

# LATROBE SCHOOL DISTRICT CLASSIFIED SALARY SCHEDULE

**2023-24**

All rates of pay are calculated hourly

Title	Time Base	Longevity Steps										
		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8-9	Step 10-14	Step 15-19	Step 20
Secretary I	10	22.75	23.44	24.14	24.87	25.61	26.40	27.16	27.98	29.39	30.87	32.39
Secretary II/Acct Tech	12	25.21	25.97	26.73	27.55	28.36	29.21	30.10	31.01	32.55	34.19	35.89
Instructional Aide/Yd Dty	10	17.85	18.40	18.94	19.51	20.10	20.71	21.33	21.97	23.05	24.20	25.42
Health Instructional Aide	10	20.53	21.15	21.79	22.44	23.11	23.80	24.52	25.25	26.51	27.84	29.23
Instructional Media Rsc	10	20.59	21.23	21.84	22.44	23.18	23.88	24.59	25.33	26.59	27.93	29.34
Custodian	12	20.59	21.23	21.84	22.50	23.18	23.88	24.59	25.33	26.59	27.93	29.34
Maintenance Supervisor	12	29.42	30.33	31.23	32.17	33.12	34.18	35.18	36.24	38.04	39.95	41.95
Maint Supervisor w/ T3	12	31.49	32.51	33.40	34.41	35.44	36.50	37.59	38.70	40.65	42.65	44.80

**WORK YEAR**                    12 month employee = 260 or 261 days depending on calendar  
    10 month employee = 185 days

**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 \$750 per month (\$9,000 annually) of medical insurance premiums for 10- and 12-month classified employees working at least 6 hours/day (30 hours/week), and their dependents. District portion is pro-rated for employees working less than 6 hours/day.

*Cash in lieu: For employees who were not receiving cash in lieu as of July 1, 2023, there is no cash in lieu of benefits. For employees who were receiving cash in lieu of benefits as of July 1, 2023, and who remain enrolled in a medical plan which is less costly than the District cap, the difference will continue to be paid as cash in lieu of benefits.*

**VISION AND DENTAL INSURANCE**

District contributes the full cost of dental and vision insurance premiums for 10- and 12-month classified employees working at least 40% time, and their dependents

**SICK LEAVE**                    1 day per month:  
    12 month employee = 12 days  
    10 month employee = 10 days

**EMPLOYEE ASSISTANCE PROGRAM (EAP)**

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

**VACATION PAY**

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.

12 month employee = 15 days per year  
 10 month employee = 10 days per year, paid monthly

**PAID HOLIDAYS**

- |                        |                        |  |
|------------------------|------------------------|--|
| New Years Day          | Labor Day              | Christmas Day  |
| Martin Luther King Day | Veteran's Day          | <u>Two additional holidays for 12 month employees:</u> |
| Lincoln's Day          | Thanksgiving Day       | Fourth of July   |
| Washington's Day       | Day after Thanksgiving | New Year's Eve   |
| Memorial Day           | Christmas Eve          |  |

Effective 7/1/23 (Adopted 11/18/22; Revised 5/16/23, 8/15/23, 2/20/24)	<b>5% increase;</b> Increase cap to \$750; phase out Cash in Lieu; add Health Aide
Effective 7/1/22 (Adopted 2/15/22; Revised 11/18/22)	9% increase; increase cap to \$675
Effective 7/1/21 (Adopted 2/16/21; Revised 2/15/22)	4% increase, rename FH days; Increase cap to \$625.
Effective 7/1/20 (Adopted 2/18/20; Revised 2/16/21)	3% increase; adjust Sec'y positions; increase cap to \$575
Effective 7/1/19 (Adopted 5/21/19; Revised 2/18/20)	3.5% increase; Increase cap to \$500; full time benefit status for 6.5 hours/day
Effective 7/1/18 (Adopted 2/19/19; Revised 5/21/19)	5% increase; Add Maintenance T3 position
Effective 7/1/17 (Adopted 1/19/17; Revised 2/20/18)	2% increase; Increase cap to \$450; add 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 & Instructional Media
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