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TO: Lake City Support Staff Federation #4772, Tracy Reitz, President, Secretaries & Receptionists  
 FROM: Kimberly Blaszak, Superintendent  
 DATE: May 22, 2017  
 RE: Memorandum of Understanding – Compensation and Health Insurance

It is agreed that the following replaces Sections 3(A) and 5(A) of Appendix D, Secretaries & Receptionists, of the Lake City Support Staff Federation Master Agreement:

**Section 3: Compensation**

A. The wages of Employees covered by this Agreement are as set forth below:

<u>Receptionist</u>		
		<b>17-18</b>
	Step 1	\$ 12.23
	Step 2	12.91
	Step 3	14.32
	Step 4	15.68
	Step 5	15.96
	Step 10	16.10
	Step 15	16.22
	Step 20	16.38
<u>Secretary</u>		
	Step 1	\$ 12.70
	Step 2	13.75
	Step 3	14.79
	Step 4	16.16
	Step 5	16.42
	Step 10	16.55
	Step 15	16.69
	Step 20	16.85

**Section 5: Health Benefit:**

The Board agrees to offer health insurance to secretaries and receptionists. An employee may elect single, double or full family coverage. The Board shall pay no more than the amounts listed on the following schedule ("Board Maximum Costs").

SECRETARIES			
	BOARD MAXIMUM COSTS CALCULATION	ENTIRE GROUP	
		PERCENT OF HARD CAP	BOARD MAXIMUM COSTS
SINGLE	% OF HARD CAP	100%	\$ 6,142.11
TWO PERSON	% OF HARD CAP	99%	\$ 12,716.59
FAMILY	% OF HARD CAP	95%	\$ 15,913.67

An employee electing to be covered by the district's health insurance may choose either:

1. A traditional health insurance plan. If the traditional health insurance plan exceeds the Board Maximum Costs, the employee is responsible for paying the excess cost.
2. A high deductible health insurance plan with a health savings account. If the high deductible health insurance plan costs exceed the Board Maximum Costs, the employee is responsible for paying the excess cost. If the health insurance plan costs are lower than the Board Maximum Costs, the Board agrees to provide to the employee a benefit in the amount of the difference between the health insurance cost and the Board Maximum Cost. This benefit will be provided in a manner that complies with state and federal law. A Health Savings Account contribution, if applicable, will be distributed on a monthly basis and will discontinue upon termination of employment.

Kimberly A. Blaszak  
 Kimberly A. Blaszak, Superintendent  
 Lake City Area Schools

Date: 6/6/17

Tracy Reitz  
 Tracy Reitz, President  
 Lake City Support Staff Federation, Secretaries &  
 Receptionists

Date: 6/6/17