

Board of Education Tom Buffett President, 2025-2026	Okemos Public Schools <a href="mailto:board@okemosk12.net">board@okemosk12.net</a> <a href="http://okemosk12.net">http://okemosk12.net</a>	4406 Okemos Road Okemos, Michigan 48864 Phone: 517-706-5010
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*This agenda is for general informational purposes only. Based on board policy, the board of education may revise this agenda and may take up other issues at the meeting.*

**5:30 PM**

**MEETING AGENDA  
Thursday, August 21, 2025**

**Community Conference Rm**

**CALL TO ORDER**

Tom Buffett, Jason Burns, Katie Cavanaugh, Shulawn Doxie, Andrew Phelps, Leeni Shrestha and Jillian Winn

**WELCOME AND MEETING FORMAT (2 Min)**

Welcome to this special meeting of the Okemos Board of Education held in public for the purpose of conducting the business of the school board.

There are two opportunities for public comment: Citizens who wish to address agenda or non-agenda items will have an opportunity at the beginning of the meeting, as well as near the end of the meeting. In-person individuals who wish to address the board must complete a blue form, located with the agendas near the room entrance, and present it to the board’s secretary prior to the start of the agenda item. Virtual participants must submit their name and address in a message through the chat box located in Zoom’s meeting controls prior to the start of the agenda item.

At the appropriate point in the agenda, the board president will call upon individuals who have submitted a blue card or chat message and that individual’s microphone will be un-muted for their comments.

**ADJOURN TO EXECUTIVE SESSION – Contract Negotiations & Attorney-Client Privileged Communication (30 min)**

Pursuant to Sections 8(a) and 8(h) of the Open Meetings Act, the board of education may adjourn to Executive Session for the purpose of discussing contract negotiations, and attorney-client privileged information.

That the board adjourn to Executive Session pursuant to Section 8(a) of the Open Meetings Act for the purpose of discussing contract negotiations (Roll Call).

**RECONVENE**

Tom Buffett, Jason Burns, Katie Cavanaugh, Shulawn Doxie, Andy Phelps, Leeni Shrestha and Jillian Winn

**RECOGNITION: New Hires (10 min)**

Interim HR Director Peter Trezise will introduce administrative and teacher new hires for the 2025-2026 school year.

**DISCUSSION MOVED FORWARD - Meeting Efficiency (15 min)**

The board will discuss a potential new recurring agenda item to reflect on points of pride across the district.

**PRESENTATION: Bond Update (15 min)**

Representatives from Veridas, TowerPinkster and Christman will provide an update regarding the 2022 bond, including bid packages #3, 4, 8, and energy savings projects.

**DISCUSSION MOVED FORWARD: Emergency Facilities Purchase (5 min)**

Operations Director Brian Lieber will provide information regarding OPM tunnel repairs, including budget, and timelines. Superintendent Hood authorized these projects to begin as part of the emergency clause in board policy 3301.

**DISCUSSION MOVED FORWARD: 35J Grant (10 min)**

Assistant Superintendent Bailey will provide information regarding the 35J Grant. The 35J Professional Development, Curriculum, and Supports Grant has provided high-quality training and materials to PK-5th grade teachers in the science of reading. To increase the reading materials available to all students, all classroom educators who took part in the required literacy training received an allocation to spend on new books for their classroom. This purchase amount is pre-bid as Barnes and Noble is part of a state-wide consortium.

### **Adequate Information to Proceed (3 min)**

Board policy 2503A Adequate Information to Proceed indicates that it is the policy of the board not to take action on an item the first time it is brought to the attention of the board at a public meeting.

That the board waive policy 2503A requirements and take action on whether to adopt the 35J Grant books and curriculum.

### **CITIZENS ADDRESS AGENDA AND NON-AGENDA ITEMS**

At this time in the meeting, citizens have an opportunity to address the board regarding items of interest that that may or may not be part of the evening's agenda. Citizens are required to limit comments to three minutes, except when this requirement is waived by the board president during the meeting. A designated timekeeper will communicate to the individual who is addressing the board at three minutes. The board highly values public comment and input; however, the board meeting format is designed to facilitate the evening's agenda and, therefore, restricts board members from engaging in conversation with speakers or immediately responding to questions. Questions and concerns may be addressed by the board later in the agenda and may be assigned for follow-up by the board or superintendent at a later date.

### **SUPERINTENDENT REPORTS/REQUESTS (10 Min)**

The superintendent will highlight events and issues of interest and take questions from the board.

### **BOARD REPORTS/REQUESTS (10 Min)**

The board will acknowledge receipt of correspondence.

Individual board members may highlight other events and issues of interest and request follow-up on other matters of concern.

### **Policy Committee Update (5 min)**

The policy committee will provide an update regarding their most recent meeting and potential process changes.

### **ACTION ITEMS**

Within Action Items, there is a Consent Agenda to expedite the business of the board which groups a number of items together to be dealt with by one action of the board. However, items in the consent agenda may be extracted by individual board member request for further discussion or clarification.

### **CONSENT AGENDA (5 Min)**

*In an effort to expedite the business of the board of education, but in no way meant to diminish the importance of each item, a Consent Agenda has been developed.*

That the board approve items 1 through 3 for immediate implementation and appropriate action.

Item 1: Approval of the Minutes of the Special Meeting of July 16, 2025; Item 2: Approval of the Minutes of the Executive Session Meeting of July 16, 2025; and Item 3: Approval of the Minutes of the Special Meeting of August 1, 2025.

### **OTHER ACTION ITEMS**

The Other Action Items require additional discussion prior to board action.

### **Ratification of Transportation Contract (5 min)**

The board of education has concluded negotiations with the Okemos Transportation Association and has reviewed the final contract language.

That the board waive the reading and ratify the contract between the Okemos Board of Education and the Okemos Transportation Association effective July 1, 2025 through June 30, 2026 (Roll Call Vote).



### **Delegation of Authority (2 min)**

Annually, school districts may elect to have the plan review of school construction projects and inspections conducted by local building departments. For this to happen, both the school district and the unit of government(s) must execute the application, Request for Annual Delegation of School Plan Review and Inspection Authority to a Local Unit of Government Enforcing Agency. The board is being asked to designate a local inspector, Meridian Township to be the primary inspector for upcoming bond projects, building, and renovations. That the board approve the delegation of school plan review and inspections to Meridian Charter Township.

### **35J Grant (2 min)**

Assistant Superintendent Bailey presented information regarding books to be purchased with the 35J grant earlier in the meeting.

That the board award the purchase of classroom books to Barnes & Noble, not to exceed \$92,890.93, and Other Sources not to exceed \$24,246.06 and to be funded through the 35J Grant (Roll Call).

### **DISCUSSION ITEMS**

Discussion items are intended to provide an opportunity for review of material and interaction concerning the individual items. Action is not taken during the board meeting. Discussion items may be acted upon by the Board of Education at a later date. The board president may move a discussion item forward in the meeting agenda to facilitate timely discussion and/or community input on that discussion item.

### **NSI (15 min)**

Interim HR Director Peter Trezise will provide information regarding the 25-26 Normal Salary Increase (NSI) schedule.

### **COMMENTS FROM THE PUBLIC**

At this time in the meeting, citizens have an opportunity to address the board regarding any item(s) of interest. Individual comments at this time will be limited to three minutes but may be extended at the discretion of the board president. A designated timekeeper will communicate to the individual who is addressing the board at three minutes. The board highly values public comment; however, our meeting format does not allow the board to engage in conversation with speakers. Questions or concerns may be assigned for follow-up by the board or the administration at a later date.

### **OTHER MATTERS (5 Min)**

### **ADJOURN**

# OKEMOS PUBLIC SCHOOLS

## 2022 Bond Program Update

August 21, 2025

TowerPinkster  
Architecture · Engineering · Interiors

**CHRISTMAN**  
BUILDING SINCE 1894

 **VERIDUS**  
GROUP



## Agenda

- Introductions
- Construction Updates
  - BP3 - NEW CMS
  - BP4 - OHS Pool
  - BP8 - OHS Music, Pressing Needs
  - Energy Savings Project
- NEW Cornell Elementary Design Update
- Future Bond Updates





## Veridus Group

- Allison Duncan - Project Executive

## Tower Pinkster

- Ashley Dunneback - Architectural Designer

## The Christman Company

- Shane Lounsberry - Project Manager



BOARD OF EDUCATION

INFORMATIONAL UPDATES

- Bond Draw Schedule
- Design Milestone Updates
- Bid Results
- Construction Updates
- Communication Plans

BOARD ACTIONS

- District Guiding Principles
- 2022 Bond Program
- Permit & Inspection Services
- Bond Sales, 4 Series
- Approve Bids > \$29,000





# Chippewa Middle School - Classroom Wings and Track







## Chippewa Middle School - Cafeteria Areas







## Chippewa Middle School - New Gym







# Chippewa Middle School - Auditorium







## High School - Pool improvements







# CONSTRUCTION UPDATE

## High School - Greenhouse and Bathrooms







## High School - Music Improvements





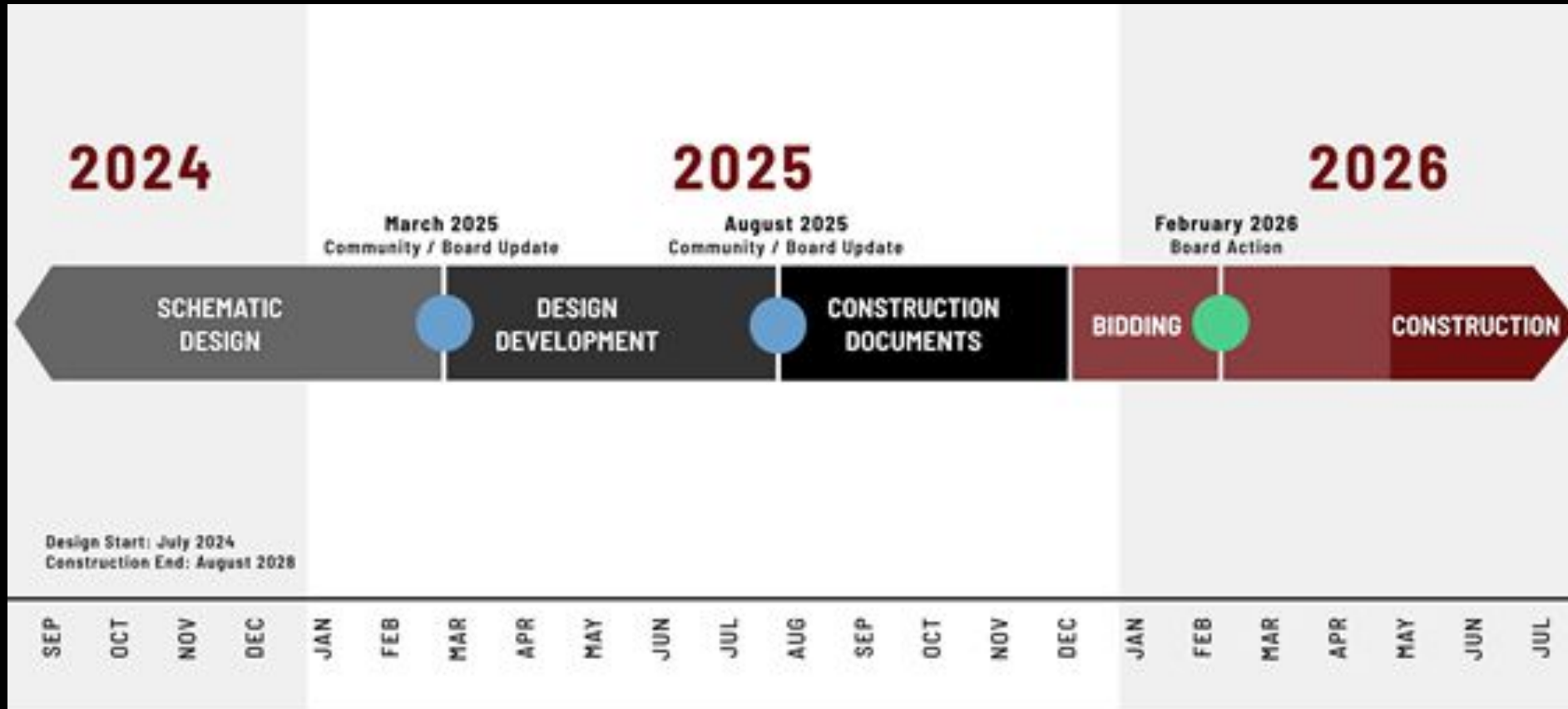


## High School - Music Improvements





# Bid Package 7: New Cornell Elementary





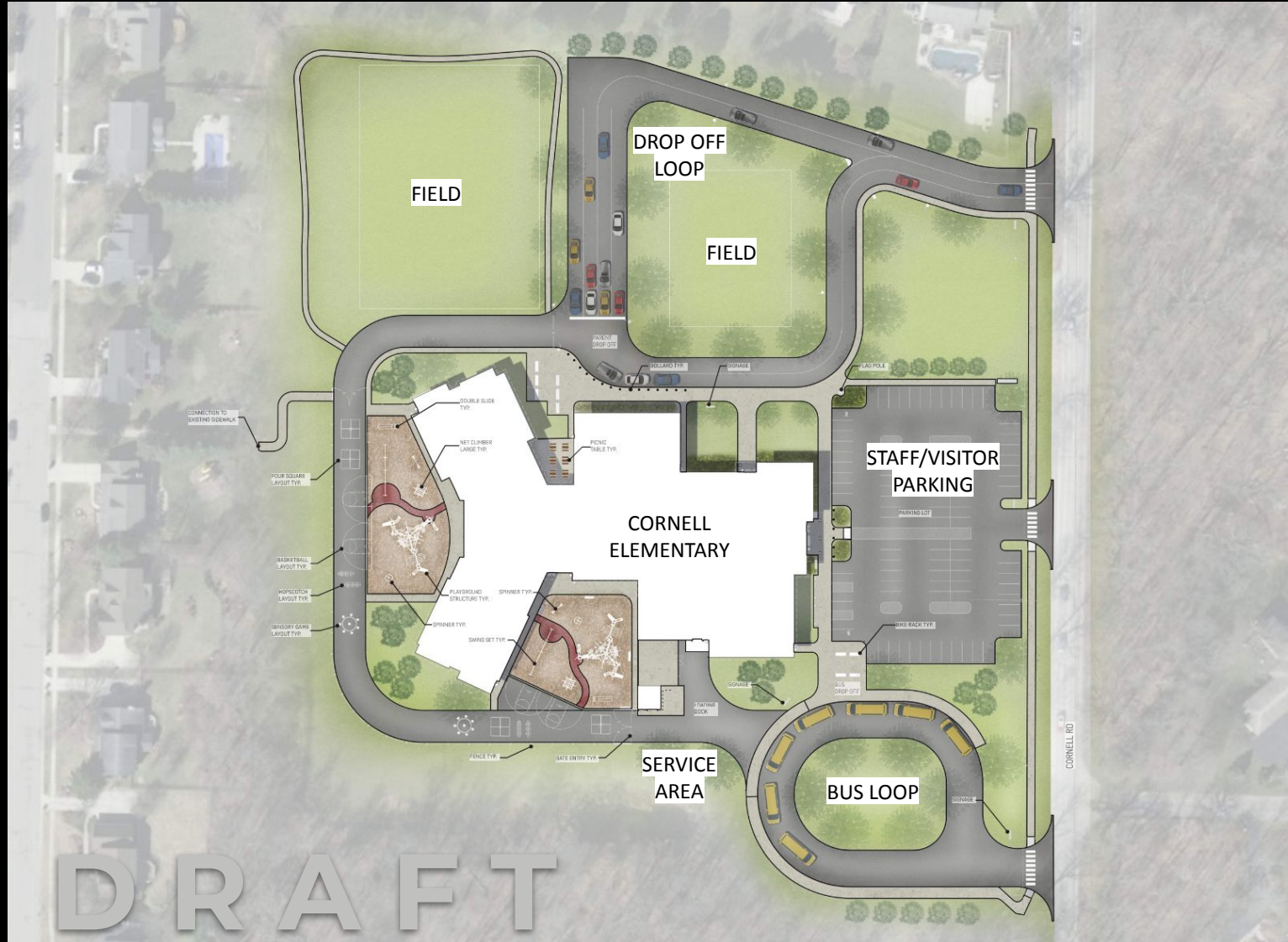


## Cornell Design Principles: Critical Success Factors

- Reuse of current site
- Carline Improvements
- Curriculum Program Requirements
- Future Growth and Flexibility
- Keep Greenspace
- Stormwater Improvements
- Site Plan/Wetlands
- Separate Carline and Bus Loop



# OVERALL SITE PLAN - CORNELL ELEMENTARY



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# RENDERING - CORNELL MAIN ENTRY





# RENDERING - CORNELL NORTH ENTRY







# RENDERING - CORNELL CLASSROOM WINGS



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# RENDERING - MAIN ENTRANCE LOBBY







# RENDERING - GYMNASIUM







# RENDERING - MEDIA CENTER



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# RENDERING - CAFETERIA





# RENDERING - BATHROOMS



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# RENDERING - MAIN STAIR



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# RENDERING - LEARNING COMMONS



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# RENDERING - CLASSROOMS



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## Energy Savings Project - Current Status

- Bennett Woods new rooftop units installed
- Kinawa Middle School
  - Valve replacement is ongoing through Q1 2026
  - Damper updates completed
- Okemos High School
  - Gymnasium HVAC improvements - September thru December
  - Valve replacement throughout building is ongoing



# 2025 BOE Projected Bond Update Tentative Schedule

Date	Bid Package	BOE Agenda
10/13/25	BP3 New CMS	BOE Walkthrough and Construction Update
	BP8 OHS Music	Construction Update
	BP5 Baseball/Softball	Design Update
11/24/25	New Furniture - OPM, BW, HIA, CMS,	Quote Review
12/8/25	New Furniture - OPM, BW, HIA	Quote Approval - BOARD ACTION
1/12/26	BP7 New Cornell	Bid Results Review
1/26/26	BP7 New Cornell	Bid Approval - BOARD ACTION
	Bond Overview Update	Bond Overview & Community Impact Update



OKEMOS PUBLIC SCHOOLS

# BOND CONSTRUCTION

AT A GLANCE

## NEW CHIPPEWA MIDDLE SCHOOL

Construction begins: **Summer 2024**

Construction complete: **Summer 2026**

Chippewa students start in new school: **August 2026**



## TEMPORARY CORNELL ELEMENTARY

Students/Staff relocate to existing Chippewa Middle School:  
**Summer 2026**

## NEW CORNELL ELEMENTARY

Demolish existing Cornell: **Summer 2026**

Construction complete: **Summer 2028**

Cornell students start in new school: **August 2028**



## NEW KINAWA MIDDLE SCHOOL

Demolish existing Chippewa: **Summer 2028**

Construction Complete: **Summer 2030**

Kinawa students start in new school: **August 2030**

STAY UP TO DATE WITH CONSTRUCTION PROJECTS AT [OKEMOSBOND.NET](http://OKEMOSBOND.NET)

# BOND MILESTONE DATES

## 2022 BOND PROGRAM UPDATES

[okemosbond.net](http://okemosbond.net)





QUESTIONS

# QUESTIONS

# OPM Tunnel Repair





# 1930's Era Utility Tunnel - Imminent Failure/Collapse

- Used to carry utilities from main building to warehouse
- The tunnel cap showed signs of failure
- Upon investigation it was determined that the entire length of tunnel was failing and was a hazard
- The tunnel is part of the rear carline at OPM
- Work authorized under Emergency clause
- Completed this summer, proximity to school/carline

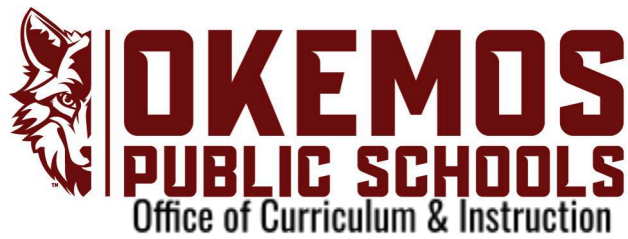


# Repairing The Tunnel

- Remove the old concrete cap
- Remove the asphalt on either side of the tunnel
- Moving the utilities out of the tunnel
- Filling in the tunnel with gravel
- Laying asphalt over the entire area
- Occurred this summer

Total Cost: \$84,750

Funding Source: Sinking Fund



### **35J Grant Book Requests 2025-2026**

Okemos Public Schools has agreed to work with a local book consortium, Barnes & Noble, to purchase requested books from K-5 teachers, district-wide.

Barnes & Noble Estimated Total: \$92,890.93

Other Sources Estimated Total (Items B&N Cannot Fulfill - See List Below): \$24,246.06

Estimated Grand Total: **\$117,136.99**

#### **Other Sources**

Amazon, American Bookworm, Amplify Science, Bean Stalk Books, Becker's School Supplies, Blackbird and Company, Diane Alber, Fly Leaf Publishing, Harper Collins, Heggerty, High Noon Books, Indigenous Reflections, Just Right Reader, Kaplan Company, Lakeshore Learning, Lee and Low, Montessori Services, Philippine Books, Quill, Scholastic, Schuler Books, Steps to Literacy, and The Autism Helper

Stacy Bailey

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4406 North Okemos Road, Okemos, Michigan 48864

Phone: 517-706-5009 Fax: 517-349-6235

*Together...educating with excellence, inspiring each learner for life."*

## OUR BELIEFS AND VALUES

Okemos Public Schools believes in honoring the individuality of every learner, recognizing that each person brings unique experiences, strengths, and potential for growth. We are committed to nurturing communities that are safe, empathetic, and actively engaged, where every voice is valued and respected. Our culture is grounded in innovation, integrity, and a shared pursuit of excellence, ensuring that all members are empowered to thrive and contribute meaningfully to the world around them.



### MISSION STATEMENT

*"Together educating with excellence, empowering every learner for life."*



### VISION STATEMENT

*"Every learner. Every day. Stronger Together."*



### Communications & Community Engagement

OPS will establish a transparent, consistent, and easily accessible communication system that actively engages families, staff, and community partners in the educational process and district initiatives.



### Personnel & Leadership

OPS will recruit highly qualified staff, increasingly reflective of our student body. OPS will develop and retain staff by promoting professional growth and leadership development rooted in trust, collaboration and accountability.



### Academics & Programs

OPS will ensure that every learner experiences challenging, relevant, and supportive instruction that results in academic growth and achievement.



### Learning Environment & Culture

OPS will have safe and supportive school cultures and classroom environments that foster well-being, engagement, and belonging for all learners.



### Operations & Facilities

OPS will provide and maintain safe and high quality classrooms, facilities and grounds that foster and inspire student learning while meeting the evolving needs of the school community.



**Request for Annual Delegation of School Plan Review and Inspection Authority to a Local Unit of Government Enforcing Agency**  
Michigan Department of Licensing and Regulatory Affairs  
Bureau of Construction Codes  
P.O. Box 30254, Lansing, MI 48909  
Phone: 517-241-9313 / E-Mail: lara-bcc-buildingtrades@michigan.gov  
www.michigan.gov/bcc

Authority: 1937 PA 306	LARA is an equal opportunity employer/program. Auxillary aids, services and other reasonable accomodations are available upon request to individuals with disabilities.
Penalty: Failure to provide information may result in the denial of your request.	

SCHOOL DISTRICT				
NAME OF SCHOOL DISTRICT				COUNTY
ADDRESS				
CITY	STATE <b>MI</b>	ZIP CODE	TELEPHONE NUMBER (Include Area Code)	FAX NUMBER (Include Area Code)
PRIMARY CONTACT PERSON		TITLE	E-MAIL ADDRESS	

Each local government enforcing agency in which facilities of the school district are located must complete this application attesting to the agreement with the information contained in this application. (Attach additional sheets if necessary)

LOCAL UNIT OF GOVERNMENT / CODE ENFORCING AGENCY				
NAME OF LOCAL UNIT OF GOVERNMENT				COUNTY
ADDRESS				
CITY	STATE <b>MI</b>	ZIP CODE	TELEPHONE NUMBER (Include Area Code)	FAX NUMBER (Include Area Code)
PRIMARY CONTACT PERSON		TITLE	E-MAIL ADDRESS	

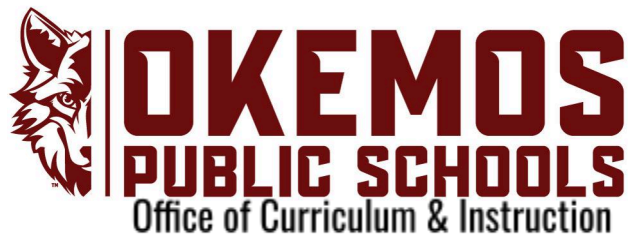
By checking the boxes below you are certifying the following:

- The governmental subdivision and the enforcing agency are qualified by experience or training to administer and enforce this act and the code and all related acts and rules
- Pursuant to MCL 388.851(b)(5) this form is to certify that full-time code officials, inspectors and plan reviewers registered under the skilled trades regulation act, 2016 PA 407, MCL339.5101 to 339.6133, will conduct plan reviews and inspections of school buildings.
- Agency personnel are provided as necessary
- Administrative services are provided
- Timely field inspection services will be provided
- Plan review services are provided

**Certification by School District and Elected Government Official** - In the sections below, provide the signature of the school board and the elected government official authorized to enforce construction codes in which school facilities are located. **Note:** A local government not authorized to enforce the state construction codes does not qualify for delegation of school plan review and inspection authority.

SIGNATURE AND CERTIFICATION OF SCHOOL BOARD PRESIDENT	
I hereby certify the information contained in this application is accurate and that I am duly authorized to sign on behalf of the parties listed in this application. I further certify adherence to all applicable laws and rules under the delegation of authority.	
NAME OF SCHOOL BOARD OFFICIAL (Please Print)	NAME OF LOCAL SCHOOL DISTRICT
SIGNATURE OF SCHOOL BOARD OFFICIAL	DATE

SIGNATURE AND CERTIFICATION OF LOCAL UNIT OF GOVERNMENT	
I hereby certify the information contained in this application is accurate and that I am duly authorized to sign on behalf of the parties listed in this application. I further certify adherence to all applicable laws and rules under the delegation of authority.	
NAME AND TITLE OF ELECTED GOVERNMENT OFFICIAL (Please Print)	NAME OF LOCAL UNIT OF GOVERNMENT
SIGNATURE OF ELECTED GOVERNMENT OFFICIAL	DATE



### **35J Grant Book Requests 2025-2026**

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Stacy Bailey

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Phone: 517-706-5009 Fax: 517-349-6235



August 21, 2025

TO: School Board  
Okemos Public Schools

FROM: Peter L. Trezise  
Interim HR Director  
Okemos Public Schools

SUBJECT: Salary Schedules

As a result of a series of Michigan court decisions at both the Michigan Court of Appeals and the Michigan Supreme Court, the Michigan Public Schools Employees' Retirement Act requires all base salary increases to fall under an established normal salary schedule to be included in the calculation of retirement benefits. Okemos Public Schools employs a number of staff who are not subject to a published salary schedule. Many of these employees have unique positions that do not fall within a group that can be consolidated into a standard pay schedule.

Nevertheless, in order to increase the chances that our employees receive appropriate credit for their years of service and recognize any increase in base salary in the compensation calculations for retirement, the Board should adopt a salary schedule for these positions. I have attached a proposed salary schedule.

Inasmuch as Michigan has not enacted a budget for the already begun school year, the salary schedule presented to the Board of Education represents a freeze on wages at this time. Furthermore, negotiations are continuing for three of our bargaining units.

I have prepared the following resolution adopting the attached salary schedules for 2024-2025 and 2025-26 and reserving the right of the Board to amend the schedules upon review of the State Budget allocation to Okemos Public Schools, comparison to salary agreements reached with our collective bargaining units, and a review of market rates for comparable positions.



**DRAFT**

**SUPERINTENDENT AND SELECT STAFF SALARY SCHEDULE**

**SUPERINTENDENT/ASSISTANT SUPERINTENDENT**

		<b>2024-25</b>		<b>2025-26</b>	
<b>POSITION</b>					
<b>SUPERINTENDENT</b>	Base Salary	\$248,719.00	\$248,719.00		
	Annuity	\$30,000.00	\$30,000.00		
<b>ASSISTANT SUPERINTENDENT</b>	Base Salary	\$156,550.00	\$156,550.00		
	<b>LONGEVITY</b>				
	Beginning 8th year	\$1,736.00	\$1,736.00		
	Beginning 10th year	\$3,525.00	\$3,525.00		

# DRAFT

## SELECT STAFF: LEADERSHIP TIER

POSITION			2024--25	2025-26		
DIRECTOR OF FINANCE	Base Salary		\$149,985.00	\$149,955.00		
DIRECTOR OF HUMAN RESOURCES	Base Salary		\$126,250.00	\$126,250.00		
DIRECTOR OF DEI	Base Salary		\$122,027.00	\$122,027.00		
DIRECTOR OF MEDIA /TECHNOLOGY	Base Salary		\$121,485.00	\$121,485.00		
DIRECTOR OF OPERATION	Base Salary		\$106,050.00	\$106,050.00		
DIRECTOR OF TRANSPORTATION	Base Salary		\$92,769.00	\$92,769.00		
DIRECTOR OF FOOD SERVICES	Base Salary		\$80,443.00	\$60,923.00		
		LONGEVITY				
	Beginning the 6th year		\$1,500.00			
	Beginning the 8th year		\$1,763.00			
	Beginning the 10th year		\$3,525.00			

# DRAFT

## SELECT STAFF: CONTRACT

POSITION			2024-25	2025-26	
SYSTEMS NETWORK ADMINISTRATOR	Base Salary		\$89,890.00	\$89,890.00	
DISTRICT COORD. SIS	Base Salary		\$73,730.00	\$73,730.00	
CHILDCARE COORDINATOR	Base Salary		\$73,500.00	\$73,500.00	
STAFF ACCOUNTANT	Base Salary		\$67,670.00	\$67,670.00	
EXECUTIVE ASST. SUPERINTENDENT	Base Salary		\$67,670.00	\$67,670.00	
HUMAN RESORCE SPECIALIST	Base Salary		\$65,650.00	\$65,650.00	
EXEC. ASST. TO ASST. SUPERINTENDENT	Base Salary		\$61,610.00	\$61,610.00	
PUBLIC RELATIONS/COMM. SPECIALIST	Base Salary		\$61,105.00	\$61,105.00	
AUDITORIUM MANAGER	Base Salary		\$60,600.00	\$60,600.00	
ASST. SYSTEMS ADMINISTRATOR	Base Salary		\$58,580.00	\$58,580.00	
SENIOR DESKTOP TECHNICIAN	Base Salary		\$54,995.00	\$54,995.00	
ASST. DIST. COORDINATOR, SIS	Base Salary		\$55,995.00	\$55,995.00	
DESKTOP TECHNICIAN II	Base Salary		\$49,490.00	\$49,490.00	
DESKTOP TECHNICIAN I	Base Salary		\$47,000.00	\$47,000.00	
OPERATIONS COORDINATOR	Base Salary		\$60,000.00	\$60,000.00	
DIGITAL COMM. SPECIALIST	Base Salary		\$55,000.00	\$55,000.00	



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HOURLY SELECT STAFF

HOURLY SELECT STAFF								
SIGN LANGUAGE INTERPRETER	Hourly Rate			\$40.30		\$42.32		
LEAD FLEET MECHANIC	Hourly Rate			\$30.99		\$30.99		
ACCOUNTING TECHNICIAN	Hourly Rate			\$29.61		\$29.61		
SENIOR CENTER ACTIVITIES COOR.	Hourly Rate			\$29.50		\$29.50		
CHEF SUPERVISOR	Hourly Rate			\$24.24		\$24.24		
KITCHEN SUPERVISOR K-4	Hourly Rate			\$20.81		\$20.81		
KITCHEN SUPERVISOR HS	Hourly Rate			\$20.20		\$20.20		
ASSISTANT MECHANIC	Hourly Rate			\$18.23		\$18.23		
LONGEVITY								
LONGEVITY PAY SELECT STAFF AND HOURLY								
	5 to 10 years			\$1,227.00				
	11-14 years			\$1,501.00				
	15-19 years			\$2,151.00				
	20+ years			\$2,481.00				