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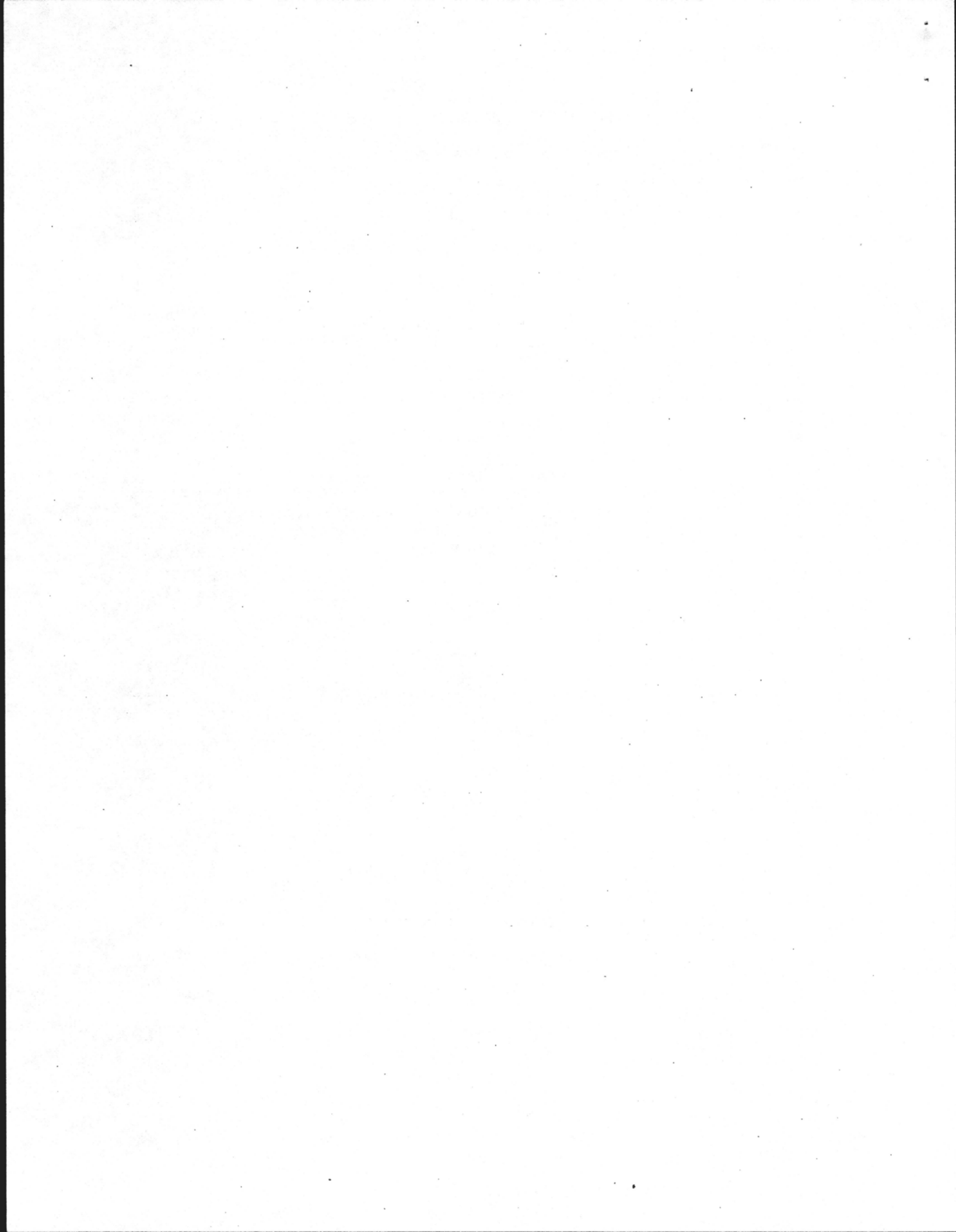
**NORTHVIEW PUBLIC SCHOOLS
EMPLOYMENT REGULATIONS**

**INTERPRETERS' ASSOCIATION
JULY 1, 1997 - JUNE 30, 2000**

Northview Public Schools

NORTHVIEW PUBLIC SCHOOLS
INTERPRETERS' ASSOCIATION

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NORTHVIEW PUBLIC SCHOOLS
EMPLOYMENT REGULATIONS
INTERPRETERS' ASSOCIATION

The employee benefits and job conditions which are described in this policy statement are set by the Board of Education to reward you for the skill, effort, and experience that you apply to your job. These benefits and regulations represent the combined thinking of the Board, the Administrative Staff, and many of the employees who have expressed themselves on this matter. Any questions which arise can be handled promptly and fairly, provided you make them known to your Supervisor or the Assistant Superintendent. We are always willing to discuss and give consideration to your questions and any suggestions that you might have.

The benefit levels established by this document will remain in effect until June 30, 2000. Any changes after that date will be discussed in advance with you.

AGREEMENT

This Agreement made and entered into this 8th day of September, 1997, between the Board of Education of Northview Public Schools and the Northview Interpreters' Association.

ARTICLE I

EMPLOYMENT COVERAGE

The Board recognizes the Northview Interpreters' Association as representative of all interpreters of the hearing impaired employed by the Northview Public Schools, excluding substitutes and all other employees.

ARTICLE II

EMPLOYEE RIGHTS

Section 1. The Board of Education recognizes these employees for the purposes of improving communications between employees and representatives of the Board of Education. The Board agrees that the Association and its members shall have the right to use available school building facilities at reasonable times and hours for any desired meetings provided arrangements have been made in advance with the administration.

Section 2. For the purpose of reviewing employee suggestions and complaints under the procedure provided in Article XVI hereof and for reviewing the various provisions of this contract prior to making amendments as hereinafter provided, the Northview Public School Board of Education recognizes representatives of the covered employee group.

ARTICLE III

BOARD RIGHTS

The Board of Education on its own behalf and on behalf of the electors of the school district, hereby retains and reserves unto itself all powers, rights, authority, duties, and responsibilities conferred upon and vested in it by the laws and the Constitution of the State of Michigan and of the United States, including, but without limiting the generality of the foregoing, the right:

- a. To the executive management and administrative control of the school system and its employees,

properties, and facilities.

- b. To hire all employees and subject to the provisions of law to determine their qualifications, the conditions of their dismissal or demotion, and to promote and transfer all such employees.
- c. The exercise of the foregoing powers, rights, authorities, duties, and responsibilities by the Board, the adoption of policies, rules, regulations, and practices in furtherance thereof and the use of good judgment and discretion in connection therewith shall be limited by the specific and express terms of this Agreement and then only to the extent such specific and express terms of this Agreement thereof are in conformance with the Constitution and laws of the State of Michigan and the Constitution and laws of the United States.

ARTICLE IV

SENIORITY

Section 1. Seniority shall be defined as length of continuous service in the employ of the School Board commencing with the date of last hire. All new employees shall be considered probationary until they have worked for one hundred eighty (180) work days. At the discretion of the Administration, the probationary period may be extended for up to an additional 180 work days. During this probationary period employees will have no seniority status. At the end of the probationary period each employee will be entered on the seniority list as of the date of last hire. Probationary employees may be terminated with or without cause.

Section 2. In all promotions to positions covered by this Agreement as well as in all layoffs and recalls, the seniority of employees within the group shall be considered along with skill and ability of the employees concerned. Provided the skill, ability, job performance, and work history of employees are relatively equal, as determined by the Board, seniority shall govern. When filling extra assignments such as interpreting for after school activities, seniority will be considered; however, the best interest of the student will be the first and most important consideration.

Section 3. Notices of vacancies shall be posted in each building. No vacancy shall be filled until it has been posted

for at least five (5) days.

Section 4. Seniority of an employee shall automatically terminate if she/he voluntarily quits; is discharged for just cause; or she/he fails to report after a leave of absence.

ARTICLE V

WORK YEAR, DAY, AND HOURS

Section 1. Work Year. The normal work year will be all student instruction days plus the regular teacher work days unless notified in advance by the Administration.

Section 2. Working Hours. The normal working hours shall be assigned by the immediate Supervisor.

Section 3. Staff Meetings. Each regular employee is required to attend staff meetings as part of their regular assignment, unless excused in advance by their Supervisor.

Section 4. Reporting Pay. An employee scheduled to report to work and who reports for work without having been previously notified of a change in scheduling is entitled to one-half (1/2) of their regular hours work with pay, or one-half of their regular hours pay in lieu thereof if no work is available. If work is available, the employee must perform the work assigned.

Section 5. Extended Day Provisions. Interpreters who are required to return or make a separate trip in order to provide services will be guaranteed pay for two (2) hours, or the actual hours worked if greater than two hours. Those individuals who assume an activity assignment which is a continuation of the day will be paid for actual hours worked.

An interpreter, as deemed necessary by the coach or teacher, may be required to accompany a student to an off-campus school event and will be paid from the time the school transportation leaves the campus until the transportation returns.

Section 6. Down Time/Preparation Time. Each employee who has a continuous schedule of four (4) hours, or more, is entitled to one paid rest period of thirty (30) minutes during their work day if their schedule permits and they are not required to substitute elsewhere.

Section 7. In-Service Days. All in-service days will be required work days unless excused in advance by their supervisor.

An in-service schedule will be provided as soon as possible.

Section 8. Travel Reimbursement. An interpreter who is requested to provide services off-campus after hours and provides her/his own transportation will be paid in accordance with Article V, Section 5, plus one-half hour in travel time in lieu of mileage.

ARTICLE VI

CONDITIONS OF EMPLOYMENT

Health

Section 1. Each new employee, before taking up her/his duties for the school district, must have on file a health certificate indicating the individual's physical fitness for her/his duties signed by a licensed doctor of medicine. Employment in any position shall be contingent upon filing this certificate with the Assistant Superintendent.

Section 2. Each employee shall meet the State requirements concerning the tuberculosis examination. Failure to comply with this requirement will result in time off, without pay, until the proper records are submitted to the Business Office. Examinations are to be completed prior to fifteen (15) days after the beginning of the school year in the year required, or after the date of hire.

Section 3. All interpreters are required to meet the State Certification requirements unless a waiver is granted due to the availability of certified interpreters. Proof of certification level and test scores must be filed with the Assistant Superintendent no later than October 1. Placement on the salary schedule will be based on having all appropriate certification materials on file at Central Office.

Section 4. An employee who successfully completes the Registry of Interpreters for the Deaf (R.I.D.) tests while employed by Northview Public Schools and has completed three years of continuous service is eligible to be reimbursed for seventy-five percent (75%) of the R.I.D. test fees upon evidence of successful completion of the tests. An employee who leaves the District prior to the end of the second school year after receiving reimbursement will have 50% of the fee deducted from their last check.

ARTICLE VII

EVALUATIONS

Each employee shall be evaluated:

1. Twice during the first year of employment.
(On or before January 1, and May 1)
2. At least once during each succeeding year.
(On or before May 1)
 - a. If an employee receives an unsatisfactory evaluation for the school year she/he must be evaluated at least twice during the succeeding school year.

The Supervisor/Coordinator will conduct on-site observations of interpreters. There will be at least one period of observation at a time agreed upon by the Supervisor/Coordinator, mainstream teacher, and interpreter for evaluation purposes. There may be unannounced observations, if needed. If deemed necessary by the supervisor/coordinator or interpreter, written comments will be given to the interpreter within seven (7) working days after the formal observation and a meeting to discuss the comments will be promptly scheduled. Depending on availability, an interpreter may request an observation by a hearing impaired staff member and/or another staff interpreter upon informing the Supervisor/Coordinator; however, the Supervisor/Coordinator's final evaluation will be the official evaluation. An evaluation of total job performance will be discussed at a conference by May 1. Areas addressed include interpreter's skills, attendance, punctuality, dependability, relationship with others, flexibility and professional development.

The evaluation shall be performed by the Supervisor/Coordinator and may include input from the teaching staff.

The evaluation shall be reviewed with employee with a counter signature indicating having reviewed the evaluation.

Each employee may attach her/his comments to the evaluation before transmittal to the Administration Office.

ARTICLE VIII

RETIREMENT

Section 1. The Board of Education may require retirement of any employee whose physical or mental health, as determined by a qualified physician, makes it impossible for the employee to meet the normal obligations of her/his regular assignments. The

expense of this medical examination shall be assumed by the Board of Education.

Section 2. After ten (10) years of continuous employment a school year employee who reaches the age of retirement to qualify for benefits under the Michigan Public School Retirement System and severs her/his employment with the Northview Public Schools, the Board shall pay the employee for each day of accumulated unused sick leave at the following rate: \$21.00 per day.

Part-time employees working at least sixteen (16) hours per week who also meet the above criteria will be paid at the rate of \$14.00 per day. If a part-time employee moves to school year status, their accumulated sick days will be converted to school year equivalent days.

Example: 100 days accumulated at four (4) hours per day convert to 67 days at 6 hours per day.

ARTICLE IX

EMPLOYEE CLASSIFICATION

School Year, Regular part-time, and part-time Employees:

- | | |
|----------------------|---|
| a. School Year | Employees working six (6) hours or more per day and at least a school year or more, but less than 48 weeks. |
| b. Regular Part Time | Year round or school year employees working on a regular basis (every day) but less than six (6) hours per day. |
| c. Part Time | Any other employee. |

ARTICLE X

LEAVES WITH PAY

Section 1. Illness. Employees absent from duty on account of personal illness or injury shall be paid her/his normal salary for the period of absence provided they have sick leave allowance available. Annual sick leave allowance is earned according to the following criteria:

- a. **School Year Employees**: Ten (10) days will be credited at the beginning of each year, but will be subject to the earned accrual specified below if they leave prior to the end of the school year.
- b. **Regular part-time and part-time**: Employees working more than sixteen (16) hours per week will receive a pro-rata sick leave allowance based on the number of hours worked.

Illness of a member of the immediate family shall not exceed five (5) days in any given school year. Use of sick days are subject to verification by a physician if requested by the Administration.

The maximum number of sick days to accumulate shall be one-hundred twenty (120). All sick leave credits shall terminate when the employee leaves the employment of the district. Employees shall possess and maintain sufficient good health, physical and mental, to adequately perform their respective duties.

An employee who desires to use a sick leave day must notify the Central Office as soon as possible that she/her will be absent and in no case later than 6:30 a.m. on the day of the absence.

If an employee is unable to complete a school year and has previously used more of the sick leave days attributable to that year than she/he would have accrued at the rate of one day per month of service, shall have the value of such excess days used deducted from her/his last pay check.

Section 2. Personal Business.

- a. Each School Year employee, after the probationary period has been completed, will be allowed a maximum of two (2) days absence, during the school year, for the transaction of personal business or for the handling of matters of a personal nature which cannot be attended to on weekends, outside normal school hours, or during vacation periods. Part time employees will be eligible for one (1) day per year. Examples: Doctor appointments, legal appointments, weddings, moving, bereavement, mortgage closing, children's school activities. Unused personal business days will be added to the employee's sick leave accumulation subject only to the maximum accumulation.
- b. A leave request form must be submitted to the principal or supervisor at least five (5) working days in advance

of the anticipated absence except in cases of unforeseen emergency. The employee may, but is not required to, state the reason for the leave.

- c. Personal business days may not be used immediately before or following a holiday or vacation, or the first or last day of the school year, except by express approval of the Assistant Superintendent or designated representative.

Section 3. Bereavement Leave. Absence without loss of salary shall be allowed according to the following schedule.

Death of parent, parents-in-law, spouse, child, sister, brother:

---up to five (5) workdays

Death of other member of the immediate family of employee's spouse:

---up to two (2) workdays

Death of other relative or friend:

---up to one (1) workday

The first five (5) days will not be charged to sick leave. Any days absent in excess of five days will be charged to annual or accumulated sick leave. If sick leave is not available any approved days off will be without pay.

Section 4. Jury Duty. Employees who are summoned for jury duty examination and investigation must notify the Business Office within twenty-four (24) hours of receipt of such notice. If such employee then reports for jury duty, that individual shall continue to receive the regular daily wage for each day on which the individual reports for or performs jury duty and on which the employee would otherwise have been scheduled to work. Such time spent on jury duty shall not be charged against leave days.

To be eligible for jury duty pay differential, the employee must furnish the Business Office with a written statement from the appropriate public official listing amounts of pay received, the days on jury duty, and a check for the full amount of the jury fee paid, excluding any travel allowance paid to the employee by the court. This payment by the employee shall be made to the Business Office no later than two (2) weeks after the return from jury duty. Any employee found abusing this privilege shall not be entitled to the pay differential.

Section 5. Snow Days. Employees will be paid when school is canceled for snow day(s) or other "Acts of God" unless the day(s) are required to be rescheduled to meet the State requirement of one hundred eighty (180) days of instruction.

Section 6. Other. Any absence for reasons other than the above must be discussed in advance with the Assistant Superintendent, or his representative. Cases not specifically defined in these policies will be handled on an individual basis.

Section 7. All leaves are considered as time off for the reasons necessary for the protection of the employee. Any employee who willfully violates or misuses this policy or who misrepresents any statements or conditions under this policy shall forfeit all pay for this stated period and any further rights under this policy unless reinstated in good standing by the Assistant Superintendent. The offense may constitute grounds for dismissal.

ARTICLE XI

LEAVES WITHOUT PAY

Section 1. Employees may, at the discretion of the Board be granted a leave of absence without pay.

Section 2. Request for leave without pay shall be in writing and shall be signed by the employee and given to the immediate Supervisor or Director.

Section 3. Absence without leave approval, except in emergency situations, shall be cause for termination of employment.

Section 4. Leaves of absences will not normally be granted for vacation periods and purposes or for the extension of school vacation periods or holidays.

Section 5. An employee on an approved leave of absence will continue to accrue seniority while on leave. Experience credit does not accrue while on leave; however, step placement will be maintained. An employee will be returned from leave if an opening exists or will be assigned to the next vacant position.

Section 6. An employee on an approved leave can accept substitute or extra-curricular assignments.

Section 7. An employee on leave may continue their insurance coverage by paying the required premiums in advance each month.

ARTICLE XII

WORKERS' COMPENSATION

Section 1. An employee injured on the job shall report such injury at once to the business office or said employee's immediate supervisor. All reports must be filed at the business office as soon as possible after the incident has occurred.

Section 2. An employee who is absent due to an injury and is eligible for Workers' Compensation benefits must elect to:

- (a) receive Workers' Compensation benefits,
- (OR)
- (b) receive sick leave payments

If this option is selected the employee will be paid during the period of disability until their sick leave entitlement is exhausted.

After this period of time, the employee receives only the Workers' Compensation benefits and then becomes responsible for all personal commitments.

Section 3. An employee who qualifies for Workers' Compensation will be afforded medical care premium payments as specified in Article XV, Insurance, through the end of the fiscal year in which the injury occurs.

ARTICLE XIII

HOLIDAYS

Section 1. The following conditions shall be met in order to obtain holidays with pay:

1. On the date of the holiday the employee has been on the payroll for at least thirty (30) days.
2. The employee has completed the last scheduled work day, for his/her classification, prior to the holiday unless same falls within a vacation period in which the employee is not required to work, and commence work at the scheduled time on the next regularly scheduled work day after the holiday.
3. In the event an employee is unable to work the day before or after the holiday which is excused by the

Administration because of proven illness or injury, requirement two (2) shall not apply.

Section 2. Each school year or regular part time employee shall be entitled to one (1) day's pay at their regular daily rate for each of the following holidays:

Labor Day	Memorial Day
Thanksgiving Day	Christmas Day
Friday after Thanksgiving Day	New Year's Day
Floating Holiday*	

Each part time employee working 16 hours or more per week will be entitled to one (1) day's pay, at their regular daily rate, for each of the following holidays:

Thanksgiving Day	New Year's Day
Friday after Thanksgiving Day	Christmas

*To be used during the school year when students are not in session.

ARTICLE XIV

VACATION

Section 1. Employees will earn vacation pay as follows during their first full year of employment:

a. School year and regular part-time.

Ten (10) days per year based on their normal work day.

b. Part-time employees working sixteen (16) or more hours per week shall receive five (5) days vacation each year based on their normal work day.

Section 2. Employees are expected to take their earned vacation during the Christmas and Spring vacation periods when the students are not in session.

Section 3. Employees working one (1) year or less of continuous employment shall receive pro-rated vacation days based upon the percentage of the work year employed.

If an employee leaves the employ of the district, it is understood that an employee who has earned a vacation as provided in Section 1, shall be entitled to a vacation pay, pro-rated, regardless of the reason for leaving the District.

Section 4. Employees required or permitted to work during these specified vacation periods shall receive compensatory time off at a later date or a corresponding amount of straight time pay.

Section 5. An election to convert accumulated sick leave to vacation days shall be available, as follows:

- a. After six (6) years of employment at Northview Public Schools, each full-time and school year employee shall have the option annually to convert up to one (1) day of accumulated sick leave to the equivalent number of paid vacation days.
- b. After twelve (12) years of employment at Northview Public Schools, each full-time and school year employee shall have the option annually to convert up to one (1) additional day (for a total of two (2) days, when combined with item a) of accumulated sick leave to the equivalent number of paid vacation days.

The election to convert days shall be requested in writing at the beginning of the school year. Election shall be submitted for approval of the employee's supervisor and the Assistant Superintendent for Business, or designee. The subsequent scheduling of the vacation days will require approval of the employee's supervisor.

ARTICLE XV

INSURANCE

Section 1. The Board will provide, if elected, insurance benefits according to the following schedule. The specific terms and conditions of these coverages are set forth in the group policies provided. School year employees may elect insurance benefits totaling up to 12.0 points.

Regular part-time and part-time employees working twenty (20) or more hours per week may elect insurance benefits totaling up to 7.0 points.

	<u>Point Value</u>
a. Single Subscriber Health	10.0
b. Dental Insurance*	5.0
c. Single Subscriber Dental	1.0
d. Single or Family Vision	1.0
e. Options worth \$25.00	2.0

f. Options worth \$55.00	5.0
g. Options worth \$95.00	9.0
h. \$25,000 Life Insurance	1.0

* Does not include Life Insurance

Section 2. Such contributions shall begin, in the case of new employees, at the beginning of the insurance month immediately following the time they begin employment and notify the Board of their desire to have such insurance. No change can be made after October 1.

Section 3. Coverage will terminate at the end of the month in which the employee leaves the School District.

Section 4. Any new insurance or options coverage elected will be effective October 1, 1997, if elected prior to that date.

ARTICLE XVI

PROCEDURE FOR SUGGESTIONS AND COMPLAINTS

Section 1. Any employee may discuss a suggestion or complaint with her/his immediate Supervisor/Principal at any time provided such discussions are confined to the time reasonable necessary and do not interfere with the normal operations of the department.

Section 2. If a complaint is not satisfactorily settled in this manner or if an employee feels that a suggestion she/he had made is not adequately credited, she/he is encouraged to reduce the matter to writing no later than the third working day following the discussion with her/his Supervisor/Principal. A copy of this writing shall be given to the Supervisor/Principal.

Section 3. If the matter is still pending for three (3) working days following receipt of this writing by the Supervisor/Principal the latter will arrange for a meeting with the employee, at which time all parties concerned shall be heard. This meeting shall be scheduled as soon as possible, but in no event later than five (5) working days following the Supervisor/Principal's receipt of the written communication.

The Supervisor/Principal shall render her/his written disposition of the matter following the meeting. She/he shall give a copy of her/his disposition to the employee and the representative.

Section 4. If the written disposition of the suggestion or complaint given in Section 3 is not considered satisfactory by the employee having filed the matter, it shall be submitted to

the Assistant Superintendent of Northview Public Schools no later than the end of the third working day following the date of this disposition specified in Section 3. Time is considered an important factor in this procedure.

After a full investigation of the matter and discussion of it with the employee involved, and in no event later than the end of the fifth working day following receipt of the appeal by the Assistant Superintendent, she/he shall give her/his written disposition of it.

Section 5. If the disposition given in Section 4 is not satisfactory, the matter may be appealed to the Northview Superintendent and thence to the Board of Education for further review provided the employee acts promptly and continues to pursue her/his rights as provided hereunder. The employee shall have the full opportunity to be heard at each step of this procedure, and to present any employee witnesses necessary to a full presentation of her/his suggestion.

ARTICLE XVII

LONGEVITY

School year employees completing their sixth (6) full year of employment shall receive longevity pay per the following schedule:

Seven (7) years	\$295.00
Twelve (12) years	\$375.00
Seventeen (17) years	\$475.00
Twenty-two (22) years	\$615.00

Longevity eligibility shall be determined by counting total years of continuous service for the school as of June 30 of each year. Longevity pay will be paid to the employee in a lump sum in the last payday in June beginning with the seventh year.

A regular part time employee, who works 20 hours or more, shall receive the above benefits pro-rated based on actual hours worked. Service credit will be based on continuous years of employment with the school district.

ARTICLE XVIII

SALARY SCHEDULE QUALIFICATIONS

Section 1. Placement on the salary schedule will be based on having all appropriate certification materials on file at Central Office.

Section 2. New employees will be placed on the salary schedule by the Assistant Superintendent based on certification level and prior experience and/or educational preparation.

Section 3. Advancement on the salary schedule to the next experience step or certification level will be based upon the following criteria:

- a. Receipt of a satisfactory evaluation for the immediately preceding school year.
- b. Working at least eight hundred (800) hours during the preceding school year.
 1. Hours worked will be evaluated at the beginning of each semester and part-time employees will be advanced to the next salary step at the beginning of the semester if they have worked a total of 800 hours, or more, since being placed on their current salary step.
- c. An employee who successfully completes the requirements for another certification level will be placed on the new salary schedule at the next regular pay period after furnishing evidence of completion.
- d. Advancement on the salary schedule for employees with a QAI certification will be contingent upon the completion of thirty-five (35) workshop/skill building hours per year.


ARTICLE XIX

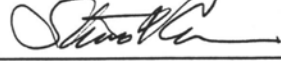
DURATION

Section 1. This contract shall become effective July 1, 1997, and remain in full force and effect until June 30, 2000.

Section 2. On or before May 1, 2000, the Board of Education agrees to meet with representatives of the Northview Interpreters Association and discuss proposals that each may make for incorporation into the contract to cover the period following the termination of this Agreement. Such discussions shall be scheduled from time to time until all suggestions have been heard and a substitute contract, agreeable to a majority of the employees in the unit covered, has been proposed by the Board of Education. Representatives of the Association shall not exceed three (3) in number.

**BOARD OF EDUCATION
NORTHVIEW PUBLIC SCHOOLS**

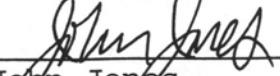

Maureen G. Martin
Assistant Superintendent


Steven D. Crandall
School Board President


M. Thomas Lothamer
School Board Secretary

**INTERPRETERS' ASSOCIATION
NORTHVIEW PUBLIC SCHOOLS**


Belynn Peterson
Association Member


John Jones
Association Member

SUPPLEMENTAL A
INTERPRETERS' SALARY SCHEDULE

1997-98

STEP	QAI	QAII	QAIII	CI OR CT	CI AND CT
1	\$13.53	\$14.03	\$14.52	\$15.11	\$15.55
2	\$13.89	\$14.38	\$14.89	\$15.46	\$15.92
3	\$14.24	\$14.75	\$15.25	\$15.83	\$16.30
4	\$14.60	\$15.11	\$15.61	\$16.18	\$16.65
5	\$14.96	\$15.46	\$15.97	\$16.53	\$17.02
6	\$15.31	\$15.83	\$16.33	\$16.89	\$17.39

NON-CERTIFIED \$12.43

1998-99

STEP	QAI	QAII	QAIII	CI OR CT	CI AND CT
1	\$13.67	\$14.31	\$14.81	\$15.41	\$16.02
2	\$14.03	\$14.67	\$15.19	\$15.77	\$16.40
3	\$14.38	\$15.05	\$15.56	\$16.15	\$16.78
4	\$14.75	\$15.41	\$15.92	\$16.50	\$17.15
5	\$15.11	\$15.77	\$16.29	\$16.86	\$17.53
6	\$15.46	\$16.15	\$16.66	\$17.23	\$17.91

NON-CERTIFIED \$12.56

1999-2000

STEP	QAI	QAII	QAIII	CI OR CT	CI AND CT
1	\$13.81	\$14.60	\$15.11	\$15.72	\$16.50
2	\$14.17	\$14.96	\$15.49	\$16.09	\$16.89
3	\$14.52	\$15.35	\$15.87	\$16.47	\$17.28
4	\$14.90	\$15.72	\$16.24	\$16.83	\$17.66
5	\$15.26	\$16.09	\$16.62	\$17.20	\$18.06
6	\$15.61	\$16.47	\$16.99	\$17.57	\$18.45

NON-CERTIFIED \$12.68

