22.94	$ 23.63	$ 24.34	$ 25.07	$ 25.82	$ 26.59	$ 27.39	$ 28.21	$ 29.06

Range 11

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 47,727.76	$ 49,159.62	$ 50,634.39	$ 52,153.45	$ 53,718.04	$ 55,329.54	$ 56,989.50	$ 58,699.16	$ 60,460.20	$ 62,274.03
*MO	$ 3,977.31	$ 4,096.64	$ 4,219.53	$ 4,346.12	$ 4,476.50	$ 4,610.79	$ 4,749.12	$ 4,891.60	$ 5,038.35	$ 5,189.50
***HR	$ 22.95	$ 23.63	$ 24.34	$ 25.07	$ 25.83	$ 26.60	$ 27.40	$ 28.22	$ 29.07	$ 29.94

EXHIBIT B2

IMPERIAL VALLEY COLLEGE
CLASSIFIED SALARY SCHEDULE
July 1, 2023-June 30, 2024

8.00% | *Monthly = Annual / 12 | ** Daily = Hourly X 8 | *** Hourly = Annual / 2080

Range 12

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 49,162.09	$ 50,637.01	$ 52,156.07	$ 53,720.81	$ 55,332.47	$ 56,992.43	$ 58,702.24	$ 60,463.29	$ 62,277.12	$ 64,145.42
*MO	$ 4,096.84	$ 4,219.75	$ 4,346.34	$ 4,476.73	$ 4,611.04	$ 4,749.37	$ 4,891.85	$ 5,038.61	$ 5,189.76	$ 5,345.45
***HR	$ 23.64	$ 24.34	$ 25.08	$ 25.83	$ 26.60	$ 27.40	$ 28.22	$ 29.07	$ 29.94	$ 30.84

Range 13

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 50,631.46	$ 52,150.36	$ 53,714.95	$ 55,326.45	$ 56,986.26	$ 58,695.91	$ 60,456.81	$ 62,270.48	$ 64,138.63	$ 66,062.81
*MO	$ 4,219.29	$ 4,345.86	$ 4,476.25	$ 4,610.54	$ 4,748.85	$ 4,891.33	$ 5,038.07	$ 5,189.21	$ 5,344.89	$ 5,505.23
***HR	$ 24.34	$ 25.07	$ 25.82	$ 26.60	$ 27.40	$ 28.22	$ 29.07	$ 29.94	$ 30.84	$ 31.76

Range 14

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 52,169.04	$ 53,734.09	$ 55,346.05	$ 57,006.48	$ 58,716.59	$ 60,478.10	$ 62,292.40	$ 64,161.16	$ 66,085.95	$ 68,068.46
*MO	$ 4,347.42	$ 4,477.84	$ 4,612.17	$ 4,750.54	$ 4,893.05	$ 5,039.84	$ 5,191.03	$ 5,346.76	$ 5,507.16	$ 5,672.37
***HR	$ 25.08	$ 25.83	$ 26.61	$ 27.41	$ 28.23	$ 29.08	$ 29.95	$ 30.85	$ 31.77	$ 32.73

Range 15

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 53,722.82	$ 55,334.48	$ 56,994.44	$ 58,704.25	$ 60,465.45	$ 62,279.43	$ 64,147.89	$ 66,072.37	$ 68,054.57	$ 70,096.19
*MO	$ 4,476.90	$ 4,611.21	$ 4,749.54	$ 4,892.02	$ 5,038.79	$ 5,189.95	$ 5,345.66	$ 5,506.03	$ 5,671.21	$ 5,841.35
***HR	$ 25.83	$ 26.60	$ 27.40	$ 28.22	$ 29.07	$ 29.94	$ 30.84	$ 31.77	$ 32.72	$ 33.70

EXHIBIT B2

IMPERIAL VALLEY COLLEGE
CLASSIFIED SALARY SCHEDULE
July 1, 2023-June 30, 2024

8.00% | *Monthly = Annual / 12 | ** Daily = Hourly X 8 | *** Hourly = Annual / 2080

Range 16

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 55,329.08	$ 56,988.88	$ 58,698.54	$ 60,459.43	$ 62,273.26	$ 64,141.41	$ 66,065.58	$ 68,047.47	$ 70,088.94	$ 72,191.67
*MO	$ 4,610.76	$ 4,749.07	$ 4,891.54	$ 5,038.29	$ 5,189.44	$ 5,345.12	$ 5,505.47	$ 5,670.62	$ 5,840.74	$ 6,015.97
***HR	$ 26.60	$ 27.40	$ 28.22	$ 29.07	$ 29.94	$ 30.84	$ 31.76	$ 32.72	$ 33.70	$ 34.71

Range 17

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 57,003.54	$ 58,713.66	$ 60,475.02	$ 62,289.31	$ 64,157.92	$ 66,082.71	$ 68,065.22	$ 70,107.15	$ 72,210.34	$ 74,376.66
*MO	$ 4,750.30	$ 4,892.81	$ 5,039.58	$ 5,190.78	$ 5,346.49	$ 5,506.89	$ 5,672.10	$ 5,842.26	$ 6,017.53	$ 6,198.05
***HR	$ 27.41	$ 28.23	$ 29.07	$ 29.95	$ 30.85	$ 31.77	$ 32.72	$ 33.71	$ 34.72	$ 35.76

Range 18

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 58,711.66	$ 60,473.01	$ 62,287.15	$ 64,155.76	$ 66,080.40	$ 68,062.75	$ 70,104.68	$ 72,207.87	$ 74,374.03	$ 76,605.32
*MO	$ 4,892.64	$ 5,039.42	$ 5,190.60	$ 5,346.31	$ 5,506.70	$ 5,671.90	$ 5,842.06	$ 6,017.32	$ 6,197.84	$ 6,383.78
***HR	$ 28.23	$ 29.07	$ 29.95	$ 30.84	$ 31.77	$ 32.72	$ 33.70	$ 34.72	$ 35.76	$ 36.83

Range 19

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 60,470.70	$ 62,284.83	$ 64,153.45	$ 66,078.08	$ 68,060.44	$ 70,102.21	$ 72,205.25	$ 74,371.41	$ 76,602.54	$ 78,900.66
*MO	$ 5,039.22	$ 5,190.40	$ 5,346.12	$ 5,506.51	$ 5,671.70	$ 5,841.85	$ 6,017.10	$ 6,197.62	$ 6,383.55	$ 6,575.05
***HR	$ 29.07	$ 29.94	$ 30.84	$ 31.77	$ 32.72	$ 33.70	$ 34.71	$ 35.76	$ 36.83	$ 37.93

EXHIBIT B2

IMPERIAL VALLEY COLLEGE
CLASSIFIED SALARY SCHEDULE
July 1, 2023-June 30, 2024

8.00% | *Monthly = Annual / 12 | ** Daily = Hourly X 8 | *** Hourly = Annual / 2080

Range 20

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 62,280.82	$ 64,149.28	$ 66,073.76	$ 68,055.96	$ 70,097.58	$ 72,200.47	$ 74,366.47	$ 76,597.45	$ 78,895.41	$ 81,262.20
*MO	$ 5,190.07	$ 5,345.77	$ 5,506.15	$ 5,671.33	$ 5,841.47	$ 6,016.71	$ 6,197.21	$ 6,383.12	$ 6,574.62	$ 6,771.85
***HR	$ 29.94	$ 30.84	$ 31.77	$ 32.72	$ 33.70	$ 34.71	$ 35.75	$ 36.83	$ 37.93	$ 39.07

Range 21

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 64,160.70	$ 66,085.49	$ 68,068.00	$ 70,110.08	$ 72,213.43	$ 74,379.90	$ 76,611.34	$ 78,909.61	$ 81,276.86	$ 83,715.10
*MO	$ 5,346.73	$ 5,507.12	$ 5,672.33	$ 5,842.51	$ 6,017.79	$ 6,198.32	$ 6,384.28	$ 6,575.80	$ 6,773.07	$ 6,976.26
***HR	$ 30.85	$ 31.77	$ 32.73	$ 33.71	$ 34.72	$ 35.76	$ 36.83	$ 37.94	$ 39.08	$ 40.25

Range 22

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 66,074.07	$ 68,056.27	$ 70,097.89	$ 72,200.77	$ 74,366.78	$ 76,597.76	$ 78,895.72	$ 81,262.66	$ 83,700.59	$ 86,211.68
*MO	$ 5,506.17	$ 5,671.36	$ 5,841.49	$ 6,016.73	$ 6,197.23	$ 6,383.15	$ 6,574.64	$ 6,771.89	$ 6,975.05	$ 7,184.31
***HR	$ 31.77	$ 32.72	$ 33.70	$ 34.71	$ 35.75	$ 36.83	$ 37.93	$ 39.07	$ 40.24	$ 41.45

Range 23

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 68,055.96	$ 70,097.58	$ 72,200.47	$ 74,366.47	$ 76,597.45	$ 78,895.41	$ 81,262.20	$ 83,700.13	$ 86,211.06	$ 88,797.46
*MO	$ 5,671.33	$ 5,841.47	$ 6,016.71	$ 6,197.21	$ 6,383.12	$ 6,574.62	$ 6,771.85	$ 6,975.01	$ 7,184.26	$ 7,399.79
***HR	$ 32.72	$ 33.70	$ 34.71	$ 35.75	$ 36.83	$ 37.93	$ 39.07	$ 40.24	$ 41.45	$ 42.69

EXHIBIT B2

IMPERIAL VALLEY COLLEGE
CLASSIFIED SALARY SCHEDULE
July 1, 2023-June 30, 2024

8.00% | *Monthly = Annual / 12 | ** Daily = Hourly X 8 | *** Hourly = Annual / 2080

Range 24

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 70,104.99	$ 72,208.18	$ 74,374.50	$ 76,605.78	$ 78,903.90	$ 81,270.99	$ 83,709.08	$ 86,220.32	$ 88,806.87	$ 91,471.05
*MO	$ 5,842.08	$ 6,017.35	$ 6,197.87	$ 6,383.82	$ 6,575.32	$ 6,772.58	$ 6,975.76	$ 7,185.03	$ 7,400.57	$ 7,622.59
***HR	$ 33.70	$ 34.72	$ 35.76	$ 36.83	$ 37.93	$ 39.07	$ 40.24	$ 41.45	$ 42.70	$ 43.98

Range 25

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 72,206.18	$ 74,372.34	$ 76,603.47	$ 78,901.58	$ 81,268.68	$ 83,706.77	$ 86,218.01	$ 88,804.56	$ 91,468.74	$ 94,212.86
*MO	$ 6,017.18	$ 6,197.69	$ 6,383.62	$ 6,575.13	$ 6,772.39	$ 6,975.56	$ 7,184.83	$ 7,400.38	$ 7,622.39	$ 7,851.07
***HR	$ 34.71	$ 35.76	$ 36.83	$ 37.93	$ 39.07	$ 40.24	$ 41.45	$ 42.69	$ 43.98	$ 45.29

Range 26

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 74,358.29	$ 76,589.12	$ 78,886.77	$ 81,253.40	$ 83,691.03	$ 86,201.80	$ 88,787.89	$ 91,451.45	$ 94,194.96	$ 97,020.88
*MO	$ 6,196.52	$ 6,382.43	$ 6,573.90	$ 6,771.12	$ 6,974.25	$ 7,183.48	$ 7,398.99	$ 7,620.95	$ 7,849.58	$ 8,085.07
***HR	$ 35.75	$ 36.82	$ 37.93	$ 39.06	$ 40.24	$ 41.44	$ 42.69	$ 43.97	$ 45.29	$ 46.64

Range 27

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 76,596.52	$ 78,894.48	$ 81,261.27	$ 83,699.05	$ 86,209.98	$ 88,796.23	$ 91,460.10	$ 94,203.91	$ 97,029.98	$ 99,940.93
*MO	$ 6,383.04	$ 6,574.54	$ 6,771.77	$ 6,974.92	$ 7,184.17	$ 7,399.69	$ 7,621.67	$ 7,850.33	$ 8,085.83	$ 8,328.41
***HR	$ 36.83	$ 37.93	$ 39.07	$ 40.24	$ 41.45	$ 42.69	$ 43.97	$ 45.29	$ 46.65	$ 48.05

EXHIBIT B2

IMPERIAL VALLEY COLLEGE
CLASSIFIED SALARY SCHEDULE
July 1, 2023-June 30, 2024

8.00% | *Monthly = Annual / 12 | ** Daily = Hourly X 8 | *** Hourly = Annual / 2080

Range 28

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 78,885.69	$ 81,252.32	$ 83,689.94	$ 86,200.57	$ 88,786.66	$ 91,450.22	$ 94,193.72	$ 97,019.49	$ 99,930.13	$ 102,927.97
*MO	$ 6,573.81	$ 6,771.03	$ 6,974.16	$ 7,183.38	$ 7,398.89	$ 7,620.85	$ 7,849.48	$ 8,084.96	$ 8,327.51	$ 8,577.33
***HR	$ 37.93	$ 39.06	$ 40.24	$ 41.44	$ 42.69	$ 43.97	$ 45.29	$ 46.64	$ 48.04	$ 49.48

Range 29

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 81,259.26	$ 83,697.04	$ 86,207.98	$ 88,794.22	$ 91,458.09	$ 94,201.90	$ 97,027.98	$ 99,938.77	$ 102,936.92	$ 106,025.04
*MO	$ 6,771.61	$ 6,974.75	$ 7,184.00	$ 7,399.52	$ 7,621.51	$ 7,850.16	$ 8,085.66	$ 8,328.23	$ 8,578.08	$ 8,835.42
***HR	$ 39.07	$ 40.24	$ 41.45	$ 42.69	$ 43.97	$ 45.29	$ 46.65	$ 48.05	$ 49.49	$ 50.97

Range 30

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 83,702.75	$ 86,213.84	$ 88,800.24	$ 91,464.26	$ 94,208.23	$ 97,034.46	$ 99,945.56	$ 102,943.87	$ 106,032.14	$ 109,213.17
*MO	$ 6,975.23	$ 7,184.49	$ 7,400.02	$ 7,622.02	$ 7,850.69	$ 8,086.20	$ 8,328.80	$ 8,578.66	$ 8,836.01	$ 9,101.10
***HR	$ 40.24	$ 41.45	$ 42.69	$ 43.97	$ 45.29	$ 46.65	$ 48.05	$ 49.49	$ 50.98	$ 52.51

Range 31

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 86,213.07	$ 88,799.47	$ 91,463.49	$ 94,207.46	$ 97,033.69	$ 99,944.64	$ 102,942.94	$ 106,031.22	$ 109,212.09	$ 112,488.49
*MO	$ 7,184.42	$ 7,399.96	$ 7,621.96	$ 7,850.62	$ 8,086.14	$ 8,328.72	$ 8,578.58	$ 8,835.93	$ 9,101.01	$ 9,374.04
***HR	$ 41.45	$ 42.69	$ 43.97	$ 45.29	$ 46.65	$ 48.05	$ 49.49	$ 50.98	$ 52.51	$ 54.08

EXHIBIT B2

IMPERIAL VALLEY COLLEGE
CLASSIFIED SALARY SCHEDULE
July 1, 2023-June 30, 2024

8.00% | *Monthly = Annual / 12 | ** Daily = Hourly X 8 | *** Hourly = Annual / 2080

Range 32

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 88,809.50	$ 91,473.83	$ 94,218.11	$ 97,044.64	$ 99,956.06	$ 102,954.67	$ 106,043.25	$ 109,224.59	$ 112,501.30	$ 115,876.32
*MO	$ 7,400.79	$ 7,622.82	$ 7,851.51	$ 8,087.05	$ 8,329.67	$ 8,579.56	$ 8,836.94	$ 9,102.05	$ 9,375.11	$ 9,656.36
***HR	$ 42.70	$ 43.98	$ 45.30	$ 46.66	$ 48.06	$ 49.50	$ 50.98	$ 52.51	$ 54.09	$ 55.71

Range 33

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 91,458.24	$ 94,202.06	$ 97,028.13	$ 99,938.93	$ 102,937.07	$ 106,025.20	$ 109,205.92	$ 112,482.16	$ 115,856.57	$ 119,332.21
*MO	$ 7,621.52	$ 7,850.17	$ 8,085.68	$ 8,328.24	$ 8,578.09	$ 8,835.43	$ 9,100.49	$ 9,373.51	$ 9,654.71	$ 9,944.35
***HR	$ 43.97	$ 45.29	$ 46.65	$ 48.05	$ 49.49	$ 50.97	$ 52.50	$ 54.08	$ 55.70	$ 57.37

Range 34

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 94,207.61	$ 97,033.84	$ 99,944.79	$ 102,943.09	$ 106,031.37	$ 109,212.24	$ 112,488.65	$ 115,863.36	$ 119,339.31	$ 122,919.43
*MO	$ 7,850.63	$ 8,086.15	$ 8,328.73	$ 8,578.59	$ 8,835.95	$ 9,101.02	$ 9,374.05	$ 9,655.28	$ 9,944.94	$ 10,243.29
***HR	$ 45.29	$ 46.65	$ 48.05	$ 49.49	$ 50.98	$ 52.51	$ 54.08	$ 55.70	$ 57.37	$ 59.10

Range 35

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 97,044.18	$ 99,955.44	$ 102,954.05	$ 106,042.64	$ 109,223.97	$ 112,500.68	$ 115,875.70	$ 119,351.96	$ 122,932.55	$ 126,620.54
*MO	$ 8,087.01	$ 8,329.62	$ 8,579.50	$ 8,836.89	$ 9,102.00	$ 9,375.06	$ 9,656.31	$ 9,946.00	$ 10,244.38	$ 10,551.71
***HR	$ 46.66	$ 48.06	$ 49.50	$ 50.98	$ 52.51	$ 54.09	$ 55.71	$ 57.38	$ 59.10	$ 60.88

EXHIBIT B3

IMPERIAL VALLEY COLLEGE
CLASSIFIED SALARY SCHEDULE
July 1, 2024-June 30, 2025

3.00% *Monthly = Annual / 12 ** Daily = Hourly X 8 *** Hourly = Annual / 2080

Range 8

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 44,989.94	$ 46,339.66	$ 47,729.92	$ 49,161.82	$ 50,636.64	$ 52,155.81	$ 53,720.44	$ 55,332.12	$ 56,992.13	$ 58,701.89
*MO	$ 3,749.16	$ 3,861.64	$ 3,977.49	$ 4,096.82	$ 4,219.72	$ 4,346.32	$ 4,476.70	$ 4,611.01	$ 4,749.34	$ 4,891.82
***HR	$ 21.63	$ 22.28	$ 22.95	$ 23.64	$ 24.34	$ 25.07	$ 25.83	$ 26.60	$ 27.40	$ 28.22

Range 9

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 46,362.24	$ 47,753.12	$ 49,185.66	$ 50,661.28	$ 52,181.08	$ 53,746.51	$ 55,358.83	$ 57,019.63	$ 58,730.18	$ 60,492.08
*MO	$ 3,863.52	$ 3,979.43	$ 4,098.81	$ 4,221.77	$ 4,348.42	$ 4,478.88	$ 4,613.24	$ 4,751.64	$ 4,894.18	$ 5,041.01
***HR	$ 22.29	$ 22.96	$ 23.65	$ 24.36	$ 25.09	$ 25.84	$ 26.61	$ 27.41	$ 28.24	$ 29.08

Range 10

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 47,716.72	$ 49,148.15	$ 50,622.65	$ 52,141.34	$ 53,705.65	$ 55,316.86	$ 56,976.39	$ 58,685.67	$ 60,446.30	$ 62,259.70
*MO	$ 3,976.39	$ 4,095.68	$ 4,218.55	$ 4,345.11	$ 4,475.47	$ 4,609.74	$ 4,748.03	$ 4,890.47	$ 5,037.19	$ 5,188.31
***HR	$ 22.94	$ 23.63	$ 24.34	$ 25.07	$ 25.82	$ 26.59	$ 27.39	$ 28.21	$ 29.06	$ 29.93

Range 11

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 49,159.59	$ 50,634.41	$ 52,153.42	$ 53,718.05	$ 55,329.58	$ 56,989.42	$ 58,699.18	$ 60,460.13	$ 62,274.01	$ 64,142.25
*MO	$ 4,096.63	$ 4,219.53	$ 4,346.12	$ 4,476.50	$ 4,610.80	$ 4,749.12	$ 4,891.60	$ 5,038.34	$ 5,189.50	$ 5,345.19
***HR	$ 23.63	$ 24.34	$ 25.07	$ 25.83	$ 26.60	$ 27.40	$ 28.22	$ 29.07	$ 29.94	$ 30.84

EXHIBIT B3

IMPERIAL VALLEY COLLEGE
CLASSIFIED SALARY SCHEDULE
July 1, 2024-June 30, 2025

3.00% | *Monthly = Annual / 12 | ** Daily = Hourly X 8 | *** Hourly = Annual / 2080

Range 12

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 50,636.95	$ 52,156.12	$ 53,720.75	$ 55,332.44	$ 56,992.44	$ 58,702.21	$ 60,463.31	$ 62,277.19	$ 64,145.43	$ 66,069.79
*MO	$ 4,219.75	$ 4,346.34	$ 4,476.73	$ 4,611.04	$ 4,749.37	$ 4,891.85	$ 5,038.61	$ 5,189.77	$ 5,345.45	$ 5,505.82
***HR	$ 24.34	$ 25.08	$ 25.83	$ 26.60	$ 27.40	$ 28.22	$ 29.07	$ 29.94	$ 30.84	$ 31.76

Range 13

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 52,150.40	$ 53,714.87	$ 55,326.40	$ 56,986.25	$ 58,695.85	$ 60,456.79	$ 62,270.51	$ 64,138.60	$ 66,062.79	$ 68,044.69
*MO	$ 4,345.87	$ 4,476.24	$ 4,610.53	$ 4,748.85	$ 4,891.32	$ 5,038.07	$ 5,189.21	$ 5,344.88	$ 5,505.23	$ 5,670.39
***HR	$ 25.07	$ 25.82	$ 26.60	$ 27.40	$ 28.22	$ 29.07	$ 29.94	$ 30.84	$ 31.76	$ 32.71

Range 14

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 53,734.11	$ 55,346.11	$ 57,006.43	$ 58,716.67	$ 60,478.09	$ 62,292.45	$ 64,161.17	$ 66,086.00	$ 68,068.53	$ 70,110.52
*MO	$ 4,477.84	$ 4,612.18	$ 4,750.54	$ 4,893.06	$ 5,039.84	$ 5,191.04	$ 5,346.76	$ 5,507.17	$ 5,672.38	$ 5,842.54
***HR	$ 25.83	$ 26.61	$ 27.41	$ 28.23	$ 29.08	$ 29.95	$ 30.85	$ 31.77	$ 32.73	$ 33.71

Range 15

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 55,334.50	$ 56,994.51	$ 58,704.27	$ 60,465.38	$ 62,279.41	$ 64,147.81	$ 66,072.33	$ 68,054.54	$ 70,096.21	$ 72,199.08
*MO	$ 4,611.21	$ 4,749.54	$ 4,892.02	$ 5,038.78	$ 5,189.95	$ 5,345.65	$ 5,506.03	$ 5,671.21	$ 5,841.35	$ 6,016.59
***HR	$ 26.60	$ 27.40	$ 28.22	$ 29.07	$ 29.94	$ 30.84	$ 31.77	$ 32.72	$ 33.70	$ 34.71

EXHIBIT B3

IMPERIAL VALLEY COLLEGE
CLASSIFIED SALARY SCHEDULE
July 1, 2024-June 30, 2025

3.00% | *Monthly = Annual / 12 | ** Daily = Hourly X 8 | *** Hourly = Annual / 2080

Range 16

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 56,988.95	$ 58,698.55	$ 60,459.49	$ 62,273.21	$ 64,141.46	$ 66,065.65	$ 68,047.55	$ 70,088.90	$ 72,191.61	$ 74,357.42
*MO	$ 4,749.08	$ 4,891.55	$ 5,038.29	$ 5,189.43	$ 5,345.12	$ 5,505.47	$ 5,670.63	$ 5,840.74	$ 6,015.97	$ 6,196.45
***HR	$ 27.40	$ 28.22	$ 29.07	$ 29.94	$ 30.84	$ 31.76	$ 32.72	$ 33.70	$ 34.71	$ 35.75

Range 17

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 58,713.65	$ 60,475.07	$ 62,289.27	$ 64,157.99	$ 66,082.66	$ 68,065.20	$ 70,107.18	$ 72,210.36	$ 74,376.65	$ 76,607.96
*MO	$ 4,892.80	$ 5,039.59	$ 5,190.77	$ 5,346.50	$ 5,506.89	$ 5,672.10	$ 5,842.26	$ 6,017.53	$ 6,198.05	$ 6,384.00
***HR	$ 28.23	$ 29.07	$ 29.95	$ 30.85	$ 31.77	$ 32.72	$ 33.71	$ 34.72	$ 35.76	$ 36.83

Range 18

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 60,473.01	$ 62,287.20	$ 64,155.76	$ 66,080.44	$ 68,062.81	$ 70,104.64	$ 72,207.82	$ 74,374.11	$ 76,605.26	$ 78,903.48
*MO	$ 5,039.42	$ 5,190.60	$ 5,346.31	$ 5,506.70	$ 5,671.90	$ 5,842.05	$ 6,017.32	$ 6,197.84	$ 6,383.77	$ 6,575.29
***HR	$ 29.07	$ 29.95	$ 30.84	$ 31.77	$ 32.72	$ 33.70	$ 34.72	$ 35.76	$ 36.83	$ 37.93

Range 19

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 62,284.82	$ 64,153.38	$ 66,078.05	$ 68,060.43	$ 70,102.25	$ 72,205.28	$ 74,371.41	$ 76,602.55	$ 78,900.62	$ 81,267.68
*MO	$ 5,190.40	$ 5,346.11	$ 5,506.50	$ 5,671.70	$ 5,841.85	$ 6,017.11	$ 6,197.62	$ 6,383.55	$ 6,575.05	$ 6,772.31
***HR	$ 29.94	$ 30.84	$ 31.77	$ 32.72	$ 33.70	$ 34.71	$ 35.76	$ 36.83	$ 37.93	$ 39.07

EXHIBIT B3

IMPERIAL VALLEY COLLEGE
CLASSIFIED SALARY SCHEDULE
July 1, 2024-June 30, 2025

3.00% | *Monthly = Annual / 12 | ** Daily = Hourly X 8 | *** Hourly = Annual / 2080

Range 20

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 64,149.25	$ 66,073.76	$ 68,055.98	$ 70,097.64	$ 72,200.51	$ 74,366.48	$ 76,597.47	$ 78,895.37	$ 81,262.27	$ 83,700.06
*MO	$ 5,345.77	$ 5,506.15	$ 5,671.33	$ 5,841.47	$ 6,016.71	$ 6,197.21	$ 6,383.12	$ 6,574.61	$ 6,771.86	$ 6,975.01
***HR	$ 30.84	$ 31.77	$ 32.72	$ 33.70	$ 34.71	$ 35.75	$ 36.83	$ 37.93	$ 39.07	$ 40.24

Range 21

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 66,085.52	$ 68,068.06	$ 70,110.04	$ 72,213.38	$ 74,379.83	$ 76,611.30	$ 78,909.68	$ 81,276.89	$ 83,715.16	$ 86,226.55
*MO	$ 5,507.13	$ 5,672.34	$ 5,842.50	$ 6,017.78	$ 6,198.32	$ 6,384.27	$ 6,575.81	$ 6,773.07	$ 6,976.26	$ 7,185.55
***HR	$ 31.77	$ 32.73	$ 33.71	$ 34.72	$ 35.76	$ 36.83	$ 37.94	$ 39.08	$ 40.25	$ 41.46

Range 22

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 68,056.29	$ 70,097.96	$ 72,200.83	$ 74,366.80	$ 76,597.78	$ 78,895.69	$ 81,262.59	$ 83,700.54	$ 86,211.61	$ 88,798.03
*MO	$ 5,671.36	$ 5,841.50	$ 6,016.74	$ 6,197.23	$ 6,383.15	$ 6,574.64	$ 6,771.88	$ 6,975.04	$ 7,184.30	$ 7,399.84
***HR	$ 32.72	$ 33.70	$ 34.71	$ 35.75	$ 36.83	$ 37.93	$ 39.07	$ 40.24	$ 41.45	$ 42.69

Range 23

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 70,097.64	$ 72,200.51	$ 74,366.48	$ 76,597.47	$ 78,895.37	$ 81,262.27	$ 83,700.06	$ 86,211.13	$ 88,797.39	$ 91,461.38
*MO	$ 5,841.47	$ 6,016.71	$ 6,197.21	$ 6,383.12	$ 6,574.61	$ 6,771.86	$ 6,975.01	$ 7,184.26	$ 7,399.78	$ 7,621.78
***HR	$ 33.70	$ 34.71	$ 35.75	$ 36.83	$ 37.93	$ 39.07	$ 40.24	$ 41.45	$ 42.69	$ 43.97

EXHIBIT B3

IMPERIAL VALLEY COLLEGE
CLASSIFIED SALARY SCHEDULE
July 1, 2024-June 30, 2025

3.00% | *Monthly = Annual / 12 | ** Daily = Hourly X 8 | *** Hourly = Annual / 2080

Range 24

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 72,208.14	$ 74,374.43	$ 76,605.73	$ 78,903.96	$ 81,271.01	$ 83,709.12	$ 86,220.35	$ 88,806.93	$ 91,471.08	$ 94,215.19
*MO	$ 6,017.34	$ 6,197.87	$ 6,383.81	$ 6,575.33	$ 6,772.58	$ 6,975.76	$ 7,185.03	$ 7,400.58	$ 7,622.59	$ 7,851.27
***HR	$ 34.72	$ 35.76	$ 36.83	$ 37.93	$ 39.07	$ 40.24	$ 41.45	$ 42.70	$ 43.98	$ 45.30

Range 25

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 74,372.36	$ 76,603.51	$ 78,901.57	$ 81,268.63	$ 83,706.74	$ 86,217.97	$ 88,804.55	$ 91,468.70	$ 94,212.80	$ 97,039.25
*MO	$ 6,197.70	$ 6,383.63	$ 6,575.13	$ 6,772.39	$ 6,975.56	$ 7,184.83	$ 7,400.38	$ 7,622.39	$ 7,851.07	$ 8,086.60
***HR	$ 35.76	$ 36.83	$ 37.93	$ 39.07	$ 40.24	$ 41.45	$ 42.69	$ 43.98	$ 45.29	$ 46.65

Range 26

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 76,589.04	$ 78,886.79	$ 81,253.37	$ 83,691.00	$ 86,201.76	$ 88,787.86	$ 91,451.53	$ 94,195.00	$ 97,020.81	$ 99,931.50
*MO	$ 6,382.42	$ 6,573.90	$ 6,771.11	$ 6,974.25	$ 7,183.48	$ 7,398.99	$ 7,620.96	$ 7,849.58	$ 8,085.07	$ 8,327.63
***HR	$ 36.82	$ 37.93	$ 39.06	$ 40.24	$ 41.44	$ 42.69	$ 43.97	$ 45.29	$ 46.64	$ 48.04

Range 27

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 78,894.42	$ 81,261.32	$ 83,699.11	$ 86,210.02	$ 88,796.28	$ 91,460.11	$ 94,203.90	$ 97,030.03	$ 99,940.88	$ 102,939.16
*MO	$ 6,574.54	$ 6,771.78	$ 6,974.93	$ 7,184.17	$ 7,399.69	$ 7,621.68	$ 7,850.32	$ 8,085.84	$ 8,328.41	$ 8,578.26
***HR	$ 37.93	$ 39.07	$ 40.24	$ 41.45	$ 42.69	$ 43.97	$ 45.29	$ 46.65	$ 48.05	$ 49.49

EXHIBIT B3

IMPERIAL VALLEY COLLEGE
CLASSIFIED SALARY SCHEDULE
July 1, 2024-June 30, 2025

3.00% *Monthly = Annual / 12 ** Daily = Hourly X 8 *** Hourly = Annual / 2080

Range 28

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 81,252.26	$ 83,689.89	$ 86,200.64	$ 88,786.58	$ 91,450.26	$ 94,193.73	$ 97,019.54	$ 99,930.07	$ 102,928.03	$ 106,015.81
*MO	$ 6,771.02	$ 6,974.16	$ 7,183.39	$ 7,398.88	$ 7,620.85	$ 7,849.48	$ 8,084.96	$ 8,327.51	$ 8,577.34	$ 8,834.65
***HR	$ 39.06	$ 40.24	$ 41.44	$ 42.69	$ 43.97	$ 45.29	$ 46.64	$ 48.04	$ 49.48	$ 50.97

Range 29

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 83,697.04	$ 86,207.96	$ 88,794.21	$ 91,458.05	$ 94,201.83	$ 97,027.96	$ 99,938.81	$ 102,936.94	$ 106,025.03	$ 109,205.79
*MO	$ 6,974.75	$ 7,184.00	$ 7,399.52	$ 7,621.50	$ 7,850.15	$ 8,085.66	$ 8,328.23	$ 8,578.08	$ 8,835.42	$ 9,100.48
***HR	$ 40.24	$ 41.45	$ 42.69	$ 43.97	$ 45.29	$ 46.65	$ 48.05	$ 49.49	$ 50.97	$ 52.50

Range 30

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 86,213.84	$ 88,800.25	$ 91,464.25	$ 94,208.19	$ 97,034.48	$ 99,945.49	$ 102,943.93	$ 106,032.18	$ 109,213.11	$ 112,489.56
*MO	$ 7,184.49	$ 7,400.02	$ 7,622.02	$ 7,850.68	$ 8,086.21	$ 8,328.79	$ 8,578.66	$ 8,836.02	$ 9,101.09	$ 9,374.13
***HR	$ 41.45	$ 42.69	$ 43.97	$ 45.29	$ 46.65	$ 48.05	$ 49.49	$ 50.98	$ 52.51	$ 54.08

Range 31

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 88,799.46	$ 91,463.45	$ 94,207.40	$ 97,033.68	$ 99,944.70	$ 102,942.98	$ 106,031.23	$ 109,212.15	$ 112,488.45	$ 115,863.15
*MO	$ 7,399.96	$ 7,621.95	$ 7,850.62	$ 8,086.14	$ 8,328.72	$ 8,578.58	$ 8,835.94	$ 9,101.01	$ 9,374.04	$ 9,655.26
***HR	$ 42.69	$ 43.97	$ 45.29	$ 46.65	$ 48.05	$ 49.49	$ 50.98	$ 52.51	$ 54.08	$ 55.70

EXHIBIT B3

IMPERIAL VALLEY COLLEGE
CLASSIFIED SALARY SCHEDULE
July 1, 2024-June 30, 2025

3.00% | *Monthly = Annual / 12 | ** Daily = Hourly X 8 | *** Hourly = Annual / 2080

Range 32

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 91,473.78	$ 94,218.05	$ 97,044.65	$ 99,955.98	$ 102,954.74	$ 106,043.31	$ 109,224.55	$ 112,501.33	$ 115,876.34	$ 119,352.61
*MO	$ 7,622.82	$ 7,851.50	$ 8,087.05	$ 8,329.67	$ 8,579.56	$ 8,836.94	$ 9,102.05	$ 9,375.11	$ 9,656.36	$ 9,946.05
***HR	$ 43.98	$ 45.30	$ 46.66	$ 48.06	$ 49.50	$ 50.98	$ 52.51	$ 54.09	$ 55.71	$ 57.38

Range 33

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 94,201.99	$ 97,028.12	$ 99,938.97	$ 102,937.09	$ 106,025.19	$ 109,205.95	$ 112,482.09	$ 115,856.63	$ 119,332.26	$ 122,912.17
*MO	$ 7,850.17	$ 8,085.68	$ 8,328.25	$ 8,578.09	$ 8,835.43	$ 9,100.50	$ 9,373.51	$ 9,654.72	$ 9,944.36	$ 10,242.68
***HR	$ 45.29	$ 46.65	$ 48.05	$ 49.49	$ 50.97	$ 52.50	$ 54.08	$ 55.70	$ 57.37	$ 59.09

Range 34

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 97,033.84	$ 99,944.85	$ 102,943.14	$ 106,031.39	$ 109,212.31	$ 112,488.61	$ 115,863.30	$ 119,339.26	$ 122,919.48	$ 126,607.01
*MO	$ 8,086.15	$ 8,328.74	$ 8,578.59	$ 8,835.95	$ 9,101.03	$ 9,374.05	$ 9,655.28	$ 9,944.94	$ 10,243.29	$ 10,550.58
***HR	$ 46.65	$ 48.05	$ 49.49	$ 50.98	$ 52.51	$ 54.08	$ 55.70	$ 57.37	$ 59.10	$ 60.87

Range 35

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 99,955.51	$ 102,954.10	$ 106,042.67	$ 109,223.91	$ 112,500.69	$ 115,875.70	$ 119,351.97	$ 122,932.52	$ 126,620.52	$ 130,419.16
*MO	$ 8,329.63	$ 8,579.51	$ 8,836.89	$ 9,101.99	$ 9,375.06	$ 9,656.31	$ 9,946.00	$ 10,244.38	$ 10,551.71	$ 10,868.26
***HR	$ 48.06	$ 49.50	$ 50.98	$ 52.51	$ 54.09	$ 55.71	$ 57.38	$ 59.10	$ 60.88	$ 62.70

EXHIBIT B4

IMPERIAL VALLEY COLLEGE
CLASSIFIED SALARY SCHEDULE
July 1, 2025-June 30, 2026

2.50% *Monthly = Annual / 12 ** Daily = Hourly X 8 *** Hourly = Annual / 2080

Range 8

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 46,114.69	$ 47,498.15	$ 48,923.16	$ 50,390.86	$ 51,902.55	$ 53,459.70	$ 55,063.45	$ 56,715.42	$ 58,416.93	$ 60,169.43
*MO	$ 3,842.89	$ 3,958.18	$ 4,076.93	$ 4,199.24	$ 4,325.21	$ 4,454.98	$ 4,588.62	$ 4,726.29	$ 4,868.08	$ 5,014.12
***HR	$ 22.17	$ 22.84	$ 23.52	$ 24.23	$ 24.95	$ 25.70	$ 26.47	$ 27.27	$ 28.09	$ 28.93

Range 9

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 47,521.29	$ 48,946.95	$ 50,415.30	$ 51,927.81	$ 53,485.61	$ 55,090.17	$ 56,742.80	$ 58,445.12	$ 60,198.44	$ 62,004.38
*MO	$ 3,960.11	$ 4,078.91	$ 4,201.28	$ 4,327.32	$ 4,457.13	$ 4,590.85	$ 4,728.57	$ 4,870.43	$ 5,016.54	$ 5,167.03
***HR	$ 22.85	$ 23.53	$ 24.24	$ 24.97	$ 25.71	$ 26.49	$ 27.28	$ 28.10	$ 28.94	$ 29.81

Range 10

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 48,909.64	$ 50,376.85	$ 51,888.21	$ 53,444.87	$ 55,048.30	$ 56,699.78	$ 58,400.80	$ 60,152.82	$ 61,957.46	$ 63,816.20
*MO	$ 4,075.80	$ 4,198.07	$ 4,324.02	$ 4,453.74	$ 4,587.36	$ 4,724.98	$ 4,866.73	$ 5,012.73	$ 5,163.12	$ 5,318.02
***HR	$ 23.51	$ 24.22	$ 24.95	$ 25.69	$ 26.47	$ 27.26	$ 28.08	$ 28.92	$ 29.79	$ 30.68

Range 11

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 50,388.58	$ 51,900.27	$ 53,457.26	$ 55,061.00	$ 56,712.82	$ 58,414.16	$ 60,166.66	$ 61,971.63	$ 63,830.86	$ 65,745.81
*MO	$ 4,199.05	$ 4,325.02	$ 4,454.77	$ 4,588.42	$ 4,726.07	$ 4,867.85	$ 5,013.89	$ 5,164.30	$ 5,319.24	$ 5,478.82
***HR	$ 24.23	$ 24.95	$ 25.70	$ 26.47	$ 27.27	$ 28.08	$ 28.93	$ 29.79	$ 30.69	$ 31.61

EXHIBIT B4

IMPERIAL VALLEY COLLEGE
CLASSIFIED SALARY SCHEDULE
July 1, 2025-June 30, 2026

2.50% | *Monthly = Annual / 12 | ** Daily = Hourly X 8 | *** Hourly = Annual / 2080

Range 12

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 51,902.88	$ 53,460.03	$ 55,063.77	$ 56,715.75	$ 58,417.26	$ 60,169.76	$ 61,974.89	$ 63,834.12	$ 65,749.07	$ 67,721.53
*MO	$ 4,325.24	$ 4,455.00	$ 4,588.65	$ 4,726.31	$ 4,868.10	$ 5,014.15	$ 5,164.57	$ 5,319.51	$ 5,479.09	$ 5,643.46
***HR	$ 24.95	$ 25.70	$ 26.47	$ 27.27	$ 28.09	$ 28.93	$ 29.80	$ 30.69	$ 31.61	$ 32.56

Range 13

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 53,454.16	$ 55,057.75	$ 56,709.56	$ 58,410.90	$ 60,163.24	$ 61,968.21	$ 63,827.27	$ 65,742.06	$ 67,714.36	$ 69,745.81
*MO	$ 4,454.51	$ 4,588.15	$ 4,725.80	$ 4,867.58	$ 5,013.60	$ 5,164.02	$ 5,318.94	$ 5,478.51	$ 5,642.86	$ 5,812.15
***HR	$ 25.70	$ 26.47	$ 27.26	$ 28.08	$ 28.92	$ 29.79	$ 30.69	$ 31.61	$ 32.55	$ 33.53

Range 14

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 55,077.46	$ 56,729.76	$ 58,431.59	$ 60,184.59	$ 61,990.04	$ 63,849.76	$ 65,765.20	$ 67,738.15	$ 69,770.25	$ 71,863.28
*MO	$ 4,589.79	$ 4,727.48	$ 4,869.30	$ 5,015.38	$ 5,165.84	$ 5,320.81	$ 5,480.43	$ 5,644.85	$ 5,814.19	$ 5,988.61
***HR	$ 26.48	$ 27.27	$ 28.09	$ 28.93	$ 29.80	$ 30.70	$ 31.62	$ 32.57	$ 33.54	$ 34.55

Range 15

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 56,717.87	$ 58,419.37	$ 60,171.88	$ 61,977.01	$ 63,836.40	$ 65,751.51	$ 67,724.14	$ 69,755.91	$ 71,848.62	$ 74,004.05
*MO	$ 4,726.49	$ 4,868.28	$ 5,014.32	$ 5,164.75	$ 5,319.70	$ 5,479.29	$ 5,643.68	$ 5,812.99	$ 5,987.38	$ 6,167.00
***HR	$ 27.27	$ 28.09	$ 28.93	$ 29.80	$ 30.69	$ 31.61	$ 32.56	$ 33.54	$ 34.54	$ 35.58

EXHIBIT B4

IMPERIAL VALLEY COLLEGE
CLASSIFIED SALARY SCHEDULE
July 1, 2025-June 30, 2026

2.50% | *Monthly = Annual / 12 | ** Daily = Hourly X 8 | *** Hourly = Annual / 2080

Range 16

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 58,413.67	$ 60,166.01	$ 61,970.98	$ 63,830.04	$ 65,744.99	$ 67,717.29	$ 69,748.74	$ 71,841.12	$ 73,996.40	$ 76,216.35
*MO	$ 4,867.81	$ 5,013.83	$ 5,164.25	$ 5,319.17	$ 5,478.75	$ 5,643.11	$ 5,812.39	$ 5,986.76	$ 6,166.37	$ 6,351.36
***HR	$ 28.08	$ 28.93	$ 29.79	$ 30.69	$ 31.61	$ 32.56	$ 33.53	$ 34.54	$ 35.58	$ 36.64

Range 17

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 60,181.49	$ 61,986.95	$ 63,846.50	$ 65,761.94	$ 67,734.73	$ 69,766.82	$ 71,859.86	$ 74,015.62	$ 76,236.07	$ 78,523.16
*MO	$ 5,015.12	$ 5,165.58	$ 5,320.54	$ 5,480.16	$ 5,644.56	$ 5,813.90	$ 5,988.32	$ 6,167.97	$ 6,353.01	$ 6,543.60
***HR	$ 28.93	$ 29.80	$ 30.70	$ 31.62	$ 32.56	$ 33.54	$ 34.55	$ 35.58	$ 36.65	$ 37.75

Range 18

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 61,984.83	$ 63,844.38	$ 65,759.66	$ 67,732.45	$ 69,764.38	$ 71,857.25	$ 74,013.02	$ 76,233.46	$ 78,520.39	$ 80,876.07
*MO	$ 5,165.40	$ 5,320.37	$ 5,479.97	$ 5,644.37	$ 5,813.70	$ 5,988.10	$ 6,167.75	$ 6,352.79	$ 6,543.37	$ 6,739.67
***HR	$ 29.80	$ 30.69	$ 31.62	$ 32.56	$ 33.54	$ 34.55	$ 35.58	$ 36.65	$ 37.75	$ 38.88

Range 19

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 63,841.94	$ 65,757.21	$ 67,730.00	$ 69,761.94	$ 71,854.81	$ 74,010.41	$ 76,230.69	$ 78,517.62	$ 80,873.14	$ 83,299.37
*MO	$ 5,320.16	$ 5,479.77	$ 5,644.17	$ 5,813.49	$ 5,987.90	$ 6,167.53	$ 6,352.56	$ 6,543.13	$ 6,739.43	$ 6,941.61
***HR	$ 30.69	$ 31.61	$ 32.56	$ 33.54	$ 34.55	$ 35.58	$ 36.65	$ 37.75	$ 38.88	$ 40.05

EXHIBIT B4

IMPERIAL VALLEY COLLEGE
CLASSIFIED SALARY SCHEDULE
July 1, 2025-June 30, 2026

2.50% | *Monthly = Annual / 12 | ** Daily = Hourly X 8 | *** Hourly = Annual / 2080

Range 20

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 65,752.98	$ 67,725.60	$ 69,757.37	$ 71,850.08	$ 74,005.52	$ 76,225.64	$ 78,512.40	$ 80,867.76	$ 83,293.83	$ 85,792.56
*MO	$ 5,479.41	$ 5,643.80	$ 5,813.11	$ 5,987.51	$ 6,167.13	$ 6,352.14	$ 6,542.70	$ 6,738.98	$ 6,941.15	$ 7,149.38
***HR	$ 31.61	$ 32.56	$ 33.54	$ 34.54	$ 35.58	$ 36.65	$ 37.75	$ 38.88	$ 40.05	$ 41.25

Range 21

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 67,737.66	$ 69,769.76	$ 71,862.79	$ 74,018.72	$ 76,239.33	$ 78,526.58	$ 80,882.42	$ 83,308.82	$ 85,808.04	$ 88,382.22
*MO	$ 5,644.81	$ 5,814.15	$ 5,988.57	$ 6,168.23	$ 6,353.28	$ 6,543.88	$ 6,740.20	$ 6,942.40	$ 7,150.67	$ 7,365.18
***HR	$ 32.57	$ 33.54	$ 34.55	$ 35.59	$ 36.65	$ 37.75	$ 38.89	$ 40.05	$ 41.25	$ 42.49

Range 22

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 69,757.70	$ 71,850.41	$ 74,005.85	$ 76,225.97	$ 78,512.73	$ 80,868.08	$ 83,294.15	$ 85,793.05	$ 88,366.90	$ 91,017.98
*MO	$ 5,813.14	$ 5,987.53	$ 6,167.15	$ 6,352.16	$ 6,542.73	$ 6,739.01	$ 6,941.18	$ 7,149.42	$ 7,363.91	$ 7,584.83
***HR	$ 33.54	$ 34.54	$ 35.58	$ 36.65	$ 37.75	$ 38.88	$ 40.05	$ 41.25	$ 42.48	$ 43.76

Range 23

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 71,850.08	$ 74,005.52	$ 76,225.64	$ 78,512.40	$ 80,867.76	$ 83,293.83	$ 85,792.56	$ 88,366.41	$ 91,017.33	$ 93,747.92
*MO	$ 5,987.51	$ 6,167.13	$ 6,352.14	$ 6,542.70	$ 6,738.98	$ 6,941.15	$ 7,149.38	$ 7,363.87	$ 7,584.78	$ 7,812.33
***HR	$ 34.54	$ 35.58	$ 36.65	$ 37.75	$ 38.88	$ 40.05	$ 41.25	$ 42.48	$ 43.76	$ 45.07

EXHIBIT B4

IMPERIAL VALLEY COLLEGE
CLASSIFIED SALARY SCHEDULE
July 1, 2025-June 30, 2026

2.50% | *Monthly = Annual / 12 | ** Daily = Hourly X 8 | *** Hourly = Annual / 2080

Range 24

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 74,013.34	$ 76,233.79	$ 78,520.88	$ 80,876.56	$ 83,302.79	$ 85,801.85	$ 88,375.86	$ 91,027.10	$ 93,757.86	$ 96,570.57
*MO	$ 6,167.78	$ 6,352.82	$ 6,543.41	$ 6,739.71	$ 6,941.90	$ 7,150.15	$ 7,364.66	$ 7,585.59	$ 7,813.15	$ 8,047.55
***HR	$ 35.58	$ 36.65	$ 37.75	$ 38.88	$ 40.05	$ 41.25	$ 42.49	$ 43.76	$ 45.08	$ 46.43

Range 25

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 76,231.67	$ 78,518.59	$ 80,874.11	$ 83,300.34	$ 85,799.41	$ 88,373.42	$ 91,024.66	$ 93,755.41	$ 96,568.12	$ 99,465.23
*MO	$ 6,352.64	$ 6,543.22	$ 6,739.51	$ 6,941.70	$ 7,149.95	$ 7,364.45	$ 7,585.39	$ 7,812.95	$ 8,047.34	$ 8,288.77
***HR	$ 36.65	$ 37.75	$ 38.88	$ 40.05	$ 41.25	$ 42.49	$ 43.76	$ 45.07	$ 46.43	$ 47.82

Range 26

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 78,503.77	$ 80,858.96	$ 83,284.70	$ 85,783.28	$ 88,356.80	$ 91,007.55	$ 93,737.82	$ 96,549.87	$ 99,446.33	$ 102,429.79
*MO	$ 6,541.98	$ 6,738.25	$ 6,940.39	$ 7,148.61	$ 7,363.07	$ 7,583.96	$ 7,811.48	$ 8,045.82	$ 8,287.19	$ 8,535.82
***HR	$ 37.74	$ 38.87	$ 40.04	$ 41.24	$ 42.48	$ 43.75	$ 45.07	$ 46.42	$ 47.81	$ 49.25

Range 27

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 80,866.78	$ 83,292.85	$ 85,791.59	$ 88,365.27	$ 91,016.19	$ 93,746.61	$ 96,559.00	$ 99,455.78	$ 102,439.40	$ 105,512.64
*MO	$ 6,738.90	$ 6,941.07	$ 7,149.30	$ 7,363.77	$ 7,584.68	$ 7,812.22	$ 8,046.58	$ 8,287.98	$ 8,536.62	$ 8,792.72
***HR	$ 38.88	$ 40.04	$ 41.25	$ 42.48	$ 43.76	$ 45.07	$ 46.42	$ 47.82	$ 49.25	$ 50.73

EXHIBIT B4

IMPERIAL VALLEY COLLEGE
CLASSIFIED SALARY SCHEDULE
July 1, 2025-June 30, 2026

2.50% | *Monthly = Annual / 12 | ** Daily = Hourly X 8 | *** Hourly = Annual / 2080

Range 28

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 83,283.56	$ 85,782.14	$ 88,355.66	$ 91,006.25	$ 93,736.51	$ 96,548.57	$ 99,445.02	$ 102,428.32	$ 105,501.24	$ 108,666.20
*MO	$ 6,940.30	$ 7,148.51	$ 7,362.97	$ 7,583.85	$ 7,811.38	$ 8,045.71	$ 8,287.09	$ 8,535.69	$ 8,791.77	$ 9,055.52
***HR	$ 40.04	$ 41.24	$ 42.48	$ 43.75	$ 45.07	$ 46.42	$ 47.81	$ 49.24	$ 50.72	$ 52.24

Range 29

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 85,789.47	$ 88,363.15	$ 91,014.07	$ 93,744.50	$ 96,556.88	$ 99,453.66	$ 102,437.28	$ 105,510.36	$ 108,675.65	$ 111,935.94
*MO	$ 7,149.12	$ 7,363.60	$ 7,584.51	$ 7,812.04	$ 8,046.41	$ 8,287.81	$ 8,536.44	$ 8,792.53	$ 9,056.30	$ 9,327.99
***HR	$ 41.24	$ 42.48	$ 43.76	$ 45.07	$ 46.42	$ 47.81	$ 49.25	$ 50.73	$ 52.25	$ 53.82

Range 30

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 88,369.18	$ 91,020.26	$ 93,750.85	$ 96,563.40	$ 99,460.34	$ 102,444.13	$ 105,517.53	$ 108,682.99	$ 111,943.43	$ 115,301.80
*MO	$ 7,364.10	$ 7,585.02	$ 7,812.57	$ 8,046.95	$ 8,288.36	$ 8,537.01	$ 8,793.13	$ 9,056.92	$ 9,328.62	$ 9,608.48
***HR	$ 42.49	$ 43.76	$ 45.07	$ 46.42	$ 47.82	$ 49.25	$ 50.73	$ 52.25	$ 53.82	$ 55.43

Range 31

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 91,019.45	$ 93,750.04	$ 96,562.58	$ 99,459.53	$ 102,443.31	$ 105,516.55	$ 108,682.01	$ 111,942.46	$ 115,300.66	$ 118,759.72
*MO	$ 7,584.95	$ 7,812.50	$ 8,046.88	$ 8,288.29	$ 8,536.94	$ 8,793.05	$ 9,056.83	$ 9,328.54	$ 9,608.39	$ 9,896.64
***HR	$ 43.76	$ 45.07	$ 46.42	$ 47.82	$ 49.25	$ 50.73	$ 52.25	$ 53.82	$ 55.43	$ 57.10

EXHIBIT B4

IMPERIAL VALLEY COLLEGE
CLASSIFIED SALARY SCHEDULE
July 1, 2025-June 30, 2026

2.50% | *Monthly = Annual / 12 | ** Daily = Hourly X 8 | *** Hourly = Annual / 2080

Range 32

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 93,760.63	$ 96,573.50	$ 99,470.77	$ 102,454.88	$ 105,528.61	$ 108,694.39	$ 111,955.16	$ 115,313.86	$ 118,773.25	$ 122,336.42
*MO	$ 7,813.39	$ 8,047.79	$ 8,289.23	$ 8,537.91	$ 8,794.05	$ 9,057.87	$ 9,329.60	$ 9,609.49	$ 9,897.77	$ 10,194.70
***HR	$ 45.08	$ 46.43	$ 47.82	$ 49.26	$ 50.73	$ 52.26	$ 53.82	$ 55.44	$ 57.10	$ 58.82

Range 33

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 96,557.04	$ 99,453.82	$ 102,437.45	$ 105,510.52	$ 108,675.82	$ 111,936.10	$ 115,294.14	$ 118,753.04	$ 122,315.57	$ 125,984.98
*MO	$ 8,046.42	$ 8,287.82	$ 8,536.45	$ 8,792.54	$ 9,056.32	$ 9,328.01	$ 9,607.85	$ 9,896.09	$ 10,192.96	$ 10,498.75
***HR	$ 46.42	$ 47.81	$ 49.25	$ 50.73	$ 52.25	$ 53.82	$ 55.43	$ 57.09	$ 58.81	$ 60.57

Range 34

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 99,459.69	$ 102,443.48	$ 105,516.71	$ 108,682.17	$ 111,942.62	$ 115,300.83	$ 118,759.89	$ 122,322.74	$ 125,992.47	$ 129,772.19
*MO	$ 8,288.31	$ 8,536.96	$ 8,793.06	$ 9,056.85	$ 9,328.55	$ 9,608.40	$ 9,896.66	$ 10,193.56	$ 10,499.37	$ 10,814.35
***HR	$ 47.82	$ 49.25	$ 50.73	$ 52.25	$ 53.82	$ 55.43	$ 57.10	$ 58.81	$ 60.57	$ 62.39

Range 35

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
YR	$ 102,454.39	$ 105,527.96	$ 108,693.74	$ 111,954.51	$ 115,313.21	$ 118,772.60	$ 122,335.77	$ 126,005.83	$ 129,786.04	$ 133,679.64
*MO	$ 8,537.87	$ 8,794.00	$ 9,057.81	$ 9,329.54	$ 9,609.43	$ 9,897.72	$ 10,194.65	$ 10,500.49	$ 10,815.50	$ 11,139.97
***HR	$ 49.26	$ 50.73	$ 52.26	$ 53.82	$ 55.44	$ 57.10	$ 58.82	$ 60.58	$ 62.40	$ 64.27

EXIBIT C
JOB FAMILIES

Instructions: Lower included classifications are those job classifications that have duties and/or minimum qualifications that are included or encompassed in the duties and/or minimum qualifications designated for the senior classification. Each occupational group identified by a capital letter is a lower included classifications category. Reassignment at layoff (bumping) shall take place with each lower included classification category.

Group A:	Secretary/Clerical Group	Range
1.	Economic & Workforce Development Coordinator	25
2.	College Foundation Coordinator	21
3.	Administrative Secretary	18
4.	Staff Secretary III	16
5.	Staff Support Technician	14
6.	Campus Safety Specialist	14
7.	Instructional Support Assistant	12
8.	Public Communication Printing and Design Specialist	14
9.	Staff Secretary I	10
10.	Office Assistant III	09
11.	Office Assistant II	08

Group B:	Academic Technician/Specialist Group	Range
1.	Security Systems Specialist	33
2.	Research Analyst	26
3.	Educational Technology Specialist	26
4.	Campus Safety Coordinator	24
5.	Academic Systems Specialist	22

Group C:	Student Services Group	Range
1.	Student Success Specialist	21
2.	Student Services Specialist (Assessment Center/SSSP)	19
3.	Disabled Student Program & Services Specialist	19
4.	Program Specialist	18
5.	Student Services Specialist (Student Affairs & Enrollment Services)	17
6.	Outreach Specialist	16
7.	Student Equity & Achievement Specialist	16
8.	Continuing Education Technician	15
9.	Student Services Technician (Student Services)	13

Group D:	Accounting Services Group	Range
1.	Accountant	24
2.	Payroll Coordinator	24
3.	Payroll Technician	20
4.	Accounting Coordinator	19

5.	Purchasing/Receiving Coordinator Basic	19
6.	Accounting Technician	15

Group E:	**Information Processing Group**	**Range**
1.	Security Systems Specialist	33
2.	Systems Architect	33
3.	Senior Enterprise Systems Specialist	32
4.	Senior Programmer/Systems Analyst	32
5.	Business Analyst	26
6.	Technology Support Specialist II	26
7.	Access Technology / Alternative Media Specialist	24
8.	Technology Support Technician	23
9.	Technology Support Specialist	21
10.	Information Systems Support Assistant	15
11.	Technical Support Assistant	14

Group F:	**Library Services Group**	**Range**
1.	Senior Library Technician	15
2.	Library Technician III (Circulation)	14
3.	Library Technician I	09

Group G:	**Tutorial Services Group**	**Range**
1.	Learning Support Services Coordinator	21
2.	Learning Support Services Specialist	17
3.	Reading/Writing Lab Coordinator	17
4.	Science Lab Technician	16
5.	Nursing Simulations & Computer Lab Technician	14

Group H:	**Automotive/Mechanical Group**	**Range**
1.	Vehicle and Equipment Mechanic	19
2.	Tool Room/Auto Shop Technician	14

Group I:	**Custodial Group**	**Range**
1.	Custodial Supervisor	18
2.	Lead Custodian	11
3.	Custodian	08

Group J:	**Grounds Maintenance Worker**	**Range**
1.	Grounds Maintenance Supervisor	19
2.	Grounds Maintenance Worker	11

Group K:	**Skilled Crafts Worker Group**	**Range**
1.	Maintenance Worker III/HVAC	24
2.	Maintenance Worker	19

Group L:	Child Care Group	Range
	1. Preschool /Infant/Toddler Teacher	13
	2. Cook	08

Group M:	Professional/Paraprofessional Group	Range
	1. Water Systems Treatment Operator	29
	2. Athletic Trainer	25
	3. Graphics Designer	25

Group N:	Human Resources Group	Range
	1. Benefits Specialist	23
	2. HR Generalist	14

Group O:	Financial Aid/Admissions & Records Group	Range
	1. Admissions and Records Officer	22
	2. Financial Aid Officer	20
	3. Student Services Specialist (Evaluator)	19
	4. Financial Aid Specialist	17
	5. Student Services Specialist (Financial Aid)	17
	6. Admissions and Records Technician	16

Group P:	Economic and Workforce Development Group	Range
	1. Internship & Work Experience Coordinator	25
	2. Job Developer	24
	3. Work Ability III (Career Development Specialist)	22

EXHIBIT D
SETTLEMENT AGREEMENTS

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
and
IMPERIAL COMMUNITY COLLEGE DISTRICT

Joint Communiqué

Date: April 30, 2015

To: Classified Employees, CSEA Chapter 472

From: Michael Breyette, Senior Labor Relations Representative, CSEA
Shawn Larry, Chief Human Resources Officer, ICCD

Subject: PERB Case No. LA-CE-5977-E Settlement Agreement

It has come to the attention of CSEA and the District that unit members are questioning how the longevity payments would be calculated. This communiqué is intended to clarify the mutual understandings of the parties.

1. The parties have tentatively agreed to a 3% Longevity Stipend. The longevity stipend is based solely on years of service with the district and is not part of the salary schedule; however, it is pensionable income for purposes of CalPERS. The longevity stipend is 3% of the salary members are making as they reach the benchmarks of 15, 20, and 25 years. The stipend pays out on a monthly basis on top of the member's salary schedule placement until the member reaches the next benchmark year. The longevity stipends are compounding in nature, on top of the member's salary schedule placement. Payment of the stipend shall begin on the month immediately following the completion of the required years of service.

CSEA Shawn Larry,

Date Signed: 5-1-15 4-30-15

Yethel Alonso, CSEA President

EXHIBIT D

STATE OF CALIFORNIA
PUBLIC EMPLOYMENT RELATIONS BOARD

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION & ITS CHAPTER 472, Charging Party, v. IMPERIAL COMMUNITY COLLEGE DISTRICT (ICCD) Respondent.	Case No. LA-CE-5977-E **SETTLEMENT AGREEMENT**

In the interest of promoting harmonious labor relations between the parties and to avoid the uncertainty, inconvenience, and expense of litigation, the California School Employees Association & its Chapter 472 (CSEA) and the Imperial Community College District (District) in settlement of the above-captioned unfair practice charge with the Public Employment Relations Board, agree as follows:

1. A dispute has arisen between the parties concerning an allegation that the District violated EERA by failing to negotiate in good faith with CSEA by proceeding to implement a unilaterally imposed salary schedule, including retroactive salary decreases, without bargaining with CSEA over the methodology of the implementation; by proceeding to implement a last, best, and final offer which contained a requirement for the employees to authorize and consent to a payroll deduction from their paycheck; and by bypassing CSEA, the exclusive representative, and dealing directly with the employees in violation of Government Code section 3543.5(a), (b), and (c).

2. The parties shall continue negotiations regarding the methodology and effects surrounding this agreement including but not limited to issues arising from the implementation of the District's Last Best and Final Offer dated September 5, 2013 (LBFO). The parties shall continue negotiations until they reach agreement or exhaust the impasse procedures.

3. Unit members shall be placed on the salary schedule in effect on October 1, 2014.

4. The parties agree to implement the LBFO with its "District proposed schedule" subject to the following modifications:

   a. District waives its claim to recover "retroactive" payments as referenced in the LBFO set forth below: ~~*Effective July, 2013, a 3% step increase for those eligible (2% of any 5% increase given on July 1, 2013 to be recovered via payroll deduction agreement up to 6 months)*~~.

b. District shall pay any retroactively computed amounts for the recoupment period due certain members (those placed at Steps one through three under the previous schedule as of July 1, 2013). This will be paid no later than June 30, 2015.

c. Modify the LBFO so that each range contains five additional steps with 3% increases between the steps. Thereafter, each range shall have ten steps each with 3% incremental increases.

d. Effective October 1, 2014, the parties agree that longevity stipends of 3% will be paid to bargaining unit members upon achieving 15, 20 and 25 years of service. Payment of the longevity stipend shall commence on the month immediately following the completion of the required years of service with ICCD.

5. The parties shall immediately seek to have the scheduled hearing in PERB Case No. LA-CE-5977-E set to commence May 5, 2015 continued with dismissal of the matter upon approval, ratification and final execution of this agreement.

6. This Settlement Agreement does not constitute an admission of wrongdoing, contract or statutory violation, or liability on the part of any party to this agreement.

7. This Settlement Agreement represents a full and complete resolution of the claims and disputes between the parties based upon PERB Case No. LA-CE-5977-E.

8. The undersigned parties represent that they have read and understand the terms of this settlement and that they are authorized to execute this Settlement Agreement on behalf of their principals.

For Charging Party:

Yethel Alonso
Chapter 472 President, CSEA

April 23, 2015
Date

Michael Breyette
Senior Labor Relations Representative

4-23-2015
Date

For Respondent:

Shawn Larry
ICCD Chief Human Resources Officer

April 23, 2015
Date

Frank Oswalt
ICCD Counsel

April 23, 2015
Date