



**DIVISION OF HUMAN RESOURCES**

**BOARD OF SCHOOL COMMISSIONERS OF MOBILE COUNTY  
Mobile, Alabama**

**2021-2022  
SALARY  
SCHEDULES**

**FIRST PUBLIC HEARING:** September 20, 2021

**SECOND PUBLIC HEARING:** September 22, 2021

**BOARD APPROVED:** September 27, 2021, October 25, 2021

**EFFECTIVE DATE:** October 1, 2021

# 2021-2022 Salary Schedules

MOBILE COUNTY PUBLIC SCHOOL SYSTEM

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**COMPENSATION AND PAY PLAN**

The Superintendent shall prepare or cause to be prepared salary schedules for school system personnel each fiscal year. The salary schedules shall be presented annually to the Board for review and approval.

Base pay for classroom teachers and those other selected, certificated individuals whose work day is spent working directly with students or whose work product solely benefits the instruction of children, shall be determined by the State of Alabama Teacher's Salary Matrix. From time to time, the State of Alabama publishes certain salary matrices for other types of employees. In those situations in which the State publishes a State Salary Matrix for a particular group of employees, the State Salary Matrix shall control.

For all other employees, including principals, assistant principals, and central office certified administrators, the Superintendent shall develop and recommend a compensation or pay plan to the Board for adoption. Changes in the plan, after initial adoption, shall be approved annually by the Board.

The compensation or pay plan is designed to provide appropriate pay for the assessed worth of system jobs. The current plan shall consist of step salary schedules for the following employee groups or pay families:

1. Teachers
2. Administrative/Professional
3. Clerical/Technical
4. Manual Trades
5. High School Principals
6. Middle School Principals
7. Elementary School Principals
8. High School Assistant Principals
9. Middle School Assistant Principals
10. Elementary School Assistant Principals
11. Occupational Therapy/Physical Therapy
12. Child Nutrition Program Managers and CNP Assistants
13. Bus Drivers
14. Bus Aides
15. Nurses

The compensation or pay plan is designed and administered to accomplish the following:

1. Stay competitive with appropriate labor markets for the various categories of jobs performed by personnel,
2. Recognize the levels of skill, effort, and responsibility required for different jobs,
3. Protect continued length of service to the Board with regard to the hiring of new employees, and
4. Fiscally control and provide cost effective guidelines.

A copy of the System's compensation or pay plan for the current year is available in the administrative offices and shall be posted on the System's Internet website.

**Step Advancement:** Each eligible classified employee and certified personnel not paid on the teacher's salary matrix shall, upon recommendation by the Superintendent and a majority approval by the board, advance one step on the salary schedule each budget year (currently October 1 of each year). In years' in which the Superintendent does not make a recommendation for a step increase or the Board does not, by a majority vote, approve the recommendation for a step increase, there shall be no step movement. Employees not paid on a state salary matrix who are not assigned to a salary schedule or who have reached the highest step on their salary schedule shall receive, every three years, a cost of living increase equal to 1.5% of their current salary contemporaneously with the step advancement of other eligible employees. In those years in which no step movement occurs no cost of living increase shall be granted.

Employees paid on a state salary schedule (the “State Salary Matrix or Schedule”) shall progress automatically to the next appropriate step.

**Assignment to Pay Grade:** Consistent with economic and job market indicators, the Assistant Superintendent or Executive Manager of Human Resources (the pay plan administrator) may recommend to the Superintendent the initial assignment or re-assignment of a job title to a specific pay grade, salary schedule and/or step. Additionally, the Superintendent retains the right to recommend the initial assignment and/or reassignment of a job title to a specific pay grade, salary schedule and/or step at any time. The annual publication of the compensation or pay plan (i.e., salary schedules) shall reflect any adjustments made. The state of Alabama recently authorized the hire of Adjunct Instructors. The rates of pay for these specialized, often part time, instructors may vary greatly based on the type of instruction involved. The Superintendent and Executive Manager of Human Resources are authorized to negotiate such reasonable salaries as necessary to hire said Adjunct Instructors.

**Assignment to Step within Pay Grade:** The steps within each of the pay grades are compensation steps and are not based on experience credit. They are NOT experience steps. Personnel can be assigned to a compensation step based on factors other than experience. Market competitiveness for the particular position can be considered.

**Salary Retention:** A contract principal who is transferred voluntarily or otherwise to a school that is smaller in enrollment shall retain the same salary and compensation step as held previously until the end of the contract period. A tenured principal or assistant principal who is transferred voluntarily or otherwise in the same position to a school with a smaller enrollment shall retain the same compensation step for a period of one employment year (July 1 through June 30) or portion thereof. At the end of that period of time, the salary appropriate for the work assignment in the subsequent year may be given unless said change is delayed by the Superintendent.

If a principal or assistant principal is transferred, either voluntarily or otherwise to a position other than principal or assistant principal, or if he or she applies for and is recommended and approved for a central office position, the salary shall be paid on the appropriate step for the new position. Experience in the System will be a factor in determining appropriate step placement.

A principal who is re-assigned or voluntarily accepts a position of assistant principal will be placed on the Assistant Principal Step Salary Schedule at the same step he or she occupied as a principal. If the principal had earlier been placed on a higher step as an incentive, his/her step will be reduced by the amount of the incentive to determine the appropriate step placement.

If a contract principal’s contract is not renewed, and if he/she is hired in another position other than principal, he/she shall be placed on the salary schedule appropriate for the work assignment (i.e., he/she shall not retain the salary of a principal for one year.)

**New Jobs:** Newly established positions or jobs approved by the Superintendent shall be analyzed and classified by the pay plan administrator and assigned to an existing job family and corresponding pay grade.

**Assignment of Salaries for New Hires:** The Superintendent or designee shall approve pay assignment to a step within the appropriate salary schedule for new employees in accord with state law and regulations and the following general guidelines:

- New employees with limited work experience in the job title to which they are being hired shall be placed generally at the zero (Step 0) step of the assigned step salary schedule.
- With the Superintendent’s approval, new employees may be placed at any other step above Step Zero. .
- Former employees, who previously left the System in good standing, and are rehired in the same position that they were in previously, may be placed on the same step that the employee was on at the time they left the System. For example, a bookkeeper who resigned in good standing at step 12, who is rehired as a bookkeeper five years later, will be placed on step 12 at the time of her rehire. Employee’s that are rehired in a different position will be placed at the appropriate step for the new position. This provision will be applicable to any former employee rehired after January 1, 2012 and has no retroactive applicability. This provision applies specifically to classified employees. The Executive Manager of Human Resources shall have authority to adjust the step at which the employee is rehired as necessary to reflect changes in the salary schedule that have occurred since the respective employees left the system.

**RATES, RULES AND CONDITIONS – ADMINISTRATION OF THE  
SALARY SCHEDULE**

**I. Definitions:**

1. “New Employee” – A current employee who is assigned to a new or different position. An employee who is new to the position.
2. “Employee New to the System” – An employee who is beginning employment in the System.
3. “Promotion” – A salary increase resulting from an employee moving from one pay grade to at least the next highest pay grade.
4. “Upgrade” – A job, job title or position that moves from its current assignment to a pay grade to the next highest pay grade.
5. “Step Raise” – Moving up one step on the appropriate salary schedule.

**II. General Procedures:**

**A. Miscellaneous, General:**

1. Omitted.
2. Effective October 1, 2011, the salary of an employee who receives a promotion (moving from at least one pay grade in the same job family to a position paid at a different, higher pay grade) will be determined by increasing the employee’s original step salary by four (4) per cent and then moving to the step in the new pay grade that is immediately higher in salary after the four percent is calculated. The Board recognizes that not all transfers between positions are promotions and in those truly lateral transfers, 4% will not be added to the person’s salary; rather, he or she will be put on the appropriate step on the new salary schedule based on the person’s prior salary. The following scenarios are considered “promotions” for the purpose of this section: (1) an increase in the length of someone’s work year (i.e. increase from 10 months to 12 months); (2) the acceptance of a supervisory position.
  - a. Notwithstanding the previous section, a Principal or Assistant Principal who is promoted to a larger school will be placed on the same step that he or she currently holds on the appropriate salary schedule. Similarly, a CNP Manager who is promoted to a larger school or a school that serves a higher ADM shall be moved to the same step he or she is currently holds on the appropriate schedule for the new position.
  - b. Examples of transfers that are not considered promotions include, but are not limited to: a school based clerk accepting a different school based clerk position paid on the same salary schedule, a clerk or bus driver accepting a custodian position or vice versa, and a carpenter accepting a multi craft carpenter position.
  - c. Salary decreases associated with changes in positions will be calculated by moving the employee to the same step on the appropriate salary schedule for the employee’s new position. Effective October 1, 2021, Bus Drivers and Aides who move between schedules (i.e. from a single to dual or a bus aide who is promoted to a driver) will retain their same salary step.
3. For employees not paid on a state salary matrix, the step increase shall not occur until October 1 and only if the Board, following a recommendation by the Superintendent, approves by a majority vote that step advancement shall occur. *Newly hired* employees will not receive a step increase on October 1 in the same year they were hired unless they were hired before January 15 of that year.
4. The Division of Human Resources routinely advertises all personnel vacancies and new positions as required by state law. Each advertisement includes a job description and the salary range assigned to the position. It is the responsibility of an applicant to check with Human Resources, prior to applying or

accepting a position, to determine the actual salary he/she would earn if hired into the position. Once an applicant accepts a position, he/she has also accepted the salary appropriate for the position.

5. Except as otherwise provided herein, employees who are assigned to a position with a salary schedule different from their current schedule shall be placed according to the new salary schedule.

**B. Classified Employees and those employees not paid on a State Salary Matrix:**

1. Computing Salaries for CNP Managers – Please see number B.5 below.
2. **Procedures for administration of Clerical/Technical and Manual Trades Salary Schedules.**
  - a. **General.**
    1. Twelve-month clerical/technical and manual trades employees work eight (8) hours per day and in accordance to the calendar established for the ensuing year. All ten-month classified employees work eight (8) hours per day.
    2. Time schedules for clerical/technical and manual trades personnel may be designated by the Superintendent, Human Resources, or the immediate supervisor of said personnel. In all cases, the Superintendent, Human Resources, or immediate supervisor in charge shall have the right to establish time schedules to encompass the workday excluding lunch.
3. **GUIDELINES FOR AIDES**
  - a. Bus aides work 182 days per year. They are paid according to the number of hours the bus runs. (Example: 2 hours in the morning and 2 hours in the afternoon = paid for 4 hours per day).
4. **GUIDELINES FOR CNP ASSISTANTS**
  - a. All CNP assistants hired after July 1, 1990, will be hired as either six to seven hour workers only. By special permission, a three-hour worker may be hired at larger schools.
  - b. CNP Assistants work 187 days.
5. **GUIDELINES FOR CNP MANAGERS**
  - a. The salaries of CNP managers are based on the average daily meals served.
  - b. Effective October 1, 2014, no CNP Manager shall suffer a decrease in pay as a result of a decrease in the average daily meals served.
  - c. Effective October 1, 2014, all CNP Managers currently paid on CN 06 will be moved to the appropriate step on CN 05. The appropriate step will be the next highest step on CN 05 above the CNP Manager's current salary. CN 06 will be eliminated and all CNP Managers will be paid on CN 05 going forward. CNP Managers paid on CN 04, the highest scale, will be grandfathered into their current salary and shall receive their salary and appropriate step increases until the CNP Manager on CN 04 leaves the system or voluntarily accepts another position in the System. In the event that a CNP Manager paid on CN 04 accepts another CNP Manager position in the system, he or she will be placed on the appropriate step on CN 05.
  - d. Any currently employed CNP Manager whose base salary decreased between October 1, 2011 and October 1, 2014 as a result of a decrease in the number of average daily meals served shall receive a one time lump sum payment equal to the amount of base salary lost as a result of a decrease in the average daily meals served during the aforementioned time period. CNP Managers who voluntarily accepted a position at a school with a lower ADM are not eligible for this one time lump sum payment.
6. **GUIDELINES FOR BUS DRIVERS**
  - a. All bus drivers must meet insurability requirements provided by the insurance carriers who provide vehicular insurance to the Mobile County Public School System.
  - b. With input from principals, bus driver/bus aide personnel will be evaluated by the routing specialist.

- c. Bus driver’s responsibilities include, but are not limited to the following: pre-and post-trip inspection, cleanliness of bus, necessary paper work, parent conferences at the local school, CDL re-certification, drug testing, physical exams, annual reflex test, and other conferences as needed.

**7. GUIDELINES FOR BEFORE AND AFTER SCHOOL DAY CARE WORKERS**

- a. A pay scale for extended day workers must follow these procedures and guidelines. This scale is used to determine the amount of pay per hour in which extended day workers i.e. *Day Care* workers are to be compensated.
- b. Information about the Day Care program is handled through the principal and supplemented by the Human Resources Division.
- c. Effective August 1, 2014, all extended day workers must have a completed personnel file in Human Resources prior to their names being submitted to the Board for approval. All extended day worker applicants must provide and/or complete the following: an online application, official high school or college transcript from a regionally accredited school (or a GED), a letter of recommendation from the principal (for the vacant position), fingerprints/background clearance, a copy of their driver’s license and social security card and must satisfactorily take a drug screen following established system procedures.
- d. Day Care workers who are not already System employees are considered “miscellaneous hourly workers” and receive no benefits. **These specific workers cannot work over 19.5 hours per week.** Effective August 1, 2014, no further “miscellaneous hourly workers” may be utilized as day care workers. All workers in the day care must be hired as system employees as extended day workers. Extended Day Workers may not substitute for MCPSS in any capacity.
- e. Individual regular, full time employees who work extra or substitute in an extended day program (i.e., aides, custodians, bus drivers, CNP assistants, etc.) may not work over a total of 40 hours per week (including the hours worked in their full-time positions).
- f. The Day Care program coordinator or the principal of the school/location should govern the hours worked to ensure that employees do not exceed the specified working hours.
- g. If a full-time, classified, employee working in a Day Care program should, by mistake, exceed a total of 40 hours (regular job hours plus Day Care hours), the principal must authorize overtime to be paid the classified employee from *Day Care* funds at the employee’s *overtime rate*. Any overtime required is the responsibility of the local school.
- h. Day care revenues are to be deposited in the local school bank account and are subject to audit by the Local School Accounting Department.
- i. Salaries paid by the Central Office to Day Care Workers shall be reimbursed by the school as required by the Division of Business Operations.
- j. Some Exceptions apply for Council Elementary

**8. Day Care Hourly Pay Scale for extended day workers and MCPSS Classified employees**

<b>Day Care Workers</b>		<b>On-Site Lead Workers</b>	
No Experience	FMW	0 – 2 Years Experience	FMW plus 4.00
1 Year Experience	FMW plus 1.50	2 – 4 Years Experience	FMW plus 5.00
2 Years Experience	FMW plus 2.00	4 – 6 Years Experience	FMW plus 6.00
3 Years Experience	FMW plus 2.50	6 – 8 Years Experience	FMW plus 7.00
4 Years Experience	FMW plus 3.00	8+ Years Experience	FMW plus 8.00
5+ Years Experience	FMW plus 3.50		
<b>Special Subject Instructors:</b>			
Physical Fitness: \$ 13.00		Handicraft and Arts: \$13.00	Computers: \$ 20.50
<b>MCPSS Certified Teachers and Retired Teachers:</b>			
Tutoring/Teaching: \$30.00 an hour (area of certification)		Non-Tutoring/non-teaching: \$20.00	
<b>Coordinators:</b>			
MCPSS Teachers: \$30.00		MCPSS Non- Teacher and part time personnel: \$25.00	

FMW = Federal Minimum Wage

- 9. Experience – Only MCPSS Experience is considered for the pay scale set forth in section II,B,8 above.



10. Graduation Coaches. Graduation Coaches may be certified or classified, provided the minimum requirements for the position are met. Certified Graduation Coaches are placed on the appropriate State Teachers Matrix. Classified Graduation Coaches are placed on AP 22 and are eligible for the higher degree supplement set forth in Section F on page 17..

**C. Administrative and Professional**

1. The salary of a teacher who becomes a 260-day administrator will be paid on the Administrative/Professional (AP) salary schedule for 260 days. The new 260-day salary of an employee whose previous salary has been paid according to the teacher salary matrix but is moving to a new position listed on the AP salary schedule will be equivalent to the salary paid on the same step at master’s level on the 12 month teacher salary schedule plus an additional 4% salary adjustment and then placed on the step in the AP salary schedule that is immediately higher in salary after the 4% is calculated. Degrees above master’s level will be paid as supplements upon approval by the Executive Manager of Human Resources.
  - (a) 9, 10 or 11 month employees who are promoted to a 12 month administrative or supervisory position paid on the AP salary schedule shall be paid the 12 month equivalent of their 9, 10 or 11 month salary plus an additional 4% salary adjustment and then placed on the step in the AP salary schedule that is immediately higher in salary after the 4% is calculated. This section applies to persons promoted to the Lead Nurse Position.
2. Salary placement for principals and assistant principals will be reviewed annually based on the assigned school’s enrollment as reflected on the annual Average Daily Membership (ADM) annual report. At the beginning of the new employment year (July 1), the principal and assistant principal will be placed on the appropriate salary schedule which will reflect the decrease in enrollment (i.e., salaries will be reduced). If there is an increase in ADM which results in a change on the appropriate salary schedule placement, the principal and assistant principal will be placed on the appropriate salary schedule which is based on ADM. The increase in salary will be retroactive to July 1 of the employment year. If there is a decrease in enrollment which would result in a change on the salary schedule placement, the contract principal will retain the higher salary until the end of his contract period. The Superintendent reserves the right to waive a decrease in a Principal salary At the beginning of the new contract period, the contract principal will be placed on the appropriate salary schedule which will reflect the decrease in enrollment (i.e., salary will be reduced). Any reduction in salary based on enrollment for an Assistant Principal must be done pursuant to the requirements of the Students First Act of 2011.

The amount of salary to be paid an administrator whose pay grade has been designated as “open” shall not exceed the base amount paid the Superintendent.

3. If an existing or current full-time twelve-month employee who is paid on the Administrative/Professional (AP) pay grade receives AA certification or a doctoral degree from an accredited institution, \$3,867 will be added to the current salary for AA and \$4,282 for a doctorate. Employees who work less than 12 months per year who receive a higher degree in accordance with policy will receive a prorated increase. The Assistant Superintendent or Executive Manager of Human Resources shall make the final decision as to whether a degree is job related or whether a University or College issuing a degree has the proper accreditation.

**D. Experience Credit:**

1. Earning of Experience Credit in MCPSS is calculated as follows:

# paid work days divided by the # days in contract year

2. **PROCEDURES FOR EXPERIENCE CREDIT**

- a. Experience credit for determining salary shall be given for all **verified full-time satisfactory, public school teaching experience in the field** for which the previous public school system paid a full-time salary. Experience credit for verified part-time satisfactory, public school teaching experience in the field for which the previous public school system paid a part-time salary based on a teacher salary matrix shall

receive experience credit in proportion to the percent of time/he/she worked when compared to a full-time employee, as certified by his/her employer. **No experience credit will be given for unpaid days and/or unpaid leave.** The employee shall be responsible for requesting verification of prior experience from the designated personnel official and for making certain that the form sent is acceptable by Mobile County. **Experience credit cannot be granted until this form has been completed and notarized or stamped with the school system's seal and received in the Division of Human Resources.**

- b. When experience verification is received during the first year of hire, credit will be given retroactively to the date of hire. Experience credit received after the first year of hire will be given retroactively to the beginning of the school year in which the documentation is received and NOT date of hire.

NOTE: *Experience verification received after the last day of school will be honored only for the succeeding year forward (i.e., pay will not be retroactive to prior school year).*

- c. Verification forms for the employee to use to obtain verification of earned experience credit are available in the application packet, on the MCPSS web page, and in the Division of Human Resources.

#### **E. Holidays and Personal Leave:**

1. All personnel have the annual holidays approved by the Board.
2. Current twelve month employees (240 days) are those assigned or hired prior to July 1, 1999 and grandfathered. These employees will receive:
  - a. Optional vacation days 7-9 depending on what day of work week July 1 falls and if it is a leap year.
  - b. All holidays as approved by the Board for 12-month employees
  - c. Annual leave as follows:
    - 10 days per year for first 12 months of service
    - 15 days per year after 120 months of service(Service is defined as service in the Mobile County School System.)
3. Twelve-month employees (260 days) hired or transferred after June 30, 1999 will receive the following:
  - a. All holidays as approved by the Board for twelve-month employees (currently 14)
  - b. Annual leave as follows:
    - 5 days per year for first 12 months of service
    - 10 days per year 13-120 months of service
    - 15 days per year 121-240 months of service
    - 20 days per year after 240 months of service(Service is defined as service in the Mobile County School System.)
  - c. At the time of termination all twelve-month employees shall be paid for unused accumulated annual leave days (maximum 45 days).
4. All employees are given up to two (2) personal leave days per contract year and one (1) sick leave day per month. Employees starting work after December 31<sup>st</sup> are entitled to only one day of personal leave. Employees starting work after March 31<sup>st</sup> shall be entitled to zero days of personal leave in that work year. Sick leave days can be accumulated and kept from year to year. Effective August 1, 1997, all personnel will have their unused personal leave days converted to accumulated sick leave days at the end of the school or contract year. Certified personnel may choose to have these days paid instead of converting them to accumulated sick leave days. Effective July 1, 1999, unused optional vacation days as of June 30<sup>th</sup> of each year can be converted to accumulated annual leave (vacation) days or accumulated sick leave days to the maximum allowed by the school system and state statutes.

#### **F. Higher Degrees:**

1. **PROCEDURES FOR HIGHER DEGREE**
  - a. **Higher Degree completed on an Employee who holds an Alabama Professional Certificate which leads to an A or AA Certificate:**

- i. The employee himself/herself shall be responsible for providing one (1) official transcript with the **higher degree posted** to the MCPSS Division of Human Resources.
  - ii. **Placement on appropriate Salary Schedule:** Higher Degrees must be approved by the Alabama State Department of Education (ASDE) and the procedures set by the ASDE must be followed. An employee shall be paid for an advanced degree after the advanced degree is recognized by the ALSDE and HR has received an official transcript with the degree posted. The effective date for higher pay for the advanced degree is the date the higher degree was recognized by the ALSDE. Please note that the effective date is not the date the degree was awarded by the college or university. If MCPSS receives notification from the ALSDE after the end of the school year in which the advanced degree is recognized, the advanced degree pay will begin on the first working day of the following or upcoming school year provided the aforementioned requirements regarding HR's receipt of the official transcript.
- b. **Higher Degree completed on an Employee which Does Not lead to an A or AA Certificate:**
- i. The employee himself/herself shall be responsible for providing two (2) official transcripts with the **higher degree posted** to the MCPSS Division of Human Resources. One (1) official transcript will be forwarded by Human Resources to the ASDE for review and approval for higher pay. Higher degree must be approved by ASDE prior to employee receiving higher pay.
  - ii. **Placement on appropriate Salary Schedule:** An employee shall be paid for an advanced degree after the advanced degree is recognized by the ALSDE. The effective date for higher pay for the advanced degree is the date the higher degree was recognized by the ALSDE. Please note that the effective date is not the date the degree was awarded by the college or university. If MCPSS receives notification from the ALSDE after the end of the school year in which the advanced degree is recognized, the advanced degree pay will begin on the first working day of the following or upcoming school year provided the aforementioned requirements regarding HR's receipt of the official transcript.
- c. **Employee who has Not been issued an Alabama Certificate:**
- i. The state will not approve a higher degree for pay purposes until the teacher holds a valid Alabama teaching certificate. This includes teachers who are following other, alternative approaches to certification such as an ABC, Emergency, etc. The employee himself/herself shall be responsible for providing two (2) official transcripts with the higher degree posted to the MCPSS Division of Human Resources. One (1) official transcript will be forwarded by Human Resources to the ASDE for review.
  - ii. Once a certificate has been issued by the ASDE and a second official transcript with a higher degree has been received or is on file in Human Resources, Human Resources will submit the transcript to the ASDE for consideration of additional compensation.
  - iii. **Placement on appropriate Salary Schedule:** An employee shall be paid for an advanced degree after the advanced degree is recognized by the ALSDE. The effective date for higher pay for the advanced degree is the date the higher degree was recognized by the ALSDE. Please note that the effective date is not the date the degree was awarded by the college or university. If MCPSS receives notification from the ALSDE after the end of the school year in which the advanced degree is recognized, the advanced degree pay will begin on the first working day of the following or upcoming school year provided the aforementioned requirements regarding HR's receipt of the official transcript.

**G. All full time central office positions are 8 hour a day positions unless otherwise set forth in the salary schedule.**

**III. SUBSTITUTES**

**A. Determination of the amount of substitute pay is made by the Human Resources Department.**

1. A substitute is a person paid on a day-to-day basis in the place of an absent employee or in a vacant position.

**B. Certified Positions.**

**SCHEDULE 1 – Certified Positions**

TYPE SUBSTITUTE	DAILY RATE	CERTIFICATION STATUS
Non-Certified Substitute	\$75.00	CURRENT AL SUBSTITUTE TEACHER LICENSE, but no college degree
Non-Certified Substitute with a college degree	90.00	
Retired Teacher/Out of State Retired Teacher	\$100.00	Retired teacher with non current, Alabama teaching certificate and twenty or more years of verified teaching experience
Certified Substitute	\$120.00	CURRENT AL TEACHER CERTIFICATE
*CATEGORY II	\$175.00	CURRENT AL TEACHER CERTIFICATE In-Field, long term sub
*CATEGORY IV	\$250.00	CURRENT AL Leadership CERTIFICATE In-Field

\*-See definitions below.

1. **NO BENEFITS.** Substitutes are not eligible for Benefits
2. **Substitute Teacher – Non Certified**
  - a. This section applies to persons who have the required substitute teacher license issued by the State Department of Education. If serving for the same teacher, or if substituting for a paraprofessional, for more than twenty (20) consecutive work days, beginning on the twenty-first (21<sup>st</sup>) day an additional ten dollars (\$20.00) per day will be paid. This additional \$20.00 is not retroactive to the first day. **The school bookkeeper must notify payroll of the date of increase. This applies to non certified substitutes who have and do not have some degree from an accredited college or university.**
  - b. **SUBSTITUTE TEACHER – Certified, with a current Alabama Teaching Certificate.** A person who has a current teacher certification but is not under contract. A current teaching certificate must be on file in Human Resources. This person may or may not be teaching in-field or on a long-term basis.
3. **Category Substitutes**
  - a. **CATEGORY II – with a current Alabama Teaching Certificate and has met State certification and licensure requirements.** A person who has a current teacher certification in-field but is not under a regular teaching contract who works for the same absent teacher for more than twenty (20) consecutive days. A Category II Substitute request must be submitted by the principal and approved by Human Resources prior to a commitment to pay \$175.00 retroactive to the first day. A current teaching certificate must be on file in Human Resources. Substitute teaching in a long term position does not count as experience credit for any purpose, including experience towards teacher certification renewal.
  - b. **CATEGORY IV – Retired or other Administrator with current Alabama Leadership Certificate serving as a substitute Principal, Administrator or other Supervisor.** A person who has maintained a current leadership certification whether retired or not who serves as a substitute Principal, Administrator or other Supervisor (in a position requiring a certified supervisor) A Category IV Substitute request must

be submitted to and approved by Human Resources prior to a commitment to pay \$250.00. A current Alabama leadership certificate must be on file.

- c. Retired Teacher – No Current Certificate. A person who is a retired teacher *with 20 years or more teaching experience* who had a valid teaching certificate at the time of retirement but who has not maintained a current teaching certificate. If serving for the same teacher for more than twenty (20) consecutive work days, beginning on the twenty-first (21<sup>st</sup>) day an additional ten dollars (\$20.00) per day will be paid. The school bookkeeper must notify payroll of the date of increase. However, a substitute teacher license is required. Persons in this category are not eligible to serve in long term Category II positions.

**NOTE: A substitute teacher is a person paid on a day-to-day basis either in the place of an absent classroom teacher or in a vacant or unfilled classroom position. A substitute teacher does not receive benefits. A substitute may not be used for an itinerant art or music teacher, speech therapist, counselor, media specialist, instructional specialist, administrative intern, assistant principal, principal, or any central office administrator without the prior approval of the Superintendent or Executive Manager of Human Resources. No substitute should teach in the same teacher’s position longer than one semester.**

4. **Speech Teachers:** Individuals with a master’s degree in speech pathology may substitute for speech teachers who are on extended leave to provide speech services to students – \$120.00 per day. A Category II substitute request must be submitted and approved by Human Resources prior to a commitment to pay \$120 retroactive to the first day.
5. **High School and Middle School Teachers who Teach during their Planning Periods.** In some emergency situations where there are allocated teaching vacancies that have not been filled, a teacher may be authorized to teach an extra class during his or her planning period. For this extra work, high school teachers will be paid \$50.00 per 98-minute block and middle school teachers will be paid \$40.00. These teachers must still set aside time before or after school or both for planning and for parent conferencing. Teachers on a four-period block must teach four (4) classes to be eligible. Teachers on a six-block schedule must teach six (6) periods, etc., to be eligible.

### C. CLASSIFIED, NON-TEACHING, NON-CERTIFIED POSITIONS

- a. **Requirements for substitutes in non teaching, non certified positions:**
  - a. ALL SUBSTITUTES FOR CLASSIFIED POSITIONS MUST HAVE COMPLETED THE APPLICATION PROCESS (INCLUDING A BACKGROUND CHECK) IN THE CLASSIFIED DEPARTMENT OF HUMAN RESOURCES TO BE GIVEN A SUBSTITUTE CLEARANCE CARD.
  - b. Current Clearance Cards are required before a person serving as a classified substitute may be paid. Work performed as a classified substitute without a current clearance card will be unpaid.
  - c. Clearance cards for authorized classified substitutes are issued and renewed each year during an authorized position advertising period, generally during the summer. It is each substitute’s responsibility to register on the Electronic substitute calling system AESOP.
  - d. Substitutes must undergo a drug test prior to obtaining their Substitute Clearance Card.
  - e. Unless otherwise approved by the Assistant Superintendent or Executive Manager of Human Resources, substitutes may not be retained until the employee being substituted for has missed three or more consecutive school days. This provision does not apply to custodian substitutes.
  - f. Substitutes serving longer than five (5) consecutive days in the same position must be approved by Human Resources.
  - g. All substitutes for clerk positions, whether school based or not, must be approved by Human Resources.
- b. **Wages, generally.**
  - a. Substitutes for classified employees will be paid at the rate of \$3.00 per hour over the appropriate Federal Minimum Wage except that former employees who are retired clerks, secretaries, registrars, or bookkeepers who substitute at a school or central office, shall receive a rate of pay equal to \$5.00 over the Federal Minimum Wage then in effect.

- b. Substitutes for school based bookkeepers, secretaries, registrars, school based clerks or central office clerks who serve in the same substitute position for more than twenty (20) consecutive work days will be paid an hourly rate of \$6.00 over the appropriate Federal Minimum Wage in effect at the time beginning on the twenty-first (21st) working day and ending on the date that particular substitute assignment ends. The rate of pay for a long-term classified substitute is not retroactive to the first work day.
- c. All substitutes for bookkeepers, secretaries, registrars, or clerks, whether school based or central office based, must be approved by Human Resources.
- d. Other classified substitutes who serve in the same substitute position for more than twenty (20) consecutive work days will be paid \$4.00 over the appropriate Federal Minimum Wage in effect at the time beginning on the twenty-first (21st) working day and ending on the date that particular substitute assignment ends. The rate of pay for these long term substitute positions is not retroactive to the first work day. Other classified substitutes include CNP assistants, custodians, and bus aides.
- e. Substitute Bus Drivers who serve in the same substitute position for more than twenty (20) consecutive work days will be paid an extra \$8.00 a day in effect at the time beginning on the twenty-first (21st) working day and ending on the date that particular substitute assignment ends. The rate of pay for these long term substitute positions is not retroactive to the first work day.

c. **Substitutes, Specific Situations. Substitutes for classroom aides can be used as follows:**

- a. Special Education One-on-One Paraprofessionals/Aides: Only critical positions allow for substitutes (i.e.: IEP aide, EC aide, Pre-School aide, MD aide). Since most special education aides are assigned as “program aides” the principal should distinguish the critical need for a substitute. Substitutes for other Special Ed aides/paraprofessionals in critical positions will be allowed after the 3<sup>rd</sup> consecutive day with Human Resources approval
- b. Interpreters at Southwest Regional: Substitute may be used. Sign Language Interpreters with a degree in sign language interpreting shall receive the rate of pay of \$120.00 per day.
- c. Title I Aides & other federally funded aides: Substitutes may be used if an aide is going to be off from work for an extended period of time and all accumulated sick leave has been used. If a school elects to use a substitute for a Title I or other federally funded aide, the school shall be required to pay for the substitute from its federal funds, the school’s Title I budget or local school funds. Substitutes in this category will be paid for by the local Schools.
- d. Physical Education Aides: Substitute may be used.
- e. Media/Library Aides: Substitute may be used..
- f. Retract Aides: No substitute without approval of Executive Manager, Human Resources.
- g. General Aides (Foundation Fund): No substitute without approval of Executive Manager, Human Resources.
- h. Extended Day Aides (Council E/S): Substitute may be used.

4. **Transportation**

- a. Substitute Bus Driver
- b.
- c. s\*:
  - i. \$35.00 per day for single runs
  - ii. \$45.00 per day for dual runs
  - iii. \$57.00 per day for dual plus runs

\*Substitute Bus Drivers who are retired Mobile County Public School System bus drivers will receive

an additional \$8.00 per day. Current MCPSS Bus Drivers and Bus Aides who substitute for another bus route will receive the substitute rate of pay for that route. The substitute rate of pay is determined from the rates of pay set forth above and dependent on the number of routes involved in the substitute assignment.

- d. Bus Aides: Substitutes may be used
  - e. Bus Driver Trainees: Applicants who have completed the substitute procedures and are participating in a Bus Driver Training class shall be paid an hourly wage while participating in said Bus Driver Training class equal to the federal minimum wage then in effect.
5. Nurses.
- a. All substitute nurses (RNs and LPNs) are required to complete all requirements for classified substitute employees set forth by the Human Resources Division and be licensed in good standing with the Alabama Board of Nursing. The nurse must attend an orientation in Human Resources and Health Services and receive a certificate of completion. A list of substitute nurses will be maintained by the Health Services Supervisor. Securing and placing substitute nurses in schools is the responsibility of the Supervisor of Health Services. Substitute nurses will be assigned based on need and the acuity of the student. Substitutes will not be placed in every school each time a nurse is absent. The Supervisor of Health Services will determine when a substitute is required.
    - i. **Substitute Registered Nurse**. A registered nurse who has met all requirements for substitute employment. This person is called to work on an as needed basis. These substitutes will work short term assignments. The daily rate of pay is \$120.00.
    - ii. **Category RN Substitute Registered Nurse**. A registered nurse who has met all requirements for substitute employment. This substitute is one who works for the same absent or on leave registered nurse employee for twenty (20) consecutive days or more. A category RN substitute request must be submitted to Human Resources by the supervisor of Health Services as early as possible and in no event, not later than the twenty third (23<sup>rd</sup>) day of the substitute's work. A Category RN Substitute who is approved by Human Resources will receive a daily rate of pay of \$130.00 retroactive to the first day of his or her work.
    - iii. **Substitute Licensed Practical Nurse**. A licensed practical nurse who has met all requirements for an LPN and substitute employment. This person is called to work on an as needed basis. Substitutes of this type will work short time assignments. The daily rate of pay is \$90.00.
    - iv. **Category LPN Substitute Licensed Practical Nurse**. A licensed practical nurse who has met all requirements for substitute employment. Substitutes of this type work for the same absent licensed practical nurse for more than twenty (20) consecutive days. A category LPN substitute request must be submitted to Human Resources by the supervisor of Health Services as early as possible and in no event, not later than the twenty third (23<sup>rd</sup>) day of the substitute's work. A Category LPN Substitute who is approved by Human Resources will receive a daily rate of pay of \$100.00 retroactive to the first day of his or her work.
    - v. **Bus Nurses**. MCPSS RN's who ride the bus with special needs students beyond their work week hours shall be paid hourly, based on their normal hourly rate of pay.
    - vi. **Certified Nursing Assistant**. A certified nursing assistant ("CNA") who has met all requirements for a CNA and for substitute employment. This person is called to work on an as needed basis. Substitutes of this type will work short term assignments. The rate of pay is \$10.00 per hour.
6. CNP Managers. Retired CNP Managers may be hired as substitutes if the CNP Manager is absent for five or more consecutive days and is expected to miss an extended period of time, although a regular six hour CNP Assistant substitute may be retained from day one of a CNP Manager's absence. Substitutes for a CNP Manager must be approved by the Food Services Director. Retired CNP Managers

who act as substitutes shall be paid \$100.00 per day. The retired CNP Manager must possess a valid food handlers card and Substitute Clearance Card

A retired CNP Manager who serves as a substitute CNP Manager for longer than twenty one consecutive days (at one or more schools) shall receive \$100.00 per day retroactive to the first day of substitute service

#### IV. PAY FOR OTHER CIRCUMSTANCES (BUS DRIVERS/BUS AIDES)

A. SPECIAL RUN: A “special run” necessitates extra bus driving which is regularly scheduled at other than the normal before school and after school hours, such as: Special Education assignments, excursions, field trips, athletic trips, or other special assignments, etc. A “community based run” are those unique runs involved in the transportation of special education students to community based work sites. Special and Community based runs must be approved by Special Programs and/or Transportation.

B. Bus Drivers assigned a community based run will function, and be compensated, as a Bus Driver until the students are delivered to the community based work site, at which time the Bus Driver shall begin to function, and will be compensated, as an Aide. A Bus Driver who takes one hour to deliver a special education student to a community based worksite and then spends four hours there functioning as an aide, will be paid \$8.95 for the hour involved in transporting the student, and \$8.00 per hour for the time spent functioning as an aide.

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|--|--|
| 1. Community based and extended day routes (Bus Drivers)                 | \$11.95 per hour                             |
| 2. Community based and extended day routes (Bus Aides)                   | \$11.00 per hour                             |
| 3. All other special runs (including Athletic/Band Routes) (Bus Drivers) | \$3.25 per hour over<br>Federal Minimum Wage |
| 4. All other special runs (including Athletic/Band Routes) (Aides)       | Federal Minimum Wage                         |
| 5. Vocational/Technical Routes (Bus Drivers)                             | \$13.11 per hour                             |

C. No other rate of pay should be given to a bus driver or bus aide, regardless of whether local School funds are used. These are the only rates of pay available for the compensation of Bus Drivers or Bus Aides for extra runs.

D. EMERGENCY SITUATIONS: When an emergency situation is declared by the Superintendent or his designee, the following compensation plan will be used:

- |             |                 |              |                 |
|-------------|-----------------|--------------|-----------------|
| 1 Extra Run | \$25.00 per day | 2 Extra Runs | \$45.00 per day |
|-------------|-----------------|--------------|-----------------|

E. GENERAL: 1. All routes will be evaluated as needed. If it is determined that a route driven by a non-probationary bus driver, is no longer needed, this driver will be assigned to another route with no loss of status. 2. Total daily work time of a substitute cannot exceed the number of regular working hours of the absence employee.

#### V. SUPPLEMENTS

A. **Twenty One Year Increment.** An employee not paid on a state salary matrix, upon completion of at least 20.5 years or more of creditable service on or before June 30, will receive an annual supplement of:

1. \$201.00 for 9-month employees
2. \$224.00 for 10-month employees
3. \$246.00 for 11-month employees
4. \$268.00 for 12-month employees

This increment is not paid to personnel who are compensated using the state salary matrix.

B. **CNP Supplement.** Schools with no CNP Manager including CNP co-managed schools are authorized to pay one 7 hour CNP Assistant at each school a supplement. The supplement is equal to the equivalent of 1 work hour per day for an annual supplement total of \$1,620.

C. **ACADEMIC DEPARTMENT HEAD SUPPLEMENTS (CERTIFIED).** Department heads at all schools will be selected by the principal. No supplements are paid to counselors



and media specialists who are designated department heads. Department head supplements have been allocated to all schools.

**1. Supplements for Department Chairs/Lead Teachers Selected by the Principal**

Size of School (Number of Students)	Number of Department Heads Allocated	Supplemental Amount
1 to 200	All Schools – 1	\$1,000
201 to 450	High Schools and Middle Schools – 3 Elementary Schools – 1	\$1,000
451 to 600	High Schools and Middle Schools – 4 Elementary Schools – 1	\$1,000
601 to 749 Students	High Schools and Middle Schools – 5 Elementary Schools – 1	\$1,000
750 to 1,249 Students	High Schools and Middle Schools – 6 Elementary Schools – 1	\$1,200
1,250 and Above	High Schools and Middle Schools – 6 Elementary Schools – 1	\$1,500

Schools with:	Must have at least:	Based on:
4 periods per day	15 classes	(5 teachers X 3 periods)
5 periods per day	20 classes	(5 teachers X 4 periods)
6 periods per day	25 classes	(5 teachers X 5 periods)
7 periods per day	30 classes	(5 teachers X 6 periods)

**D. SUPPLEMENT FOR “ACTING” SUPERVISORY/ADMINISTRATIVE PERSONNEL**

- In situations where a current employee is **designated by the Superintendent** to “act” for more than 30 work days in the place of an administrator, the employee will be paid a supplement equal to the difference between the employee’s current daily rate of pay and the minimum daily rate of pay assigned to the supervisor’s position (for step 0 of the appropriate salary schedule) beginning the 31<sup>st</sup> day. Board approval is not required at this point. In some cases, a supplement cannot be paid because the designee is already at or above the minimum for the pay grade. The supplement will cease when the supervisor/administrator returns to work or when the position vacancy is officially filled. An interim or acting supervisor may serve no longer than a total of 90 work days. If the Superintendent determines that the acting person needs to be retained in the acting position longer than 90 work days, he or she can request that the Board approve extending the service after the initial 90 days. Assignment as acting to the position and the possibility of supplemental pay being paid does not in any way entitle the employee to be permanently assigned to the position. **This supplemental provision does not apply to administrative interns.**

**E. NATIONAL BOARD FOR PROFESSIONAL TEACHING STANDARDS SUPPLEMENT**

- Act #98-510 provides that each teacher who successfully passes a test in a specific teaching discipline and meets other evaluation criteria required by the National Board for Professional Teaching Standards (NBPTS) shall be entitled to a \$5,000.00 per year supplement. Payment shall be made in one installment. Teachers who become

administrators are still entitled to this supplement. The amount paid by this supplement is set by the State. The supplement is subject to proration in those years in which the State of Alabama does not fully fund the supplement.

**F. HIGHER DEGREES FOR NON-CERTIFICATED EMPLOYEES**

1. Any existing, non-teaching or non-certified employee in a position that requires a bachelor’s degree for entry level who receives a master’s degree from a regionally accredited college or university in a field of study that is directly related to the work that he or she is currently performing for the System will receive a supplement of \$3,867 per year. Any existing, non-teaching or non-certified employee in a position that requires a bachelor’s degree for entry level who receives a doctorate from a regionally accredited college or university in a field of study that is directly related to the work that he or she is currently performing for the System will receive a supplement of \$4,282 per year. Employees who work less than 12 months per year who are eligible for this supplement will receive a prorated increase. Employees must submit a request, in writing or via email to the Executive Manager of Human Resources to receive this supplement. The Assistant Superintendent or Executive Manager of Human Resources shall make the final decision as to whether a degree is job related or whether a University or College issuing a degree has the proper accreditation. Employees that receive higher compensation for a higher degree on a state salary matric are not eligible for the corresponding higher degree supplements referenced herein. Nurses are specifically eligible for these higher degree supplements when the eligibility requirements are met.

**G. SUPPLEMENTAL PAY FOR PRINCIPALS AND ASSISTANT PRINCIPALS WHO WORK IN EMERGENCY SHELTERS**

1. Exempt employees are expected to work in emergency shelters during times of emergency.

**H. SUPPLEMENTAL PAY FOR CURRENTLY-CERTIFIED OR LICENSED MANUAL TRADES EMPLOYEES**

1. Any employee working in the area of manual trades who has a certificate, special trade’s diploma, and license or two-year degree showing proficiency will be eligible for annual supplemental pay. The certificate or license must have been issued by a national or state board in which proficiency is determined by rigorous training and subsequent examination. In order to receive the supplemental pay each year the employee must present the renewal to Human Resources within 60 days of the expiration of the certificate. If not received by then the supplement will be halted as quickly as practical and the employee will not be paid retroactive once the renewed certificate comes in. The payment of the supplements will coincide with the contract year of July 1 to June 30.

**I. Facilities and Maintenance Supplements**

<b>Certificate/License/Diploma</b>	<b>Supplemental Pay</b>	<b>Job/Trade</b>
2 year Trade School Certificate or Associate Degree in Trades from a regionally accredited program related to the field in which the employee is working.	500	Any trade
Satisfactory Scores on NOCTI Test *	500	Any trade not covered under other trades that have a Journeyman or Master Certification
Freon Certification (state card)	500	HVAC
Non-Current Journeyman (Expired Journeyman)	500	Any trade
Current Journeyman (renewable annually)	750	Any trade
Non-Current Master (Expired Master)	750	Any trade
Master or In Active Master (renewable annually)	1000	Any trade

If an employee holds two Master or Journeyman Licenses in different areas and furnishes proof of payment to the official licensing entity for said licenses the employee will be eligible for additional compensation up to the limit of two supplements, regardless of whether both certifications are shown on one license card.	1000	Any trade
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**J. Transportation Supplements**

Job Titles	Number of Certifications	Supplemental Pay
School Bus Technician (Mechanic)	ASE** (1)	100
School Bus Technician (Mechanic)	ASE (2)	200
School Bus Technician (Mechanic)	ASE (3)	300
School Bus Technician (Mechanic)	ASE (4)	400
School Bus Technician (Mechanic)	ASE (5)	500
School Bus Technician (Mechanic)	ASE (6)	600
<b>Master Bus Technician (Mechanic)</b>	<b>ASE (7)</b>	<b>1000</b>
Collision/Repair Technician ***	ASE (1)	100
Collision/Repair Technician	ASE (2)	200
Collision/Repair Technician	ASE (3)	300
Collision/Repair Technician	ASE (4)	400
Collision/Repair Technician	ASE (5)	500

1. A combination of two supplements will be allowed if related to the area of work of the employee. No more than two supplements will be allowed.
2. Employees who have certifications must present proof of recertification yearly, for those that are granted yearly, in order to continue getting the supplement. For those certifications which are good for five years, the employee must present proof of recertification at the end of the fifth year showing that the recertification has been renewed for the next five years.

\* = NOCTI – National Occupational Competency Testing Institute - [www.nocti.org](http://www.nocti.org)

\*\* = ASE – Automotive Service Excellence (certified) - [www.ase.com](http://www.ase.com)

3. There are seven different ASE Certifications needed to become an ASE Certified Master Bus Mechanic. Each certification obtained is worth \$100.00 in supplemental pay. However, the 7<sup>th</sup> certification increases total supplement by \$400.00.

\*\*\* = After obtaining the Master Bus Mechanic Certification the employee may pursue Collision/Repair Certifications for a combination of supplements with a maximum of \$1500.

**K. Other Supplements.**

1. Nursing Supplements. Nurses who are required to ride the bus, either in the morning or evening or both, as a result of a student’s medical condition as determined by the Supervisor of Health Services may be eligible for a supplement. There are a limited number of supplements available and Nurses who accompany students because of a medical need or requirement in the morning or afternoon will take preference in terms of receipt of a supplement. The supplement shall be \$3,600.00 for RN’s and \$2,400 for LPN’s, and this amount shall be prorated if the Nurse only rides one route per day or does not accompany a student with a medical need for the entire year. This supplement will only be offered in years in which sufficient funding exists.
2. Information Technology and Technical Supplements.

- a. Cost of Certifications and Examinations. Current Information Technology employees who obtain the written preapproval of the Executive Manager, IT, may have the cost to take a certification exam reimbursed to them upon the successful completion of said certification exam. The employee seeking a reimbursement must obtain the aforementioned written approval before expending any funds to register for a certification exam. Written proof of the successful completion of the certification exam must be provided. The costs for any re-certification exams is also eligible for reimbursement under this section. If the employee receiving reimbursement under this section leaves within one (1) year of receipt of said reimbursement, he or she shall refund said reimbursement to the System.
  - b. Upon completion of an approved certification exam, an employee shall be eligible for a supplement. No more than two IT or Technical supplements may be earned by any one employee. The supplement amount will be divided into three different categories and be based on the difficulty and usefulness of the certification to MCPSS as designated by the Executive Manager of Human Resources and Executive Manager of IT in their sole discretion. The categories and amounts of the respective supplements are: (1) Category 1 – technician level certification - \$600.00; (2) category 2 advanced level certification - \$1,200.00; and, (3) category 3 masters level certification - \$2,400.00. The certifications must remain current in order to receive the supplement. The employee shall be required to provide proof that the certification is in good standing upon request.
3. **Counselor’s Supplement.** Beginning with the 2017/2018 school year, no new 240/260 days counselors will be hired. Existing 240/260 day counselors will be grandfathered into the salary scale. High Schools will receive a certain number of counseling supplements to compensate identified 9 month counselor(s) who will perform counseling services on non contract days. The total amount of the supplemental pay for the work on non contract days will be the difference in the amount of the individual’s 187-day salary schedule and the salary schedule base salary amount he or she would be paid as a 12-month teacher. Counselors receiving this supplement will be expected to work sixty (60) non contract days, 8 hours per day, with the specific schedule to be set by the Principal. Principal’s will identify the counselor(s) receiving the supplement on a yearly basis. Existing 240/260 day counselors are not eligible to receive a summer supplement.

**L. BAND DIRECTOR SUPPLEMENTS SUPPLEMENT FOR HIGH SCHOOL BAND DIRECTOR**

- 1. Supplement for serving as high school band director is an additional \$4,763 above base 187-day salary if standards of work performance as specified in the following are met.

**M. SUMMER SUPPLEMENT PAID TO HIGH SCHOOL BAND DIRECTOR**

- 1. The band director is also eligible for supplemental pay for summer work to be paid only in the paychecks for June, July, and August. The total amount of supplemental pay for summer work will be the difference in the amount of the individual’s 187-day salary schedule and the salary schedule amount if he or she were paid as a 12-month teacher. This amount will be reduced for days not worked regardless of reason using a per diem rate of pay that is equivalent to the 12-month teacher per diem rate. Days worked during weekends or holidays can be substituted for regular weekly workdays.
- 2. Assistant High School Band Directors are paid a supplement of \$2,800.00 for work during the regular 187-day school year only.
- 3. Job Description of Band Directors
  - a. Band directors are responsible for preparing the high school band for marching band responsibilities.
  - b. Band directors are responsible for preparing students for concert band.
  - c. Band directors will provide, prepare, and present to the principal and fine arts supervisor a band handbook by July 30th.
  - d. Band directors will attend all parades with the HS band.
  - e. Band directors will attend all marching band related functions.
- 4. **High School Band Director Supplement Guidelines**

- a. **First Semester Requirements**
  - i. Marching Band Competition- or Festival Minimum of (1)
  - ii. Veterans Day Parade/Labor Day Parade for scheduled year
  - iii. Band Showcase when applicable
  - iv. Winter Concert
  - v. 10% of band enrollment must tryout and complete tryout requirements for Mobile County High School Honor Band. Students must be enrolled in band second semester to participate in the concert.
  - vi. Christmas Parade or civic event
  - vii. Band directors will submit a schedule and timeline to the Fine Arts Supervisor by July 30th for the requested list above. With approval of the principal and fine arts supervisor, band directors will receive a portion every month.
  
- b. **Second Semester Requirements**
  - i. ABA District Band Contest
  - ii. 5% of band enrollment complete the audition for Alabama All-State Band
  - iii. Mobile City or County Mardi Gras Parades- Minimum of (2)
  - iv. ABA Solo and Ensemble Festival (Furnish fine arts supervisor with copies of student performance rating forms)
  - v. Spring Concert and Recruitment Concert
  - vi. Academics First- Eligibility Requirements
  - vii. Graduation Activities
  - viii. Judge for middle school honor band tryouts
  - ix. Band directors will submit a schedule and timeline to the Fine Arts Supervisor by October 31<sup>st</sup> for the requested list above. With approval of the principal and Fine Arts Supervisor, band directors will receive a portion every month.
  
- c. **Summer Guidelines**
  - i. **High School Band Directors**
    1. **General Responsibilities**
      - Summer supplemental will begin the day after the school year ends.
      - Directors will be required to work an eight-hour day. In the case of a four –day workweek a 10-hour day will be required. Hours may be split between mornings and evenings.
      - A weekly schedule for the summer will be submitted to the Principal and Fine Arts Supervisor.
      - Directors will sign a time card daily
  
    2. **May**
      - Finalize fall calendars and schedules
      - Assign times for student private or group instruction
      - Submit budget for year
      - Plan fundraising activities
      - Meet with boosters to inform them of the calendar, budget, and other needs
      - Water practice field, cut grass if needed
      - Check out school owned instruments to students
      - Academics First
  
    3. **June/July**
      - Take equipment inventory
      - Repair equipment
      - Prepare for All-State tryouts
      - Select contest music
      - Meet with band leaders to go over procedures and calendar

- Begin individual and group lessons
- Monitor color guard activities
- Finalize bus schedule for football games, parades, or concerts
- Begin evening rehearsals
- Line practice field
- Rookie Camp
- Full Band Camp

4. **August**

- Re-check eligibility
- Bus roster
- County Band Directors Meeting

**N. Middle School Band and Choral Directors - \$1,187.00**

1. Middle school band and choral directors will be paid a supplement upon meeting minimum program standards by the board and when validated by the principal and Fine Arts supervisor. Directors should conduct weekly after school band or choir rehearsals or sectionals to ensure preparation for concerts, assessment, individual student achievement and program success. Middle school band and choir directors should conduct extensive recruitment at each feeder school for the purpose of maintaining satisfactory enrollment. Band Directors will serve as adjudicators for the Mobile County Honor Band Festival and will prepare and present a minimum of two concerts yearly consisting of a winter and spring program. Choral Directors will prepare and present a minimum of two concerts yearly consisting of a winter and spring program. Students at all skill levels should be given the opportunity to perform.
2. A bonus of \$527.00 will be paid middle school band directors who lead their bands to compete in both district competition and student participation in the Mobile County Honor Band Festival concert. This bonus will be paid at the end of the school year upon **request** of the band director and only when validated by the principal and fine arts supervisor. This supplement is to be paid on the June payroll.
3. A bonus of \$527.00 will be paid to middle school choral directors who lead their choirs to compete in both the district Choral Performance Assessment and student participation in the Mobile County Honor Choir Festival. This bonus will be paid at the end of the school year upon request of the band director and only when validated by the principal and fine arts supervisor. This supplement is to be paid on the June payroll.

**O. High School Choral Director Supplements.** High School Choral Directors will receive a supplement of \$1,800 paid in two installments if standards of work performance are met. All requests for supplemental pay must be processed through the Fine Arts Supervisor and Human Resources. Choral Director shall be member in good standing of Alabama Vocal Association (because students are not eligible to participate in state-approved activities without the director being a member of the AVA)

1. **First Semester Requirements**

- a. Fall AVA workshop (where new All-State Music is previewed)
- b. Fall District Choral Director's meeting (calendar of events for the year is approved at this meeting)
- c. Provide technical assistance for Elementary and Middle School Honor Chorus (coordinate through the Fine Arts Supervisor)
- d. Winter Concert
- e. 5% of choral enrollment audition for All-State Chorus
- f. AVA District Contest/Solo and Ensemble participation (furnish fine arts supervisor with copies of student performance ratings forms)
- g. Civic Event or Contest
- h. Choral Directors will submit a schedule and timeline to the Fine Arts Supervisor by the third week of school for the requested list above. With approval of the principal and Fine Arts Supervisor, Choral Directors will receive half of the supplement upon completion.

2. Second Semester Requirements

- a. AVA District Contest/Solo and Ensemble (furnish Fine Arts Supervisor with copies of student performance ratings forms)
- b. 10% of chorus enrollment audition and/or participate in County Honor Chorus
- c. AMEA Convention
- d. All-State Chorus
- e. Spring Concert and recruitment programs
- f. Academics First-Eligibility Requirements
- g. Graduation/Honors Activities
- h. Choral Directors will submit a schedule and timeline to the Fine Arts Supervisor by the third week of November for the requested list above. With approval of the principal and Fine Arts Supervisor, Choral Directors will receive half of the supplement upon completion.

**P. ATHLETIC COACHING SUPPLEMENTS – HIGH SCHOOLS.** Effective August 15, 2006.

<b>Position</b>	<b>Number of Supplements per School</b>	<b>Amount of Supplement</b>
Athletic Director	1	5,000
Athletic Academic Advisor	1	2,100
Head Football	1	7,345**
Football Assistant	6	3491**
Basketball Boys	1	3491
Basketball Boys Junior Varsity	1	2094
Basketball Girls	1	3491
Basketball Girls Junior Varsity	1	2094
Track Boys	1	3491
Track Girls	1	3491
Track Asst. Boys/Girls	1	2094
Baseball Boys	1	3491
Baseball Boys Junior Varsity	1	2094
Softball Girls	1	3491
Softball Girls Junior Varsity	1	2094
Volleyball Girls	1	3491
Volleyball Girls Junior Varsity	1	2094
Tennis Boys/Girls*	1	2130
Golf Boys/Girls*	1	2130
Cross/Country Boys/Girls	1	2130
Swimming Boys/Girls	1	2130
Soccer Boys - Varsity	1	3491
Soccer Boys – Junior Varsity	1	2094
Soccer Girls – Varsity	1	3491
Soccer Girls – Junior Varsity	1	2094
Football – 9 <sup>th</sup> Grade	1	2094
Football Assistant – 9 <sup>th</sup> Grade	1	1744
Bowling	1	2130
Cheerleader – Varsity	1	3491
Cheerleader – Junior Varsity	1	1744

\*If only one team is fielded, supplements will be reduced to \$1,744.00.

\*\* If coach does not complete spring training for whatever reason, two weeks of supplement will have to be repaid. Full supplement is paid if all 17 weeks are completed.

Note: Supplemental pay for “trainer” has been eliminated. The one individual who received the supplement in 2002/2003 will be grandfathered and will continue receiving the supplement. No other trainers can be assigned.

If a High School coach fields more than one varsity and one junior varsity team and that team plays a complete schedule, he or she will be entitled to an additional supplement equal to half of the regular supplement amount. For example, if a high school soccer coach fields 3 junior varsity teams, he or she would be entitled to \$2094 (\$1047 for each beyond the first jv team) for the two additional teams.

**Q. ATHLETIC COACHING SUPPLEMENTS – MIDDLE SCHOOLS**

Effective July 1, 2011

Position	Number of Supplements per School	Amount of Supplement
Football	2	1787
Basketball – Boys and Girls	2	1665
Soccer – Boys	1	1665
Soccer – Girls	1	1665
Baseball	1	1665
Softball	1	1665
Volleyball	1	1665
Track – Boys and Girls	2	1665
Cheerleader	1	1665

**R. Supplements for Qualifying for Playoffs**

1. Qualifying for the playoffs require individuals to work beyond the regular season schedule. Compensation for extra work will follow the schedule listed below. This does not include area or sectional tournaments where every team participates.

Football Playoffs	Head Coach Assistants	Per Round	\$200.00 \$100.00
Basketball, Baseball, Softball, Soccer, Volleyball Playoffs	Head Coach	Per Round	\$100.00
Golf, Tennis, Cross/Country	Head Coach	If coach has state qualifiers, either team or individual	\$150.00
Track	Head Coach Assistant	If coach has state qualifiers, either team or individual	\$150.00 \$75.00
Football Playoffs – Band	Band Director Assistant	Per Round	\$150.00 \$75.00
Cheerleader Sponsor Varsity	Football/Basketball Playoffs	Per Round	\$75.00

2. The principal of the school will submit a letter detailing each step of the entitlement to the Athletic Director requesting these payments at the conclusion of each season’s playoffs.

**S. SUMMER SUPPLEMENT PAID TO HIGH SCHOOL HEAD FOOTBALL COACH**

1. The high school head football coach is also eligible for supplemental pay for summer work to be paid only in the paychecks for June, July, and August. The total amount of supplemental pay for summer work will be the difference in the amount of the individual’s 187-day salary schedule and the salary schedule amount if he or she were paid as a 12-month teacher. This amount will be reduced for days not worked regardless of reason using a per diem rate of pay that is equivalent to the 12-month teacher per diem rate. Days worked during weekends or holidays can be substituted for regular weekly workdays.



## **T. SUMMER GUIDELINES FOR HIGH SCHOOL HEAD FOOTBALL COACHES**

### **1. GENERAL RESPONSIBILITIES**

- a. Supplement will begin the day after the school year ends.
- b. Coaches will be required to work an eight-hour day. In the case of a four-day workweek a 10-hour day will be required. Hours may be split between mornings and evening.
- c. A weekly schedule for the summer will be turned in to the Principal and County Athletic Director.
- d. Coaches will sign a time card daily.
- e. Any assignments as requested by the administration.

### **MAY**

- f. Finalize fall schedules.
- g. Set up times for fall physicals.
- h. Finalize contracts for all games.
- i. Submit budget for fall.
- j. Plan fundraising activity.
- k. End of year conference with coaches.
- l. Eligibility (players needing summer school)
- m. GRASS CUTTING

### **JUNE/JULY**

- n. Football field (check and repair)
- o. Bleachers
- p. Restroom and concession stands
- q. Press box and PA system
- r. Scoreboard (replace bulbs)
- s. Irrigation system
- t. Field liner operational
- u. Fences
- v. Stadium lights
- w. Assignment of locker rooms
- x. Check practice fields
- y. GRASS CUTTING
- z. Get schedules printed.
- aa. Directory information for AHSAA
- bb. Order equipment and supplies
- cc. Develop transportation schedule
- dd. Develop football programs for the fall
- ee. Ads
- ff. Pictures (set dates)
- gg. Open weight room. This allows for weight room to be open for morning and afternoon sessions.

### **AUGUST**

- hh. Re-check eligibility
- ii. Team roster and schedule to opponents
- jj. Contact workers for games.
- kk. Arrange buses for away games. (Freshman, J.V., Varsity)
- ll. Schedule pre-season scrimmages
- mm. Fall sport rules, parent, conference meetings
- nn. County Head Football meeting
- oo. Coaches Staff meetings
- pp. Practice schedules for all football teams at school.
- qq. Equipment issuing
- rr. GRASS CUTTING

- ss. Lining off football fields
- tt. Open weight room

**2. PROCEDURES FOR ADMINISTRATION OF ATHLETIC COACHING SUPPLEMENTS**

- a. In order to receive a supplement, a coaching agreement (Form Ath. 02) must be signed and submitted by the principal with the school supplements list (Form Ath. 01).
- b. Principals will assign coaching supplements during the first month of each school year. All supplements are for one (1) year only. All coaching personnel are expected to perform athletic duties throughout the school year. In the event a coaching supplement is assigned after the beginning of the school year, the amount will be determined by the percent of time worked in the supplemented sport. Effective date of supplement will be the date of approval by County Athletic Director. Approval must be obtained by submitting a letter of request by the principal and signed coaching agreement..
- c. The following categories of professional personnel are **prohibited** from receiving supplements: principals, assistant principals, administrative interns, and twelve month employees and employees contracted to perform a job on an eight-hour per day minimum basis, except that with the written approval of the Principal, an Assistant Principal may serve as Athletic Director and receive the Athletic Director supplement. Since the salaries of ROTC employees are jointly paid with the Department of Defense and since receiving a coaching supplement would interfere with the amount of the shared salary, ROTC employees are generally not eligible for supplement. In extraordinary circumstances, an exception and approval under Number 13 below is required.
- d. The number of supplements assigned per employee will be determined by the principal, except as limited in other policy statements, and all supplements in excess of two (2) per person must have the approval of the superintendent or his designee (County Athletic Director).
- e. Board policy GBCA states relatives shall not supervise other family members. Therefore, no coach can supervise a family member.
- f. A coach will not be allowed two (2) supplements during the same season. A coach will not be allowed two (2) supplements during the same sport unless those sports are track and cross/country.
- g. Supplements will be paid in monthly installments to all coaches submitted on (Form Ath. 01) at the beginning of school. Requests submitted and approved after the initial list is submitted will be paid at the end of the school year.
- h. Where supplements are utilized, local schools are required to provide students a program that meets minimum standards as approved by the Mobile County Board of School Commissioners and as listed below:

<b>Sport</b>	<b><i>Regular season games, meets/matches</i></b>
Football: Varsity	8
Freshman	6
Basketball: Varsity	18
Junior Varsity	14
Freshman	14
Baseball: Varsity	18
Junior Varsity	14
Middle School	12
Track: Varsity (minimum of 8 runners)	5
Middle School	4
Cross/Country (minimum of 5 runners)	4
Softball: Varsity	12
Junior Varsity	10
Soccer: Varsity	16
Junior Varsity	12
Tennis	8
Golf	8
Bowling	6
Swimming	4
Volleyball Varsity	12
Volleyball Junior Varsity	10

- i. All coaches who receive a supplement must have their team competing in district competition/county

- championship. The principal must verify participation.
- j. Any coach who does not fulfill the requirements of the minimum standards or does not compete in district competition/county championship will forfeit his/her entire supplement in that sport. It will be the responsibility of the local school athletic/director to monitor and report this failure to the principal. The principal will notify the County Athletic Director and Human Resources will stop payment of existing supplements and deduct the previously paid supplement amount from the next payroll check.
- k. Athletic directors will be required to attend a workshop prior to the opening of school in order to receive the supplement.
- l. Exceptions of these rules must be approved in advance from the Assistant Superintendent or Executive Manager of Human Resources and the Superintendent.

**3. GENERAL DUTIES OF ALL COACHES**

- a. All coaches have year-round (“year round” pertains to “school year”) coaching responsibilities. Coaches will be expected to supervise contests, serve as ticket taker/seller, and any other duty as delegated by the principal or athletic director. Coaching responsibilities are to be performed after the school day has ended.
- b. Coaches of each respective sport will be responsible for the general coordination of his/her athletic program during the season as delegated by the principal and athletic director.
- c. All freshman/junior varsity coaches will be responsible for duties related to all athletic events assigned by the head coach of their respective sport with approval of the principal and athletic director.
- d. All coaches will be responsible for preparation prior to practice and athletics events and any tasks following practice and athletic events with approval of the principal and athletic director.
- e. All coaches are responsible for teaching the art of the game through exploration, demonstration, observation, and evaluation both during practices and the game itself. Coaches should serve as role models at all times for their athletes. All coaches are responsible for the conduct of the players at practice and athletic events under his/her direct supervision. A high level of sportsmanship should be taught and displayed by both coach and athlete.
- f. Any coach receiving a supplement must be present at all practices and games.
- g. The athletic director and all coaches must fulfill all parts of their job description as it is written in the Athletic Handbook.

**U. ACADEMIC COACHING SUPPLEMENTS**

<b>ACADEMIC TEAM</b>	<b>SCHOOL</b>	<b># SUPPLEMENTS PER SCH</b>	<b>AMOUNT</b>
Scholars Bowl/Scholastic Challenge	Middle	2	\$500.00
Math Team/Math Counts	Middle	2	\$500.00
SECME (Southeastern Consortium for Minority Engineering)	Middle	2	\$500.00
Robotics	Middle	2	\$500.00
Science Olympiad	Middle	2	\$375.00
Science Related Bowls	Middle	2	\$500.00
Dance (Duty requirements to be determined)	Middle	1	\$1,200
Theater (Duty requirements to be determined)	Middle	1	\$1,200
Dance (Duty requirements to be determined)	High	1	\$2,100.00
Theater (Duty requirements to be determined)	High	1	\$2,100.00
Academic Competition Coordinator	High	1	\$350.00
Scholars Bowl Coach	High	2	\$1000.00
Journalism/Yearbook Sponsor	High	1	\$750.00
New Horizons Hi Q	High	2	\$1000.00
Math Team	High	2	\$500.00
Science Related Bowls	High	2	\$500.00
SECME (Southeastern Consortium for Minority Engineering)	High	2	\$500.00
Robotics	High	2	\$750.00
Model U.N./Debate Team	High	1	\$375.00

**1. Procedures for Administering Academic Coaching Supplements**

- a. Principal will identify academic coaches during the first month of each school year and submit the names of the coaches to the Academic Affairs Assistant Superintendent or their designee no later than October 1. All supplements will be assigned to these coaches for one (1) year only.
- b. Coaching supplements will be **paid in a lump sum at the end of each school year (June 30<sup>th</sup> paycheck)**. Principals will submit to Human Resources by May 1 verification that each academic coach completed the assigned duties.
- c. Supplements are to be utilized only for the sanctioned academic competitions listed above.
- d. The principal will determine the number of supplements assigned per employee.
- e. The Academic Competition Coordinator’s major responsibilities will be as follows:
  - i. Coordinate the scheduling of events.
  - ii. Disseminate information relative to academic competitions.
  - iii. Validate participation in said events.
- f. Journalism / Yearbook sponsors are required to attend sporting events after school and at night to provide students with instruction on lighting, sound, photographer positioning and safety. Sponsors must provide instruction on outdoor photography and portraits, provide leadership for the development of a yearbook, belong to the Alabama Scholastic Press Association or the National Scholastic Press Association, the Journalism Education Association, take students to a state, regional or national convention and submit at least one school publication to a state, regional or national organization.
- g. Any coach who does not fulfill the requirements of the minimum standards and who is identified as not having done so will **forfeit his/her supplement** in that academic event. A specific financial settlement will be determined by the Superintendent’s designee, the Assistant Superintendent of Curriculum and Instruction, and the principal. The identified coach may appeal all or part of the settlement to an appeal committee.
- h. **All supplemented coaches are expected to practice or otherwise work with their teams / competitors at frequently scheduled times outside of the regular class environment (i.e., after school or Saturday).**

**VI. RATES OF PAY FOR EXTRA WORK FOR EMPLOYEES**

- A. All grant proposals, special projects, Saturday schools, summer schools, after school special projects, Fifth Quarter, etc., shall use these rates for the compensation of personnel. If there are questions consult with Human Resources before making a final decision.

<b>CERTIFIED EMPLOYEES: TYPE OF WORK</b>	<b>RATE</b>
Attending workshop stipends (for selected workshops – not presenting)	\$20.00 per hour
After School ESP and Data meetings*	\$20.00
Curriculum development writers, grant proposal writers, on line course creation, etc.	\$23.50 per hour
Workshop presenters (not on contract Presentation plus Preparation Time**	\$30.00 per hour
Psychometrists (Outside of regular annual contract, i.e., summer)	\$30.00 per hour
Resource teachers (Outside of regular annual contract, i.e., summer)	\$30.00 per hour
Retired Teacher Mentors, Summer School and Night School Coordinators (non-traditional principal) and other type coordinators approved by Human Resources. 21 <sup>st</sup> Century Coordinators are not included in this supplement and shall receive \$30.00 per hour.	\$40.00 per hour
Teacher Mentors for National Board Candidates	\$40.00 per hour
Teachers in summer school (paid for actual days worked)	\$25.00 per hour
Teachers supervising students in detention	\$30.00 per hour
Teacher supervising other non-teacher tutors in after school tutoring	\$30.00 per hour
Teachers tutoring students for testing after school or on Saturday***	\$30.00 per hour
Teacher Taking Tickets at Athletic Events (Exempt Employee Only)****	\$15.00 per game
Teacher Operating Time/Score Clocks at Athletic Events (Exempt Employee Only)***	\$30.00 per game
Retired Teacher with valid certificate & tutoring students for testing	\$30.00 per hour

Retired Teacher with expired certificate tutoring students for testing	\$25.00 per hour
Certified employee who films a varsity football game	\$50.00 per game
Other special projects or approved special work outside of daily duties and not listed above	\$20.00 per hour

\*- This supplement does not apply to regular faculty and other staff meetings.

\*\*- For each hour of presentation time, an additional hour can be paid for preparation.

\*\*\*-Does not apply to teacher already receiving athletic coaching supplements.

\*\*\*\*- Teachers tutoring may be paid for 30 minutes planning for each hour of tutoring **if additional after school preparation is required.**

Employees working under this section will only be paid for actual time worked.

<b>CLASSIFIED EMPLOYEES: TYPE OF WORK</b>	<b>RATE</b>
Workshop attendee stipends (for selected workshops)	\$12.5 per hour
Workshop presenters (MCPSS Employees ONLY)	\$21.00 per hour
Summer School Employment:	
Clerk	\$ 12.25 per hour
Custodian	\$ 12.00 per hour
*Aide ( <i>less than 48 semester hours of college</i> )	\$ 10.50 per hour
*Paraprofessional ( <i>with a minimum of 48 hours of college</i> )	\$ 10.50 per hour
Bus Driver/CDL Truck Driver (must be MCPSS insurable)	\$ 11.95 per hour
Cafeteria	\$ 11.00 per hour
Summer Feeding Program:	
CNP Food Preparation Workers	\$ 11.00 per hour
Truck Drivers/CDL (must be MCPSS insurable)	\$ 11.50 per hour
Van Drivers (must be MCPSS insurable)	\$ 11.00 per hour
Retired CNP Employees Processing Free and Reduced Lunch Applications	\$11.00 per hour
Parent Organizer	\$9.00 per hour
Seasonal Maintenance/Grounds Worker	\$ 12.00 per hour
RN Nurse	\$28.00 per hour
OTs & PTs for Summer Schools	\$28.00 per hour
OT and PT Assistants	\$15.00 per hour
LPN Nurse	\$ 15.00 per hour
College Student Tutors (drug screen, background check required)	\$12.00 per hour
<i>Tutors with College Degrees</i>	<i>\$15.00 per hour</i>
BE Students - (drug screen, background check required)	\$9.00

Any other classified employees not listed will be paid at the flat rate of **\$8.00** per hour.

\* Check with Human Resources as to whether the employee is an Aide or a Paraprofessional.

#### B. Day Care Hourly Pay Scale for non MCPSS full-time employees

<b>Day Care Workers</b>		<b>On-Site Lead Workers</b>	
No Experience	FMW	0 – 2 Years Experience	FMW plus 4.00
1 Year Experience	FMW plus 1.50	2 – 4 Years Experience	FMW plus 5.00
2 Years Experience	FMW plus 2.00	4 – 6 Years Experience	FMW plus 6.00
3 Years Experience	FMW plus 2.50	6 – 8 Years Experience	FMW plus 7.00
4 Years Experience	FMW plus 3.00	8+ Years Experience	FMW plus 8.00
5+ Years Experience	FMW plus 3.50		
<b>Special Subject Instructors:</b>			
Physical Fitness: \$ 13.00		Handicraft and Arts: \$13.00      Computers: \$ 20.50	
<b>MCPSS Certified Teachers and Retired Teachers:</b>			
Tutoring/Teaching: \$30.00 an hour		Non-Tutoring/non-teaching: \$20.00	
<b>Coordinators:</b>			
MCPSS Teachers: \$30.00		MCPSS Non-Teacher and part time personnel: \$25.00	

FMW = Federal Minimum Wage



**LISTING OF JOB TITLES/PAY GRADES**

<b>Job Title</b>	<b>Pay Grade</b>	<b>Contract Days</b>
Accountability Analyst	CT-07	260
Accountant I	CT-04	260
Accounts Analyst	CT-04	260
Aide (9-months, 7 hours daily)	CT-20	187
Assistant Programmer	CT-05	260
Assistant Superintendent	1003	260
Assistant to the Comptroller	CT-04	260
Attendance Resource Worker	AP-22A	202
Audiologist (9-Months)	CT-37	187
Audio-Visual Repairperson	MT-04	260
Behavior Intervention Specialist	AP-20	187
Behavior Intervention Specialist, 10 month	AP-22	202
Biologist	AP-02	260
Boiler Technician	MT-04	260
Bookkeeper, Elementary School	CT-24	202
Bookkeeper Itinerant	CT-25	260
Bookkeeper, Middle School	CT-24	202
Bookkeeper, High School	CT-25	260
Budget Director	AP-05	260
Buildings and Groundskeeper	MT-23	260
Bus Driver – Dual Service	BD-02	186
Bus Driver – Dual Service Plus	BD-03	186
Bus Driver – Single Service	BD-01	186
Cable/Electronics Network Installer	MT-04	260
Career Coach	CT-36	202
Carpenter	MT-03A	260
Carpenter/Multicraft	MT-03A	260
Carpenter/Rofer	MT-03A	260
CDL Trainer	MT-03	260
Central Office Receptionist	CT-22	260
Human Resources Executive Director	AP-07	260
Chief Academic Officer	1003	260
Chief Financial Officer	1002	260
Chief Operating Officer	1003	260
Clerk, Accounting	CT-03	260
Clerk, Assistant Certification	CT-03	260
Clerk, Bilingual	CT-25	260
Clerk, Central Office, I	CT-22	260
Clerk, Central Office, II	CT-25	260
Clerk, Central Office, III	CT-03	260
Clerk, Central Office Receptionist	CT-22	260
Clerk, Computer Operations	CT-25	260
Clerk, Facilities	CT-03	260
Clerk, File	CT-22	260
Clerk, Fixed Assets	CT-03	260
Clerk, Elementary School Bookkeeper	CT-24	202
Clerk, Elementary School Registrar	CT-24	202
Clerk, High School Bookkeeper	CT-25	260
Clerk, Receptionist, High School, Middle School	CT-22	260
Clerk, High School Registrar	CT-25	260
Clerk, Human Resources	CT-03	260
Clerk, Insurance	CT-04	260

Clerk, Middle School Bookkeeper	CT-24	202
Clerk, Middle School Registrar	CT-24	202
Clerk, Payroll	CT-03	260
Clerk, Purchasing	CT-03	260
Clerk, School Bookkeeper (10 Months)	CT-24	202
Clerk, Elementary School, Other	CT-21	202
Clerk, School – One Clerk School	CT-24	202
Clerk, Transportation	CT-03	260
CNP Accountant	CT-04	260
CNP Assistant (6 Hours Daily)	CN-01	187
CNP Assistant (6.5 Hours Daily)	CN-02	187
CNP Assistant (7 Hours Daily)	CN-03	187
CNP Computer Analyst	CT-03	260
CNP Equipment Technician	MT-04	260
CNP Lead, Facilities	MT-05	260
CNP Manager	CN-05	191
CNP Manager (ADM 1000+)*Grandfathered effective 10/1/2014	CN-04	191
CNP Specialist (12 Months)	CT-04	260
Communications Assistant	CT-04	260
Compliance Officer Federal Programs	AP-01	260
Comptroller	AP-06	260
Computer Hardware Technician	CT-04	260
Computer Network Specialist	CT-06	260
Computer Network Technician	CT-04	260
Computer Operations Clerk	CT-25	260
Computer Operator	CT-04	260
Computer Software Specialist	CT-06	260
Contract Administrator, Facilities	MT-07	260
Contract Specialist, Facilities	MT-04	260
Coordinator, 504 Program	AP-03	260
Coordinator, Area School Improvement	AP-03	260
Coordinator, Elementary Curriculum	AP-05	260
Coordinator, Head Textbook	AP-04	260
Coordinator, Information Systems	AP-03	260
Coordinator, Middle School Curriculum	AP-05	260
Coordinator, Purchasing	AP-03	260
Coordinator, Secondary Curriculum	AP-05	260
Coordinator, Staff Development	AP-05	260
Coordinator, Technology	AP-04	260
Coordinator, Transportation	MT-07	260
Coordinator, Testing, Textbooks	AP-04	260
Custodian – 12 Months	MT-21	260
Custodian – 9.5 months	MT-20	197
Data Management Specialist	CT-06	260
Data Specialist – Information Technology	CT-03	260
Data Specialist – Special Education	CT-24	202
Day Care Aide (9-Months, 7 hours daily)	CT-20	187
Diesel Mechanic	MT-04	260
Digital Media Supervisor	CT-06	260
Director, Budget	AP-05	260
Director, Career Technical Executive	AP-07	260
Director, Curriculum and Instruction	AP-04	260
Director, Food Services	CT-07	260
Director, Environmental Education	AP-03	260
Director, JROTC	AP-02	260



Director, Psychological Services	AP-03	260
Director, Purchasing	AP-05	260
Director, Security	AP-04	260
Director, Staff Development	AP-04	260
Director, Student Discipline/Placement	AP-05	260
Director, Technology Support	AP-05	260
Discipline/Student Placement Specialist	CT-04	260
Draftsperson	MT-04	260
Drop-Out Specialist	AP-20	187
Electrician	MT-04	260
Energy Management Repairperson	MT-03	260
Equipment Operator	MT-03	260
Equipment Operator, Heavy, Forestry	MT-03A	260
Executive Director	AP-07	260
Executive Director, Career Technical Education	AP-07	260
Executive Director, Human Resources	AP-07	260
Executive Director, Special Education	AP-07	260
Executive Manager	1003	260
Executive Secretary – Board	CT-04	260
Executive Secretary – Deputy/ CFO	CT-04	260
Executive Secretary – Superintendent	CT-04	260
Extended Day Aide (< 20 Hours) Council		187
Facilities Accounts Analyst	CT-04	260
Financial Administrator for Title I	AP-05	260
Fine Arts Dance Specialist	AP-20	187
Fleet Manager	MT-06	260
Foreman, Plumbing	MT-05	260
Foreman, Distribution Site	MT-04	260
Foreman, Transportation	MT-06	260
Foreman, Truck/Bus Shop	MT-05	260
Forestry Lead	MT-05	260
Generalist, Facilities	MT-03	260
Glazier	MT-03	260
Head Custodian	MT-22	197
Head Mechanic	MT-05	260
Head Textbook Coordinator	AP-04	260
Health Aide (9-Months, 7 hours daily)	CT-20	187
Heavy Equipment Operator, Forestry	MT-03A	260
High School Receptionist	CT-22	260
HVAC Technician	MT-04	260
Information Support Specialist	CT-04	260
Inspector Bus Shop	MT-06	260
Instructional Aide (9-Months, 7 hours daily)	CT-20	187
Instructional Technology/Microcomputer Services Coordinator	AP-03	260
Intercom/Clock Repair	MT-03	260
Internal Auditor	AP-04	260
Junior Budget Analyst	CT-04	260
Junior Buyer	CT-04	260
Key and Lock Technician	MT-03A	260
Kitchen Equipment Repairperson	MT-04	260
Landscape Lead	MT-03A	260
Landscape Technician	MT-21	260
Lead Logistics Worker	MT-03	260
Lead Nurse	Nurses 68/69	260
Lead Social Worker	AP-25	222
Library/Media Aide (9-Months, 7 hours daily)	CT-20	187

Logistics Manager	MT-06	260
Logistics Warehouse Worker	MT-23	260
Low Voltage Lead	MT-05	260
Low Voltage Technician	MT-04	260
LPN (9-Months, 7.5 hours daily)	Nurses 70/71	182
Maintenance Warehouse Worker	MT-23	260
Maintenance Worker	MT-03	260
Manager, CNP (ADM 0-699)	CN-06	191
Manager, CNP (ADM 700-999)	CN-05	191
Manager, CNP (ADM 1000+)	CN-04	191
Manager, Distribution Site	MT-03	260
Manager, Fleet	MT-06	260
Manager, Logistics	MT-06	260
Manager, Network Projects	CT-06	260
Manager, Parent Program	CT-26	182
Manager, Parts – Auto, Bus, Truck Shop	MT-04	260
Manager, Student Data	CT-07	260
Manager, Web Telecommunications	CT-07	260
Mason	MT-04	260
Mechanic: Auto, Bus, Truck	MT-04	260
Microcomputer Training Specialist	CT-06	260
Middle School Registrar	CT-24	202
Migrant Aide (9-Months, 7 hours daily)	CT-20	187
Military Property Custodian	MT-03	260
Music/Fine Arts Supervisor	AP-04	260
Multi-craft Technician	MT-03A	260
Multi-craft Work Team Lead	MT-05	260
Network Manager – Information Technology	CT-07	260
Network Crew, Lead	MT-05	260
Network Crew, Supervisor	MT-06	260
Network Crew, Technician	MT-04	260
Network Project Manager	CT-06	260
New Construction Supervisor	MT-06	260
Nurse, Visiting Health BS Degree (12 Months)	Nurses 66/67	260
Nurse, Visiting Health BS Degree (10 Months)	Nurses 62/63	202
Nurse, Visiting Health BS Degree (9 Months)	Nurses 54/55	187
Occupational Therapist/Physical Therapist Manager – 8 Hours OTPT – 8 Hours OTPT – 7 Hours OTPT Assistant – 7 Hours	OTPT – III OTPT – II OTPT – I OTPT - Asst	222 202 187 187
Office/General Aide (9-Months, 7 hours daily)	CT-20	187
Onsite Maintenance Technician	MT-03	260
Onsite Maintenance Technician, Lead	MT-04	260
Orientation and Mobility Specialist (9 Months)	AP-21	187
Painter	MT-03	260
Painter Foreman	MT-04	260
Paraprofessional (Minimum of 60 semester hours in pre-teaching curriculum) - Computer Laboratory            - Health Clinic - Classroom Instructional       - Library/Media Center - RETRACT Center                - Physical Education - Special Education Instructional	CT-23	187
Paraprofessional – ESL (minimum of 60 semester hours and fluency in required foreign language)	CT-35	187
Parent Program Manager	CT-26	182
Parent Specialist – Title I	AP-02	260

Parts Clerk	MT-23	260
Personnel Administrator	AP-04	260
Physical Education Aide (9-Months, 7 hours daily)	CT-20	187
Plumber	MT-04	260
Print Shop Foreman	MT-05	260
Printer	MT-03	260
Production Assistant	CT-03	260
Production Assistant/Writer	CT-31	202
Programmer	CT-07	260
Programmer Assistant I	CT-03	260
Programmer/Software Analyst	CT-07	260
Occupational Therapist/Physical Therapist Manager – 8 Hours OTPT – 8 Hours OTPT – 7 Hours OTPT Assistant – 7 Hours	OTPT – III OTPT – II OTPT – I OTPT - Asst	222 202 187 187
Office/General Aide (9-Months, 7 hours daily)	CT-20	187
Orientation and Mobility Specialist (9 Months)	AP-21	187
Refinisher	MT-03	260
Registrar, Elementary/Middle School	CT-24	202
Registrar, Itinerant	CT-03	260
Renovations Coordinator	MT-07	260
Resource Officer	AP-02	260
RETRACT Aide	CT-20	187
Roofer	MT-03A	260
Routing Specialist	MT-06	260
School Bookkeeper (10 Months)	CT-24	202
School Bus Trainer	MT-03	260
School Clerk	CT-21	202
School Improvement Specialist	AP-02	260
Secretary, to Assistant Superintendent	CT-03	260
Secretary, to Comptroller	CT-03	260
Secretary, Executive – Board	CT-04	260
Secretary, Executive – Deputy/ CFO	CT-04	260
Secretary, Executive – Superintendent	CT-04	260
Secretary, to High School Principal	CT-25	260
Secretary, Legal/Retirement	CT04	260
Secretary, Security	CT-03	260
Security Director	AP-04	260
Security Officer	MT-23	260
Security Officer Alternative School	MT-23	260
Security Monitor	MT-24	187
Security Operator	MT-23	260
Security Secretary	CT-03	260
Senior Budget Analyst	AP-02	260
Senior Buyer	AP-02	260
Shades and Blinds Repairperson	MT-03	260
Shop Assistant (formerly full time Utility Worker)	MT-21	260
Signers for Deaf/Hearing Impaired	CT-33	187
Social Worker, Lead	AP-25A	222
Social Worker for Schools	AP-22A	202
Special Education Bus Aide (6 Hours)	BA-03	182
Special Education Executive Director	AP-07	260
Special Education Program Aide (9-Months, 7 hours daily)	CT-20	187
Statistician	CT-03	260
Student Data Manager	CT-06	260
Student Data Specialist	CT-04	260

Student Locker Repair	MT-03	260
Superintendent	1001	260
Supervisor, 21 <sup>st</sup> Century Grant	AP-02	260
Supervisor, Accounting	CT-06	260
Supervisor, Accounts Payable/Risk Management	CT-06	260
Supervisor, Agriscience, Technical Ed & Career Technologies Supervisor	AP-04	260
Supervisor, Athletics/Drivers Ed/PE	AP-04	260
Supervisor, Attendance/Records	AP-02	260
Supervisor, Business Marketing & Cooperative Ed	AP-04	260
Supervisor, Career Technical	AP-04	260
Supervisor, CNP Operations	CT-05	260
Supervisor, Computer Hardware	CT-06	260
Supervisor, Computer Network	CT-06	260
Supervisor, Digital Media	CT-06	260
Supervisor, Elementary	AP-04	260
Supervisor, English/Foreign Language	AP-04	260
Supervisor, Fine Arts	AP-04	260
Supervisor, Fixed Assets	CT-04	260
Supervisor, Guidance/Counseling	AP-04	260
Supervisor, Health Science/Family & Consumer Science	AP-04	260
Supervisor, Health Services	AP-02	260
Supervisor, Language Arts/Reading	AP-04	260
Supervisor, Language Arts/Writing	AP-042	260
Supervisor, Library/Media	AP-04	260
Supervisor, Magnet Schools	AP-04	260
Supervisor, Mathematics – Elementary	AP-04	260
Supervisor, Mathematics – Secondary	AP-04	260
Supervisor, Music/Fine Arts	AP-04	260
Supervisor, Payroll	CT-06	260
Supervisor, Public Relations	AP-03	260
Supervisor, Science	AP-04	260
Supervisor, Security	MT-05	260
Supervisor, Social Studies	AP-04	260
Supervisor, Talents Unlimited	AP-04	260
Supervisor, Warehouse	MT-05	260
System Maintenance Director	MT-08	260
System Maintenance Safety Coordinator	MT-07	260
System Maintenance Team Coordinator	MT-07	260
Telecommunication Support Specialist	CT-04	260
Television Producer	CT-05	260
Television Studio Engineer	CT-05	260
Textbook Warehousepersons	MT-23	260
Textbooks Truck Driver	MT-23	260
Trades Team Lead, Mechanical	MT-05	260
Trades Team Lead, Structural	MT-04	260
Trades Team Lead, System	MT-04	260
Upholstery Repair	MT-03	260
Utility Worker (Full Time position)	MT-21	260
Utility Worker (Part Time position)		
Videographer – TV Studio	CT-04	260
Visiting Health Nurse BS Degree (12 Months)	Nurses 66/67	260
Visiting Health Nurse BS Degree (10 Months)	Nurses 62/63	202
Visiting Health Nurse BS Degree (9 Months)	Nurses 54/55	187
Warehouse Lead	MT-04	260
Warehouse Supervisor	MT-05	260

Web Support Specialist	CT-04	260
Web Telecommunications Manager	CT-07	260
Website Developer	CT-05	260
Welder	MT-03A	260
Zone Coordinator	MT-07	260
Zone Custodial Lead	MT-04	260

**2021-2022 SPECIAL GRANDFATHERED SALARY SCHEDULE FOR SOME TEACHERS AND OTHER  
EMPLOYEES  
STATE MINIMUM SALARY SCALE  
EFFECTIVE OCTOBER 1, 2021**

		SCH 31/32 RANK RANK B/ND 240/260 DAYS	SCH 31/32 RANK A 240/260 AYS	SCH 31/32 RANK AA 240/260 DAYS	SCH 31/32 RANK DR 240/260 DAYS
STEP	EXP	B	A	AA	DR
1	0	58303	66309	70817	75796
2	1	58303	66309	70817	75796
3	2	58303	66309	70817	75796
4	3	58855	67684	72977	78277
5	4	58973	67684	72977	78277
6	5	59303	67684	72977	78277
7	6	61428	70645	76193	81702
8	7	61428	70645	76193	81702
9	8	61751	70645	76193	81702
10	9	62253	71593	77200	82802
11	10	62844	72056	77722	83337
12	11	63191	72056	77722	83337
13	12	63845	73365	79130	84850
14	13	64647	73501	79276	84998
15	14	64647	73501	79276	84998
16	15	65618	75177	81084	86931
17	16	65787	74965	80855	86702
18	17	65787	74965	80855	86702
19	18	66037	75931	81898	87827
20	19	66500	76472	82472	88435
21	20	66500	76472	82472	88435
22	21	67345	77451	83527	89565
23	22	67821	77998	84125	90207
24	23	67821	77998	84125	90207
25	24	68450	78628	84755	90837
26	25	68997	79376	85627	91832
27	26, 27	68997	79376	85627	91832
27+	27+	70195	80782	87157	93488

TEACHER 240/260 DAYS  
 COUNSELOR 240/260 DAYS (SEE PAGE 19, #3)  
 RESOURCE TEACHER 240/260 DAYS  
 PSYCHOMETRIST 240/260 DAYS

RANK B/ND -Bachelor's Degree RANK A – Master's Degree RANK AA – Educational Specialist RANK DR - Doctorate
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**2021-2022 SPECIAL GRANDFATHERED SALARY SCHEDULE FOR SOME TEACHERS AND OTHER EMPLOYEES**  
**STATE MINIMUM SALARY SCALE**  
**EFFECTIVE OCTOBER 1, 2021**

		SCH 35/36 RANK RANK B/ND 202 DAYS	SCH 35/36 RANK A 202 DAYS	SCH 35/36 RANK AA 202 DAYS	SCH 35/36 RANK DR 202 DAYS
STEP	EXP	B	A	AA	DR
1	0	52530	55809	59606	63803
2	1	52530	55809	59606	63803
3	2	49069	55809	59606	63803
4	3	49535	56966	61422	65882
5	4	49634	56966	61422	65882
6	5	49913	56966	61422	65882
7	6	51705	59458	64127	68763
8	7	51705	59458	64127	68763
9	8	51973	59458	64127	69688
10	9	52398	60258	64974	204966
11	10	52896	60647	65414	70139
12	11	53172	60647	65414	70139
13	12	53735	61747	66600	71412
14	13	54122	61861	66723	71538
15	14	54413	61861	66723	71538
16	15	55225	63272	68244	73169
17	16	55371	63094	68052	72977
18	17	55371	63094	68052	72977
19	18	55580	63908	68930	73919
20	19	55970	64363	69414	74431
21	20	55970	64363	69414	74431
22	21	56686	65187	70302	75383
23	22	57086	65648	70806	75923
24	23	57086	65648	70806	75923
25	24	57714	66278	71436	76554
26	25	58175	66909	72170	77393
27	26, 27	58175	66909	72170	77393
27+	27+	59286	68194	73561	78888

TEACHER 202 DAYS  
 PSYCHOMETRIST 202 DAYS  
 RESOURCE TEACHER 202 DAYS

RANK B/ND -Bachelor's Degree RANK A – Master's Degree RANK AA – Educational Specialist RANK DR - Doctorate
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**2021-2022 SPECIAL GRANDFATHERED SALARY SCHEDULE FOR SOME TEACHERS AND OTHER  
EMPLOYEES  
STATE MINIMUM SALARY SCALE  
EFFECTIVE OCTOBER 1, 2021**

		SCH 39/40 RANK B/ND 187 DAYS	SCH 39/40 RANK A 187 DAYS	SCH 39/40 RANK AA 187 DAYS	SCH 39/40 RANK DR 187 DAYS
STEP	EXP	B	A	AA	DR
1	0	0	0	0	0
2	1	0	0	0	0
3	2	45429	51667	55182	59065
4	3	45856	52736	56861	60991
5	4	45949	52736	56861	60991
6	5	46257	52736	56861	60991
7	6	47866	55045	59368	63660
8	7	47866	55045	59368	63660
9	8	48114	55045	59368	63660
10	9	48507	55783	60150	64516
11	10	48968	56144	60557	64933
12	11	49236	56144	60557	64933
13	12	49748	57162	61656	66113
14	13	50102	57268	61770	66229
15	14	50373	57268	61770	66229
16	15	51129	58577	63180	67737
17	16	51260	58412	63002	67559
18	17	51260	58412	63002	67559
19	18	51452	59164	63813	68433
20	19	51813	59585	64261	68906
21	20	51813	59585	64261	68906
22	21	52475	60347	65082	69787
23	22	52846	60774	65548	70287
24	23	52846	60774	65548	70287
25	24	53574	61503	66278	71014
26	25	54002	62088	66959	71793
27	26, 27	54002	62088	66959	71793
27+	27+	55178	63428	68396	73328

TEACHER 187 DAYS  
 COUNSELOR 187 DAYS  
 INSTRUCTIONAL SPECIALIST 187 DAYS  
 LIBRARIAN 187 DAYS

RANK B/ND -Bachelor's Degree RANK A – Master's Degree RANK AA – Educational Specialist RANK DR - Doctorate
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**2021-2022 SALARY SCHEDULES FOR TEACHERS AND OTHER CERTIFIED EMPLOYEES**

**EFFECTIVE OCTOBER 1, 2021**

		SCH 33/34 RANK B/ND 240/260 DAYS	SCH 33/34 RANK A 240/260 AYS	SCH 33/34 RANK AA 240/260 DAYS	SCH 33/34 RANK DR 240/260 DAYS
STEP	EXP	B	A	AA	DR
1	0	53506	61529	66347	71161
2	1	53506	61529	66347	71161
3	2	53506	61529	66347	71161
4	3	58851	67679	72975	78276
5	4	58851	67679	72975	78276
6	5	58851	67679	72975	78276
7	6	61431	70643	76193	81701
8	7	61431	70643	76193	81701
9	8	61431	70643	76193	81701
10	9	62659	72056	77716	83335
11	10	62659	72056	77716	83335
12	11	62659	72056	77716	83335
13	12	63912	73498	79271	85002
14	13	63912	73498	79271	85002
15	14	63912	73498	79271	85002
16	15	65190	74967	80856	86703
17	16	65190	74967	80856	86703
18	17	65190	74967	80856	86703
19	18	66494	76466	82474	88437
20	19	66494	76466	82474	88437
21	20	66494	76466	82474	88437
22	21	67824	77997	84123	90205
23	22	67824	77997	84123	90205
24	23	67824	77997	84123	90205
25	24	69180	79556	85806	92010
26	25	69180	79556	85806	92010
27	26, 27	69180	79556	85806	92010
27+	27+	70564	81148	87522	93850

TEACHER 240/260 DAYS  
 COUNSELOR 240/260 DAYS (SEE PAGE 19, #3)  
 RESOURCE TEACHER 240/260 DAYS  
 PSYCHOMETRIST 240/260 DAYS

RANK B/ND -Bachelor's Degree  
 RANK A – Master's Degree  
 RANK AA – Educational Specialist  
 RANK DR - Doctorate

**2021-2022 SALARY SCHEDULES FOR TEACHERS AND OTHER CERTIFIED EMPLOYEES**

**EFFECTIVE OCTOBER 1, 2021**

		SCH 37/38 RANK B/ND 202 DAYS	SCH 37/38 RANK A 202 DAYS	SCH 37/38 RANK AA 202 DAYS	SCH 37/38 RANK DR 202 DAYS
STEP	EXP	B	A	AA	DR
1	0	45034	51787	55842	59894
2	1	45034	51787	55842	59894
3	2	45034	51787	55842	59894
4	3	49533	56963	61421	65882
5	4	49533	56963	61421	65882
6	5	49533	56963	61421	65882
7	6	51704	59458	64129	68765
8	7	51704	59458	64129	68765
9	8	51704	59458	64129	68765
10	9	52738	60648	65411	70140
11	10	52738	60648	65411	70140
12	11	52738	60648	65411	70140
13	12	53792	61861	66719	71544
14	13	53792	61861	66719	71544
15	14	53792	61861	66719	71544
16	15	54868	63097	68053	72975
17	16	54868	63097	68053	72975
18	17	54868	63097	68053	72975
19	18	55966	64359	69416	74434
20	19	55966	64359	69416	74434
21	20	55966	64359	69416	74434
22	21	57085	65648	70804	75923
23	22	57085	65648	70804	75923
24	23	57085	65648	70804	75923
25	24	58227	66959	72220	77442
26	25	58227	66959	72220	77442
27	26, 27	58227	66959	72220	77442
27+	27+	59391	68300	73664	78991

DIGITAL LEARNING SPECIALIST 202 DAYS  
CONSULTING TEACHER 202 DAYS  
PSYCHOMETRIST 202 DAYS  
RESOURCE TEACHER 202 DAYS

RANK B/ND -Bachelor's Degree  
RANK A – Master's Degree  
RANK AA – Educational Specialist  
RANK DR - Doctorate

**2021-2022 SALARY SCHEDULES FOR TEACHERS AND OTHER CERTIFIED EMPLOYEES**

**EFFECTIVE OCTOBER 1, 2021**

		SCH 41/42 RANK B/ND 187 DAYS	SCH 41/42 RANK A 187 DAYS	SCH 41/42 RANK AA 187 DAYS	SCH 41/42 RANK DR 187 DAYS
STEP	EXP	B	A	AA	DR
1	0	41690	47941	51695	55446
2	1	41690	47941	51695	55446
3	2	41690	47941	51695	55446
4	3	45855	52733	56860	60990
5	4	45855	52733	56860	60990
6	5	45855	52733	56860	60990
7	6	47865	55043	59367	63659
8	7	47865	55043	59367	63659
9	8	47865	55043	59367	63659
10	9	48822	56144	60554	64932
11	10	48822	56144	60554	64932
12	11	48822	56144	60554	64932
13	12	49798	57267	61765	66231
14	13	49798	57267	61765	66231
15	14	49798	57267	61765	66231
16	15	50794	58412	63000	67556
17	16	50794	58412	63000	67556
18	17	50794	58412	63000	67556
19	18	51810	59580	64261	68907
20	19	51810	59580	64261	68907
21	20	51810	59580	64261	68907
22	21	52846	60773	65546	70285
23	22	52846	60773	65546	70285
24	23	52846	60773	65546	70285
25	24	53903	61987	66857	71691
26	25	53903	61987	66857	71691
27	26, 27	53903	61987	66857	71691
27+	27+	54981	63228	68194	73125

TEACHER 187 DAYS  
 COUNSELOR 187 DAYS  
 INSTRUCTIONAL SPECIALIST 187 DAYS  
 LIBRARIAN 187 DAYS

RANK B/ND -Bachelor's Degree  
 RANK A – Master's Degree  
 RANK AA – Educational Specialist  
 RANK DR - Doctorate

**2021-2022 SALARY SCHEDULES FOR TEACHERS AND OTHER CERTIFIED EMPLOYEES**

**EFFECTIVE OCTOBER 1, 2021**

		SCH 52/53 RANK B/ND 222 DAYS	SCH 52/53 RANK A 222 DAYS	SCH 52/53 RANK AA 222 DAYS	SCH 52/53 RANK DR 222 DAYS
STEP	EXP	B	A	AA	DR
1	0	49493	56914	61371	65824
2	1	49493	56914	61371	65824
3	2	49493	56914	61371	65824
4	3	54437	62603	67502	72405
5	4	54437	62603	67502	72405
6	5	54437	62603	67502	72405
7	6	56824	65345	70478	75574
8	7	56824	65345	70478	75574
9	8	56824	65345	70478	75574
10	9	57960	66652	71888	77085
11	10	57960	66652	71888	77085
12	11	57960	66652	71888	77085
13	12	59118	67985	73325	78627
14	13	59118	67985	73325	78627
15	14	59118	67985	73325	78627
16	15	60301	69345	74791	80200
17	16	60301	69345	74791	80200
18	17	60301	69345	74791	80200
19	18	61507	70731	76288	81804
20	19	61507	70731	76288	81804
21	20	61507	70731	76288	81804
22	21	62737	72148	77814	83440
23	22	62737	72148	77814	83440
24	23	62737	72148	77814	83440
25	24	63992	73589	79370	85109
26	25	63992	73589	79370	85109
27	26, 27	63992	73589	79370	85109
27+	27+	65272	75062	80958	86811

TEACHER 222 DAYS  
 JROTC INSTRUCTOR (BELOW MIP) 222 DAYS  
 RESOURCE TEACHER 222 DAYS

RANK B/ND -Bachelor's Degree  
 RANK A – Master's Degree  
 RANK AA – Educational Specialist  
 RANK DR - Doctorate

**2021-2022 SALARY STEP PLAN**  
**(Steps are compensation steps, not experience steps.)**

**PRINCIPALS - 240/260 DAYS**  
**EFFECTIVE OCTOBER 1, 2021**

H/S PRINCIPALS 1200-1205

	1200	1201	1202	1203	1204	1205
	2000+	1500-1999	1250-1499	1000-1249	750-999	749 & Below
STEP	ADM	ADM	ADM	ADM	ADM	ADM
0	105078	103379	101680	99983	98285	96588
1	106655	104930	103206	101484	99760	98037
2	108255	106503	104753	103006	101255	99507
3	109878	108101	106324	104550	102774	100999
4	111526	109722	107919	106119	104315	102515
5	113199	111369	109538	107710	105880	104053
6	114897	113038	111181	109326	107468	105613
7	116621	114735	112849	110966	109081	107197
8	118370	116455	114541	112630	110718	108805
9	120146	118203	116260	114321	112377	110437
10	121948	119975	118004	116034	114064	112094
11	123777	121776	119774	117775	115775	113775
12	125633	123603	121570	119542	117511	115482
13	127518	125456	123393	121335	119275	117214
14	129432	127338	125245	123155	121063	118973
15	131373	129248	127123	125003	122878	120757
16	133344	131187	129030	126878	124723	122568
17	135343	133155	130965	128781	126592	124407
18	137374	135151	132929	130713	128491	126273
19	139434	137180	134925	132673	130419	128167
20	141526	139236	136948	134663	132377	130090
21	143649	141325	139002	136683	134361	132041
22	145804	143446	141087	138733	136376	134022
23	147990	145597	143204	140815	138423	136031
24	150210	147781	145351	142926	140499	138072
25	152463	149997	147532	145071	142606	140143
26	154750	152247	149744	147246	144745	142246
27	157072	154531	151990	149456	146917	144379

A certified administrator is paid an additional \$3867 for an AA certificate and \$4282 for a doctorate and \$8149 for both

**2021-2022 SALARY STEP PLAN**  
**(Steps are compensation steps, not experience steps.)**

**PRINCIPALS - 240/260 DAYS**  
**EFFECTIVE OCTOBER 1, 2021**

M/S PRINCIPALS 1301-1305

STEP	1301	1302	1303	1304	1305
	1500+	1250-1499	1000-1249	750-999	749 & Below
	ADM	ADM	ADM	ADM	ADM
0	95100	93402	91705	90006	88308
1	96526	94803	93081	91356	89633
2	97974	96225	94475	92726	90978
3	99443	97669	95893	94117	92342
4	100935	99133	97331	95529	93727
5	102449	100620	98791	96962	95132
6	103986	102130	100274	98417	96559
7	105546	103662	101778	99894	98008
8	107129	105216	103304	101391	99478
9	108735	106795	104854	102913	100970
10	110367	108396	106427	104456	102485
11	112023	110023	108023	106023	104022
12	113702	111673	109643	107613	105582
13	115409	113348	111288	109228	107166
14	117140	115048	112957	110865	108774
15	118896	116774	114651	112528	110405
16	120680	118525	116371	114217	112061
17	122490	120303	118117	115929	113742
18	124327	122107	119890	117669	115448
19	126191	123939	121688	119434	117181
20	128085	125800	123513	121225	118938
21	130006	127687	125365	123044	120722
22	131956	129602	127246	124889	122533
23	133935	131545	129154	126763	124372
24	135945	133519	131091	128665	126237
25	137984	135521	133058	130594	128129
26	140053	137554	135054	132553	130052
27	142153	139618	137080	134541	132002

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**2021-2022 SALARY STEP PLAN**  
**(Steps are compensation steps, not experience steps.)**

**PRINCIPALS - 240/260 DAYS**  
**EFFECTIVE OCTOBER 1, 2021**

**E/S PRINCIPALS 1401-1405**

STEP	1401	1402	1403	1404	1405
	1000+	750-999	500-749	250-499	249 & Below
	ADM	ADM	ADM	ADM	ADM
0	90094	88396	86699	85002	83303
1	91445	89722	87999	86277	84553
2	92817	91069	89320	87571	85822
3	94209	92434	90661	88886	87109
4	95623	93822	92020	90218	88416
5	97057	95229	93400	91572	89742
6	98514	96657	94802	92945	91088
7	99991	98107	96223	94339	92454
8	101491	99579	97667	95755	93842
9	103013	101072	99132	97191	95250
10	104558	102588	100618	98649	96678
11	106127	104127	102128	100129	98128
12	107718	105688	103660	101630	99600
13	109335	107274	105214	103155	101093
14	110975	108884	106793	104702	102610
15	112639	110516	108394	106273	104149
16	114329	112175	110021	107866	105712
17	116043	113856	111671	109485	107297
18	117783	115565	113346	111127	108907
19	119551	117298	115046	112794	110540
20	121344	119057	116772	114486	112199
21	123164	120845	118523	116204	113881
22	125011	122656	120301	117946	115589
23	126887	124496	122105	119715	117323
24	128789	126364	123937	121512	119083
25	130721	128259	125796	123334	120870
26	132683	130184	127684	125184	122683
27	134673	132135	129599	127061	124523

A certified administrator is paid an additional \$3867 for an AA certificate and \$4282 for a doctorate and \$8149 for both

**2021-2022 SALARY STEP PLAN**  
**(Steps are compensation steps, not experience steps.)**

**ASSISTANT PRINCIPALS - 222 DAYS**  
**EFFECTIVE OCTOBER 1, 2021**

H/S ASST. PRINCIPALS 1501-1505

SS/R K	1500	1501	1502	1503	1504	1505
	2000+	1500-1999	1250-1499	1000-1249	750-999	749 & Below
STEP	ADM	ADM	ADM	ADM	ADM	ADM
0	82745	81281	79498	77718	75930	74152
1	83987	82500	80690	78882	77068	75264
2	85245	83738	81900	80065	78225	76394
3	86526	84994	83129	81266	79398	77539
4	87823	86269	84375	82485	80589	78702
5	89140	87562	85641	83724	81798	79882
6	90477	88876	86926	84979	83025	81081
7	91835	90209	88230	86253	84270	82297
8	93212	91562	89553	87547	85534	83532
9	94609	92935	90896	88860	86817	84784
10	96029	94330	92260	90194	88120	86056
11	97469	95744	93643	91545	89442	87348
12	98931	97179	95049	92919	90783	88657
13	100415	98638	96475	94311	92145	89987
14	101921	100117	97921	95728	93527	91337
15	103450	101620	99390	97164	94930	92708
16	105002	103143	100881	98621	96353	94098
17	106578	104691	102394	100102	97800	95509
18	108176	106262	103930	101602	99266	96942
19	109798	107855	105489	103126	100755	98395
20	111445	109473	107070	104673	102266	99872
21	113117	111115	108677	106242	103800	101370
22	114813	112782	110307	107835	105358	102890
23	116536	114473	111962	109454	106938	104434
24	118284	116190	113641	111095	108542	106000
25	120058	117933	115346	112763	110169	107591
26	121859	119703	117077	114455	111823	109204
27	123687	121497	118833	116169	113501	110842

A 222-day certified administrator is paid an additional \$3254 for an AA certificate and \$3604 for a doctorate and \$6858 for both



**2021-2022 SALARY STEP PLAN**  
**(Steps are compensation steps, not experience steps.)**

**ASSISTANT PRINCIPALS - 222 DAYS**  
**EFFECTIVE OCTOBER 1, 2021**

M/S ASST. PRINCIPALS 1601-1605

SS/RK	1601	1602	1603	1604	1605
	1500+	1250-1499	1000-1249	750-999	749 & Below
STEP	ADM	ADM	ADM	ADM	ADM
0	77216	75433	73650	71868	70085
1	78374	76565	74756	72947	71136
2	79550	77714	75877	74041	72204
3	80743	78880	77015	75152	73286
4	81954	80063	78171	76279	74387
5	83184	81263	79343	77422	75501
6	84432	82482	80533	78584	76635
7	85697	83721	81741	79763	77784
8	86984	84975	82967	80959	78951
9	88288	86250	84211	82174	80135
10	89612	87545	85475	83406	81337
11	90956	88857	86756	84657	82557
12	92320	90190	88058	85927	83796
13	93705	91543	89379	87216	85052
14	95111	92917	90720	88525	86328
15	96538	94310	92081	89853	87623
16	97986	95725	93462	91200	88938
17	99455	97161	94863	92569	90271
18	100947	98619	96287	93957	91626
19	102462	100097	97730	95366	93001
20	103999	101598	99196	96797	94395
21	105559	103122	100685	98248	95811
22	107142	104669	102196	99722	97248
23	108749	106239	103728	101219	98706
24	110380	107833	105284	102736	100187
25	112037	109450	106863	104278	101690
26	113717	111092	108466	105841	103216
27	115422	112759	110093	107429	104763

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## 2021-2022 SALARY STEP PLAN

(Steps are compensation steps, not experience steps.)

### ASSISTANT PRINCIPALS - 222 DAYS (continued)

EFFECTIVE OCTOBER 1, 2021

E/S ASST. PRINCIPALS 1701-1705

SS/RK	1701	1702	1703	1704	1705
	1000+	750-999	500-749	250-499	249 & Below
STEP	ADM	ADM	ADM	ADM	ADM
0	71677	69894	68111	66329	64546
1	72753	70942	69133	67324	65514
2	73843	72006	70170	68334	66496
3	74951	73087	71223	69358	67493
4	76076	74183	72290	70399	68506
5	77217	75295	73375	71454	69533
6	78375	76426	74475	72527	70577
7	79551	77571	75592	73614	71636
8	80744	78735	76726	74718	72711
9	81955	79916	77878	75840	73801
10	83185	81116	79046	76977	74908
11	84433	82332	80231	78132	76032
12	85698	83567	81435	79303	77172
13	86985	84820	82657	80493	78330
14	88289	86092	83895	81701	79504
15	89613	87383	85155	82926	80697
16	90957	88694	86432	84170	81908
17	92321	90025	87728	85432	83136
18	93706	91376	89044	86714	84384
19	95112	92746	90380	88015	85649
20	96539	94138	91736	89336	86934
21	97987	95550	93112	90675	88237
22	99456	96983	94508	92035	89561
23	100949	98437	95926	93416	90904
24	102463	99913	97364	94817	92268
25	104000	101412	98825	96239	93651
26	105560	102933	100307	97682	95057
27	107143	104478	101812	99148	96483

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## 2021-2022 SALARY STEP PLAN

(Steps are compensation steps, not experience steps.)

### ADMINISTRATIVE/PROFESSIONAL

EFFECTIVE OCTOBER 1, 2021

	AP01	AP02	AP03	AP04	AP05	AP06	AP07
	240/260	240/260	240/260	240/260	240/260	240/260	240/260
STEP	DAYS	DAYS	DAYS	DAYS	DAYS	DAYS	DAYS
0	45931	52151	59278	65110	72237	78070	85197
1	46620	52934	60168	66087	73321	79241	86474
2	47319	53727	61070	67077	74420	80429	87772
3	48029	54533	61986	68084	75536	81636	89087
4	48749	55351	62916	69105	76670	82860	90425
5	49480	56182	63860	70142	77820	84103	91781
6	50223	57024	64818	71194	78987	85365	93157
7	50976	57879	65790	72262	80172	86645	94555
8	51741	58748	66776	73346	81375	87944	95974
9	52517	59628	67779	74446	82595	89264	97413
10	53304	60524	68795	75563	83834	90603	98872
11	54104	61431	69827	76696	85092	91962	100356
12	54916	62353	70874	77846	86369	93342	101861
13	55739	63288	71938	79013	87664	94741	103390
14	56575	64238	73017	80200	88979	96163	104942
15	57424	65201	74112	81402	90313	97605	106515
16	58286	66179	75223	82624	91668	99070	108114
17	59160	67172	76352	83862	93042	100556	109736
18	60046	68180	77497	85121	94439	102064	111381
19	60947	69202	78659	86398	95855	103594	113051
20	61862	70240	79841	87693	97294	105149	114747
21	62790	71293	81037	89008	98752	106726	116470
22	63732	72364	82253	90344	100234	108327	118216
23	64687	73449	83486	91699	101737	109952	119989
24	65658	74550	84739	93075	103264	111600	121788
25	66643	75668	86009	94470	104812	113274	123615
26	67642	76803	87300	95888	106384	114973	125469
27	68657	77955	88609	97326	107980	116698	127351

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## 2021-2022 SALARY STEP PLAN

(Steps are compensation steps, not experience steps.)

### ADMINISTRATIVE/PROFESSIONAL

EFFECTIVE OCTOBER 1, 2021

	AP20	AP21	AP22	AP22A	AP23	AP25	AP25A
	8 Hrs	7 Hrs	8 Hrs	8 Hrs	8Hrs	8 Hrs	8 Hrs
	187	187	202	202	192	222	222
STEP	DAYS	DAYS	DAYS	DAYS	DAYS	DAYS	DAYS
0	33037	28905	40517	50258	33036	50615	60815
1	33530	29339	41125	51012	33529	51373	61727
2	34034	29778	41742	51777	34033	52144	62654
3	34545	30225	42369	52554	34544	52927	63593
4	35063	30678	43004	53343	35061	53720	64548
5	35589	31138	43649	54143	35588	54527	65516
6	36123	31606	44304	54955	36122	55345	66498
7	36665	32080	44969	55779	36663	56174	67495
8	37214	32562	45641	56616	37213	57017	68508
9	37772	33049	46326	57465	37771	57873	69535
10	38340	33546	47021	58327	38338	58741	70579
11	38915	34048	47727	59202	38913	59622	71638
12	39497	34559	48444	60090	39496	60516	72712
13	40091	35078	49170	60991	40089	61423	73803
14	40692	35602	49906	61906	40691	62344	74910
15	41302	36138	50655	62835	41301	63280	76034
16	41923	36678	51416	63778	41921	64229	77174
17	42550	37230	52187	64734	42548	65192	78332
18	43190	37789	52969	65705	42342	66170	79507
19	43838	38355	53763	66691	42976	67164	80699
20	44495	38930	54570	67691	43620	68171	81910
21	45161	39515	55389	68706	44274	69194	83138
22	45839	40106	56220	69736	44938	70231	84386
23	46527	40708	57063	70783	45613	71285	85651
24	47225	41319	57920	71845	46297	72354	86936
25	47933	41937	58788	72922	46990	73440	88240
26	48653	42569	59670	74016	47698	74542	89563
27	49381	43205	60565	75126	48411	75660	90906

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## 2021-2022 SALARY STEP PLAN

(Steps are compensation steps, not experience steps.)

### CLERICAL/TECHNICAL

EFFECTIVE OCTOBER 1, 2021

	CT03	CT04	CT05	CT06	CT07	CT20	CT21	CT22
	240	240	240	240	240	187	202	240
	/260	/260	/260	/260	/260			/260
STEP	DAYS	DAYS	DAYS	DAYS	DAYS	DAYS	DAYS	DAYS
0	38437	47332	54448	63504	68896	15231	18306	23208
1	39013	48042	55265	64458	69930	15459	18580	23556
2	39598	48763	56094	65423	70978	15692	18860	23912
3	40193	49493	56934	66405	72041	15926	19142	24268
4	40795	50236	57789	67403	73123	16166	19430	24632
5	41408	50990	58656	68412	74219	16409	19722	25002
6	42029	51755	59535	69439	75333	16655	20016	25379
7	42660	52531	60429	70481	76463	16904	20317	25758
8	43300	53321	61336	71536	77609	17158	20622	26145
9	43948	54118	62254	72610	78774	17414	20930	26537
10	44608	54930	63189	73700	79955	17677	21244	26935
11	45277	55754	64137	74805	81155	18008	21565	27339
12	45957	56591	65099	75928	82372	18278	21887	27748
13	46647	57440	66076	77066	83608	18554	22217	28164
14	47345	58300	67066	78223	84862	18831	22549	28588
15	48055	59175	68072	79395	86135	19113	22888	29015
16	48775	60064	69093	80587	87428	19400	23231	29453
17	49507	60964	70129	81795	88739	19692	23579	29892
18	50249	61879	71182	83023	90070	19988	23932	30341
19	51003	62808	72250	84268	91421	20287	24291	30796
20	51769	63749	73333	85531	92792	20590	24656	31260
21	52545	64706	74433	86814	94185	20900	25026	31726
22	53334	65676	75549	88117	95597	21214	25400	32202
23	54134	66662	76682	89438	97031	21532	25783	32687
24	54946	67661	77834	90779	98486	21856	26170	33178
25	55770	68677	79000	92142	99962	22183	26563	33674
26	56608	69707	80185	93524	101462	22514	26961	34180
27	57455	70752	81388	94926	102985	22852	27364	34692

**2021-2022 SALARY STEP PLAN**  
**(Steps are compensation steps, not experience steps.)**

**CLERICAL/TECHNICAL (continued)**  
**EFFECTIVE OCTOBER 1, 2021**

	CT23	CT24	CT25	CT26	CT27	CT28	CT29	CT30
	187	202	240	187	4 Hrs	6 Hrs	8 Hrs	8 Hrs
			/260		187	182	240/260	222
STEP	DAYS	DAYS	DAYS	DAYS	DAYS	DAYS	DAYS	DAYS
0	19425	23692	30350	29786	12020	14946	30350	25914
1	19715	24048	30806	30233	12202	15170	30806	26303
2	20012	24407	31268	30687	12385	15398	31268	26697
3	20311	24774	31737	31147	12570	15629	31737	27099
4	20615	25144	32214	31614	12758	15864	32214	27504
5	20925	25522	32697	32088	12950	16102	32697	27918
6	21238	25905	33186	32571	13145	16343	33186	28336
7	21560	26294	33686	33058	13342	16588	33686	28760
8	21881	26688	34189	33555	13542	16837	34189	29192
9	22212	27088	34704	34058	13743	17090	34704	29630
10	22542	27495	35224	34568	13951	17346	35224	30074
11	22882	27907	35752	35087	14162	17606	35752	30526
12	23225	28325	36288	35614	14372	17870	36288	30983
13	23573	28751	36833	36148	14588	18139	36833	31448
14	23926	29181	37385	36689	14806	18410	37385	31920
15	24285	29620	37945	37240	15031	18686	37945	32399
16	24649	30063	38514	37798	15255	18967	38514	32885
17	25019	30515	39093	38365	15484	19251	39093	33378
18	25395	30972	39679	38940	15716	19540	39679	33877
19	25776	31436	40275	39525	15951	19833	40275	34387
20	26163	31909	40878	40119	16191	20131	40878	34903
21	26554	32388	41492	40719	16433	20433	41492	35427
22	26952	32874	42114	41330	16680	20740	42114	35959
23	27357	33366	42745	41952	16930	21051	42745	36497
24	27766	33867	43387	42580	17184	21366	43387	37044
25	28185	34374	44039	43219	17442	21686	44039	37601
26	28608	34890	44697	43868	17704	22012	44697	38165
27	29036	35413	45369	44525	17970	22342	45369	38738

**2021-2022 SALARY STEP PLAN**

**(Steps are compensation steps, not experience steps.)**

**CLERICAL/TECHNICAL (continued)**

EFFECTIVE OCTOBER 1, 2021

	CT31	CT32	CT33	CT34	CT35	CT36	CT37	CT38
	8 Hrs	8 Hrs	8 Hrs	8 Hrs	8 Hrs	7 Hrs	8 Hrs	8 Hrs
	202	222	187	187	187	202	187	187
STEP	DAYS	DAYS	DAYS	DAYS	DAYS	DAYS	DAYS	DAYS
0	29863	32821	33924	23684	25080	42058	56541	33212
1	30310	33311	34433	24038	25455	42689	57389	33711
2	30764	33811	34950	24399	25837	43329	58248	34216
3	31226	34318	35475	24766	26225	43978	59122	34730
4	31694	34833	36007	25137	26619	44637	60011	35250
5	32171	35356	36547	25515	27018	45307	60910	35780
6	32653	35885	37094	25896	27423	45987	61823	36316
7	33143	36423	37651	26285	27835	46676	62751	36861
8	33639	36971	38216	26679	28251	47377	63693	37414
9	34146	37526	38790	27080	28674	48088	64648	37975
10	34658	38088	39371	27485	29105	48809	65618	38544
11	35176	38659	39962	27898	29542	49540	66601	39122
12	35704	39239	40561	28317	29985	50284	67601	39710
13	36239	39829	41169	28743	30436	51037	68615	40305
14	36783	40425	41787	29173	30892	51803	69645	40910
15	37335	41031	42413	29611	31355	52582	70688	41524
16	37894	41647	43050	30054	31826	53369	71749	42146
17	38463	42272	43697	30504	32303	54171	72825	42779
18	39041	42907	44351	30963	32787	54983	73918	43420
19	39626	43548	45016	31428	33279	55807	75027	44072
20	40222	44203	45692	31898	33779	56645	76153	44733
21	40823	44867	46376	32377	34285	57495	77295	45403
22	41436	45539	47072	32862	34798	58356	78453	46085
23	42058	46221	47779	33356	35321	59231	79631	46776
24	42689	46914	48495	33857	35851	60121	80825	47477
25	43330	47620	49222	34365	36389	61024	82037	48190
26	43978	48334	49961	34879	36934	61938	83268	48912
27	44638	49058	50710	35402	37489	62868	84517	49646

## 2021-2022 SALARY STEP PLAN

(Steps are compensation steps, not experience steps.)

### MANUAL TRADES

EFFECTIVE OCTOBER 1, 2021

	MT03	MT03-A	MT04	MT05	MT06	MT07	MT08
	240/260	240/260	240/260	240/260	240/260	240/260	240/260
STEP	DAYS	DAYS	DAYS	DAYS	DAYS	DAYS	DAYS
0	30403	36171	41374	47036	63479	72911	81002
1	30861	36714	41995	47741	64428	74006	82217
2	31322	37265	42625	48456	65396	75114	83451
3	31793	37824	43263	49184	66377	76242	84704
4	32270	38392	43913	49922	67372	77385	85974
5	32754	38967	44573	50671	68384	78546	87262
6	33245	39551	45240	51430	69409	79723	88572
7	33744	40145	45918	52202	70451	80920	89901
8	34252	40747	46608	52985	71506	82133	91249
9	34764	41359	47307	53781	72580	83368	92618
10	35284	41979	48017	54586	73668	84617	94006
11	35813	42608	48738	55405	74774	85886	95418
12	36352	43248	49468	56237	75895	87174	96849
13	36896	43896	50210	57079	77033	88481	98301
14	37450	44555	50964	57936	78189	89809	99774
15	38012	45223	51728	58805	79362	91155	101272
16	38583	45901	52502	59686	80551	92523	102791
17	39161	46590	53290	60582	81760	93910	104334
18	39748	47288	54091	61491	82986	95320	105898
19	40345	47998	54902	62413	84233	96750	107487
20	40951	48717	55725	63350	85494	98202	109099
21	41564	49449	56561	64300	86778	99673	110735
22	42188	50190	57410	65266	88079	101170	112396
23	42821	50943	58270	66244	89400	102686	114082
24	43462	51708	59145	67236	90741	104228	115793
25	44113	52483	60031	68244	92103	105789	117531
26	44776	53271	60933	69269	93483	107377	119294
27	45448	54070	61846	70309	94886	108988	121083



## 2021-2022 SALARY STEP PLAN

(Steps are compensation steps, not experience steps.)

### MANUAL TRADES

EFFECTIVE OCTOBER 1, 2021

	MT20	MT21	MT22	MT23	MT24
	197	240/260	197	240/260	187
STEP	DAYS	DAYS	DAYS	DAYS	DAYS
0	17486	22670	21658	28302	19572
1	18000	23010	21982	28725	19866
2	18270	23355	22311	29157	20163
3	18544	23706	22647	29594	20466
4	18822	24060	22988	30040	20772
5	19104	24422	23330	30491	21084
6	19390	24788	23682	30948	21401
7	19682	25159	24036	31411	21722
8	19977	25537	24396	31882	22047
9	20277	25919	24763	32361	22379
10	20581	26309	25135	32846	22713
11	20890	26704	25511	33339	23054
12	21204	27103	25893	33839	23400
13	21520	27510	26282	34346	23752
14	21844	27924	26677	34862	24108
15	22171	28343	27078	35385	24470
16	22503	28767	27483	35914	24837
17	22841	29198	27895	36453	25209
18	23184	29635	28314	37002	25587
19	23531	30082	28739	37554	25970
20	23885	30532	29170	38117	26360
21	24242	30991	29606	38692	26756
22	24608	31455	30050	39271	27158
23	24976	31927	30501	39860	27564
24	25351	32405	30959	40458	27978
25	25731	32891	31424	41064	28398
26	26118	33386	31894	41680	28823
27	26510	33886	32373	42306	29256

**2021-2022 SALARY SCHEDULES  
FOR OCCUPATIONAL THERAPY/PHYSICAL THERAPY**

**Steps are compensation steps, not experience steps**

EFFECTIVE OCTOBER 1, 2021

	OTPT	OTP1	OTP2	OTP3
	7 Hrs	7 Hrs	8 Hrs	8 Hrs
	187	187	202	222
STEP	DAYS	DAYS	DAYS	DAYS
0	32230	49193	60729	69043
1	32713	49931	61640	70080
2	33204	50680	62566	71130
3	33703	51441	63504	72199
4	34209	52211	64458	73281
5	34721	52994	65423	74380
6	35242	53790	66405	75497
7	35770	54597	67402	76629
8	36307	55416	68412	77778
9	36853	56247	69438	78944
10	37404	57090	70479	80127
11	37966	57947	71536	81331
12	38535	58815	72609	82551
13	39114	59699	73700	83789
14	39699	60594	74805	85046
15	40294	61501	75928	86322
16	40899	62424	77065	87617
17	41512	63361	78220	88931
18	42136	64312	79395	90265
19	42769	65276	80586	91619
20	43975	66255	81794	92991
21	44061	67250	83023	94388
22	44721	68257	84268	95805
23	45393	69281	85530	97242
24	46072	70321	86814	98698
25	46764	71377	88117	100180
26	47466	72448	89438	101683
27	48179	73534	90779	103209

**2021-2022 SALARY SCHEDULES FOR SERVICE PERSONNEL – CHILD NUTRITION**

**Steps are compensation steps, not experience steps**

EFFECTIVE OCTOBER 1, 2021

	CNP Assts	CNP Assts	CNP Assts	CNP Mgrs	CNP Mgrs	CNP Mgrs	CNP Assts	CNP Assts
	CN01	CN02	CN03	CN04	CN05	CN06	CN07	CN08
	6 Hrs	6.5 Hrs	7 Hrs				3 Hrs	4 Hrs
STEP	187 Day	187 Day	187 Day	191 Day	191 Day	191 Day	187 Day	187 Day
0	13113	14013	14914	27956	24495	19733	7710	8742
1	13310	14223	15139	28375	24864	20029	7825	8874
2	13509	14436	15365	28801	25237	20330	7944	9008
3	13712	14653	15596	29232	25614	20634	8009	9141
4	13918	14874	15830	29671	25999	20944	8182	9278
5	14127	15096	16068	30116	26388	21258	8306	9418
6	14339	15322	16309	30568	26783	21577	8430	9558
7	14554	15552	16553	31025	27186	21900	8557	9702
8	14773	15786	16801	31491	27592	22229	8684	9847
9	14993	16022	17053	31964	28008	22562	8815	9997
10	15218	16263	17309	32444	28428	22901	8946	10146
11	15446	16507	17568	32931	28854	23244	9080	10298
12	15677	16755	17832	33424	29286	23593	9219	10452
13	15913	17005	18135	33925	29725	23948	9355	10609
14	16152	17260	18407	34434	30173	24307	9496	10769
15	16393	17521	18685	34951	30624	24670	9639	10930
16	16639	17783	18965	35476	31085	25040	9784	11094
17	16889	18050	19249	36008	31551	25416	9929	11261
18	17142	18320	19538	36548	32024	25798	10080	11429
19	17399	18595	19831	37095	32504	26184	10230	11600
20	17660	18874	20128	37653	32992	26577	10384	11776
21	17925	19157	20430	38217	33488	26976	10539	11952
22	18194	19444	20738	38791	33988	27380	10696	12130
23	18467	19736	21049	39373	34498	27792	10858	12312
24	18745	20032	21363	39964	35016	28208	11021	12496
25	19025	20333	21684	40563	35541	28631	11186	12685
26	19311	20637	22010	41170	36074	29061	11355	12874
27	19600	20947	22338	41788	36616	29496	11525	13067

CN 06 IS NOT IN USE

**2021-2022 SALARY SCHEDULES FOR SERVICE PERSONNEL  
BUS DRIVERS/BUS AIDES**

**Steps are compensation steps, not experience steps**

**EFFECTIVE OCTOBER 1, 2021**

	Bus Driver	Bus Driver	Bus Driver	Bus Aide
	BD01	BD02	BD03	BA03
	186 Day	186 Day	186 Day	182 Day
STEP				6 Hrs
0	13290	16656	21001	13090
1	13490	16905	21316	13284
2	13690	17159	21634	13483
3	13898	17417	21961	13686
4	14106	17678	22287	13891
5	14316	18134	22623	14102
6	14532	18406	22962	14312
7	14750	18684	23307	14527
8	14972	18964	23657	14745
9	15194	19248	24011	14965
10	15424	19537	24372	15189
11	15654	19830	24738	15416
12	15890	20127	25108	15649
13	16129	20429	25485	15883
14	16369	20736	25868	16122
15	16616	21047	26256	16364
16	16865	21361	26651	16610
17	17120	21683	27049	16859
18	17374	22008	27454	17111
19	17635	22337	27867	17368
20	17899	22673	28283	17629
21	18019	23013	28710	17893
22	18292	23358	29140	17989
23	18566	23709	29576	18260
24	18845	24063	30021	18532
25	19127	24426	30471	18809
26	19414	24791	30927	19092
27	19705	25163	31392	19379

**2021-2022 SALARY SCHEDULES FOR NURSES**

**State Minimum Salary Schedules**

EFFECTIVE OCTOBER 1, 2021

SCHEDULE		54/55	56/57	58/59	60/61	62/63	64/65
		RN BS	RN MS	RN BS	RN MS	RN BS	RN MS
STEP	EXP	187 Day	187 Day	192 Day	192 Day	202 Day	202 Day
1	0	44469	51138	45658	52503	48035	55239
2	1	44469	51138	45658	52503	48035	55239
3	2	44469	51138	45658	52503	48035	55239
4	3	48912	56250	50221	57754	52836	60762
5	4	48912	56250	50221	57754	52836	60762
6	5	48912	56250	50221	57754	52836	60762
7	6	51054	58712	52420	60281	55150	63421
8	7	51054	58712	52420	60281	55150	63421
9	8	51054	58712	52420	60281	55150	63421
10	9	51738	59502	53122	61092	55889	64274
11	10	51738	59502	53122	61092	55889	64274
12	11	51738	59502	53122	61092	55889	64274
13	12	52678	60578	54090	62199	56906	65439
14	13	52678	60578	54090	62199	56906	65439
15	14	52678	60578	54090	62199	56906	65439
16	15	53882	61965	55322	63620	58203	66935
17	16	53882	61965	55322	63620	58203	66935
18	17	53882	61965	55322	63620	58203	66935
19	18	54577	62762	56036	64440	58955	67795
20	19	54577	62762	56036	64440	58955	67795
21	20	54577	62762	56036	64440	58955	67795
22	21	55273	63565	56751	65267	59707	68665
23	22	55273	63565	56751	65267	59707	68665
24	23	55273	63565	56751	65267	59707	68665
25	24	55932	64225	57426	65941	60418	69375
26	25	55932	64225	57426	65941	60418	69375
27	26	55932	64225	57426	65941	60418	69375
27+		56591	64884	58104	66618	61131	70087

**2021-2022 SALARY SCHEDULES FOR NURSES (cont)**

**State Minimum Salary Schedules**

EFFECTIVE OCTOBER 1, 2021

SCHEDULE		66/67	68/69	70/71	72/73	74/75	76/77
		RN BS	RN MS	LPN 7.5 HRS	LPN BUS AIDE	RN ASSOCIATES	CNA
STEP	EXP	240/260	240/260	182	182	187	182
		DAYS	DAYS	DAYS	DAYS	DAYS	DAYS
1	0	61828	71100	23168	17063	42292	14842
2	1	61828	71100	23168	17063	42292	14842
3	2	61828	71100	23168	17063	42292	14842
4	3	68007	78209	25461	18752	46735	15840
5	4	68007	78209	25461	18752	46735	15840
6	5	68007	78209	25461	18752	46735	15840
7	6	70986	81632	26556	19560	48877	17266
8	7	70986	81632	26556	19560	48877	17266
9	8	70986	81632	26556	19560	48877	17266
10	9	71937	82727	26901	19815	49562	18820
11	10	71937	82727	26901	19815	49562	18820
12	11	71937	82727	26901	19815	49562	18820
13	12	73245	84227	27386	20171	50501	19759
14	13	73245	84227	27386	20171	50501	19759
15	14	73245	84227	27386	20171	50501	19759
16	15	74914	86153	27986	20612	51705	20353
17	16	74914	86153	27986	20612	51705	20353
18	17	74914	86153	27986	20612	51705	20353
19	18	75883	87261	28324	20862	52400	20658
20	19	75883	87261	28324	20862	52400	20658
21	20	75883	87261	28324	20862	52400	20658
22	21	76851	88380	28664	21111	53096	20658
23	22	76851	88380	28664	21111	53096	20658
24	23	76851	88380	28664	21111	53096	20658
25	24	77766	89295	29275	21561	53755	20658
26	25	77766	89295	29275	21561	53755	20658
27	26	77766	89295	29275	21561	53755	20658
28		78682	90212	29886	22010	54414	20658