

# CLAY COUNTY DISTRICT SCHOOLS



## Salary Schedule ~~2024-2025~~ 2025-2026

School Board Approval:

~~December 12, 2024~~ June 26, 2025

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**Section I: Administrative, Management, Supervisory,  
Confidential**



## Table I: Title of Position for Administrative/Management and Supervisory Personnel Salary Schedule

### 2024-2025 Salary Schedule

#### Title of Position for Administrative/Management and Supervisory Personnel Salary Schedule

SALARY SCHEDULE TITLE	POSITION TITLE
Coordinator IV	<ul style="list-style-type: none"> <li>• Food Service Specialist</li> <li>• Area Manager</li> <li>• Graphic Designer</li> <li>• Coordinator of Routing</li> <li>• Marketing and Farm to School Coordinator</li> <li>• Vice President of the Clay Education Foundation</li> </ul>
Coordinator III	<ul style="list-style-type: none"> <li>• Transportation Specialist</li> <li>• Technology Services Manager</li> <li>• Coordinator of Workforce Development</li> <li>• District Threat Management Coordinator</li> </ul>
Coordinator II	<ul style="list-style-type: none"> <li>• Coordinator of Procurement / Buyer</li> <li>• Coordinator of School Food and Nutrition Services</li> <li>• Project Budget and Purchasing Coordinator</li> <li>• Chief of Staff</li> <li>• Building Automation System (BAS) Coordinator</li> <li>• President/CEO of the Clay Education Foundation</li> <li>• Coordinator of Health and Wellness</li> <li>• Coordinator of Accounting</li> <li>• Coordinator of Health Benefits</li> </ul>
Coordinator I	<ul style="list-style-type: none"> <li>• Coordinator of Payroll Activities</li> <li>• Fire Safety Inspector I</li> <li>• Coordinator of Communications and Media Partnerships</li> <li>• Technology Services Coordinator</li> <li>• Coordinator of Strategic Planning and Community Partnerships</li> <li>• Coordinator of School Choice and Charter Schools</li> <li>• Coordinator of Exceptional Student Education</li> <li>• Coordinator of Accounts Payable</li> <li>• Coordinator of Accounting / Budget</li> <li>• Coordinator of Risk Management</li> <li>• Coordinator of Property Control</li> <li>• Coordinator of Nursing Services</li> <li>• Coordinator of Shop Operations</li> <li>• Coordinator of Student Engagement</li> <li>• Coordinator of Internal Accounts</li> <li>• Coordinator of District Athletics and Development</li> <li>• Coordinator of Multi-Tiered Systems of Support (MTSS)</li> <li>• Coordinator of Teacher Support</li> <li>• Data Scientist for School Improvement</li> <li>• Lead Building Automation Systems (BAS) Coordinator</li> <li>• Coordinator of Mental Health Services</li> <li>• Family and Community Engagement Coordinator</li> <li>• Safety and Security Coordinator</li> </ul>

Supervisor III	<ul style="list-style-type: none"> <li>• Supervisor of Transportation Services</li> <li>• Maintenance Supervisor – Technical and General</li> <li>• Project Manager</li> <li>• Supervisor of Planning and Intergovernmental Relations</li> <li>• Supervisor of Teacher Support</li> </ul>
Supervisor II	<ul style="list-style-type: none"> <li>• Supervisor of Exceptional Student Education</li> <li>• Supervisor of Adult/Community Education</li> <li>• Supervisor of Reading and Early Literacy</li> <li>• Supervisor of Purchasing and Material Management</li> <li>• Supervisor of Instructional Resources/STEM</li> <li>• Supervisor of Technology Services</li> <li>• Supervisor of Federal Programs</li> <li>• Supervisor of Certified Teacher Placement</li> <li>• Supervisor of Payroll Activities</li> <li>• Supervisor of the English for Speakers of Other Languages (ESOL) Program</li> <li>• Supervisor of Risk Management &amp; Employee Benefits</li> <li>• Supervisor of Safety and Security</li> <li>• Supervisor of Multi-Tiered System of Supports (MTSS)</li> </ul>
Supervisor I	<ul style="list-style-type: none"> <li>• ESE SEDNET Supervisor</li> <li>• Supervisor of Career &amp; Technical Education, Community and Business Partnerships</li> <li>• Supervisor of Career &amp; Technical Education, Program Implementation</li> <li>• Supervisor of Instructional Personnel Services</li> <li>• Supervisor of Mental Health and Wellness Services</li> <li>• Supervisor of School Improvement &amp; Leadership Development</li> <li>• Supervisor of Assessment &amp; Accountability</li> </ul>
Director III	<ul style="list-style-type: none"> <li>• Building Official</li> </ul>
Director I	<ul style="list-style-type: none"> <li>• Director of Information Services</li> <li>• Director of Exceptional Student Education</li> <li>• Director of Facility Planning and Construction</li> <li>• Director of Support Personnel Services</li> <li>• Director of Assessment, Accountability, and School Support</li> <li>• Director of Instructional Personnel Services</li> <li>• Director of Transportation</li> <li>• Director of Exceptional Student Education</li> <li>• Director of K12 Academic Support Services</li> <li>• Director of Professional Development, School Improvement and Assessment</li> <li>• Director of Maintenance</li> <li>• Director of Food and Nutrition Services</li> <li>• Director of Finance</li> <li>• Director of Climate &amp; Culture</li> <li>• Director of Safety &amp; Security</li> </ul>
Assistant Principal	<ul style="list-style-type: none"> <li>• Assistant Principal</li> </ul>
Vice Principal	<ul style="list-style-type: none"> <li>• Vice Principal</li> </ul>
Principal	<ul style="list-style-type: none"> <li>• Principal</li> </ul>
Administrator on Assignment	<ul style="list-style-type: none"> <li>• Administrator on Assignment</li> </ul>

Assistant  
Superintendent

- Assistant Superintendent for Human Resources
- Assistant Superintendent for Business Affairs
- Assistant Superintendent for Operations
- Chief Academic Officer
- Chief of Secondary Education
- Chief of Elementary Education

Revised: 12/12/2024

## Control Factors

### Control Factors for Administrative/Management and Supervisory Personnel Salary Schedule

Unless otherwise recommended by the Superintendent, all persons being placed on the schedule for the first time will be assigned to step 0 for the pay grade appropriate to their position. The Superintendent may assign placement above step 0 subject to School Board approval to (a) ensure that one who is a teacher in the district will not receive a “pay cut” when compared to their teaching salary projected for twelve months, or (b) provide an added incentive to a person with critically needed skills. Under no circumstances will a person being placed on the schedule for the first time be placed above step 23.

When a person already on the administrative salary schedule is assigned a new district level position on the schedule, the person will be placed on the salary schedule (pay grade/step) for the new position closest to their current salary, including supplements, if applicable. The person would not maintain the same step status for the new district level position unless a decrease in overall salary would result. This paragraph shall apply only to an administrator whose move is to a district level administrative position.

A district level administrator who accepts a school based administrative position shall maintain his/her step on the schedule when assigned to the new pay grade.

Unless the Superintendent takes overt action to withhold an increment, each person will advance one step on the schedule up through step 23 for each year of administrative/management experience within the Clay County Schools except as follows:

1. If an administrator (including a Cafeteria Manager) receives an unsatisfactory rating on his/her annual performance evaluation and the Superintendent recommends reappointment to an administrative position for the following year, the administrator will receive the same salary in the next school year as he/she received during the unsatisfactory year of service. Such administrator will be ineligible for any step, supplement or base salary pay increase. This freeze will apply for, at least, the school year following the administrator’s receipt of an unsatisfactory evaluation.
2. If, during the frozen salary year, the administrator earns a satisfactory evaluation, he/she will be placed back on the salary schedule for the following year and, if otherwise eligible, receive any step increase approved by the Board.
3. If the administrator referenced in 1. above receives satisfactory ratings on the final performance evaluations for each of the two (2) years following the receipt of an unsatisfactory rating, the administrator will be eligible, the third year, for any salary step and/or step amount that would have applied had the administrator never earned an unsatisfactory evaluation.

If the situation arises where the chief officer of a school makes less money than another person in that school, the situation shall be brought to the attention of the School Board to be considered on a case by case basis.

Administrative positions are 12-month positions unless otherwise approved in the allocation document. The salary and applicable supplement of a-less-than-12-month administrator shall be prorated based on the number of contract days times the daily rate of pay established in the Administrative Salary Tables contained herein.

The 10 or 11-month calendar for an administrator shall be the same as that established for other 10 (196 days) or 11 (216 days) - month employees.

Revised: 11/03/2022



## Table II: Pay Grades

### Pay Grades for Administrative/Management and Supervisory Personnel Salary Schedule

PAY GRADE	SALARY SCHEDULE TITLE
112	Coordinator IV
125	Coordinator III
140	Coordinator II
155	Coordinator I
168	Assistant Principal (Base)
168	Vice Principal (Base)
173	Supervisor III
173	Director III
193	Supervisor II
193	Director II
200	Principal Special School (Base)
200	Principal (Base)
200	Supervisor I
215	Director I
See Below*	Administrator on Assignment
238	Assistant Superintendent

\*An administrator will maintain his/her contracted salary earned immediately prior to the transfer/redesignation as an Administrator on Assignment for the balance of the school year during which the transfer/redesignation takes place.

Revised: 04/06/2017

## Table III: Indices for Pay Grades

### Indices for Each Pay Grade/Step for Administrative/Management and Supervisory Personnel Salary Schedule

Pay Grades	STEPS															
	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
100	1.000	1.030	1.060	1.090	1.120	1.150	1.180	1.210	1.240	1.270	1.300	1.330	1.360	1.390	1.420	1.450
110	1.100	1.130	1.160	1.190	1.220	1.250	1.280	1.310	1.340	1.370	1.400	1.430	1.460	1.490	1.520	1.550
112	1.120	1.150	1.180	1.210	1.240	1.270	1.300	1.330	1.360	1.390	1.420	1.450	1.480	1.510	1.540	1.570
115	1.150	1.180	1.210	1.240	1.270	1.300	1.330	1.360	1.390	1.420	1.450	1.480	1.510	1.540	1.570	1.600
125	1.250	1.280	1.310	1.340	1.370	1.400	1.430	1.460	1.490	1.520	1.550	1.580	1.610	1.640	1.670	1.700
128	1.280	1.310	1.340	1.370	1.400	1.430	1.460	1.490	1.520	1.550	1.580	1.610	1.640	1.670	1.700	1.730
133	1.330	1.360	1.390	1.420	1.450	1.480	1.510	1.540	1.570	1.600	1.630	1.660	1.690	1.720	1.750	1.780
135	1.350	1.380	1.410	1.440	1.470	1.500	1.530	1.560	1.590	1.620	1.650	1.680	1.710	1.740	1.770	1.800
140	1.400	1.430	1.460	1.490	1.520	1.550	1.580	1.610	1.640	1.670	1.700	1.730	1.760	1.790	1.820	1.850
143	1.430	1.460	1.490	1.520	1.550	1.580	1.610	1.640	1.670	1.700	1.730	1.760	1.790	1.820	1.850	1.880
145	1.450	1.480	1.510	1.540	1.570	1.600	1.630	1.660	1.690	1.720	1.750	1.780	1.810	1.840	1.870	1.900
150	1.500	1.530	1.560	1.590	1.620	1.650	1.680	1.710	1.740	1.770	1.800	1.830	1.860	1.890	1.920	1.950
155	1.550	1.580	1.610	1.640	1.670	1.700	1.730	1.760	1.790	1.820	1.850	1.880	1.910	1.940	1.970	2.000
158	1.580	1.610	1.640	1.670	1.700	1.730	1.760	1.790	1.820	1.850	1.880	1.910	1.940	1.970	2.000	2.030
163	1.630	1.660	1.690	1.720	1.750	1.780	1.810	1.840	1.870	1.900	1.930	1.960	1.990	2.020	2.050	2.080
168	1.680	1.710	1.740	1.770	1.800	1.830	1.860	1.890	1.920	1.950	1.980	2.010	2.040	2.070	2.100	2.130
173	1.730	1.760	1.790	1.820	1.850	1.880	1.910	1.940	1.970	2.000	2.030	2.060	2.090	2.120	2.150	2.180
175	1.750	1.780	1.810	1.840	1.870	1.900	1.930	1.960	1.990	2.020	2.050	2.080	2.110	2.140	2.170	2.200
180	1.800	1.830	1.860	1.890	1.920	1.950	1.980	2.010	2.040	2.070	2.100	2.130	2.160	2.190	2.220	2.250
183	1.830	1.860	1.890	1.920	1.950	1.980	2.010	2.040	2.070	2.100	2.130	2.160	2.190	2.220	2.250	2.280
188	1.880	1.910	1.940	1.970	2.000	2.030	2.060	2.090	2.120	2.150	2.180	2.210	2.240	2.270	2.300	2.330
193	1.930	1.960	1.990	2.020	2.050	2.080	2.110	2.140	2.170	2.200	2.230	2.260	2.290	2.320	2.350	2.380
195	1.950	1.980	2.010	2.040	2.070	2.100	2.130	2.160	2.190	2.220	2.250	2.280	2.310	2.340	2.370	2.400
200	2.000	2.030	2.060	2.090	2.120	2.150	2.180	2.210	2.240	2.270	2.300	2.330	2.360	2.390	2.420	2.450
208	2.080	2.110	2.140	2.170	2.200	2.230	2.260	2.290	2.320	2.350	2.380	2.410	2.440	2.470	2.500	2.530
215	2.150	2.180	2.210	2.240	2.270	2.300	2.330	2.360	2.390	2.420	2.450	2.480	2.510	2.540	2.570	2.600
225	2.250	2.280	2.310	2.340	2.370	2.400	2.430	2.460	2.490	2.520	2.550	2.580	2.610	2.640	2.670	2.700
238	2.380	2.410	2.440	2.470	2.500	2.530	2.560	2.590	2.620	2.650	2.680	2.710	2.740	2.770	2.800	2.830
250	2.500	2.530	2.560	2.590	2.620	2.650	2.680	2.710	2.740	2.770	2.800	2.830	2.860	2.890	2.920	2.950
280	2.800	2.830	2.860	2.890	2.920	2.950	2.980	3.010	3.040	3.070	3.100	3.130	3.160	3.190	3.220	3.250

Pay Grades	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
100	1.480	1.510	1.540	1.570	1.600	1.630	1.660	1.690	1.720	1.750	1.780	1.810	1.840	1.870	1.900
110	1.580	1.610	1.640	1.670	1.700	1.730	1.760	1.790	1.820	1.850	1.880	1.910	1.940	1.970	2.000
112	1.600	1.630	1.660	1.690	1.720	1.750	1.780	1.810	1.840	1.870	1.900	1.930	1.960	1.990	2.020
115	1.630	1.660	1.690	1.720	1.750	1.780	1.810	1.840	1.870	1.900	1.930	1.960	1.990	2.020	2.050
125	1.730	1.760	1.790	1.820	1.850	1.880	1.910	1.940	1.970	2.000	2.030	2.060	2.090	2.120	2.150
128	1.760	1.790	1.820	1.850	1.880	1.910	1.940	1.970	2.000	2.030	2.060	2.090	2.120	2.150	2.180
133	1.810	1.840	1.870	1.900	1.930	1.960	1.990	2.020	2.050	2.080	2.110	2.140	2.170	2.200	2.230
135	1.830	1.860	1.890	1.920	1.950	1.980	2.010	2.040	2.070	2.100	2.130	2.160	2.190	2.220	2.250
140	1.880	1.910	1.940	1.970	2.000	2.030	2.060	2.090	2.120	2.150	2.180	2.210	2.240	2.270	2.300
143	1.910	1.940	1.970	2.000	2.030	2.060	2.090	2.120	2.150	2.180	2.210	2.240	2.270	2.300	2.330
145	1.930	1.960	1.990	2.020	2.050	2.080	2.110	2.140	2.170	2.200	2.230	2.260	2.290	2.320	2.350
150	1.980	2.010	2.040	2.070	2.100	2.130	2.160	2.190	2.220	2.250	2.280	2.310	2.340	2.370	2.400
155	2.030	2.060	2.090	2.120	2.150	2.180	2.210	2.240	2.270	2.300	2.330	2.360	2.390	2.420	2.450
158	2.060	2.090	2.120	2.150	2.180	2.210	2.240	2.270	2.300	2.330	2.360	2.390	2.420	2.450	2.480
163	2.110	2.140	2.170	2.200	2.230	2.260	2.290	2.320	2.350	2.380	2.410	2.440	2.470	2.500	2.530
168	2.160	2.190	2.220	2.250	2.280	2.310	2.340	2.370	2.400	2.430	2.460	2.490	2.520	2.550	2.580
173	2.210	2.240	2.270	2.300	2.330	2.360	2.390	2.420	2.450	2.480	2.510	2.540	2.570	2.600	2.630
175	2.230	2.260	2.290	2.320	2.350	2.380	2.410	2.440	2.470	2.500	2.530	2.560	2.590	2.620	2.650
180	2.280	2.310	2.340	2.370	2.400	2.430	2.460	2.490	2.520	2.550	2.580	2.610	2.640	2.670	2.700
183	2.310	2.340	2.370	2.400	2.430	2.460	2.490	2.520	2.550	2.580	2.610	2.640	2.670	2.700	2.730
188	2.360	2.390	2.420	2.450	2.480	2.510	2.540	2.570	2.600	2.630	2.660	2.690	2.720	2.750	2.780
193	2.410	2.440	2.470	2.500	2.530	2.560	2.590	2.620	2.650	2.680	2.710	2.740	2.770	2.800	2.830
195	2.430	2.460	2.490	2.520	2.550	2.580	2.610	2.640	2.670	2.700	2.730	2.760	2.790	2.820	2.850
200	2.480	2.510	2.540	2.570	2.600	2.630	2.660	2.690	2.720	2.750	2.780	2.810	2.840	2.870	2.900
208	2.560	2.590	2.620	2.650	2.680	2.710	2.740	2.770	2.800	2.830	2.860	2.890	2.920	2.950	2.980
215	2.630	2.660	2.690	2.720	2.750	2.780	2.810	2.840	2.870	2.900	2.930	2.960	2.990	3.020	3.050
225	2.730	2.760	2.790	2.820	2.850	2.880	2.910	2.940	2.970	3.000	3.030	3.060	3.090	3.120	3.150
238	2.860	2.890	2.920	2.950	2.980	3.010	3.040	3.070	3.100	3.130	3.160	3.190	3.220	3.250	3.280
250	2.980	3.010	3.040	3.070	3.100	3.130	3.160	3.190	3.220	3.250	3.280	3.310	3.340	3.370	3.400
280	3.280	3.310	3.340	3.370	3.400	3.430	3.460	3.490	3.520	3.550	3.580	3.610	3.640	3.670	3.700

## Table IV-A: Table of Factors

### 2024-2025 Salary Schedule Table of Factors - School Based Administrators Based on 260 Day Contract

Add the following supplements to the base salary for school administrators (principal, assistant principal, and vice principal). Supplements are stated in terms of indices of a base of \$38,500.

BASE SALARY: (Index X \$43,750):

Administrator	Pay Grade	Starting Salary
Assistant/Vice Principal	168	73,500
Principal	200	87,500

#### PERFORMANCE PAY:

Salary adjustments will be made in compliance with Florida Statutes for school based administrators using the following performance pay model:

Performance Pay dollars = (#HE)(1.34XZ) = (#E)(X)

The base salary for school based administrators will be determined individually each year using the base salary of the administrator from the previous year and applying any performance pay salary adjustment for the following year.

#### SUPPLEMENTS:

A.	School Level	Principal	Vice Principal	Assistant Principal
	Special School	.12	--	.07
	Elementary	0	--	0
	Middle/Junior High	.12	.10	.07
	High School	.15	.12	.07
	Virtual School	.10		
B.	Population of School	Category	Weighted FTE Factors	Amount
		I	Less than 750	0
		II	Greater than 749 & Less than 1800	.07 (Principal Only) .05 (Asst/Vice Principal only)
		III	Greater than 1799	.12 (Principal Only) .06 (Asst/Vice Principal only)

\*An administrator who is involuntarily transferred to a Principal on Assignment position will maintain his/her contracted salary and related supplement(s) for the balance of the school year during which the transfer takes place.

Revised: 12/12/2024

**Table IV-B: Weighted FTE Factors** (based on 2023–2024 SY)

School Name	Unweighted	Weighted
Argyle Elementary	809.02	879.99
Charles E. Bennett Elementary	566.99	612.38
Clay High	1511.51	1531.75
Clay Hill Elementary	435.18	166.87
Coppergate Elementary	596.65	647.34
Discovery Oaks Elementary	936.80	1003.71
Doctors Inlet Elementary	551.42	595.72
Fleming Island Elementary	649.37	745.84
Fleming Island High	1683.20	1680.06
Green Cove Springs Junior High	785.51	789.94
Grove Park Elementary	392.04	424.82
Keystone Heights Elementary	807.69	888.64
Keystone Heights High	1021.14	1064.77
Lake Asbury Elementary	850.70	928.80
Lake Asbury Junior High	990.73	1010.72
Lakeside Elementary	719.92	780.84
Lakeside Junior High	911.05	960.30
McRae Elementary	540.56	622.76
Middleburg Elementary	541.97	583.86
Middleburg High	1668.94	1723.17
Montclair Elementary	414.49	446.97
Oakleaf High	2134.79	2157.48
Oakleaf Junior High	970.33	982.28
Oakleaf Village Elementary	1042.22	1143.61
Orange Park Elementary	478.87	513.92
Orange Park High	1769.71	1780.05
Orange Park Junior High	781.55	794.92
Plantation Oaks Elementary	946.50	1064.96
Rideout Elementary	687.85	765.45
Ridgeview Elementary	594.36	694.29
Ridgeview High	1628.88	1711.23
Robert M. Paterson Elementary	679.15	727.41
S. Bryan Jennings Elementary	496.40	540.98
Shadowlawn Elementary	711.59	764.71
Spring Park Elementary	675.52	745.96
Swimming Pen Creek Elementary	441.23	482.44
Thunderbolt Elementary	802.94	885.34
Tynes Elementary	994.72	1135.46
W.E. Cherry Elementary	630.46	801.26
Wilkinson Elementary	665.17	721.02
Wilkinson Junior High	765.27	769.50
Bannerman Learning Center	194.46	236.04
Clay Virtual Academy	N/A	N/A
Clay Virtual Franchise	648.42	645.06

## Table V: Salary for Administrative/Management and Supervisory Personnel

**Steps 0 – 23/ Index of 1.000 = \$43,750 (Base)**  
**Based on 260 Day Contract**

### Placement Schedule

#### Example of Application of Pay Grades/Indices

- Pay Grade 193 = Range of Indices 1.930 - 2.62 (Table III) For Steps 0 – 23
- Step 0 =  $1.93 \times 43,750 = \$84,437.50$
- Step 23 =  $2.62 \times 43,750 = \$114,625.00$
- Increment =  $.03 \times 43,750 = \$1,312.50$

Pay Grade	Salary Schedule Title	Starting Salary
112	Coordinator IV	\$49,000.00
125	Coordinator III	\$54,687.50
140	Coordinator II	\$61,250.00
155	Coordinator I	\$67,812.50
168	Assistant Principal (Base)	\$73,500.00
168	Vice Principal (Base)	\$73,500.00
173	Supervisor III	\$75,687.50
173	Director III	\$75,687.50
193	Supervisor II	\$84,437.50
193	Director II	\$84,437.50
200	Principal (Base)	\$87,500.00
200	Supervisor I	\$87,500.00
215	Director I	\$94,062.50
238	Assistant Superintendent	\$104,125.00

Note: For the 2024-2025 school year the base multiplier was increased by \$1,000.00 Salary increases for the 2024-2025 school year will be for those Administrators/Management & Supervisors who are employed as an Administrator/Management & Supervisory position by Clay County District Schools upon the date of board approval. Salary increase will be retroactive to the start of the employee's 2024-2025 contract.

Revised: 12/12/2024

## Table VI: Cafeteria Management

**Starting Salary Ranges (Based on 197 days-7.5 hours per day)  
(Index of 1.000 = \$19,967.00)**

Salary Schedule Title	Pay Grade	Starting Salary
Food and Nutrition Services Manager Intern	133	\$26,556.00
Food and Nutrition Services Manager Intern, High School Based	133	\$26,556.00
Food and Nutrition Services Manager - Satellite SAT I	140	\$27,953.80
Food and Nutrition Services Manager - Self Contained SCI	173	\$34,543.00
Food and Nutrition Services Manager - Satellite Base SBI	193	\$38,536.00
Senior High Food and Nutrition Services Manager - Self Contained SCIB	195	\$38,936.00
Senior High Food and Nutrition Services Manager - Satellite Base SBIA	200	\$39,934.00

Education:

Add \$1,030.00 to salary for Associates Degree in Food Service Technology and/or Restaurant Management, Dietetics or related field from a university or college accredited by one of the Regional Accrediting Agencies or a certificate or diploma in Culinary Arts or related field from a technical school accredited by the Council on Occupational Education (COE).

Notes:

1. Effective October 30, 1995 employees placed in this schedule for the first time may be credited with up to 4 years of approved, non-administrative food service experience and may be credited with approved experience in administration in a quantity food service operation.
2. See Control Factors for Administrative/Management and Supervisory Personnel regarding consequences of unsatisfactory evaluation on salary for following year(s).
3. Cafeteria Management personnel holding current valid certificate from the American School Food Service Association will receive an annual payment of \$100.00 contingent upon Human Resources Division's receipt of proof of current, valid certificate no later than December 1 of each year.

Note: Salary increases for the 2024-2025 school year will be for those Administrators/Management & Supervisors who are employed as an Administrator/Management & Supervisory position by Clay County District Schools upon the date of board approval. Salary increase will be retroactive to the start of the employee's 2024-2025 contract.

Revised: 12/12/2024

## Table VII: Miscellaneous Administrative/Managerial Salaries

School Board Attorney	\$120,000 - \$150,000 Annual Salary (To be paid in equal installments)
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### **School Board Bargaining Team Members**

Clay County Education Association Negotiations	\$1,500 (to be paid when ratified)
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Clay Educational Support Personnel Association Negotiations	\$1,500 (to be paid when ratified)
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Florida State Lodge Fraternal Order of Police Negotiations	\$1,500 (to be paid when ratified)
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Intergovernmental Coordination	\$1,800 (to be paid in equal installments)
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### **Degree Differentials for Administrators**

Advanced degree pay for school based administrators, based on F.S.1012.22, must be held in the individual's area of certification. District based administrators Advanced Degree must be job related.

Master's Degree	\$2,000
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Specialist Degree	\$2,700
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Juris Doctorate	\$2,700
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Doctorate Degree	\$3,300
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<b><u>Saturday School Administrator</u></b>	Hourly rate based on regular salary (beyond work hours)
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### **OTHER PROGRAMS (OTHER THAN 310 AGREEMENTS)**

Employees employed in other programs beyond their scheduled day or during the summer 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 either on the Administrative, Teacher or Support Salary Schedule, or
3. A rate of pay selected from the rates determined for Temporary Adult Labor.

A former Clay County administrator who has retired or resigned from the School System with a satisfactory evaluation shall receive an hourly rate of pay for teaching Adult Education that is derived from the application of the administrator's years of previously-approved experience to the adopted salary schedule for teachers in effect at the time the administrator retired. However, for such retirees employed effective July 1, 1999, such hourly pay shall not exceed \$26/hr. Teachers of these Adult Education FTE courses in 1998-99 whose pay was greater than \$26/hr. in 1998-99 shall be frozen at the 1998-99 hourly rate as long as they continuously teach Adult Education FTE classes.

### **EMERGENCY SHELTER OPENINGS**

(NOT as part of emergency closing of schools or district facilities. See policy 6GX-10-2.31 for salaries paid to employees assigned to work in shelters during emergency closings of school or district facilities.)

When an administrator is called by the Superintendent or his designee to assist in the opening of an emergency shelter during hours outside of the administrator's normal work day, the administrator will be paid at his/her normal hourly rate of pay. This additional pay shall apply to all work required in addition to the administrator's normal duties and responsibilities as a result of the emergency shelter opening and as authorized by the Superintendent or his designee.

Revised: 12/12/2024



## Table VIII: Confidential Employee Salaries

Title	Pay Grade on Confidential Table
Executive Secretary to Superintendent	C32
Executive Secretary to School Board Attorney	C31
Position Control Allocations Specialist	C31
Administrative Secretary, Sr., Human Resources	C31
Internal Accounts Specialist	C31
Risk Management Specialist	C31
Personnel Assistant	C24
Insurance Assistant	C24
Payroll Assistant	C24
<del>Principal's Secretary</del>	<del>C23</del>
Risk Management Support Assistant	C23
Data Entry/Records Technician	C21

### The School District of Clay County Confidential Personnel Pay Structure

Pay Grades	C21	C23	C24	C31	C32
STEP 1	\$15.40	\$15.70	\$17.10	\$18.17	\$19.95
STEP 2	\$15.70	\$16.25	\$17.52	\$18.64	\$20.50
STEP 3	\$16.00	\$17.12	\$17.94	\$19.13	\$21.05
STEP 4	\$16.25	\$17.53	\$18.37	\$19.65	\$21.63
STEP 5	\$16.50	\$17.98	\$18.82	\$20.16	\$22.22
STEP 6	\$16.79	\$18.39	\$19.29	\$20.70	\$22.83
STEP 7	\$17.17	\$18.83	\$19.76	\$21.28	\$23.47
STEP 8	\$17.59	\$19.31	\$20.26	\$21.85	\$24.13
STEP 9	\$18.01	\$19.77	\$20.74	\$22.44	\$24.81
STEP 10	\$18.43	\$20.27	\$21.28	\$23.07	\$25.52
STEP 11	\$18.88	\$20.76	\$21.81	\$23.75	\$26.26
STEP 12	\$19.34	\$21.30	\$22.37	\$24.43	\$27.01
STEP 13	\$19.82	\$21.83	\$22.95	\$25.14	\$27.81
STEP 14	\$20.30	\$22.39	\$23.54	\$25.88	\$28.61
STEP 15	\$20.81	\$22.97	\$24.15	\$26.64	\$29.45
STEP 16	\$21.33	\$23.57	\$24.78	\$27.42	\$30.32
STEP 17	\$21.86	\$24.18	\$25.43	\$28.24	\$31.21
STEP 18	\$22.42	\$24.81	\$26.11	\$29.08	\$32.14
STEP 19	\$22.93	\$25.40	\$26.73	\$29.79	\$32.93
STEP 20	\$23.50	\$26.05	\$27.43	\$30.66	\$33.88
STEP 21	\$24.68	\$27.39	\$28.86	\$32.38	\$35.79
STEP 22	\$25.35	\$28.16	\$29.67	\$33.39	\$36.91
STEP 23	\$26.14	\$29.05	\$30.62	\$34.55	\$38.19
STEP 24	\$26.97	\$30.00	\$31.62	\$35.78	\$39.55
STEP 25	\$27.88	\$31.03	\$32.72	\$37.14	\$41.05

Revised: 12/12/2024

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## Section II: Certificated



## Term of Agreement

# Compensation

## Article XXVIII: Compensation

### A. Experience

1. Up to 30 years of approved, verified state-certified teaching experience may be accepted for new hires. A Clay teacher returning from a Board approved leave of absence shall be placed on the salary schedule based on the approved experience credited to him/her at the beginning of his/her extended leave of absence. Documentation from each previous employer must show that the employee is eligible for rehire. (Note: Prior to July 1, 2001, the maximum years of teaching experience accepted for new hires was 18 years.) Such experience must be full-time experience and gained in schools in the U.S., U.S. territory or under Department of Defense/State jurisdiction that are accredited by an approved accrediting agency at the time of employment, and, effective July 1, 2007, an International Baccalaureate School that has been accredited by the International Baccalaureate Organization (I.B.O.) Effective July 1, 2009, full-time satisfactory teaching experience in a foreign country may be accepted if the school is accredited by any of the six (6) regional accrediting agencies. The teacher must submit the approved Human Resources experience verification form completed in English, or the teacher will pay for a translation by a recognized translation service provider. This experience may include experience in PreK-12 public schools; experience in private or parochial PreK-12 schools with salary adjusted for verified experience beyond four (4) years effective 7-01-97. In addition, up to 18 years may include full-time teaching or counseling experience in colleges or universities, recognized as accredited by the state department of education at the time of employment. Salary will be adjusted for this verified college or university experience beyond four (4) years effective 7-01-99. Excluded is adjunct teaching, teaching or counseling performed while attending the college or university as a student, effective 7-01-98. Beginning with the ratification of the 1992-93 contract, full-time experience as a pre-kindergarten or kindergarten teacher in a school where the primary focus is pre-kindergarten or kindergarten may only be approved when such school is under the jurisdiction of and funded by the state department of education.
2. Effective July 1, 2007, appropriate teaching experience gained in a Florida public school system in the same school year as experience gained as a teacher/administrator in the Clay County School District may be combined in order to be evaluated to earn a year's experience.
3. Full-time experience on the salary schedule may also be approved in accordance with Board policy for occupational experience as appropriate for occupational therapists, physical therapists, speech clinicians, social workers, media specialists, behavior management teachers, counselors, and for vocational trades instructors and for up to four (4) years of approved active military service. Such occupational experience approved for degreed vocational instructors, behavior management teachers, and counselors shall be limited to four (4) years and, for counselors, must have been while contracted under a 310 agreement in a U.S. public school.
4. Effective July 1, 2001, verified administrative experience in a public, private or parochial K-12 school system may be included in the up-to-30 years of approved experience for new hires. Such experience must be full-time and gained in schools in the U.S., U.S. territory or under Department of Defense/State jurisdiction that are accredited by an approved accrediting agency at the time of employment. Experience earned as a Clay County administrator may be credited to the teacher for placement on the salary schedule.
5. Effective July 1, 2009, classroom experience that requires student contact as a Clay County support employee may be credited to the teacher for placement on the salary schedule.

6. Also see Article XXIII (Employment Conditions for Eleven and Twelve Month Instructional Employees) regarding experience for School Psychologists.
  7. Any employee hired after the effective date of this Agreement, who has retired under the Florida Retirement System (FRS), will not be given credit on the salary schedule for any employment before the date of the employee's retirement under the FRS, or the date of DROP exit, whichever is later. Effective July 1, 2011, all other employees who were hired after retiring under the FRS will no longer be given credit on the salary schedule for any employment before the date of the employee's retirement under the FRS, or the date of DROP exit, whichever is later; these employees will be placed on the salary schedule in accordance with experience earned after the date of retirement under the FRS or DROP exit, whichever is later.
- B. New hires and teachers returning from an approved year leave of absence without pay shall be paid in accordance with the schedule set forth in Appendix IV on the basis of approved teaching experience.
- C. Under no circumstance shall any teacher be assigned a salary which is at a higher level than that which is equivalent to his/her approved experience unless eligibility criteria is met by the teacher under performance pay guidelines as specified in the collective bargaining agreement.
- D. The method of advancement to succeeding levels after the 2001-2002 school year shall be determined through negotiations. There shall be no presumption of status quo with respect to the method of advancement.
- E.
1. For the purpose of awarding experience on the salary schedule, a year of service shall be full time paid and contracted actual service of more than one-half of the 196 or more contracted days in the year service was rendered. For the purpose of providing benefits in this Agreement, full time shall mean a person contracted for a six-tenths (.6) or greater allocated position or for (.6) or more of each consecutive day during the contract period unless otherwise indicated.
  2. If an Annual Contract Teacher receives a letter of notification of non-reappointment by May 1<sup>st</sup> and is subsequently hired the following school year; said Annual Contract Teacher shall not be considered to have had a break in service.
- F. Receipt of Negotiated Salary Steps and/or other Salary Increase Tied to Teacher Performance:
1. Salary adjustments are defined statutorily and mean an addition to the base salary schedule that is not a bonus and becomes part of the employee's permanent base salary. See Paragraph M. for Performance Pay Plan.
- G. ROTC instructors shall be placed in accordance with the special provision as indicated in Appendix IV.
- H. Employees assigned to paid supplement positions shall be paid in accordance with said Appendix and all other provisions of this Agreement.
- I. Teachers shall be paid in 24 equal payments per year.
- J. Terminal Sick Leave:
1. At the employee's option and upon written request by the employee at the time of separation, the Board shall provide terminal pay to any teacher upon the teacher's non-disciplinary separation from school district employment or enrollment in DROP, or to the teacher's beneficiary if service is terminated by death. Such terminal pay shall not exceed one hundred twenty (120) days, and shall be established as outlined below.
  2. Employees hired after November 19, 2002 shall be eligible for terminal pay as defined under this policy upon completion of three consecutive years of service in Clay County. For

employees hired prior to November 19, 2002, Clay County service requirements shown in paragraph J. 3(a) through J. 3 (e) need not be consecutive.

3. For the purposes of determining eligibility for terminal pay, a year of service shall be defined as: paid service rendered in a .6 or greater allocation for a minimum of one day more than half the normal working contract in the fiscal year, provided that eligibility during the first three Clay years shall be based on the anniversary of the initial date of hire. Terminal pay shall be based on the years of service in Clay County. The employee must have been:
  - a. Employed as a teacher for at least three (3) years in Clay County, in which case the terminal pay shall be at the rate of 35% times the number of days of accumulated sick leave times the daily rate of pay, not to exceed a total of one hundred twenty (120) days, or
  - b. Employed as a teacher for more than three (3) years but not more than six (6) years in Clay County, in which case the terminal pay shall be at the rate of 40% time the number of days accumulated sick leave times the daily rate of pay, not to exceed a total of one hundred twenty (120) days, or
  - c. Employed as a teacher for more than six (6) years but not more than nine (9) years in Clay County, in which case the terminal pay shall be at the rate of 45% times the number of days of accumulated sick leave times the daily rate of pay, not to exceed a total of one hundred twenty (120) days, or
  - d. Employed as a teacher for more than nine (9) years but not more than twelve (12) years in Clay County, in which case the terminal pay shall be at the rate of 50% times the number of days of accumulated sick leave times the daily rate of pay, not to exceed a total of one hundred twenty (120) days, or
  - e. Employed as a teacher during and after the thirteenth (13th) year in Clay County in which case the terminal pay shall be at the rate of 100% times the number of days of accumulated sick leave times the daily rate of pay, not to exceed a total of one hundred twenty (120) days.
4. Effective March 17, 2000, an employee who terminates employment through regular FRS retirement shall deposit 100% of his/her terminal sick and annual leave payments into the Board-approved Qualified Retirement Plan, up to the limits established by the Internal Revenue Service.
5. All employees participating in the Plan since its implementation in Clay County, who are under fifty-five (55) years of age at the time of termination of employment and choose, at the time of termination, to take a cash distribution in the amount of 100% of their respective balance from the Board-approved 401(a) Qualified Retirement Plan and are assessed a withdrawal penalty, shall be reimbursed a percentage of the withdrawal by the Board. This reimbursement is an amount equal to the difference between the current withdrawal penalty and the current Social Security and Medicare combined tax contribution rate. If the withdrawal penalty and/or Social Security and Medicare tax rates change, the amount of reimbursement from the Board shall change accordingly.
6. Effective March 17, 2000, an employee who is already enrolled in DROP, or, who elects thereafter to participate in DROP, shall deposit his/her accumulated terminal sick leave pay, for which he/she is eligible, into the Board-approved 401(a) Qualified Retirement Plan, subject to annual contribution limits and according to the following:

<b>Payment</b>	<b>Maximum Percentage of Accumulated Terminal Sick Leave Days</b>
Year 1	20% of 120 days or 20% of the individual's balance of terminal sick leave, whichever is less
Year 2	20% of 120 days or 20% of the individual's balance of terminal sick leave, whichever is less
Year 3	20% of 120 days or 20% of the individual's balance of terminal sick leave, whichever is less
Year 4	20% of 120 days or 20% of the individual's balance of terminal sick leave, whichever is less
Year 5	20% of 120 days or 20% of the individual's balance of terminal sick leave, whichever is less
Year 6	20% of 120 days or 20% of the individual's balance of terminal sick leave, whichever is less
Year 7	20% of 120 days or 20% of the individual's balance of terminal sick leave, whichever is less
Year 8	100% of balance of the individual's terminal sick leave, not to exceed a total of 120 days

- a. The initial payment shall be made on the last payday in April following the employee's DROP effective date, or the last payday in April, 2000, for those already enrolled in DROP as of March 17, 2000. Subsequent payments shall be made on the last payday in April of each year following the employee's DROP effective date anniversary.
  - b. The rate of pay used to calculate the amount to be placed in the 401(a) Plan shall be the employee's daily rate of pay on each payment date.
  - c. If an employee elects to participate in DROP for fewer than the ninety-six-month maximum, or, has fewer than the ninety-six-month maximum remaining in DROP as of March 17, 2000, the percentage of terminal sick leave to be deposited each year will change so that, at the end of his/her DROP participation, a total of 100% of the maximum allowed contribution of terminal sick leave pay will have been made to the 401(a) Plan.
  - d. DROP participants may access these terminal sick leave funds prior to termination of employment only through loan procedures outlined in the Plan.
- K. Employees who, by virtue of enrollment in DROP, have deposited terminal leave payment(s) into the Board-approved 401(a) Qualified Retirement Plan, shall continue to deposit such payments as stipulated in paragraph C.5. of this policy, notwithstanding the limitations of paragraph C. This clarification is intended to facilitate the continuation of terminal leave payments to which the Board had committed prior to the November 19, 2002 approval of amendments to this policy.
- L. The Superintendent is authorized to offer an alternate salary schedule when he/she deems it necessary only for the purpose of recruiting for less than full time positions in Speech Pathology, Emotional/Behavior Disorders, Occupational Therapy, or Physical Therapy and only to a teacher whose position will be in such critical shortage area. Such alternate schedule will be 1.15 times the hourly equivalent of the appropriate bachelors salary schedule step plus degree differential, if applicable. Teachers contracted under such schedule shall be exempt from the provisions of Article VII, sections A and B (preparation time) and Article VI, sections A and B1 (duty free lunch).
- M. Performance Pay Plan-Instructional Personnel Salary Schedule/Calculations for Performance Pay
- Under F.S. 1012.22
1. Performance Pay Schedule includes employees holding Annual Contract status, including those who elected to move from the Grandfathered Schedule to the Performance Schedule, thereby relinquishing their PSC or CC contracts.



2. Grandfather Schedule (GF) includes those employees who currently hold a Professional Services Contract or Continuing Contract.
3. A process will be developed to allow teachers on GF Salary Schedule the opportunity for a one time schedule change by September 30th of each year to opt into the Performance Pay Schedule pursuant to F.S. 1012.22(1) (c) 4. Grandfathered teachers who opt into the Performance Pay Schedule forfeit their PSC or CC contracts to come into this schedule.
4. The 2017-2018 Salary Adjustments for Performance Pay will be determined by the following formula:

Per F.S. 1012.22, "The annual salary adjustment under the performance salary schedule for an employee rated as highly effective must be at least 25 percent greater than the highest annual salary adjustment available to an employee of the same classification through any other salary schedule adopted by the district. The annual salary adjustment under the performance salary adjustment for an employee rated as effective must be equal to at least 50 percent and no more than 75 percent of the annual adjustment provided for a highly effective employee of the same classification."

Once placement is determined, salary adjustments will occur based on performance appraisals. Only teachers receiving a rating of Highly Effective or Effective will be eligible for a salary adjustment.

The total number of teachers with a final evaluation rating of Highly Effective or effective will be multiplied by the appropriate weight for a weighted total of teachers. The weighted total number is divided into the annually negotiated sum of the monies available for performance pay to determine the salary adjustment. The adjustment will be a permanent addition to the employee's base salary.

The amount of salary increases will be based on the negotiated funds available each year.

Formula:

Negotiated dollars = (# of PSC/CC) (1.33X) + (#of PPE) (X) + (# of PPHE) (1.34X)

PPE = Performance Pay Effective

PPHE = Performance Pay Highly Effective

1. Teachers who are on Probationary Contract will receive no base performance salary increase.
2. All teachers are encouraged to review F.S. 1012.22 as it is related to the new performance pay required by the Student Success Act enacted July 1, 2011. If there are any changes to any statutes regarding Performance Pay, the parties shall reconvene immediately to negotiate such changes.
3. Any release-time officer of CCEA shall receive an evaluation score not lower than the highest performing instructional employee.
4. History of negotiated adjustments
  - 2013-2014: \$446\* (This was the year we converted to a new salary schedule. Teachers were moved over and up a level, resulting in a pay increase prior to the additional \$446.)
  - 2014-2015: \$0
  - 2015-2016: \$500 to all instructional employees
  - 2016-2017: The parties agree to the total amount of the negotiated dollars which includes the employee's contribution of 16.47% for benefits.

TOTAL: 2,064,575.90 to be applied to the agreed upon formula.



- 2017-2018: The parties agree to a salary increase of \$1,000 for PSC/CC teachers in accordance with the established pay for performance formula.
- 2018-2019: The parties agree to a salary increase of \$1,000 for PSC/CC teachers in accordance with the established pay for performance formula.
- 2019-2020: The parties agree to a salary increase of \$2,000 for PSC/CC teachers in accordance with the established pay for performance formula.
- 2020-2021: The parties agree to a new minimum base salary of \$44,867. The Entry Salary Schedule is updated in Appendix IV A. All Instructional Personnel shall receive a minimum \$1,200 salary increase.
- 2021-2022: The parties agree to a new minimum base salary of \$47,500. The parties also agree to a one-time bonus for all instructional personnel with a 2020-2021 final evaluation and employed at the time of ratification, guaranteeing a total compensation package of \$3,000. Those employees who are receiving an increase to their minimum base salary to \$47,500 will have the amount of their salary increase deducted from the \$3,000 bonus.
- 2022-2023: The parties agree to increase the minimum base salary to \$48,250.

The parties agree to a salary increase of \$1,000 for PSC/CC teachers in accordance with the established pay for performance formula.

The parties agree to create an Instructional Knowledge Mentor Supplement for veteran non-probationary teachers for their expertise, instructional knowledge and mentoring of new and developing teachers.

- 11 - 12 years of Instructional Knowledge: \$100.00
- 13 - 17 years of Instructional Knowledge: \$550.00
- 18 - 25 years of Instructional Knowledge: \$750.00
- 26 + years of Instructional Knowledge: \$900.00
- 2023-2024: The parties agree to Teacher Growth Allocation increases as follows:

Years of Experience	Salary Increase
1-2	\$230.00
3-5	\$380.00
6-7	\$530.00
8-11	\$680.00
12-15	\$830.00

Years of Experience	Salary Increase
16-17	\$980.00
18-19	\$1,175.00
20-22	\$1,375.00
23-24	\$1,600.00
25+	\$1,850.00

- The parties agree to a salary increase of \$500.00 for PSC/CC teachers in accordance with the established pay for performance formula. A salary increase of \$625.00 for Highly Effective Teachers and \$468.75 for Effective Teachers based upon a final 2022-2023 Clay County Evaluation.
- The parties agree to increase the base salary of School Psychologist by \$2,500.00 (196 day contract). Created a new entry salary schedule.
- The parties agree to additional compensation for critical needed classroom teachers as listed in Appendix IV C.

- 2024-2025: Statutory Mandated Performance Pay, added to base salary in the amounts as follows:
  - Highly Effective: \$625.00
  - Effective: \$469.00
  - PSC/CC: \$500.00

Appendix IV A includes additional increase to base pay for all teachers based on years of service:

Years of Experience	Increase added to base pay
Base	\$250.00
1-3	\$400.00
4-7	\$550.00
8-10	\$650.00
11-12	\$750.00
13-17	\$900.00
18-24	\$1050.00
25+	\$1150.00

Appendix IV-C(F2):

- Increase the multiplier for ESE Special Compensation from \$38,000 to \$40,000.
- Added additional supplement for ESE School Site Specialist - Level II of 6.5 percent.
- Increase Speech Language Therapist with state licensure special compensation supplement from 15% to 20%

Appendix V: Salaries - Academic and Athletic Differentiated Pay Scale

- Increase multiplier from \$35,000 base to \$37,000.
- Increase the ESE Intervention Committee Facilitator percentage from 3.1 to 4.5 percent.

Add a supplement for Dual Enrollment instructors to receive extra compensation of \$500.00 for each unique course taught.

The Revision of OT/PT placement salary schedule to continue the correction and make work experience more reflective on the placement scale.

The Board proposed to absorb the entire 6.2% increased cost of the District's Health Insurance premiums for employees.

2024-2025 through 2026-2027 CCEA Master Contract

## Salary Schedule – Teachers

### Appendix IV A: Entry Salary Schedule 2024-2025

Instructional - Regular Bachelor's Schedule (196 days)		
Entry Experience	Level	Salary Schedule
0	1	\$48,500
1	2	\$48,600
2	3	\$48,700
3	4	\$48,800
4	5	\$48,900
5	6	\$49,000
6	7	\$49,150
7	8	\$49,300
8	9	\$49,450
9	10	\$49,600
10	11	\$49,750
11	12	\$49,900
12	13	\$50,100
13	14	\$50,300
14	15	\$50,500
15	16	\$50,700
16	17	\$50,900
17	18	\$51,100
18	19	\$51,400
19	20	\$51,700
20	21	\$52,000
21	22	\$52,300
22	23	\$52,600
23	24	\$52,900
24	25	\$53,200
25	26	\$53,500
26	27	\$54,000
27	28	\$54,500
28	29	\$55,000
29+	30	\$55,750

2024-2025 through 2026-2027 CCEA Master Contract

## Instructional Knowledge Mentor (IKM) Supplement

Mentors are critical supporters in guiding new and developing teachers to enhance their planning, instruction, and content knowledge. Mentors help orient new and developing teachers to the school community and serve as collegial and emotional support.

The following IKM Supplement will be provided to veteran non-probationary teachers for expertise, instructional knowledge and mentoring of new and developing teachers.

11 - 12 years of Instructional Knowledge	\$100
13 - 17 years of Instructional Knowledge	\$550
18 - 25 years of Instructional Knowledge	\$750
26 + years of Instructional Knowledge	\$900

2024-2025 through 2026-2027 CCEA Master Contract

## Salary Schedule – School Psychologists

### ENTRY SALARY SCHEDULE SCHOOL PSYCHOLOGISTS 2024-2025

Bachelor's Level (196 days)		
Entry Experience	Level	Salary Schedule
0	1	\$50,000
1	2	\$50,250
2	3	\$50,500
3	4	\$50,750
4	5	\$51,000
5	6	\$51,250
6	7	\$51,500
7	8	\$51,750
8	9	\$52,000
9	10	\$52,250
10	11	\$52,500
11	12	\$53,000
12	13	\$53,500
13	14	\$54,000
14	15	\$54,500
15	16	\$55,000
16	17	\$55,500
17+	18	\$56,250

2024-2025 through 2026-2027 CCEA Master Contract

## Salary Schedule – Occupational Therapists/Physical Therapists

### ENTRY SALARY SCHEDULE OCCUPATIONAL AND PHYSICAL THERAPISTS 2024-2025 (Bachelor's Level - 196 days)

Entry Experience	Level	Salary Schedule
0	1	\$55,000
1	2	\$57,000
2	3	\$60,000
3	4	\$64,000
4	5	\$68,000
5	6	\$70,000
6	7	\$72,000
7-8	8	\$74,000
9-10	9	\$76,000

Current OT/PTs and new hires will be placed on the “new step”/salary schedule based upon the verified experience. OT/PTs with 10+ years of experience shall enter the salary schedule at level 9.

In addition to experience granted as a full-time occupational or physical therapist, experience may also be granted for full time experience as a certified occupational therapist assistant or a licensed physical therapist assistant. Two years of verified work as an assistant shall be equivalent to one year on the OT/PT salary schedule. Increments of less than one year shall not be applied to the schedule.

2024-2025 through 2026-2027 CCEA Master Contract

## Salary Schedule – Athletic Directors

### ENTRY SALARY SCHEDULE ATHLETIC DIRECTORS 2024-2025

- A. 260 day contracts will be issued in accordance with laws governing teacher contracts. The salary shall be as provided below.
- B. The athletic director may be paid up to three (3) athletic supplements (at 196 day rate) as provided in Appendix V.
- C. Salary Schedule - Bachelor's Degree (Higher Degree Differential - See Appendix IVC)

Entry Experience	Level	Salary Schedule
0	1	\$64,398
1	2	\$64,519
2	3	\$64,639
3	4	\$64,759
4	5	\$64,880
5	6	\$65,000
6	7	\$65,120
7	8	\$65,241
8	9	\$65,361
9	10	\$65,481
10	11	\$65,602
11	12	\$65,843
12	13	\$66,083
13	14	\$66,324
14	15	\$66,565
15	16	\$66,806
16	17	\$67,407
17	18	\$68,009
18	19	\$68,611
19	20	\$69,213
20	21	\$69,815
21	22	\$71,019
22	23	\$72,222
23	24	\$73,426
24	25	\$74,630
25+	26	\$75,833

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## Salaries – Degree Differentials

### Appendix IV B: Salaries - Degree Differentials

Degree Differentials shall be as follows:

A. 196 Day Teachers (See Below For School Psychologists)

Master's or higher degrees reflected on official transcripts

Master's Degree	\$2,000
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Specialist Degree	\$2,700
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Juris Doctorate	\$2,700
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Doctorate Degree	\$3,300
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B. 196 Day School Psychologists

Note: To receive the differential, the official transcript must reflect the field of School Psychology and the appropriate level for the differential.

Master's or higher degrees reflected on official transcripts

Master's Degree	\$2,000
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Specialist Degree	\$2,700
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(Must hold Specialist Degree or equivalent Planned Program in the field of Counseling or Psychology)

Doctorate Degree	\$3,300
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(Must hold Doctorate degree)

C. Teachers or School Psychologists With Contracts Over 196 Days: Amount Listed Above Will Be Prorated Based On The Actual Number Of Contract Days.

D. It is the responsibility of the individual claiming eligibility for degree differential compensation to supply all information required by the Human Resources Division to establish eligibility.

E. The Master's or higher degree must be granted from a college or university recognized as accredited by the State department of education, at the time the degree was granted.

2024-2025 through 2026-2027 CCEA Master Contract



# Salaries – Pay Differentials

## Appendix IV C: Salaries - Pay Differentials

### A. Summer School Compensation

Classroom teachers working during the summer break shall be paid at the same rate of pay as during the school year preceding the summer term and will remain in effect until the completion of summer school.

### B. Other Compensation

1. In the case of in-service workshops, curriculum development, or other projects approved as part of a grant, entitlement, or intergovernmental agreement, teachers may be paid in accordance with the amount allocated for the project, grant, or agreement.
2. Effective July 1, 2005, the district will pay a one-time lump sum payment of \$400.00 (four hundred dollars) to teachers who have completed the required mandatory in-service training for the reading endorsement and this area has been added to the teacher's present certificate. Verification and payment will be based upon receipt from the Human Resources Office.
3. Effective July 1, 2007, the district will pay a one-time lump sum payment of \$400 (four hundred dollars) to teachers who have completed ESOL endorsement/certification (equivalent to 300 hours of ESOL Inservice) and this area has been added to the teacher's present certificate. Verification and payment will be based upon receipt from the Human Resources Office.

### C. In-service Workshops

1. When approved by the Superintendent or his/her designee, instructional personnel attending workshops after the normal school day will be paid a stipend of \$15.00 per hour, except as otherwise provided in this contract.
2. Professional Learning Advisory Council members who are required to meet beyond the normal school day or beyond the scheduled day, shall receive a supplement equal to that paid for in-service workshops

### D. New Teachers

All new teachers whose employment begins at the start of the school year, including those who will be enrolled in the new teacher orientation program shall be paid at the rate of \$15.00 per hour for their participation in the workshops held prior to the first day for teachers.

### E. Other Programs (Other than 310 Agreements)

Teachers employed in other programs beyond the scheduled day or during the summer shall be paid as follows:

1. Regularly contracted teachers in Clay County - hourly rate based on their 196-day contract salary.
2. Teachers not under regular contract in Clay County - hourly rate based on the beginning (0 years) salary on the adopted teacher salary schedule.
3. Regularly contracted teachers in Clay County may be assigned on a volunteer basis the responsibility of utilizing their scheduled unassigned preparation period as defined in Article VII, sections A and B for the purpose of covering classes of teachers who are absent. Such teachers shall be paid an additional salary of \$20.00 per hour. All efforts shall be made by the

administration to secure regular substitute teachers in such instances. Certified teachers who volunteer to utilize their planning periods to cover the classes of early intervention/pre k teachers shall be paid \$20.00 per half hour.

4. Regularly contracted elementary teachers may be assigned to instruct additional students if a substitute is not available to cover for the absent teacher, including the Building Substitute. For students impacted by the teacher's absence, every effort will be made to evenly distribute those students to other teachers within the grade level or program. Teachers assigned five (5) or more additional students for at least 3.5 student contact hours will be compensated with an additional salary of \$25.00.
5. Regularly contracted secondary teachers in Clay County may volunteer to teach a six (6) period day. Such teachers shall be paid an additional salary equal to their current hourly rate. Current hourly rate is calculated as contract salary (as defined in Appendix IVA) inclusive of degree differentials and special compensation (Appendix IVC and IVD, G.3.) divided by the number of days of the contract and divided by 7.50 work day hours. This sixth (6<sup>th</sup>) period shall be in lieu of the planning/preparation/conference time referenced in Article VII (C) (1) of this Agreement (which includes the time when there is assignment of professional duties involving the monitoring of students for their safety referenced in Article VIII of this Agreement). The decision of the principal concerning the selection of the teacher to teach a 6-period day shall be final.

F. Special Compensation:

1. Critical Teacher Shortage Areas

Critical teacher shortage areas shall be identified on or before July 1<sup>st</sup> of each school year by the district. Teachers assigned to these areas will receive a supplement of \$100.00 for the school year in which they are serving in this capacity.

2. Employees who fill the following allocated positions shall receive the percent indicated applied to the base salary of \$40,000 rounded to the nearest whole dollar, and prorated to the length of the respective contract length added to the respective normal contracted salary.

Speech Language Therapist	10.00
Speech Language Therapist with State License	20.00
Behavior Analyst with Board Certified Behavior Analyst License	18.00
Visually Impaired (VI), Deaf Hard of Hearing (DHH), Physically Impaired (PI), Specially Designed Adaptive P.E., and Adaptive Art	8.00
Self Contained Intellectually Disabled (IND) *Plus additional 2.00, pending IDEA Grant Funding	8.00 *
Behavior Site Coach, VE Self Contained for Emotional/Behavior Disorders (E/BD), Autistic Spectrum Disorders (ASD), Pre K-ASD and Pre K Behavior Communication, Alternate Interim Methods for Success (AIMS) *Plus additional 4.00, pending IDEA Grant Funding	8.00 *
Exceptional Student Education School Site Specialist - Level II	6.50
Applied Technology for the Handicapped, allocated to work full-time with students classified as E/BD, ASD, IND, VI or PI	8.00
This additional compensation will be paid in 24 equal installments for in-field certified teachers. Upon completion of 6 hours toward certification requirements, an out-of-field teacher will receive the additional compensation, paid as a supplement, in one payment for that year.	

3. Teachers assigned to Title I schools will receive a supplement of \$100.00 for the school year in which they are assigned to the Title I school.

4. Teachers teaching Dual Enrollment courses will be provided a supplement of \$500 for each unique course taught. The supplement will be awarded after the course conclusion.

2024-2025 through 2026-2027 CCEA Master Contract

## Salaries – ROTC Instructors

### Appendix IV D: Salaries - ROTC Instructors

- A. Salaries will be based on the greatest amount of 1 or 2 below and will be paid in 24 bi-monthly installments.
  - 1. The 11-month teachers' salary schedule for, or
  - 2. 11/12 of the annual salary submitted by the U.S. Navy based on the active duty pay less the retired pay for those ROTC personnel employed.
- B. Summer school employment will be contingent on need and pay will be in addition to that agreed upon in Item A above. Summer pay will be based on the established rate at the time of the summer contract in the same manner as figured in Step A above and this additional time will be reported to the Navy as such.
- C. All vouchers will be co-signed by the County Office and all checks for reimbursement will be sent directly to the Office of the Superintendent. The Navy shall be notified of this by the officers of the school NJROTC units.

2024-2025 through 2026-2027 CCEA Master Contract

## Salaries – Academic and Athletic Differentiated Pay Scale

### Appendix V: Salaries - Academic and Athletic Differentiated Pay Schedule

Note: Supplements will be calculated using a base amount of \$37,000.00. Principals will not split supplemental postings. Any splitting of supplements will be initiated by the teachers intending to split the supplement. The following supplements will be allocated to the respective schools as a maximum amount which shall be used to pay one or more individuals sponsoring the indicated activity.

#### ACADEMIC SUPPLEMENTS:

Unless otherwise indicated, supplemental salary is to be paid in equal installments. Classroom Teacher Department Heads, ESE, Resource Department Heads, and Specialists are Academic Coordinators. All other supplements are Extracurricular Activities. “END” supplements will be paid upon completion of the activity and written recommendation of the principal. Any production must be performed before the public and will consist of a full length play.

Supplement	Method of Payment	Percent
Academic Coach, Local School	End	5.40
Academic Coach, District	Equal	7.50
Activities Program Coordinator, JH	Equal	13.00
Annual Staff, HS	Equal	8.00
Annual Staff, JH	Equal	6.50
Band Director, HS <i>(Minimum of two major performances; football games; district marching festival; solo and ensemble; concert band and state festivals when applicable.)</i>	Equal	13.50
Band Director, JH <i>(Minimum of four performances; solo and ensemble; district concert festival; pep band.)</i>	Equal	7.50
Band End of Year Supplement <i>(Two additional major festivals – three community events equals one major event.)</i>	End	1.50
Bayard Point Sponsor	Equal	4.10
Child Care Center Director	Equal	12.00
Choral Directors HS/JH <i>(Minimum of four separate performances per year; district solo and ensemble and concert festivals.)</i>	Equal	7.50
Choral Director End of Year Supplement <i>(Two additional major festivals – three community events equals one major event.)</i>	End	1.50
Co-Curricular Club	Equal	4.10
Core Team Leader Elementary	Equal	1.50
Core Team Leader Secondary	Equal	2.75
Dance Team Sponsor HS	Equal	6.00
Dance or Drill Team Sponsor JH	Equal	4.70
Debate Team <i>(Must include formal competitions outside of the school setting.)</i>	End	3.10
Demonstration Classroom	End	4.00

<b>Supplement</b>	<b>Method of Payment</b>	<b>Percent</b>
Department Head (3-5 teachers)	Equal	6.00
Department Head (6-10 teachers)	Equal	6.50
Department Head (11-16 teachers)	Equal	7.00
Department Head (17-20 teachers)	Equal	7.50
Department Head (21 or more teachers)	Equal	8.00
Directing Teacher of School Interns	End	3.00
Director of Junior or Senior Class Play (per major performance)	End	1.30
Discretionary Supplement	End	1.50
District Instructional Coach	Equal	7.50
District Music	End	3.60
Drama HS	End	6.00
Drama JH	End	6.00
Drill Team Sponsor HS	Equal	6.00
Elementary Technology Coach	Equal	6.00
Secondary Technology Coach	Equal	8.00
Elementary Performance/Production <i>(Music Teachers Will Be Given Priority: minimum of two separate productions and includes planning, practice, advertising, etc.)</i> <i>NOTE: This supplement may be used a maximum of three times per school.</i>	End	3.00
Elementary Resource Department Head	End	3.00
Elementary Track Meet Coordinator	End	3.60
ESE Intervention Committee Facilitator	Equal	4.50
Flag Corps Sponsor	Equal	3.20
Freshman Class Sponsor	Equal	2.60
Future Educators Club	Equal	5.00
Instructional Application Facilitator	End	6.00
Junior Class Sponsor	Equal	4.75
Majorette Sponsor	Equal	3.20
Math Field Day Coordinator, District	End	3.60
Math Team <i>(Must include formal competitions outside of the school setting.)</i>	End	3.10
National Beta Club Sponsor	Equal	4.10
National Junior High Honor Society Sponsor	Equal	3.10
National Honor Society Sponsor	Equal	4.10
Newspaper Staff HS	Equal	4.10
Newspaper Staff JH	Equal	2.50
Peer Teacher (with portfolio requirement)	Equal	6.00
Professional Learning Certification Program (PDLCP) Mentor	End	4.00
Safety Patrol Elementary	Equal	2.10
Science Fair Coordinator, District	End	6.00
Science Fair Coordinator, Local School	End	3.60

<b>Supplement</b>	<b>Method of Payment</b>	<b>Percent</b>
Senior Class Sponsor	Equal	4.25
Sophomore Class Sponsor	Equal	2.75
Specialist, 10-Month	Equal	6.00
Specialist, 11-Month	Equal	6.60
Specialist, 12-Month	Equal	7.90
Special Olympics Coordinator	End	6.00
Spelling Bee Coordinator, District	End	3.60
Student Council Elementary	Equal	1.50
Student Council HS	Equal	4.10
Student Council JH	Equal	3.60
Support Peer Teacher (Without portfolio requirements)	Equal	4.00
Title I Lead Teacher/Department Head	Equal	6.00
Very Special Arts Coordinator	Equal	6.00

### **Athletics Supplements:**

1. \*\*Athletic supplements for seasonal sports shall be paid in a lump sum upon completion of the activity. A supplement will be prorated if a coach quits prior to completion of the season. No more than three (3) athletic supplements may be paid to a single individual without approval of the Superintendent and documentation that all resources have been exhausted.

Exceptions – Football supplements will be paid as follows:

- 75% at end of playing season
  - 25% at end of spring practice
2. Athletic Coach Certification: All Coaches must possess a valid part-time athletic coaching or full-time professional Educator's certificate from the State of Florida. A copy of the certificate or a copy of a completed application for the certificate, with evidence that all requirements for certification have been met, must be presented prior to student contact. Head coaches, athletic directors, and junior high/middle school activities program coordinators who have the Florida certification endorsement as Athletic Coach in addition to their regular teaching certification will receive 1.0% of the base salary, in addition to their athletic supplement upon presentation of the certification endorsement.

<b>Supplement</b>	<b>Method of Payment</b>	<b>Percent</b>
Athletic Coaching Endorsement <i>(Head, Athletic Directors, JH, School Programs Coordinators with athletic coaching endorsement)</i>	End	1.00
Baseball, Head HS	End	12.00
Baseball, Assistant HS	End	7.00
Baseball, JV Head HS	End	8.00
Baseball, Head JH	End	6.00
Baseball, Assistant JH	End	5.00
Basketball, Head HS	End	13.60
Basketball, Assistant HS	End	8.00

<b>Supplement</b>	<b>Method of Payment</b>	<b>Percent</b>
Basketball, JV Head HS	End	6.85
Basketball, Head JH	End	6.85
Cheerleading, Head Varsity	Equal	12.00
Cheerleading, Head Junior Varsity HS	Equal	9.00
Cheerleading, Head JH	Equal	9.00
Cross Country, Head HS	End	6.00
Flag Football, Head HS/JH/M	End	6.00
Football, Head HS	End	18.25
Football, Assistant HS	End	11.55
Football, JV, Head HS	End	12.00
Football, Head JH	End	10.00
Football, Assistant JH	End	9.10
Golf, Head HS	End	6.50
Intramural Program Sponsor JH	End	5.15
Intramural Program Sponsor JH Assistant	End	4.70
Lacrosse, Head HS	End	10.00
Rhythmic Gymnastics, Head HS/JH/M	End	6.00
Soccer, Head HS	End	10.00
Soccer, Assistant HS	End	6.00
Soccer, Head JV HS	End	7.00
Soccer, Head JH	End	6.00
Soccer, Assistant JH	End	5.15
Softball, Head HS (Fast Pitch)	End	12.00
Softball, Assistant HS (Fast Pitch)	End	7.00
Softball, Head JV HS (Fast Pitch)	End	8.00
Softball, Head JH (Fast Pitch)	End	6.00
Softball, Assistant JH (Fast Pitch)	End	5.00
Softball, Head HS (Slow Pitch)	End	7.00
Softball, Assistant HS (Slow Pitch)	End	6.00
Softball, Head JH (Slow Pitch)	End	6.00
Softball, Assistant JH (Slow Pitch)	End	5.00
Swimming, Head HS	End	10.00
Swimming, Head JH	End	5.15
Tennis, Head HS	End	7.00
Track, Head HS	End	10.00
Track, Assistant HS	End	7.00
Track, Head JH	End	6.00
Track, Assistant JH	End	5.15



<b>Supplement</b>	<b>Method of Payment</b>	<b>Percent</b>
Volleyball, Head HS	End	10.00
Volleyball, Assistant HS	End	7.00
Volleyball, Assistant JH	End	5.15
Volleyball, Head JV	End	6.00
Volleyball, Head JH	End	6.00
Weightlifting, Head HS	End	7.00
Weightlifting, Head JH	End	6.00
Wrestling, Head HS	End	10.00
Wrestling, Assistant HS	End	7.00
Wrestling, Head JH	End	5.15

2024-2025 through 2026-2027 Master Contract

# Community Education – Fee Based Salaries

2024-2025

## Class Offerings

## Effective 7/01/2013:

Art	\$26.00/ hour instruction only
Basic Photography	\$26.00/ hour instruction only
Dancing (All)	\$26.00/ hour instruction only
Driver's Education	\$26.00/ hour instruction only
Culinary Arts (All)	\$26.00/ hour instruction only
Video Production Class	\$26.00/ hour instruction only
AutoCAD	\$26.00/ hour instruction only
Graphics	\$26.00/ hour instruction only
Computer Classes (All)	\$26.00/ hour instruction only
Crafts (All)	\$26.00/ hour instruction only
First Aid/CPR	\$26.00/ hour instruction only
Foreign Languages	\$26.00/ hour instruction only
Gymnastics	\$26.00/ hour instruction only
Music/Choral/Instrumental	\$26.00/ hour instruction only
Physical Education (All)	\$26.00/ hour instruction only
Parenting	\$26.00/ hour instruction only
Sign Language	\$26.00/ hour instruction only
Technology Education	\$26.00/ hour instruction only
Baton Twirling	\$26.00/ hour instruction only
Drama	\$26.00/ hour instruction only
Auto Mechanics	\$26.00/ hour instruction only
Business Enterprise: Home Based	\$26.00/ hour instruction only
ParaPro Assessment Review	\$26.00/ hour instruction only
Community Education Assistant	\$15.00 per hour
Test Coordinator (Adult Ed.)	\$15.00 per hour
Evening Monitor (Adult Ed.)	\$15.00 per hour
Volunteer Tutor Coordinator (Adult Ed)	\$26.00 per hour (Eff. 01/16/2014)

## Summer Recreation

Site Director	*\$16.00/hour supervision plus prep time
Art Coordinator	**\$15.00/hour instruction plus prep time

\*Site Director is entitled to four hours of pre-planning

\*\*Art Coordinator is entitled to four hours of pre-planning

Registration fees are determined by the instructor's salary, retirement, social security, 35% indirect costs and materials if needed.

Revised: 02/01/2024

## Section III: Support



## Term of Agreement

# Compensation

## Article XVIII: Compensation

- A. Compensation shall be provided to all employees covered by this Agreement as set forth in the Appendix of this Agreement.
- B. For the purpose of providing benefits in this Agreement, full time shall mean a person contracted for a six tenths (.6) or greater allocated position or for (.6) or more of each consecutive normal work day during the contract period unless otherwise indicated.
- C. Terminal Sick Leave: At the employee's option and upon written request by the employee at the time of separation, the Board shall provide terminal pay of up to one hundred twenty (120) days to any support employee upon the employee's non-disciplinary separation from school district employment or enrollment in DROP, or to the employee's beneficiary if service is terminated by death.
  - 1. Employees hired after November 19, 2002, shall be eligible for terminal pay as defined under this policy upon completion of three (3) consecutive years of service in Clay County. For employees hired prior to November 19, 2002, Clay County service requirements shown in paragraph C.2 (a) through C.2 (e) need not be consecutive.
  - 2. For the purposes of determining eligibility for terminal pay, a year of service shall be defined as: paid service rendered in a .6 or greater allocation for a minimum of one day more than half the normal working contract in the fiscal year, provided that eligibility during the first three Clay years shall be based on the anniversary of the initial date of hire.

Terminal pay shall be based on the years of service in Clay County. The employee must have been:

- a. Employed for at least three (3) years in Clay County, in which case the terminal pay shall be at the rate of thirty-five percent (35%) times the number of days of accumulated sick leave times the daily rate of pay, not to exceed a total of one hundred twenty (120) days, or
- b. Employed for more than three (3) years but not more than six (6) years in Clay County, in which case the terminal pay shall be at the rate of forty percent (40%) times the number of days accumulated sick leave times the daily rate of pay, not to exceed a total of one hundred twenty (120) days, or
- c. Employed for more than six (6) years but not more than nine (9) years in Clay County, in which case the terminal pay shall be at the rate of forty-five percent (45%) times the number of days of accumulated sick leave times the daily rate of pay, not to exceed a total of one hundred twenty (120) days, or
- d. Employed for more than nine (9) years but not more than twelve (12) years in Clay County, in which case the terminal pay shall be at the rate of fifty percent (50%) times the number of days of accumulated sick leave times the daily rate of pay, not to exceed a total of one hundred twenty (120) days;

- e. Employed during and after the thirteenth (13th) year in Clay County in which case the terminal pay shall be at the rate of one hundred percent (100%) times the number of days of accumulated sick leave times the daily rate of pay, not to exceed a total of one hundred twenty (120) days.
3. As used in this section, one day of leave shall mean the equivalent in hours.
4. Effective March 17, 2000, an employee who terminates employment through regular FRS retirement shall deposit one hundred percent (100%) of his/her terminal sick and annual leave payments into the Board-approved Qualified Retirement Plan, up to the limits established by the Internal Revenue Service.
5. All employees participating in the Plan since its implementation in Clay County, who are under fifty-five (55) years of age at the time of termination of employment and choose, at the time of termination, to take a cash distribution in the amount of one hundred percent (100%) of their respective balance from the Board-approved 401(a) Qualified Retirement Plan and are assessed a withdrawal penalty, shall be reimbursed a percentage of the withdrawal by the Board. This reimbursement is an amount equal to the difference between the current withdrawal penalty and the current Social Security and Medicare combined tax contribution rate. If the withdrawal penalty and/or Social Security and Medicare tax rates change, the amount of reimbursement from the Board shall change accordingly.
6. Effective March 17, 2000, an employee who is already enrolled in DROP, or, who elects thereafter to participate in DROP, shall deposit his/her accumulated terminal sick leave pay, for which he/she is eligible, into the Board-approved 401(a) Qualified Retirement Plan, subject to annual contribution limits and according to the following:

<b><u>Payment</u></b>	<b><u>Maximum Percentage of Accumulated Terminal Sick Leave Days</u></b>
Year 1	20% of 120 days or 20% of the individual's balance of terminal sick leave, whichever is less
Year 2	20% of 120 days or 20% of the individual's balance of terminal sick leave, whichever is less
Year 3	20% of 120 days or 20% of the individual's balance of terminal sick leave, whichever is less
Year 4	20% of 120 days or 20% of the individual's balance of terminal sick leave, whichever is less
Year 5	20% of 120 days or 20% of the individual's balance of terminal sick leave, whichever is less
Year 6	20% of 120 days or 20% of the individual's balance of terminal sick leave, whichever is less
Year 7	20% of 120 days or 20% of the individual's balance of terminal sick leave, whichever is less
Year 8	100% of balance of the individual's terminal sick leave, not to exceed a total of 120 days

- a. The initial payment shall be made on the last payday in April following the employee's DROP effective date, or, the last payday in April, 2000, for those already enrolled in DROP as of March 17, 2000. Subsequent payments shall be made on the last payday in April of each year following the employee's DROP effective date anniversary.
  - b. The rate of pay used to calculate the amount to be placed in the 401(a) Plan shall be the employee's daily rate of pay on each payment date.
  - c. If an employee elects to participate in DROP for fewer than the ninety-six month maximum or, has fewer than the ninety-six month maximum remaining in DROP as of March 17, 2000, the percentage of terminal sick leave to be deposited each year will change so that, at the end of his/her DROP participation, a total of one hundred percent (100%) of the maximum allowed contribution of terminal sick leave pay will have been made to the 401(a) Plan.
  - d. DROP participants may access these terminal sick leave funds prior to termination of employment only through loan procedures outlined in the Plan.
- D. Employees who, by virtue of enrollment in DROP, have deposited terminal leave payment(s) into the Board-approved 401(a) Qualified Retirement Plan, shall continue to deposit such payments as stipulated in paragraph C.6. of this policy, notwithstanding the limitations of paragraph C. This clarification is intended to facilitate the continuation of terminal leave payments to which the Board had committed prior to the November 19, 2002 approval of amendments to this policy.
- E. Staff Meetings
1. Meetings with staff may be conducted by supervisors on a monthly basis or as determined by the Superintendent. Such meetings will be conducted during the workday, whenever possible.
  2. Bus drivers and bus monitors may be required to attend meetings called by the Director of Transportation or as deemed necessary by the Superintendent.
  3. Staff meetings conducted outside the regularly scheduled workday or route day shall be reimbursed at the rate of \$15.00 per hour (Bus Drivers \$15.00 an hour). Inservice conducted outside the regularly scheduled workday or route day shall be reimbursed at the rate of \$15.00 per hour (Bus Drivers \$15.00 an hour).
- F. Overtime payments (time and one-half) for meetings and inservice as outlined in this Article and in the Salary Schedule Table regarding Transportation Bus Drivers and Bus Monitors shall apply only when the work week extends beyond 37.5 hours and applies only to the portion extending beyond 37.5 hours.
- G. Inservice:
1. Support personnel will be paid a stipend of \$15.00, per hour for completed workshops after the normal work day.
  2. Every effort will be made to schedule mandatory inservice training during an employee's regular contract hours. Mandatory inservice scheduled outside of the regular contract hours will be paid at the stipend rate references above.

H. Summer School: (Extended School Year)

Nine (9) and ten (10) month employees of the School Board who are employed during the summer shall be paid at either (1) a rate equivalent to their normal rate of pay in effect at the close of the school year, or (2) the normal rate of pay for the position employed in during the summer, or a rate of pay selected from the rates determined for Temporary Adult Labor.

- I. Placement of support personnel in summer school positions when allocated shall be made in the best interest of the student in accordance with the IEP, current job title, consideration of the mix of the exceptionalities in the summer school setting, employee's familiarity with the specific group of students, ESE experience and training, and all else being equal, seniority. The primary consideration shall be the goal of providing optimal staffing for students within the summer school center.

J. Contract Day:

The number of contract days in a year shall be listed in Table V and may vary based on the needs of the district.

K. Experience - Clay County School Board and External Experience:

For the purpose of awarding experience on the salary schedule, a year of service shall be paid and contracted actual service of more than one-half of the normal number of contracted days for the .4 or greater allocated position employed in the year service was rendered. Service external to the Clay County School Board must be verified and approved by the Division of Human Resources. Verified experience gained in other U.S. public school systems may be approved on the same basis as experience gained in the Clay County School System. All other experience must be verified by the agency or company on the school board approved form, on letterhead stationery, or other documentation approved by the Division of Human Resources and must be full time paid actual service of more than one-half of the fiscal year indicated by the former employer. In instances where the employer is unable to verify its fiscal year, the school fiscal year shall be used. No experience may be counted more than one time for the purpose of accumulating experience.

- L. Experience on the salary schedule shall be permitted in accordance with the Rules For Implementation of Support Personnel Salary Schedule, 1.3.0 and section 2.0.0 for work done in a closely related field.

- M. The Superintendent is authorized to offer an alternate salary schedule when he/she deems it necessary. Personnel contracted under such schedule shall be exempted from the provisions of Table I, Rules for Implementation of the Support Personnel Salary Schedule, except those provisions of section 2.3.0. (See Table IID for salary schedule)

- N. Compensation for an employee when he/she is required to work on a paid holiday, or on a "NON PAID, NON-WORKING DAY", shall be at one and one-half times the employee's regular hourly rate of pay.

- O. All nine-month employees will be paid on the nine-month pay schedule.

*2023-2024 through 2025-2026 Master Contract*



# Compensation Proposal History

## COMPENSATION PROPOSAL HISTORY

- 2019-2020:
  - The Board proposes a one (1) step salary increase on the approved salary schedule for all CESPAs unit members employed by the district at the time of ratification by both parties. Such step increase will be retroactive to the first day of the employee's 2019-2020 contract, with the exception of rates affecting field trips which will go into effect the first day of the pay period after School Board Ratification.
  - The Board proposes a \$0.25 increase to each cell of the Support Personnel Pay Structure with the exception of Table II-D, paid retroactively to the first day of the Employee's 2019-2020 Contract.
- 2020-2021:
  - The Board proposes a \$1.00 increase to each cell of the Support Personnel Pay Structure, effective January 3, 2021. This increase applies to all Support Personnel who are employed by Clay County District Schools upon the date of contract ratification.
- 2021-2022:
  - The Board proposed a Compensation Package to increase each cell by \$0.75 on the Support Salary Schedule. The Board also proposed raising any cells below \$12.00 after the \$0.75 was applied to \$12.00. The Board proposed an additional \$1.50 per cell for the LPN / RN Salary Schedule.
  - The District proposed a one time scaled bonus for those employees who are employed at the time of the 2021-2022 contract ratification, by both the School Board and CESPAs. The scaled bonus will be based on \$1,500.00 for 10-month employees.
    - 9 month contract employee one time proposed bonus: \$1,250.00
    - 10 month contract employee one time proposed bonus: \$1,500.00
    - 11 month contract employee one time proposed bonus: \$1,750.00
    - 12 month contract employee one time proposed bonus: \$2,000.00
- 2022-2023:
  - All Articles, Appendices and Tables related to compensation will be effective as of 09/18/2022. The Board proposed changing all job classifications banded and graded at A11 and A12 to A13. The Board also proposed a Compensation Package to increase each cell by \$0.50 on the Support Salary Schedule. Additionally, the Board proposed raising any cells below \$15.00 after the \$0.50 was applied to \$15.00. The Board proposed an additional \$1.65 per cell for the newly created Table IIE: Special Compensation - Maintenance Trade Skill Workers.
  - The District proposed a one time bonus for those employees who are employed at the time of the 2022-2023 contract ratification, by both the School Board and CESPAs.
    - 9 month contract employee one time proposed bonus: \$1,000.00
    - 10 month contract employee one time proposed bonus: \$1,100.00
    - 11 month contract employee one time proposed bonus: \$1,250.00
    - 12 month contract employee one time proposed bonus: \$1,500.00

- 2023-2024:
  - Increase compensation effective as of 07/01/2023, with the exception of supplemental, overtime and field trip increases will be in effect for hours worked after January 01, 2024.
  - Increase each cell by \$1.00, does not include those non-instructional employees who are in the compressed area of the salary schedule.
  - Increase the starting pay scale by an additional \$1.40 per hour for Technical Specialists.
  - Create a new placement schedule for Bus Drivers, new hires may be awarded up to 10 years verified experience and field trip pay be at the driver's contracted hourly rate.
  - Reclassify Record Secretary and ESE Secretary positions from B21 to B22.
  - Increase the rate of all required staff meetings and inservice held outside of contracted hours to \$15.00 per hour.
  - Increase the supplement for Behavioral Health Assistants who hold Safe Crisis Management certification to \$0.75 per hour.
- 2024-2025:
  - Increase compensation effective as of 07/01/2024
  - Those who have earned one year of experience will receive a step increase plus an additional \$0.75 per hour added to salary schedules, this does not include non-instructional employees who are in a compressed area of their salary schedule, who will receive a step increase and a minimum of \$0.20 per hour
  - Size supplement for bookkeepers and elementary principal secretary/bookkeepers
  - Increase shoe allowance
  - Head Custodians move from B22 to B23
  - Heavy Equipment Operators move from M22 to M23
  - PT and OT Assistants can bring in 10 years of experience
  - District will absorb insurance increase

*2024-2025 Amendment to 2023-2024 through 2025-2026 Master Contract*

## Table I: Rules for Implementation

### 1.0.0 Salary Schedule Structure

- 1.1.0 The salary schedule will include twenty five (25) steps for each Band/Grade. There shall be a constant percentage between each step within the Band/Grade.
- 1.1.1 A \$500.00 permanent longevity supplement will be given annually to employees who are on step 25.
- 1.1.2 Employees with 25 years of service who received the Permanent Longevity Supplement in the 2023-2024 school year will be grandfathered in to continue to receive the annual supplement contingent upon continuous employment.

- 1.2.0 The range spread between step 1 and step 25 shall be greater for the higher Bands/Grades.

### 1.3.0 Placement on Salary Schedule

- 1.3.1 After initial implementation of the schedule, new employees shall be placed at the step (1-5) associated with approved years of verified, directly-related experience in their same job category.
- 1.3.2 Step 1 through Step 5 shall correspond to 0 to 4 years of experience. Step 5 shall be the maximum step for initial placement of new employees.
- 1.3.3 This limitation shall not apply to support personnel who elect to transfer from their support position to an administrative or Table I managerial position, and then back to a support position. Step placement for such personnel shall be in accordance with section 3.6.0 of this Table.
- 1.3.4 The Waste/Water Operator, Wastewater Operator and/or Lead Waste/Water Operator will be able to bring all approved years of verified, directly-related experience to the job entry level.
- 1.3.5 Positions which require subsequent acquisition of State School Bus Mechanic Certification will be able to bring up to ten (10) years of verified, directly related experience to the job entry level.
- 1.3.6 The positions of Programmer/Analyst, Network Specialist, Instructional Application Specialist, Network Security Specialist, Lead HVAC Technician, HVAC Technician, Lead Electrical Technician, Electrical Technician, Lead Electronics Technician, Electronics Technician, Lead Plumber, Plumber, Boiler Tender, Lead Painter, Painter, Lead Carpenter, Carpenter, Lead Roofer, Roofer, Lead Heavy Equipment Operator, Heavy Equipment Operator, Maintenance Mechanic, District-Wide School Maintenance Mechanic, Lead Pest Control Operator, Pest Control Operator, Locksmith, Building Automation Specialist (BAS) Technician, Building Automation Specialist (BAS) Specialist, Cafeteria Kitchen Equipment Technician, and Lead Cafeteria Kitchen Equipment Technician will be able to bring up to ten (10) years of verified, directly-related experience to the job entry level upon successful demonstration of the directly-related experience. Beginning July 1, 2015, RN and LPN positions will be able to bring up to ten (10) years of verified, directly-related experience to the job entry level upon successful demonstration of the directly-related experience. Beginning July 1, 2016, RN's and LPN's hired prior to July 1, 2015, will have ninety days following ratification to submit to Human Resources any documented years of outside service beyond the initial years used for placement upon hire. After verification of said documents, said employees will be credited with up to a total of ten (10) years verified, directly related experience and pay will be applied to their pay scale upon ratification.
- 1.4.0 Former Clay County teachers who take a teacher assistant support position immediately upon leaving their teaching position in Clay County shall be credited with their Clay County teaching experience, up to the maximum experience on the current salary schedule.

2.0.0 **Advancement on Salary Schedule**

- 2.1.0 Step increases shall be subject to collective bargaining and there shall be no presumption of advancement beyond the current step after 2003-2004.
- 2.2.0 A year of experience shall be earned if the employee has earned one day over one-half of the contract year for the allocated position of .4 or greater.
- 2.3.0 Effective with the 1998-99 school year, any employee who receives an overall rating of Below Standards in the final performance evaluation conference of the school year will receive the same salary in the next school year as he/she received during the Below Standards year of service. Such employee will be ineligible for negotiated advancement on the applicable salary schedule (i.e. receipt of a step), regardless of stipulations in Section 2.2. above. In addition, the employee who receives such a rating will be ineligible for receipt of any negotiated increase in the actual value of a step on the applicable salary schedule. This salary freeze shall not apply to incentive pay added to the normal contracted salary. This salary freeze will apply for, at least, the school year following the employee's receipt of the Below Standards evaluation. If, during the frozen salary year, the employee earns at least an "Achieves Standards" rating on the year's evaluation, he/she will be placed back on the salary schedule for the following year, and, if eligible and bargained, granted a step. If the employee referenced in 1. above receives at least "Achieves Standards" ratings in the final performance evaluation conferences of the two school years following the receipt of a "Below Standards" rating, the employee will be eligible, the third year, for the salary step and/or step amount that would have applied had the employee never earned the "Below Standards" rating.
- 2.4.0 All experience granted prior to January 1, 1993, under existing rules and regulations shall remain credited to the employee.

3.0.0 **Reclassification Due To Transfer/Surplus/Discipline/Promotions**

- 3.1.0 Employees transferring to another job classification shall be placed on the schedule for the new band/grade based on placement in accordance with the provisions of this section.
- 3.2.0 Employees who voluntarily transfer to a job with a higher band/grade will be immediately reclassified and the pay rate adjusted in accordance with the new step placement. Step placement will be based on verified approved experience in the new job, up to step 10, or on the current step placement, whichever is higher. Employees on a special compensation salary schedule, who voluntarily transfer to a job, will be immediately reclassified and the pay rate adjusted in accordance with the new step placement. Step placement will be based on verified, approved experience in the new job, up to step 10, or on the current step placement, whichever is higher.
- 3.3.0 Employees who voluntarily transfer to a job with a lower or same band/grade will be immediately reclassified and the pay rate adjusted. Step placement will be based on the current step placement, or the step appropriate for experience credited in the new position, up to step five (5).
- 3.4.0 If an employee is involuntarily transferred to a job with a lower band/grade with an effective start date at the beginning of the next contract year, adjustment of pay to the lower band/grade will start at the beginning of the next contract year.
- 3.5.0 If an employee is involuntarily transferred to a job with a lower band/grade with an effective start date before the beginning of the next contract year, adjustment of pay to the lower band/grade will start at the beginning of the next contract year.
- 3.6.0 Employees who are transferred as the result of disciplinary action will be immediately reclassified to the new band/grade at the same step and the pay rate adjusted.

- 3.7.0 Support employees who elect to transfer to a managerial or administrative position in Clay County, and who later transfer back to a support position, will be placed on the band/grade applicable for the support position at the step they held prior to leaving the support position.
- 3.8.0 An employee who is officially assigned, in writing, by the Supervisor, to fulfill the duties of an absent employee who works in a higher band/grade shall, after seven (7) consecutive days, be paid at his own step but at the higher band/grade for all of the time during which he was assigned to the higher band/grade. Such assignment shall be at the sole discretion of the Supervisor.
- 4.0.0 **Job Descriptions and Initial Classification and Reclassification Procedures**
- 4.1.0 The Board shall approve and maintain a separate job description for each position listed in Table V.
- 4.1.1 An initial classification for a new position shall be reviewed for initial classification in accordance with the procedures in this section.
- 4.1.2 Thirty (30) days prior to a new CESPAs bargaining unit position being proposed for Board approval, the new job description shall be submitted to a review committee comprised of the Assistant Superintendent for Human Resources, Director of Support Personnel and a CESPAs Representative designated by the CESPAs president, (CESPA representative shall not be currently assigned to the department or school which is under review).
- 4.1.3 This committee will review the documentation and relevant analysis data supporting the new proposed position. The Assistant Superintendent for Human Resources will notify the responsible supervisor and CESPAs of his/her decision as to classification. Bargaining implications may apply.
- 4.1.4 Reclassification or position reevaluation - A responsible immediate supervisor or employee may request a position reevaluation of a CESPAs bargaining unit position. When such a reevaluation is requested, relevant documentation shall be provided which supports that there has been a change in responsibilities.
- 4.1.5 The Assistant Superintendent for Human Resources, Director of Support Personnel and a CESPAs Representative designated by the CESPAs president (CESPA representative shall not be currently assigned to the department or school which is under review) will meet within 10 days of receipt of the documentation and request to review the documentation and relevant analysis data supporting the review request. The Assistant Superintendent for Human Resources will notify the responsible supervisor of his/her decision and CESPAs of his/her decision. Bargaining implications may apply.
- 4.1.6 The documentation to be considered in reevaluating a position should include evidence of a major permanent change in a job responsibility, data from a sample of the job class, position description questionnaire and employee/supervisor interviews. If the changed job responsibilities match an existing job description, the employee will be moved to the new classification and his/her salary will be adjusted in accordance with approved procedures. If the job responsibilities do not match an existing job description, the job may be reanalyzed and reclassified or the supervisor may be instructed to reassign the new responsibilities to a more appropriate job classification.
- 4.1.7 Prior to the implementation of any changes in a job description, the affected employee(s) shall be notified in writing. A review of the changes shall be made with the employee(s). The employee(s) shall receive a copy of the new/updated job description. In the event that the qualifications as set forth change to the extent that an employee is no longer qualified to continue in the position, the employee(s) shall be provided reasonable assistance in receiving additional training and/or be provided priority placement assistance in moving to another position for which they are qualified.

## Table II A: Support Salary Schedule

### The School District of Clay County 2024 - 2025 Support Personnel Pay Structure

B/G	A13	B21	B22	B23	B24	B31	B32	C41	C42	C43
STEP 1	\$15.10	\$15.40	\$15.55	\$15.70	\$17.10	\$18.17	\$19.95	\$21.43	\$22.89	\$24.46
STEP 2	\$15.40	\$15.70	\$15.95	\$16.25	\$17.52	\$18.64	\$20.50	\$22.07	\$23.56	\$25.21
STEP 3	\$15.55	\$16.00	\$16.35	\$17.12	\$17.94	\$19.13	\$21.05	\$22.71	\$24.26	\$25.98
STEP 4	\$15.75	\$16.25	\$16.78	\$17.53	\$18.37	\$19.65	\$21.63	\$23.39	\$25.02	\$26.78
STEP 5	\$15.95	\$16.50	\$17.16	\$17.98	\$18.82	\$20.16	\$22.22	\$24.10	\$25.77	\$27.60
STEP 6	\$16.15	\$16.79	\$17.57	\$18.39	\$19.29	\$20.70	\$22.83	\$24.82	\$26.56	\$28.46
STEP 7	\$16.35	\$17.17	\$17.99	\$18.83	\$19.76	\$21.28	\$23.47	\$25.58	\$27.40	\$29.34
STEP 8	\$16.55	\$17.59	\$18.42	\$19.31	\$20.26	\$21.85	\$24.13	\$26.37	\$28.25	\$30.29
STEP 9	\$16.98	\$18.01	\$18.87	\$19.77	\$20.74	\$22.44	\$24.81	\$27.17	\$29.13	\$31.33
STEP 10	\$17.35	\$18.43	\$19.33	\$20.27	\$21.28	\$23.07	\$25.52	\$28.02	\$30.03	\$32.23
STEP 11	\$17.73	\$18.88	\$19.82	\$20.76	\$21.81	\$23.75	\$26.26	\$28.89	\$30.99	\$33.26
STEP 12	\$18.13	\$19.34	\$20.31	\$21.30	\$22.37	\$24.43	\$27.01	\$29.82	\$31.99	\$34.33
STEP 13	\$18.55	\$19.82	\$20.86	\$21.83	\$22.95	\$25.14	\$27.81	\$30.76	\$33.02	\$35.44
STEP 14	\$18.96	\$20.30	\$21.38	\$22.39	\$23.54	\$25.88	\$28.61	\$31.73	\$34.08	\$36.57
STEP 15	\$19.40	\$20.81	\$21.93	\$22.97	\$24.15	\$26.64	\$29.45	\$32.74	\$35.19	\$37.75
STEP 16	\$19.85	\$21.33	\$22.51	\$23.57	\$24.78	\$27.42	\$30.32	\$33.79	\$36.33	\$38.99
STEP 17	\$20.31	\$21.86	\$23.11	\$24.18	\$25.43	\$28.24	\$31.21	\$34.87	\$37.52	\$40.26
STEP 18	\$20.79	\$22.42	\$23.72	\$24.81	\$26.11	\$29.08	\$32.14	\$36.00	\$38.75	\$41.58
STEP 19	\$21.26	\$22.93	\$24.27	\$25.40	\$26.73	\$29.79	\$32.93	\$36.90	\$39.73	\$42.64
STEP 20	\$21.75	\$23.50	\$24.90	\$26.05	\$27.43	\$30.66	\$33.88	\$38.07	\$41.00	\$44.01
STEP 21	\$22.80	\$24.68	\$26.19	\$27.39	\$28.86	\$32.38	\$35.79	\$40.32	\$43.46	\$46.67
STEP 22	\$23.36	\$25.35	\$26.92	\$28.16	\$29.67	\$33.39	\$36.91	\$41.69	\$44.95	\$48.27
STEP 23	\$24.05	\$26.14	\$27.77	\$29.05	\$30.62	\$34.55	\$38.19	\$43.22	\$46.63	\$50.07
STEP 24	\$24.77	\$26.97	\$28.68	\$30.00	\$31.62	\$35.78	\$39.55	\$44.86	\$48.42	\$52.00
STEP 25	\$25.56	\$27.88	\$29.68	\$31.03	\$32.72	\$37.14	\$41.05	\$46.67	\$50.40	\$54.13

2024-2025 Amendment to 2023-2024 through 2025-2026 Master Contract

## Table II B: Special Compensation – OT/PT Assistants

**2024 - 2025**

Certified or licensed Occupational and Physical Therapist Assistants shall be assigned an hourly rate from the following schedule:

Step	Years Experience	Hourly Rate
A	0	\$21.82
B	1 - 2	\$24.15
C	3 - 4	\$26.46
D	5 - 6	\$28.75
E	7 - 8	\$31.06
F	9 - 10	\$33.37
G	11 -12	\$35.66
H	13 -14	\$37.97
I	15 -16	\$40.28
J	17 - 18	\$42.57
K	19 - 20	\$45.41

CONTRACTED DAYS = 196

*2024-2025 Amendment to 2023-2024 through 2025-2026 Master Contract*

## Table II C: Special Compensation – LPN/RN

2024-2025

Step	Experience	<u>Hourly Rates</u>	
		LPN	RN
1	0	\$18.23	\$20.35
2	1	\$18.61	\$20.79
3	2	\$18.98	\$21.24
4	3	\$19.38	\$21.70
5	4	\$19.81	\$22.19
6	5	\$20.24	\$22.70
7	6	\$20.68	\$23.23
8	7	\$21.15	\$23.77
9	8	\$21.62	\$24.33
10	9	\$22.11	\$24.90
11	10	\$22.64	\$25.51
12	11	\$23.17	\$26.14
13	12	\$23.73	\$26.79
14	13	\$24.30	\$27.56
15	14	\$24.90	\$28.25
16	15	\$25.52	\$28.99
17	16	\$26.12	\$29.76
18	17	\$26.72	\$30.56
19	18	\$27.32	\$31.26
20	19	\$27.97	\$32.07
21	20	\$29.32	\$33.72
22	21	\$30.12	\$34.69
23	22	\$31.02	\$35.79
24	23	\$31.98	\$36.97
25	24	\$33.03	\$38.26

RN and LPN positions will be able to bring up to ten (10) years of verified, directly-related experience to the job entry level upon successful documentation of the directly-related experience.

*2024-2025 Amendment to 2023-2024 through 2025-2026 Master Contract*



## Table II D: Special Compensation – Transportation Bus Drivers

2024-2025

Step	Years Experience	Hourly Rate
1	0	\$17.20
2	1	\$18.17
3	2	\$18.57
4	3	\$18.87
5	4	\$19.27
6	5	\$19.67
7	6	\$20.07
8	7	\$20.47
9	8	\$20.87
10	9	\$21.27
11	10	\$21.67
12	11	\$22.07
13	12	\$22.47
14	13	\$22.87
15	14	\$23.27
16	15	\$23.67
17	16	\$24.07
18	17	\$24.47
19	18	\$24.87
20	19	\$25.27
21	20	\$25.67
22	21	\$26.25
23	22	\$27.25
24	23	\$27.75
25	24	\$28.90

*2024-2025 Amendment to 2023-2024 through 2025-2026 Master Contract*

## Table II E: Special Compensation – Maintenance Trade Skill Workers

2024-2025

The Maintenance Trade Skill Workers listed below will be paid according to this Salary Schedule:

<b>M13</b>	General Maintenance Worker Warehouser
<b>M21</b>	Warehouser, Senior
<b>M22</b>	Building Automation Systems (BAS) Technical Assistant Carpenter Assistant Electrical Technician Assistant Mechanic Assistant Painter Small Engine Mechanic
<b>M23</b>	Cafeteria Kitchen Equipment Technician Carpenter District Wide School Maintenance Mechanic Electrical Technician Electronics Technician Heavy Equipment Operator HVAC Technician Irrigation Mechanic/Plumber Locksmith Mechanic Plumber Roofer
<b>M31</b>	Head Custodian I
<b>M32</b>	Lead Access Controls/Locksmith Lead Cafeteria Kitchen Equipment Technician Lead Carpenter Lead Electrical Technician Lead Electronics Technician Lead Heavy Equipment Operator Lead HVAC Technician Lead Painter Lead Plumber Lead Roofer Warehouse Manager

**Table II E: Special Compensation - Maintenance Trade Skill Workers  
2024 - 2025**

<b>B/G</b>	<b>M13</b>	<b>M21</b>	<b>M22</b>	<b>M23</b>	<b>M31</b>	<b>M32</b>
<b>STEP 1</b>	\$16.75	\$17.00	\$17.05	\$17.80	\$19.82	\$21.60
<b>STEP 2</b>	\$17.05	\$17.25	\$17.45	\$18.20	\$20.29	\$22.15
<b>STEP 3</b>	\$17.20	\$17.50	\$17.85	\$18.77	\$20.78	\$22.70
<b>STEP 4</b>	\$17.40	\$17.80	\$18.28	\$19.18	\$21.30	\$23.28
<b>STEP 5</b>	\$17.60	\$18.15	\$18.81	\$19.63	\$21.81	\$23.87
<b>STEP 6</b>	\$17.80	\$18.44	\$19.22	\$20.04	\$22.35	\$24.48
<b>STEP 7</b>	\$18.00	\$18.82	\$19.64	\$20.48	\$22.93	\$25.12
<b>STEP 8</b>	\$18.20	\$19.24	\$20.07	\$20.96	\$23.50	\$25.78
<b>STEP 9</b>	\$18.63	\$19.66	\$20.52	\$21.42	\$24.09	\$26.46
<b>STEP10</b>	\$19.00	\$20.08	\$20.98	\$21.92	\$24.72	\$27.17
<b>STEP 11</b>	\$19.38	\$20.53	\$21.47	\$22.41	\$25.40	\$27.91
<b>STEP 12</b>	\$19.78	\$20.99	\$21.96	\$22.95	\$26.08	\$28.66
<b>STEP 13</b>	\$20.20	\$21.47	\$22.51	\$23.48	\$26.79	\$29.46
<b>STEP 14</b>	\$20.61	\$21.95	\$23.03	\$24.04	\$27.53	\$30.26
<b>STEP 15</b>	\$21.05	\$22.46	\$23.58	\$24.62	\$28.29	\$31.10
<b>STEP 16</b>	\$21.50	\$22.98	\$24.16	\$25.22	\$29.07	\$31.97
<b>STEP 17</b>	\$21.96	\$23.51	\$24.76	\$25.83	\$29.89	\$32.86
<b>STEP 18</b>	\$22.44	\$24.07	\$25.37	\$26.46	\$30.73	\$33.79
<b>STEP 19</b>	\$22.91	\$24.58	\$25.92	\$27.05	\$31.44	\$34.58
<b>STEP 20</b>	\$23.40	\$25.15	\$26.55	\$27.70	\$32.31	\$35.53
<b>STEP 21</b>	\$24.45	\$26.33	\$27.84	\$29.04	\$34.03	\$37.44
<b>STEP 22</b>	\$25.01	\$27.00	\$28.57	\$29.81	\$35.04	\$38.56
<b>STEP 23</b>	\$25.70	\$27.79	\$29.42	\$30.70	\$36.20	\$39.84
<b>STEP 24</b>	\$26.42	\$28.62	\$30.33	\$31.65	\$37.43	\$41.20
<b>STEP 25</b>	\$27.21	\$29.53	\$31.33	\$32.68	\$38.79	\$42.70

*2024-2025 Amendment to 2023-2024 through 2025-2026 Master Contract*

## Table II F: Special Compensation – Technological Specialists

The Technological Specialists listed below will be paid according to this Salary Schedule:

<b>T32</b>	Technical Specialist
<b>T42</b>	Database Specialist
<b>T43</b>	Instructional Application Specialist Network Specialist Programmer/Analyst

### The School District of Clay County 2024 - 2025 Support Personnel Pay Structure

B/G	<b>T32</b>	<b>T42</b>	<b>T43</b>
<b>STEP 1</b>	\$21.35	\$24.29	\$25.86
<b>STEP 2</b>	\$21.90	\$24.96	\$26.61
<b>STEP 3</b>	\$22.45	\$25.66	\$27.38
<b>STEP 4</b>	\$23.03	\$26.42	\$28.18
<b>STEP 5</b>	\$23.62	\$27.17	\$29.00
<b>STEP 6</b>	\$24.23	\$27.96	\$29.86
<b>STEP 7</b>	\$24.87	\$28.80	\$30.74
<b>STEP 8</b>	\$25.53	\$29.65	\$31.69
<b>STEP 9</b>	\$26.21	\$30.53	\$32.73
<b>STEP 10</b>	\$26.92	\$31.43	\$33.63
<b>STEP 11</b>	\$27.66	\$32.39	\$34.66
<b>STEP 12</b>	\$28.41	\$33.39	\$35.73
<b>STEP 13</b>	\$29.21	\$34.42	\$36.84

B/G	<b>T32</b>	<b>T42</b>	<b>T43</b>
<b>STEP 14</b>	\$30.01	\$35.48	\$37.97
<b>STEP 15</b>	\$30.85	\$36.59	\$39.15
<b>STEP 16</b>	\$31.72	\$37.73	\$40.39
<b>STEP 17</b>	\$32.61	\$38.92	\$41.66
<b>STEP 18</b>	\$33.54	\$40.15	\$42.98
<b>STEP 19</b>	\$34.33	\$41.13	\$44.04
<b>STEP 20</b>	\$35.28	\$42.40	\$45.41
<b>STEP 21</b>	\$37.19	\$44.86	\$48.07
<b>STEP 22</b>	\$38.31	\$46.35	\$49.67
<b>STEP 23</b>	\$39.59	\$48.03	\$51.47
<b>STEP 24</b>	\$40.95	\$49.82	\$53.40
<b>STEP 25</b>	\$42.45	\$51.80	\$55.53

2024-2025 Amendment to 2023-2024 through 2025-2026 Master Contract

## Table II G: Guardian / Lead Guardian Placement Schedule

### 2025 - 2026 Guardian

Years Experience	Level	Hourly Rate
0	1	\$19.95
1	2	\$20.35
2	3	\$20.75
3	4	\$21.15
4	5	\$21.55
5	6	\$21.95
6	7	\$22.35
7	8	\$22.75
8	9	\$23.15
9	10	\$23.55
10	11	\$23.95

### 2025 - 2026 Lead Guardian

Years Experience	Level	Hourly Rate
0	1	\$21.43
1	2	\$21.83
2	3	\$22.23
3	4	\$22.63
4	5	\$23.03
5	6	\$23.43
6	7	\$23.83
7	8	\$24.23
8	9	\$24.63
9	10	\$25.03
10	11	\$25.43

Note: Guardians and Lead Guardians may bring up to seven (7) years verified experience. Experience must be verified law enforcement, military police, or armed security guard with a Class G security license. Contracted Days: Guardians - 188, Lead Guardians - 260

## Table III: Transportation

1. Contract drivers shall be compensated for a minimum of six (6) hours of work per day during the regular school year and for a minimum of five (5) hours of work while working under a summer work contract. The Director of Transportation will consider attendance, experience, and seniority when staffing summer school based on student needs. The assigned hours shall include thirty (30) minutes of non-driving time which shall be used for the purpose of minor maintenance, safety checks and paperwork. Drivers will be compensated for other non-driving work after a time review by the Department of Transportation in accordance with applicable rules of the Fair Labor Standards Act.
2. Bus drivers assigned routes affecting schools in other counties having school calendars which differ from the Clay County calendar shall be eligible for the same contract and benefits and for the same length of work year and work day as bus drivers assigned routes affecting only schools operating under the traditional calendar in Clay County. When such drivers must drive routes during the intersession periods in such other counties, pay will be determined in accordance with current practice for summer school pay.
3. Contract bus monitors (ESE Aides assigned to buses) shall be compensated for a minimum of six (6) hours of work per day during the regular school year, and for a minimum of five (5) hours of work while working under a summer work contract. The assigned hours shall include twenty (20) minutes of non-driving time which shall be used for the purpose of minor maintenance, safety checks and paperwork.
4. Experience credit shall not be earned by part-time bus drivers who are employed only for morning, afternoon or extra trip routes employment.
5. Shuttles and Field Trips: Compensation and assignment to contract drivers and Monitors shall be under the following conditions:
  - a. A “shuttle” is defined as an assigned instructional activity run or route not included in the “normal day” even though they may occur daily. Shuttles are not part of a rotation list, but are instead assigned by the Director of Transportation on the basis of availability, attendance and seniority in the geographic area of need and may add to the “normal day” on a day to day basis. Once assigned, the driver shall drive the full multi-week schedule of the shuttle. Shuttles are paid at the regular rate of pay and are not part of the “bidding” process.
  - b. A “field trip” is defined as any additional driving assignment that is not part of the driver’s regular morning (pick up) and afternoon (drop off) routes, which are considered part of the driver’s “normal day.” This includes, but is not limited to, sporting events and extracurricular activities. Field Trips are paid at the regular rate of pay and are not part of the bidding process.
  - c. At the beginning of each school year, or upon employment as a bus driver, all bus drivers will be provided the opportunity to be placed on the master field trip list in alphabetical order. This list will consist of day field trips and overnight field trips. Bus drivers on the master field trip list will be notified of a field trip position via the Transportation Field Trip software on a rotational basis. The bus driver must accept or decline the notified position within one work day of notification. Bus drivers may be removed from the master field trip list after declining three (3) field trip notifications, excluding overnight trips. After the master field trip list has been exhausted, the Director of Transportation may assign a field trip to a contract driver on a mandatory basis.
  - d. Overnight trips shall be defined as any trip requiring field trip sponsor to secure a hotel room for the bus driver.

- e. Overnight trips shall be compensated at regular rate of pay with no compensation for 8 hours of "sleeping" time in accordance with DOT regulations. Per diem shall be paid as applicable.
  - f. If field trips are canceled after the driver arrives at school, the driver shall be compensated as stated above for three (3) hours at the regular rate of pay.
  - g. A field trip committee shall meet with the Director of Transportation, upon request, to make recommendations on additional procedures that relate to field trip assignments. The committee may meet more than once if needed. The field trip committee has no authority to bargain with the Director of Transportation any changes which may conflict with the contract.
6. Overtime payments at time and one-half for meetings and inservice as outlined in the Compensation Article and for extra (field) trips as outlined herein shall apply only when the work week extends beyond 37.5 hours and only to the portion extending beyond 37.5 hours.
7. Placement of drivers and monitors in summer school positions when allocated shall be based on the following criteria: work attendance/absenteeism nine days or less during the regular school year, ESE experience and training, seniority, compatibility to the needs of the ESE students on the route, conduct and performance during the school year as measured by the approved district evaluation system and procedures, and all else being equal, seniority. Applicants must be able to work the entire summer contract period. Drivers employed for summer routes shall be given special consideration for attendance purposes when participating in association business.
8. Bidding Process:
- a. Every school year, the Director of Transportation shall review by the last Monday of April vacated or new bus routes/positions for the upcoming school year. During bid times, routes will not be assigned by the Director of Transportation until the bidding assignment day. On May 1st, the Director of Transportation shall post vacated or new bus routes/positions. Interested drivers and monitors will have until on or before May 15th (close of business day) to submit a written request of intent on posted routes or to bid off their current route. (Date determined due to each school year calendar.) The new assignments will be announced by the Director of Transportation before the end of the school year. The newly assigned routes/positions will begin at the start of the new school year.
  - b. Every school year, the Director of Transportation shall review on the Monday following Thanksgiving break vacated or new bus routes/positions for the remainder of the school year. During bid times, routes will not be assigned by the Director of Transportation until the bidding assignment day. On the following Monday, the Director of Transportation shall post vacated or new bus routes/positions for one week. During this week the drivers and monitors will have the opportunity to submit a written request of intent to bid on posted routes or to bid off their current route. The new assignments will be announced by the Director of Transportation before Christmas break. The newly assigned routes/positions will start after Christmas break.
  - c. Posted routes/positions shall be awarded by attendance and seniority. While seniority is the first criteria of consideration for the bidding process, all employees wishing to bid, who are within three (3) years of the most senior employee(s), shall be granted priority over those senior employees with questionable attendance. Absences being considered in this staging of the bidding process shall follow the acceptable use of sick leave as listed in Article IX. B.
  - d. During the bidding process for posted routes/positions involving exceptional students, the Director of Transportation shall also give special consideration to training, attendance, prior experience, and compatibility with the exceptional students to be transported.
9. The Director of Transportation will provide notification, via email, to all drivers and monitors of an unexpected vacated route. Interested drivers and monitors will have three (3) business days to notify the Director of Transportation of their interest in the vacated route. The Director will follow the same criteria used in the bidding process to assign the route. Any resulting new vacancy may be assigned to

a sub, a newly contracted driver/monitor, or a regular contracted driver/monitor in between bid sessions.

2023-2024 through 2025-2026 Master Contract

## Table IV: Miscellaneous Salaries

### Salary Schedule

#### Incentive/Differential Pay

When more than one incentive/differential has been earned in the appropriate area, the higher incentive/differential shall be awarded.

1. Associate Degree or higher for Support employees when the degree held is higher than the minimum degree required by the Board-approved job description, and when the degree is from a college, university or other institution accredited by an accrediting agency as defined below:
  - a. For Nurses (LPN/RN) a degree from a college or university accredited by an accrediting agency or a degree accepted by the Florida Board of Nursing for certification as a Nurse in the State of Florida.
  - b. For all other employees, a degree from a college or university accredited by an accrediting agency. [Note: Employees are responsible for presenting official transcripts substantiating earned degrees from the college, university or institution granting the degree.]

Add \$1.05/hour for an Associate Degree or add \$1.30 for a Bachelor Degree.

2. Child Development Associate credential for teacher assistants:

Add \$.75/hour

3. A.S.E., Bus Driver/Driver Trainer and MACS 609 Certifications in the appropriate area for bus mechanics, shop managers, parts managers and assistant managers payable beginning with the first month of certification and continuing during the period of such certification:

Add \$0.40/hour for each test, only during the validity period for such test.

4. Professional Driver pay to drivers with more than three (3) years' experience and who qualify under the rules of the Transportation Department for such pay:

Add \$.15/hour during specified period.

5. Master Custodian certification:

Add \$.20/hour

6. Pest Control Certification:

Add \$1.00/hour

7. Current, valid Clay County-issued Journeyman's certification in the areas of Electrical, Plumbing or HVAC. (See Table IVA for jobs eligible to receive this incentive)

Add \$.55/hour

8. Current, valid Clay County-issued Master's certification in the areas of Electrical, Plumbing or HVAC. (See Table IVA for jobs eligible to receive this incentive)

Add \$1.05/hour



9. Current, valid Florida Contractor's license in the areas of Electrical, Plumbing or HVAC. (See Table IVA for jobs eligible to receive this incentive)

Add \$1.05/hour

10. An employee who is officially assigned, in writing, by the Supervisor, to fulfill the duties of an absent employee who works in a higher band/grade shall, after seven (7) consecutive days, be paid at his own step but at the higher band/grade for all of the time during which he was assigned to the higher band/grade. Such assignment shall be at the sole discretion of the Supervisor.
11. Participation as a member of the response team selected to be "on call" for the provision of unforeseen overtime in the Maintenance Department when required and authorized will be paid until the employee's name is removed from the team list:

Additional \$ .50/hour during period of appointment to team

12. Employees holding 9, 10, and 11-month contracts for the contract year shall be eligible to receive a share of \$36,000 for perfect attendance. Perfect attendance shall be defined as: no absences and no incidents of tardiness during the specified period of the employee contract. Allowable exceptions will be limited to absences of not more than nine days duration related to approved Worker's Compensation and/or In-Line-Of-Duty (ILOD) claims, and incidents of court or military leave not in excess of nine days, approved Association Leave and incidents of TDE when an employee participates in Inservice training that is relevant to the individual's working assignment. An employee's use of flexible scheduling, initiated by the employee as permitted in Article VIII, paragraph C.6. (Working Conditions), shall disqualify the employee from receipt of this perfect attendance incentive bonus. In order to be eligible for payment of the perfect attendance incentive bonus as defined in a. and/or b. below, the employee must be employed for the specified period.

Payment of the total of \$36,000 in bonus money shall be as follows:

- a. An equal share of \$18,000 shall be payable to employees whose attendance is perfect through the end of the first semester, subject to a \$500 maximum bonus per employee;
  - b. The balance of the \$36,000 sum shall be payable to employees whose attendance is perfect from the beginning of the second semester through the balance of the employee's contract year, subject to a \$500 maximum bonus per employee, made payable at the conclusion of the District's fiscal year.
13. National Institute for Certification in Engineering Technologies (NICET) Certification in fire systems in the Electronics Department. Payable per hour the beginning of the first month of each certification:
- Add \$.25 per hour.
14. Behavioral Health Assistants who are Safe Crisis Management certified shall receive a supplement of \$0.75/hour.

*2023-2024 through 2025-2026 Master Contract*

## Table IV A: Incentive Pay Stipulations (Maintenance Position)

### Salary Schedule

#### Incentive Pay Stipulations for the areas of Electrical, Plumbing & HVAC

Incentive Pay stipulated in Table IV (Miscellaneous Salaries) for Journeyman, Master's and Florida Contractor's licenses shall apply only to employees who are appointed to the following positions:

#### Journeyman, Master's or Contractor's License in

#### Clay Job Eligible for Incentive Pay for License

Electrical

- General Maintenance Worker assigned to Electrical
- General Maintenance Worker assigned to Electronics
- Electronics Technician Assistant
- Electronics Technician
- Lead Electronics Technician
- Electrical Technician Assistant
- Electrical Technician
- Lead Electrical Technician

Plumbing

- General Maintenance Worker assigned to Plumbing
- Plumber Assistant
- Plumber
- Lead Plumber
- Boiler Tender

HVAC

- General Maintenance Worker assigned to HVAC
- HVAC Technician Assistant
- HVAC Technician
- Lead HVAC Technician

*2023-2024 through 2025-2026 Master Contract*

## Table IV B: Rules for Maintenance Department On-Call List

### Salary Schedule (For implementing #11, Table IV)

1. The Director of Maintenance will determine which sections (trades) of the Maintenance Department need to be represented on the on-call list.
2. Employees who volunteer for the on-call list will be chosen based on seniority in the trade.
3. Employees will be assigned on a rotating basis to the on-call list for one month at a time.
4. Employees on the on-call list must answer all calls directed to them during the time their names are on the list.
5. If an employee cannot be on-call for any period during his/her month on the list, he/she must make arrangements with one of the other employees on the on-call list in the same trade to fill in. The employee must inform either the Director of Maintenance or one of the departmental Coordinators that he/she will not be available and who will be available in his/her place.
6. If an employee on the on-call list fails to answer a call for any reason, he/she may be dropped from the list and not be allowed back on the list.
7. The employee may elect to be removed from the list by making a written request to the Director of Maintenance or one of the departmental Coordinators with at least seven (7) days notice.
8. The employee will receive a \$.50 hourly supplement while his/her name is on the on-call list.
9. If, after analyzing a job, the on-call employee determines that assistance is required, he/she will call other on-call employees in the same trade for assistance, or, if appropriate, an employee on the on-call list from another trade.

*2023-2024 through 2025-2026 Master Contract*

## Table V: Classification/Band/Grade/Contracted Days

Classification	Band/Grade	Contracted Days
<u>Clerical/Aides/Teacher Assistants</u>		
ACE Testing and Program Specialist	B24	260
Accounting Support Assistant	B23	260
Accounting Assistant	B24	260
Accounts Payable Assistant	B23	260
Administrative Secretary, Sr.	B24	260
Administrative Secretary	B23	260
Administrative Support Assistant	B22	196, 216, 260
Behavior Support Technician	B32	188
Bookkeeper	B23	196, 260
Buyer	B32	260
Capital Program Accountant	B32	260
Career Specialist	B32	196
Child Care Assistant	A13	188, 196
Classroom Assistant	A13	188
Classroom Assistant (PreK)	A13	188, 196
Computer Lab Assistant	A13	188
Data Management Specialist	B32	260
Data Services Assistant	B32	260
Dropout Prevention Assistant	A13	188
ESOL Administrative Support Assistant	B22	260
ESOL Classroom Assistant	A13	188
ESE Allocation & Position Assistant	B31	260
ESE Secretary	B22	196
ESE Program Accountant	B31	260
ESE Interpreter IV	B32	188
ESE Interpreter II	B22	188
ESE Interpreter III	B31	188
ESE Interpreter I	B21	188
ESE Assistant	A13	188
Health Assistant	B21	188, 196
Inclusion Prekindergarten Assistant	A13	188
Instructional Assistant	B23	188
ISS Assistant	A13	183, 188
Media Technical Assistant	B21	196
Medicaid Data Assistant	B32	260
Occupational Therapy Assistant	See Table IIB	196
Paraprofessional/ESE Reading	B32	188, 196
Paraprofessional / Speech and Language	B32	188, 196
Payroll Support Assistant	B22	260
Physical Therapy Assistant	See Table IIB	196
Position Control/Allocations Specialist	B31	260
<b>Principal Secretary</b>	<b>B23</b>	<b>260</b>
Professional Learning Assistant	B32	260
Professional Learning (ESE)	B32	260
Purchasing Support Assistant	B23	260
Risk Support Assistant	B23	260
School Secretary	B21	188, 196, 216, 260
SEDNET Case Manager	B32	216
Service Desk Operator	B24	260
Student Records Secretary	B22	188, 196, 216, 260
Testing & Administrative Support Assistant	B23	196, 260
Title I Assistant	A13	188

Transition Specialist ACE	C42	260
<b>Classification</b>	<b>Band/Grade</b>	<b>Contracted Days</b>
VPK High School Child Care Lead Assistant	B22	188
<u>Custodial</u>		
Custodian	A13	260
Head Custodian	B23	260
Head Custodian II	B22	260
Lead Custodian	B21	260
<u>Transportation</u>		
Assistant Parts Manager	B23	260
Bus Driver	See Table IID	186
Bus Driver Trainer	See Table IID	260
ESE Assistant/Bus Monitor	A13	186
Fuel Attendant	B21	186, 196, 216, 260
Parts Manager	B31	260
Routing Dispatcher	B21	260
Routing Specialist	B23	260
Shop Manager	C41	260
Transportation Technology Specialist	B32	260
<u>Maintenance Trade Skill Workers</u>		
Building Automation Systems (BAS) Tech. Asst.	See Table IIE	260
Cafeteria Kitchen Equipment Technician	See Table IIE	260
Carpenter	See Table IIE	260
Carpenter Assistant	See Table IIE	260
District Wide School Maintenance Mechanic	See Table IIE	260
Electrical Technician	See Table IIE	260
Electrical Technician Assistant	See Table IIE	260
Electronics Technician	See Table IIE	260
General Maintenance Worker	See Table IIE	260
Head Custodian I	See Table IIE	260
Heavy Equipment Operator	See Table IIE	260
HVAC Technician	See Table IIE	260
Irrigation Mechanic/Plumber	See Table IIE	260
Lead Access Controls/Locksmith	See Table IIE	260
Lead Cafeteria Kitchen Equipment Technician	See Table IIE	260
Lead Carpenter	See Table IIE	260
Lead Electrical Technician	See Table IIE	260
Lead Electronics Technician	See Table IIE	260
Lead Heavy Equipment Operator	See Table IIE	260
Lead HVAC Technician	See Table IIE	260
Lead Painter	See Table IIE	260
Lead Plumber	See Table IIE	260
Lead Roofer	See Table IIE	260
Locksmith	See Table IIE	260
Mechanic	See Table IIE	260
Mechanic Assistant	See Table IIE	260
Painter	See Table IIE	260
Plumber	See Table IIE	260
Roofer	See Table IIE	260
Small Engine Mechanic	See Table IIE	260
Warehouse Manager	See Table IIE	260
Warehouser	See Table IIE	260
Warehouser, Sr.	See Table IIE	260

<b>Classification</b>	<b>Band/Grade</b>	<b>Contracted Days</b>
<u>Miscellaneous</u>		
Access Control Technician	B32	260
District Office Maintenance Mechanic	B21	260
Licensed Practical Nurse	See Table IIC	188, 196
Press Operator	B22	260
Registered Nurse	See Table IIC	188, 196, 260
Cafeteria Assistant	A13	185
Cafeteria Van Driver	A13	185
FNS Equipment and Warehouse Manager	B32	260
School Food Services Support Assistant	B22	260
<u>Technological Specialists</u>		
Database Specialist	See Table II F	260
Instructional Application Specialist	See Table II F	260
Network Specialist	See Table II F	260
Programmer/Analyst	See Table II F	260
Technical Specialist	See Table II F	260

*2024-2025 Amendment to 2023-2024 through 2025-2026 Master Contract*

## Section IV: Miscellaneous Salaries



# Substitutes

## 2024-2025 Miscellaneous Salaries - Substitutes

### I. Substitute Teachers

Compensation for substitute teachers shall be as follows:

AA/60+credits	\$ 108.75 for 7.5 hour day or \$14.50 per hour
Bachelor's Degree	\$112.50 for 7.5 hour day or \$15.00 per hour
Master's Degree or higher	\$125.62 for 7.5 hour day or \$16.75 per hour
ESE Trained Teacher Assistant	\$14.00 per hour

- II. Long Term Substitutes shall be paid \$157.50 for a 7.5 hour day. Long Term Substitutes must hold a minimum of a Bachelor's degree or Clay County School District Vocational Certification. Long Term Substitute teachers are defined as teachers who are employed in a long term assignment of eleven (11) to sixty (60) days for the same teacher.
- III. Adult and Community Education Substitutes who are also regularly contracted teachers in Clay County will be paid in accordance with Appendix IV-C, Section E of the contract between the CCEA and School Board.
- IV. Teachers employed in other programs beyond the scheduled day or during the summer in non-summer school positions shall be authorized for such work at the discretion of the Superintendent and his/her designee and in compliance with the CCEA Master Contract.

Revised: 12/12/2024



# Substitutes (Non-Bargaining Unit Positions)

## 2024-2025 Support Salary Schedule

### 1. Substitutes:

Category:

Substitute Bus Drivers for Field Trips/Extra Trips	Current Minimum Wage
Bus Driver Interns for Field Trips/Extra Trips	Current Minimum Wage
Bus Driver Intern	\$0.25 per hour less than Step 1 hourly rate for regular bus drivers.
Substitute Bus Drivers / Trainee	\$0.50 per hour less than Step 1 hourly rate for regular bus drivers.
Substitute Licensed Practical Nurse	\$0.50 per hour less than Step 1 hourly rate for regular Licensed Practical Nurse.
Substitute ESE Interpreter	Current Minimum Wage
Substitute Bus Monitor	Current Minimum Wage
Substitute Clinic Assistant	Current Minimum Wage

#### 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.

### 2. Other:

Temporary Adult Labor (when authorized by Superintendent)	Current Minimum Wage
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### 3. Special Grant Personnel:

Part-time labor employed by the Superintendent under special grant or through intergovernmental 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: Current Minimum Wage

## 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

Upon successful completion of 90 day probationary period , school bus driver shall be paid a one-time bonus of \$500.00

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

1. Fingerprinting
2. Background check
3. Drug Screening
4. DMV license check which meet requirements for hire
5. Physical Exam

## ~~7. School Safety Officers (Non-Bargaining Unit Position)~~

- ~~1. School Safety Officers shall be paid an hourly rate of \$19.95.~~
- ~~2. Lead School Safety Officers shall be paid at an hourly rate of \$21.43.~~

Revised: 12/12/2024

Staff Development

- I. Consultant Daily Rate (full day) up to \$3,000.00 (4-6 hours)

No payment will be given to consultants for preparation time per the amended Teacher Education Center Guidelines approved 10/22/1992.

- II. Special Professional Agreements Board Action

Professional Agreements may be executed to provide higher or lower rates of pay when approved by the School Board.

- III. Travel Board Rate

Travel and per diem for consultants may be paid when approved in advance.

- IV. Substitute Teacher Participants - \$15.00/hr  
with prior authorization for inservice participation.

- V. Non-Instructional Substitute Teacher Participants - \$15.00/hr  
with prior authorization for inservice participation.

Revised: 02/01/2024

## Insurance

The Board contribution toward the premium for single coverage for the comprehensive hospital-surgical-major medical and group life insurance policy for each full-time employee shall be:

1. as established in the teacher union contract for full-time teachers;
2. as established in the support union contract for full-time support (non-instructional) employees;
3. For all other employees, the Board agrees to contribute that portion of the premiums, for single coverage comprehensive hospital-surgical-major medical insurance set forth in the same approved schedule as for teacher and support employees depending on whether they are an administrator or confidential employee.
4. Full-time employees, for the purposes of this section, shall be those contracted in at least a six-tenths (.6) allocated position or for (.6) or more of each consecutive normal day.

## **Advanced Placement, Advanced International Certificate of Education, and International Baccalaureate Teacher Bonuses**

1. A bonus of \$50 for each student taught by an Advanced Placement teacher in each Advanced Placement course who receives a score of 3 or higher on the College Board Advanced Placement Examination, shall be paid to the Advanced Placement teacher.
2. A bonus of \$50 for each student taught by the International Baccalaureate teacher in each International Baccalaureate course who received a score of 4 or higher on the International Baccalaureate examination shall be paid to the International Baccalaureate teacher.
3. A bonus of \$50 for each student taught by the Advanced International Certificate of Education teacher in each full-credit AICE course who receives a score of 2 or higher on the AICE examination shall be paid to the AICE teacher. A bonus in the amount of \$25 for each student taught by the AICE teacher in each half-credit AICE course who receives a score of 1 or higher on the AICE examination shall be paid to the AICE teacher.
4. This bonus is in addition to the applicable tax and social security withholdings and will not result in distributions to the Florida Retirement System.
5. Only teachers still employed by or retired from the Clay County School Board at the time the yearly bonuses are awarded shall be eligible for possible receipt of the bonus.
6. The principal of each school in which the yearly administration of the AP and/or IB and/or AICE Examination took place shall be responsible for certifying the number of students who meet the examination criteria noted above and the applicable AP, IB, or AICE teacher(s) of these students during the year.

School Board Approved: 11/07/2019

## Reimbursement for Internet Connection for Board Members

School Board Members shall be reimbursed at a rate of \$45.00 or actual cost, whichever is less, per month for the high speed internet connection required for E-Agenda. Payment will be made following receipt of invoice.

## Section V: Travel



## Travel Allowance In County

Travel allowance in county will be paid at the current Federal IRS reimbursement rate not to exceed the amount for the positions listed below. 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.

### **NOT TO EXCEED \$720 PER MONTH**

Homebound Teachers/Specialists; ESE Assistants; Job Placement Transition Specialist; Adaptive PE Teacher

### **NOT TO EXCEED \$605 PER MONTH**

SEDNET Specialists; Staffing Specialists; Teacher of the Visually Impaired; Hearing Impaired Teachers

### **NOT TO EXCEED \$505 PER MONTH**

Attendance Assistants; Social Workers; School Psychologists; Resident Clinical Faculty

### **NOT TO EXCEED \$400 PER MONTH**

County-Wide Gifted Teacher; Speech/Language Diagnostician; School Food Service Manager Intern; Physical Therapist; Occupational Therapist.

### **NOT TO EXCEED \$330 PER MONTH**

Superintendent of Schools; Director of Information Services; Director of Exceptional Student Education; Supervisor of Career and Technical Education; Assistant Superintendent for Operations; Director of K-12 Academic Services; Chief Academic Officer; Supervisor of Adult/Community Education; Director of School Improvement/Professional Development & Assessment; School Board Attorney; Chief of Staff; Chief of Elementary Schools; Supervisor of Reading and Early Literacy.

### **NOT TO EXCEED \$300 PER MONTH**

Psychologist (Serving Orange Park Area); Assistant Superintendent for Human Resources; Director of Climate and Culture; Director of Support Personnel Services; Supervisor of Purchasing and Material Management; Director of Food and Nutrition Services; Food Service Specialist; Assistant Superintendent for Business Affairs; Work Experience Teachers; ESE Applied Technology Teachers; Health Service Aide Program - Vocational; Homebound Teachers/Specialists in Keystone Area; Agriculture Teachers; Speech Clinicians; Director of Instructional Personnel Services; Coordinator of Health Benefits; Title I Specialist; Pre-Kindergarten Specialist; ESE Alternative Teacher; Teacher; Director of Finance; Supervisor of ESE; Director of Facility Planning and Construction; Supervisor of Technology Services; Supervisor of Instructional Personnel; Curriculum Specialists - ALL; District Distance Learning Specialist; Instructional Personnel Specialist; Media Specialists - ALL; Career and Technical Education Specialist; Coordinator of Internal Accounts, Coordinator of District Athletics and Development; ESE Specialists - ALL, Coordinator of Routing, Coordinator of Workforce Development, Building Automation System (BAS) Coordinator, Coordinator of Wellness, Coordinator of Multi-Tiered Systems of Support (MTSS), Coordinator of Teacher Support, Lead Building Automation Systems (BAS) Coordinator, Supervisor of Operations, School Safety and Security, Supervisor of Mental Health and Wellness Services

### **NOT TO EXCEED \$276 PER MONTH**

Principals and Assistant/Vice Principals at Keystone Heights Elementary/High, McRae Elementary and Clay Hill Elementary; Coordinator of Accounting; Coordinator of Procurement; Coordinator of Property Control; Executive Secretary to the Superintendent; Administrative Secretary, Sr., Data Scientist for School Improvement



**NOT TO EXCEED \$224 PER MONTH**

All Principals and Assistant/Vice Principals except those noted above; Bookkeeper; Guidance Counselors; Instructional Specialist; ESOL Test Administrator; School Board Members; Testing & Administrative Support Assistant.; Instructional Support Assistant; Technology Services Coordinator.

**NOT TO EXCEED \$200 PER MONTH**

Coordinator of Payroll Activities; Director of Maintenance; Director of Transportation; Technology Services Manager; Risk Manager; Accounting Assistant; Administrative Support Assistant; Information Services Assistant; Information Services Support Assistant; Coordinator of Health Benefits; Coordinator of Communications and Media Partnerships; Coordinator of Strategic Planning and Community Partnerships, Supervisor of Payroll Activities.

**NOT TO EXCEED \$ 175 PER MONTH**

NJROTC Instructors; Community Education Secretaries (on-site registration activities with prior authorization); Community Education Teachers (assigned out of geographic areas with prior authorization); Project Manager; Coordinator of Planning & Intergovernmental Relations; Supervisor of Transportation Services; Transportation Specialist; Area Manager; Professional Development Assistant; Academy Coach.

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

All Cafeteria Managers; School Food and Nutrition Services Manager Intern; Personnel Assistant; Data Entry/Records Technician; Network Specialist; Instructional Application Specialist; School Secretaries; Administrative Secretary; Head Custodian; Nurse; Marketing and Farm to School Coordinator and all other Job Titles Not Specifically Listed Above.

## Miscellaneous

County-Wide Maintenance employees permitted mileage at the maximum current Federal IRS reimbursement rate 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 current Federal IRS reimbursement rate 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.

## Inservice Workshops

Travel at the rate set by the State for in-county inservice workshops for those teachers who travel from one geographical community in the county to another, not to include travel between nearby schools, shall be paid if approved in advance by the Superintendent.