

**LATROBE SCHOOL DISTRICT  
CONFIDENTIAL SALARY SCHEDULE  
2019-20**

Title	Time Base	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Longevity Steps			
									Step 8-9	Step 10-14	Step 15-19	Step 20
District Secretary	12	25.25	26.01	26.79	27.59	28.41	29.28	30.15	31.06	32.61	34.25	35.95

**WORK YEAR**

12 month employee = 260 or 261 days depending on calendar

**MEDICAL INSURANCE**

The primary purpose of the District health benefit program is to provide health insurance for all employees who need it. District contributes up to a maximum of \$500 per month (\$6,000 annually) of medical insurance premiums for the employee and his/her dependents. If the employee elects a medical insurance option which is less costly than the maximum payable of \$500, the difference will be paid as cash in lieu of benefits.

**DENTAL/VISION INSURANCE**

District contributes the full cost of dental and vision insurance premiums for the employee and his/her dependents.

**SICK LEAVE**

12 month employee = 1 day per month.

**EMPLOYEE ASSISTANCE PROGRAM (EAP)**

District participates in the EAP program which provides up to 7 mental health visits per year.

**VACATION PAY**

12 month employee = 15 days per year

No more than one (1) year of earned vacation time may be carried over from year-to-year. Vacation time accumulated above this cap and not taken as of June 30th shall be paid out at the employee's rate of pay as of June 30th.

**PAID HOLIDAYS**

11 holidays plus two floating holidays:

New Years Day	Martin Luther King Day	Veteran's Day
Lincoln's Day	Christmas Day	Labor Day
Memorial Day	Thanksgiving Day	Fourth of July
Washington's Day	Day after Thanksgiving Day	(2) Floating Holidays

Effective 7/1/19 (Adopted: 5/21/19; Revised 2/18/20)

3.5% increase; Increase cap to \$500

Effective 7/1/18 (Adopted: 5/21/19)

5% increase

Effective 7/1/17 (Adopted: 1/19/17; Revised 2/20/18)

2% increase; Increase cap to \$450, add 2nd Floating Holiday

Effective 7/1/16 (Adopted: 1/19/17)

3.5% increase

Effective 7/1/15 (Adopted: 6/16/15; Revised 2/23/16)

1% increase; Add Longevity Steps

Effective 7/1/14 (Adopted: 11/18/14; Revised 1/20/15)

3% increase, add EAP eff 12/1/14

Effective 7/1/13 (Adopted: 2/18/14)

2% increase

Effective 7/1/07 (Adopted: 12/18/07)

10% increase

Effective 7/1/06 (Adopted: 11/21/06)

8.82% increase

Effective 7/1/05 (Adopted: 11/15/05)

4% increase

Effective 7/1/04 (Adopted: 3/15/05)

2.25% increase