

TABLE I
TITLE OF POSITION FOR ADMINISTRATIVE/MANAGEMENT
AND SUPERVISORY PERSONNEL SALARY SCHEDULE

<u>SALARY SCHEDULE TITLE</u>	<u>POSITION TITLE</u>
Coordinator IV	Food Service Specialist Shared Services Network Facilitator Area Manager
Coordinator III	Transportation Specialist Coordinator of Health Benefits
Coordinator II	Fleet Maintenance Supervisor Coordinator of Purchasing/Warehouse Public Relations Officer Coordinator of Accounting and Internal Accounts Transportation Services Supervisor Coordinator of Property Control Coordinator of Health Benefits
Coordinator I	Coordinator of Operations Coordinator of Planning & Intergovernmental Relations Project Manager Maintenance Supervisor (Technical) Maintenance Supervisor (General) Coordinator of Payroll Activities Coordinator of School Food Service Chief Building Inspector Design Architect
Director III	Building Official
Director II	Director of Maintenance & Operations Director of Transportation Director of Food and Nutrition Services Director of Purchasing/Accounts Payable and Material Management Director on Assignment Director of Facility Planning and Construction Director of Finance Director of School Improvement/Professional Development and Assessment

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Director I	Chief Information Officer Director of Career & Technical Education Director of Student Services Director of Exceptional Student Education Director of Support Personnel Services Director on Assignment Director of Instructional Personnel Services Director of Secondary Education Director of Elementary Education
Supervisor III	Supervisor of Student Services Supervisor of Instructional Support Services Supervisor of Exceptional Student Education Computer Operations Manager Reading/Language Arts Supervisor Supervisor of School Improvement/Professional Development and Assessment Supervisor of Title I
Supervisor II	Supervisor of Adult/Community Education Supervisor of Instructional Personnel Services Supervisor of Curriculum Pre-K-12
Supervisor I	None
Assistant Principal	Assistant Principal Assistant Principal on Assignment
Vice Principal	Vice Principal
Principal	Principal Principal on Assignment
Administrator on Assignment	Administrator on Assignment
Assistant Superintendent	Assistant Superintendent for Human Resources Assistant Superintendent for Business Affairs Assistant Superintendent for Support Services Assistant Superintendent for Instruction
Deputy Superintendent	Deputy Superintendent

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TABLE V
CLASSIFICATIONS/BAND/GRADE

<u>CLASSIFICATION</u>	<u>BAND/GRADE</u>
CLERICAL/AIDES/TEACHER ASSISTANTS:	
Accounting Support Assistant	B23
Accounting Assistant	B24
Accounts Payable Assistant	B23
Administrative Secretary, Sr.	B24
Administrative Secretary	B23
Administrative Support Assistant	B22
Bookkeeper	B23
Career Specialist	B32
Child Care Assistant	A13
Child Care Aide (Prekindergarten)	A11
Classroom Assistant	A12
Clerical Assistant	A11
Clerical Support Assistant	A12
Computer Lab Assistant	A13
Data Entry Operator	A13
District Media/Technology Secretary	B21
Dropout Prevention Assistant	A13
ESE Secretary	B21
ESE Interpreter IV	B32
ESE Interpreter II	B22
ESE Interpreter III	B31
ESE Interpreter I	B21
ESE Assistant	A13
Executive Secretary/Deputy Superintendent	B24
Health Assistant	B21
Inclusion Prekindergarten Assistant	A13
Instructional Assistant	B23
Instructional Support Assistant	B22
Insurance Assistant	B23
ISS Assistant	A13
Mapping & Boundary Planning Assistant	B22
Media Technical Assistant	B21
Nursery Instructor	B32
Paraprofessional/ESE Reading	B32
Paraprofessional / Speech and Language	B32
Parent Educator	A13
Payroll Assistant	B23
Payroll Clerical Assistant	A12
Payroll Support Assistant	B22
Payroll Aide	B22
Pre Kindergarten Instructor	B32
Professional Development Assistant	B32

School Secretary	B21
Service Desk Assistant	B22
Student Records Secretary	B21
Student Services Clerk	A13
Student Services Assistant	A13
Switchboard Operator	A12
Testing & Administrative Support Assistant	B23
Title I Assistant	A12
Transportation Technology Specialis	B23 B32

CUSTODIAL

Lead Custodian	B21
Head Custodian I	B31
Head Custodian II	B22
Head Custodian	B22
Custodian	A12
Custodian/Groundskeeper	A12

TRANSPORTATION

Shop Manager	C41
Lead Mechanic	B32
Mechanic	B23
Mechanic Assistant	B22
Parts Manager	B31
Assistant Parts Manager	B23
Routing Specialist	B23
Routing Dispatcher	B21
Bus Driver	B21
Fuel Attendant	A11
ESE Assistant/Bus Monitor	A13

MAINTENANCE

Lead HVAC Technician	B32
HVAC Technician	B23
HVAC Technician Assistant	B22
Lead Electrical Technician	B32
Electrical Technician	B23
Electrical Technician Assistant	B22
Lead Electronics Technician	B32
Electronics Technician	B23
Electronics Technician Assistant	B22
General Maintenance Worker	A13
Lead Waste/Water Operator	B32
Wastewater Operator	B23
Waste/Water Operator	B24
Lead Plumber	B32
Plumber	B23
Plumber Assistant	B22

Boiler Tender	B23
Lead Painter	B32
Painter	B22
Lead Carpenter	B32
Carpenter	B23
Carpenter Assistant	B22
Lead Heavy Equipment Operator	B32
Heavy Equipment Operator	B22
Lead Roofer	B32
Roofer	B23
Maintenance Mechanic	B22
School Maintenance Mechanic	B23
Warehouse Assistant	B22
Lead Pest Control Operator	B32
Pest Control Operator	B22
Locksmith	B23

MISCELLANEOUS

Warehouse Manager	B32
Warehouse Foreman	B31
Warehouser, Sr.	B21
Warehouser	A13
Courier	A12
Small Engine Mechanic	B22
Press Operator, Sr.	B23
Press Operator	B22
Bindery Worker	A12
Print Center/Textbook Courier	A12
District Office Maintenance Mechanic	B21

CAFETERIA

Assistant Cafeteria Manager	B21
Cafeteria Assistant	A12
Cafeteria Van Driver	A13
School Food Services Support Assistant	B22

TECHNOLOGICAL SPECIALISTS

Computer Operator	B21
Transportation / Boundary Planning Assistant	B22
Computer Services Technician	B24
Technical Specialist	B32
Data Base Specialist	C42
Computer Services Assistant	B32
Programmer/Analyst	C43
FIRN Technical Education Coordinator	C42
Network Specialist	C43
Network Security Specialist	C43
Telecommunications Specialist	B32
Telecommunications Technician	B24

**SUPPORT SALARY SCHEDULE
(NON-BARGAINING UNIT POSITIONS)**

1. SUBSTITUTES:

Category:

Secretarial/Clerical	\$6.52 \$6.77 /hour (effective 2/27/06)
Noon Day Shuttle Bus Runs	\$6.52 \$6.77 /hour (effective 2/27/06)
Cafeteria Assistant/Cafeteria Van Driver	\$6.52 \$6.77 /hour (effective 2/27/06)
Substitute Bus Drivers for Field Trips/Extra Trips	\$8.00 per hour
Bus Driver Interns for Field Trips/Extra Trips	\$8.00 per hour
Bus Driver Intern	\$.25 per hour less than Step 1 hourly rate for regular bus drivers.
Bus Drivers	\$.50 per hour less than Step 1 hourly rate for regular bus drivers.
Substitute Licensed Practical Nurse	\$.50 per hour less than Step 1 hourly rate for regular Licensed Practical Nurse.
Substitute ESE Interpreter	\$.50 per hour less than Step 1 hourly rate for regular ESE Interpreter I.
Substitute Custodian	\$.50 per hour less than Step 1 hourly rate for regular Custodian.
Cafeteria Assistant Intern	\$1.00 per hour less than Step 1 hourly rate for regular Cafeteria Assistant.
Cafeteria Van Driver Intern	\$1.00 per hour less than Step 1 hourly rate for regular Cafeteria Van Driver.
Substitute Aide*	\$1.00 per hour less than Step 1 hourly rate for regular Classroom Aides.
Substitute Bus Monitor	\$1.00 per hour less than Step 1 hourly rate for regular Bus Monitor.
Substitute Clinic Assistant	\$.50 per hour less than Step 1 hourly rate for regular Health Assistant

* In the absence of an aide, the supervisor is authorized to use either an approved support substitute aide, at the rate of pay stipulated above, or an approved substitute teacher at the rate of pay stipulated for substitute teachers under "Miscellaneous Salaries," Section IV.

A. Minimum Guaranteed Work Hours

- 1) Bus Driver Interns shall be guaranteed a minimum of 5.5 hours per day, for each day of reporting, during the 180 student days in the regular school calendar
- 2) Bus Driver substitutes shall be guaranteed a minimum of 4.5 hours per day, for each day of reporting, during the 180 student days in the regular school calendar

B. Benefits

Effective 9/20/02, Bus Driver Interns and Bus Driver substitutes are eligible to enroll in the District's comprehensive hospital-surgical-major medical and group life insurance policy at group rates equivalent to those of regular employees. The Board agrees to pay for employee single coverage for this insurance, up to a maximum of \$3,805.60 per employee.

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2. OTHER:

Temporary Adult Labor	\$6.15	<u>\$6.40</u>	per hour (effective 1/01/06)
(when authorized by the Superintendent)	\$6.50	<u>\$6.75</u>	per hour (effective 2/27/06)
	\$7.00	<u>\$7.25</u>	per hour (effective 2/27/06)

3. SPECIAL GRANT PERSONNEL:

Part-time labor employed by the Superintendent under special grant or through inter-governmental agreements will be paid an amount to be determined by the School Board.

4. STUDENT LABOR (High School):

When used as part-time help, and authorized by the Superintendent, students shall be paid at the following rate:

\$6.15	—————	\$6.50	—————	\$7.00
<u>\$6.40</u>		(effective 1/01/06)	<u>\$6.75</u>	(effective 2/27/05) <u>\$7.25</u> (effective 2/27/06)

5. OTHER PROGRAMS (Other than 310 Agreements)

Individuals employed as supervisors of student workers or to complete special temporary assignments, shall be paid as follows at the discretion of the Superintendent or his/her designee:

1. An hourly rate of pay equivalent to their normal rate of pay in effect, or
2. The rate of pay for the position employed in, based on Grade and Step of the Support Salary Schedule (not to exceed step 5), as determined by the Superintendent or his/her designee, or
3. A rate of pay selected from the rate determined for Temporary Adult Labor.

6. TRAINING BONUS - BUS DRIVERS

Following successful completion of all required pre-service training and screenings, bus drivers shall be paid a one-time bonus of \$500.

In order to enroll in the training program, applicants must complete the following:

- a. Fingerprinting
- b. Background check
- c. Drug Screening
- d. DMV license check which meet requirements for hire
- e. Physical Exam

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STAFF DEVELOPMENT

- I. Consultant Daily Rate (full day) up to \$600.00 (4-6 hours)
(half day) up to \$300.00 (3 hours)
- Nationally Known Consultants (full day) up to \$1200.00 (4-6 hours)
(The Consultant's vita will be used to determine eligibility for the \$500 per day rate by the administrator who arranges the inservice.)
- II. Consultant Hourly Rate Up to \$100.00
- No payment will be given to consultants for preparation time per the amended Teacher Education Center Guidelines approved 10/22/92.
- III. Teacher Participants (non-school hours) \$10.00
Effective on the first day of the teacher's normal 1997-98 contract year.
- IV. Non-Instructional Participants (non-contact hours) ~~\$6.15~~ **\$6.40** (effective 1/01/06)
- V. Special Professional Agreements Board Action
- Professional Agreements may be executed to provide higher or lower rates of pay when approved by the School Board
- VI. Travel Board Rate
- Travel and per diem for consultants may be paid when approved in advance by the Superintendent
- VII. Substitute Teacher participants - with prior authorization for inservice participation. ~~6.90/hr.~~ **\$7.15/hr.** (effective 2/27/06)
- VIII. Non-Instructional Substitute participants - with prior authorization for inservice participation. Normal hourly rate of pay, Not to exceed ~~\$6.15/hr.~~ **\$6.40/hr.** (effective 1/01/06)

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TRAVEL ALLOWANCE IN COUNTY

Travel allowance in county will be paid at the rate set by the State not to exceed the amount for the following positions.

NOT TO EXCEED ~~\$435~~ \$565 PER MONTH*

Homebound Teachers; ESE Aides, Job Placement Transition Specialist, Adaptive P.E. Teacher

NOT TO EXCEED ~~\$355.00~~ \$460 PER MONTH*

SEDNET Specialists, Staffing Specialists

NOT TO EXCEED ~~\$283.00~~ \$368 PER MONTH*

Attendance Assistants; Social Workers; School Psychologists; Teacher of the Visually Impaired, Hearing Impaired Teachers

NOT TO EXCEED ~~\$213.00~~ \$277 PER MONTH*

ESE Work Evaluator

NOT TO EXCEED ~~\$209.00~~ \$272 PER MONTH*

County-Wide Gifted Teacher; Speech/Language Diagnostician; Computer Electronics Teacher, School Food Service Manager Intern

NOT TO EXCEED ~~\$161.00~~ \$209 PER MONTH*

Superintendent of Schools; Director of Instructional Programs (K-12); Director of Information Services; Director of Student Services; Director of Exceptional Student Education; Director of Applied Technology; Supervisor of Instructional Support Services; Specialist; Teacher; ABE School Programs; Assistant Superintendent for Support Services; Supervisor of Elementary Curriculum; Supervisor of Secondary Curriculum; Assistant Superintendent for Instruction; Supervisor of Adult/Community Education; Supervisor of Professional Development and Program Support; Home/School Liaison; Vocational Teacher Specialist; Director of Continuing Education; Supervisor of Applied Technology; Director of School Improvement/Professional Development & Assessment, Director of Elementary Education, Director of Secondary Education., SPRINT Teachers, School Board Attorney

NOT TO EXCEED ~~\$140.00~~ \$182 PER MONTH*

Deputy Superintendent; Psychologist (Serving Orange Park Area); Assistant Superintendent for Human Resources; Director of Support Personnel Services; Director of Purchasing/Warehouse; Director of School Food Service; Food Service Specialist; Assistant Superintendent for Business Affairs; Work Experience Teachers; C.B.E. Teachers; D.C.T. Teachers; Health Service Aide Program-Vocational; Homebound Teachers in Keystone Area; Agriculture Teachers; Distributive Education; Vocational Home Economics Teachers; Speech Clinicians; Director of Instructional Personnel Services; Coordinator of Insurance Activities; Computer Services Specialist; Data Base Specialist; Prime Specialist; Instructional Technology Specialist; Health Education Specialist; Reading Specialist; Chapter I Specialist; Pre-Kindergarten Specialist; Supervisor of Student Services; E.S.E. Alternative Teacher, Grant Development Specialist; Teacher; and Behavioral Resource Specialist (Dr. Inlet Elem); District Media Services Specialist; Director of Payroll, Budget & Accounting; Eisenhower Professional Development Program Trainer; Jump Start Teacher, Supervisor of E.S.E, Coordinator of School Food Service, Public Relations Officer, District Technology Integration Specialist .

NOT TO EXCEED ~~\$123~~ \$160 PER MONTH*

Principals, Assistant Principals, Keystone Heights High, Keystone Heights Elementary and McRae Elementary; Administrative Secretary, Human Resources

NOT TO EXCEED ~~\$87.00~~ \$113 PER MONTH*

All Principals, Assistant Principals, (** except Keystone Heights Schools); Guidance Counselors; Instructional Specialist; ESOL Test Administrator; School Bookkeepers; Itinerant Chorus Teachers, School Board Members

NOT TO EXCEED ~~\$70.00~~ \$91 PER MONTH*

Coordinator of Payroll Activities; Coordinator of Purchasing/Warehouse; Director of Maintenance ; Director of Transportation; Computer Operations Manager; Director of Facility Construction.

NOT TO EXCEED ~~\$53.00~~ \$69 PER MONTH*

NJROTC Instructors; Occupational Specialist; Community Education Secretaries (on-site registration activities with prior authorization); Community Education Program Assistants; Community Education Teachers (assigned out of geographic areas with prior authorization); Maintenance Supervisor (General & Technical); Project Manager; Coordinator of Facility Planning; Fleet Maintenance Supervisor; Transportation Services Supervisor; Professional Development Assistant; Coordinator of Operations.

NOT TO EXCEED ~~\$40.00~~ \$52 PER MONTH*

Cafeteria Manager, Keystone Heights

NOT TO EXCEED ~~\$26.00~~ \$34 PER MONTH*

Members of Community Education Advisory Council; County-Wide Chapter I Aide

NOT TO EXCEED ~~\$24.00~~ \$31 PER MONTH

All Cafeteria Managers except Keystone Heights, School Food Service Manager in Training

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MISCELLANEOUS

County-Wide Maintenance employees permitted mileage at the maximum rate set by the State for in county travel for use of their personal automobiles in lieu of county-wide maintenance truck. (Practice will be kept at an absolute minimum).

Assistant Negotiator permitted mileage at the maximum rate set by the State for travel in connection with negotiations.

School Board Members shall be reimbursed travel in accordance with current rules and regulations for official business. Per Diem, mileage and meal allowances allowed for out of county travel shall be reimbursed at the maximum allowed by the State.

In the event that travel by other persons (such as school department heads, guidance personnel, etc.) is accumulated, well documented evidence is to be kept and turned in to the County Office on a semester basis for special consideration by the Superintendent and School Board. Per Diem, mileage and meal allowances allowed for out of county travel shall be reimbursed at the maximum allowed by the State.

*The maximum annual travel allowance received by a person shall be paid in accordance with the maximum stated and the number of months on the contract. During any month when the monthly allowance has been exceeded, the Superintendent may approve mileage carried over to a succeeding month during which the limit has not been exceeded.

** Principals at Keystone Heights are included in ~~\$123.00~~ **\$160.00** per month.

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