

**Klamath Falls City Schools**  
**and**  
**Klamath Falls Supervisors/Managers**

**2018-2022  
Agreement**

**ARTICLE 1**  
**RECOGNITION**

The Board recognized the following positions as part of the Supervisors'/Managers' group:

Supervisor of Maintenance  
Supervisor of Transportation  
Assistant Supervisor of Transportation  
Teen-Parent Coordinator  
Director of Technology/ IMTC Supervisor  
Student Services Database Manager  
Purchasing Agent  
District Controller  
Business Manager

**ARTICLE 2**  
**SICK LEAVE**

- A. One sick leave day per month worked, with unlimited accumulation. This amount will be given in one lump sum beginning every fiscal year. (Example: Twelve-month employees will receive 12 sick days on July 1.)
  
- B. Family Illness: Allow the use of five (5) sick days to be used for family illness, i.e., spouse, children, parents not necessarily living in the home.
  
- C. Family Illness leave shall be provided in accordance with the Oregon Family Medical Leave Act and the Family Medical Leave Act of 1993.
  - 1. Immediate family shall be defined as follows:
    - Spouse of member
    - Children of member
    - Parents of member
  
  - 2. Immediate family members, other than the minor child of a member (no limitation on children), shall be allowed up to a maximum of five (5) days of paid sick leave for illness even if it does not fit the definition of serious health condition. If it fits the definition of serious health condition, members may use all available sick or other paid leave.

**ARTICLE 3**  
**BEREAVEMENT LEAVE**

- A. Five days for bereavement leave for spouse, children, parents, grandparents, grandchildren, brother, sister, father-in-law, mother-in-law, brother-in-law and sister-in-law.
  
- B. Additional family members may be included, for bereavement, in unusual circumstances. To be granted on an individual basis, with approval of the immediate supervisor and/or Superintendent or HR Director. Individual's request may be rejected by any of these three.

**ARTICLE 4**  
**PERSONAL LEAVE**

- A. Three days with pay per year, non-accumulative. Up to two days of personal leave will be reimbursed at 80% of the individual employees' daily rate of pay, for any personal leave day(s) not used during a contract year.

**ARTICLE 5**  
**BONUS DAYS**

- A. Members will receive three (3) non-cumulative bonus days per year. These days are provided for the Supervisors and Managers to be “on call” to respond to emergencies. Bonus days can be used in either half or whole day increments.

**ARTICLE 6**  
**WORK HOURS/DAYS**

- A. Upon Supervisor's approval, Managers and Directors may adjust working hours/days, hour-for-hour, to allow for emergencies that require Managers/Directors to respond quickly. Adjusted times shall not exceed 40 hours per year.
  
- B. Supervisors/Managers may leave an hour early on the day immediately preceding a paid holiday.

**ARTICLE 7**  
**PAID HOLIDAYS**

A. Paid holidays for employees less than twelve (12) months are designated as follows:

Labor Day (if employee reports to work prior to that date)	Veterans' Day
Thanksgiving Day	Day after Thanksgiving Day <i>(if an employee is in paid status the day before and the day after)</i>
Christmas Eve Day	Christmas Day
New Year's Day	Martin Luther King Jr. Day
Presidents Day	Memorial Day
July 4 <sup>th</sup> <i>(if an employee is working prior to July 4, i.e., July 1, 2 or 3<sup>rd</sup>)</i>	

B. Paid holidays for twelve (12) month employees are:

Labor Day <i>(if employee reports to work prior to that date)</i>	Veteran's Day
Thanksgiving Day	Day after Thanksgiving Day
Christmas Eve Day	Christmas Day
New Year's Day	Martin Luther King Jr. Day
Presidents' Day	Memorial Day
July 4 <sup>th</sup>	

C. If any of the above holidays fall on Saturday, the Friday preceding shall be considered the holiday; if the holiday falls on a Sunday, the next following Monday shall be considered the holiday.

Christmas Eve as a paid holiday:

When Christmas is on a Tuesday, Wednesday, Thursday, or Friday, all day the preceding day shall be off with pay as Christmas Eve. When Christmas is on Saturday all day off the preceding Thursday with pay as Christmas Eve, Friday off with pay as Christmas. When Christmas is on Sunday or Monday, all day Monday and the following Tuesday off with pay.

D. In the event that the Oregon State Legislature declares other national holidays to be legal holidays in our state, and these holidays are not regular working days, such days would become paid holidays.



**ARTICLE 8**  
**VACATIONS – (TWELVE-MONTH/260 DAY EMPLOYEES)**

1-5 years	10 working days
6-11 years	15 working days
12-19 years	20 working days
20+ years	1 additional day up to 25 days

**ARTICLE 9**  
**PUBLIC EMPLOYMENT RETIREMENT SYSTEM**

- A. The school District will continue to pay both the District's share of Public Employees retirement benefits and the employee's share of the Public Employees retirement benefits for the life of this contract.

**ARTICLE 10**  
**EARLY RETIREMENT**

- A. The early retirement program will sunset and cease. No new hires will be eligible for the program. The following is a list of the employees who will be eligible to participate in the early retirement program:

Marie Chinander  
Scott Mahaffey

- B. Medical/Dental/Vision insurance for an employee retired at age 55 or older, or thirty (30) years with the District, with at least 15 years employment in the district and employed the year prior to retirement, shall be district paid to age 65. Retiree to pay spouse portion of coverage. Employee must have been covered by district policy for at least five (5) years prior to retirement.
- C. The District shall pay \$350 per month to an employee who retires after age 58 but prior to age 62, who has been employed with the district for a minimum of 10 years. This employee payment period will be from date of early retirement through month of birthday age 62.

**ARTICLE 11**  
**FUNDING**

If the District is unable to fund the economic provisions of this Agreement, the entire Agreement shall be reopened for negotiations. The parties agree to negotiate for up to 90 days. If agreement is not reached, the Board may implement its last offer on the 91<sup>st</sup> day and that offer shall become the binding contract between the parties.

**ARTICLE 12**  
**PROFESSIONAL MEETINGS**

- A. An employee traveling to a professional meeting, with administrative approval, shall be paid travel expenses and be allowed full wages if the meeting takes place on a regular work day. Mileage will be paid for any required district business.

**ARTICLE 13**  
**SALARY**

A. Salary:

For each school year (2018/19, 2019/20, 2020/21, 2021/2022), members will receive a 2% COLA increase in accordance with the Supervisors/Managers/KFCS agreement.

B. Longevity:

As of July 1, of each year, each member who has worked continuously for at least nine (9) months in the previous school year, will receive an increase in their longevity stipend of \$800.

All members hired prior to July 1, 2018, will receive a cumulative increase in their longevity stipend of \$800 for each additional year of service.

All members hired after July 1, 2018, will receive a cumulative increase in their longevity stipend of \$800 for each additional year of service for a maximum of ten (10) years. After ten (10) years, any cost of living increase will apply to both the salary and the longevity stipend.

C. The Maintenance and Transportation Supervisors will appoint someone, in their absence, to be designated as the “Person in Charge”. The “Person in Charge” will receive \$20 per day and be expected to respond as directed by the Superintendent and/or his designee.

**ARTICLE 14**  
**HEALTH/LIFE/DISABILITY INSURANCE**

The Insurance Plan, to be paid by the district for employee and family members, shall be the plan adopted by the School District for the contract period. Medical/Dental/Vision Insurance for employees working less than eight (8) hours per day will be prorated to time worked.

A. The District shall contribute up to the following amounts toward OEGB insurance premiums.

1. The District’s contribution toward insurance premiums will increase by 3% for each year beginning October 1<sup>st</sup> and ending September 30<sup>th</sup> of each school year (2018-19, 2019-20, 2020-21. For 2021-22, the District’s contribution toward insurance premiums will increase by 3.4% beginning October 1<sup>st</sup>.

2. Insurance Premiums: Maximum Contributions by District:

	<b><u>2018-2019</u></b>	<b><u>2019-2020</u></b>	<b><u>2020-2021</u></b>	<b><u>2021-2022</u></b>
Full Family Maximum	\$1,858	\$1,914	\$1,972	\$2,039
Employee/Spouse Maximum	\$1,309	\$1,349	\$1,390	\$1,437
Employee/Child Maximum	\$1,145	\$1,180	\$1,216	\$1,257
Employee Only Maximum	\$ 600	\$ 618	\$ 637	\$658

B. The District will contribute to the employees’ HSA (Health Saving Account) 90% of the difference between the premium for those employees who select an HSA qualified health plan and the insurance maximum contributions.

C. The District will provide the members with the option of self-purchasing Life and Disability Insurance through a District Group purchase plan. Employees will be responsible for fully paying the premiums through a payroll deduction.

**ARTICLE 15**  
**RETIREMENT**

- A. Employees will receive one month's pay upon retirement if they have worked at least 10 years in the district and are a minimum of 55 years of age. Vacation will be prorated upon retirement
  
- B. The District shall contribute matching funds to the employees' selected TSA account up to the following maximums based upon years of service:
  - 1-8 years of service - \$50/month
  - 9+ years of service - \$100/month



**ARTICLE 16**  
**RETIRED SUPERVISORS/MANAGERS WHO ARE REHIRED**

A. All contractual rights and benefits under the agreement will be afforded to re-employed members, except those rights and/or benefits expressly set forth below as exclusions.

Employees who retire from the Klamath Falls City Schools and who are subsequently re-hired will be employed under the following conditions:

Remainder of School Year in Which Retire

1. Employees will be employed as a temporary employee, for the remainder of the school year.
2. Employees will receive the early retirement benefits contained in Article 10 of the Agreement, if eligible.
3. Employees will receive his/her current contracted salary for a period not to exceed the remainder of his/her current contracted year.
4. Member will receive one (1) day of paid sick leave per contract month (cumulative) at the beginning of service period.
5. Employees will be reimbursed for their personal leave day(s) if they have not used them prior to their retirement.
6. Employees will be provided paid holidays.
7. The District will make payments to PERS for the employed unit member who is already drawing PERS benefits, if mandated by state law.

After Actual Year of Retirement

1. All employees wishing to retire and return to work the following school year (or any year thereafter) may be required to apply for an open position. It will be the District's discretion to rehire retirees. Individuals that return to work during retirement will be considered new hires, have a new hire date, and have no seniority. The employee will be probationary.
2. Member will receive one (1) day of paid sick leave per contract month, cumulative from the date of re-employment following District retirement. These days will not add to the total Sick leave accumulation prior to retirement.
3. All medical, dental, and vision benefits will be offered to retirees at equal rates to those offered to regular employees as listed in the Agreement. A retiree may

choose to keep early retirement benefits in lieu of the Agreement cap. If the employee elects medical coverage as described above, they shall defer any early retirement medical insurance benefits for which they are eligible, until after their re-employment period ends. The cap for their early retirement medical insurance will remain the same as when they retired.

4. The District will make payments to PERS for the employed unit member who is already drawing PERS benefits, if mandated by state law.


**ARTICLE 17**  
**DURATION OF AGREEMENT**

The Agreement shall be effective as of July 1, 2018 and shall continue in effect until June 30, 2022.

The Agreement shall not be extended orally and it is expressly understood that it shall expire on the date indicated.

In witness whereof, the Supervisors/Managers Group have signed this Agreement and the Board has caused this Agreement to be signed by its Chairperson.

**SUPERVISORS/MANAGERS GROUP**



\_\_\_\_\_  
President

5/20/2021

\_\_\_\_\_  
Date

**KLAMATH FALLS CITY SCHOOLS**



\_\_\_\_\_  
Chairperson

5/20/2021

\_\_\_\_\_  
Date

**2018-2019  
SUPERVISORS/MANAGERS SALARY SCHEDULE**

<b>Name</b>	<b>Job Description</b>	<b>FTE</b>	<b>Days</b>	<b>Hours</b>	<b>Annual</b>
Chinander, Marie A.	Database Manager	1	260	8	\$63,156.52
Mahaffey, Scott D.	Director of Technology	1	260	8	\$85,545.31
Nunn, Jerod K.	District Controller	1	260	8	\$66,300.00
Huggins, Wayne M.	Maintenance Supervisor	1	260	8	\$66,346.12
Griffith, Eugene L.	Transportation Supervisor	1	260	8	\$60,115.35
Dawes, Chrys	Assistant Transportation Supervisor	1	260	8	\$55,350.86
Huntsman, Robin R.	Purchasing Agent	1	260	8	\$47,219.51
Willhite, Trudy L.	Teen Parent Supervisor	1	210	8	\$36,703.34

**2019-2020  
SUPERVISORS/MANAGERS SALARY SCHEDULE**

<b>Name</b>	<b>Job Description</b>	<b>FTE</b>	<b>Days</b>	<b>Hours</b>	<b>Annual</b>
Chinander, Marie A.	Database Manager	1	260	8	\$64,419.65
Mahaffey, Scott D.	Director of Technology	1	260	8	\$87,256.22
Morgan, Jeanne	District Controller	1	260	8	\$67,626.00
Huggins, Wayne M.	Maintenance Supervisor	1	260	8	\$67,673.04
-Dawes, Chrys	Transportation Supervisor	1	260	8	\$61,317.66
Marshall, Jacob	Assistant Transportation Supervisor	1	260	8	\$56,457.88
Huntsman, Robin R.	Purchasing Agent	1	260	8	\$48,163.90
Willhite, Trudy L.	Teen Parent Supervisor	1	210	8	\$37,437.41

**2020-2021  
SUPERVISORS/MANAGERS SALARY SCHEDULE**

<b>Name</b>	<b>Job Description</b>	<b>FTE</b>	<b>Days</b>	<b>Hours</b>	<b>Annual</b>
Morton, Steven	IMTC Supervisor Director	1	260	8	\$89,001.34
Morgan, Jeanne	Business Manager	1	260	8	\$89,001.34
Huggins, Wayne M.	Maintenance Supervisor	1	260	8	\$69,026.50
Dawes, Chrys	Transportation Supervisor	1	260	8	\$62,544.01
Marshall, Jacob	Assistant Transportation Supervisor	1	260	8	\$57,578.03
Huntsman, Robin R.	Purchasing Agent	1	260	8	\$49,127.18
Willhite, Trudy L.	Teen Parent Supervisor	1	210	8	\$38,186.15

**2021-2022  
SUPERVISORS/MANAGERS SALARY SCHEDULE**

<b>Job Description</b>	<b>FTE</b>	<b>Days</b>	<b>Hours</b>	<b>Annual</b>
IMTC Supervisor	1	260	8	\$90,781.37
Business Manager	1	260	8	\$90,781.37
Maintenance Supervisor	1	260	8	\$70,407.03
Transportation Supervisor	1	260	8	\$63,794.89
Assistant Transportation Supervisor	1	260	8	\$58,729.59
Purchasing Agent	1	260	8	\$50,109.72
Teen Parent Supervisor	1	210	8	\$38,949.87