

SALARY SCHEDULES & INFORMATION



NELSON COUNTY SCHOOLS

OUR FINANCE TEAM



OUR DISTRICT FINANCE TEAM HAS OVER 150 YEARS OF COMBINED SERVICE WITH THE NELSON COUNTY SCHOOL DISTRICT. WE ARE DEDICATED TO SERVING OUR STUDENTS, FAMILIES AND STAFF. THAT SERVICE BEGINS FROM PRESCHOOL AND CONTINUES THROUGH GRADUATION FOR OUR STUDENTS AND FROM THE FIRST DAY ON THE JOB UNTIL RETIREMENT FOR OUR STAFF! WE ARE HERE TO SUPPORT YOUR EXPERIENCE WITHIN NELSON COUNTY SCHOOLS.

TIM HOCKENSMITH

CHIEF OPERATIONS
OFFICER

BECKY

ARMSTRONG

PAYROLL
RETIREMENT PROCESSING

WANDA PARKER

FINANCE
OFFICER

JULIE JANES

VOLUNTARY DEDUCTIONS
PAYROLL
RECEIPTS

DENICE BOBLITT

ACCOUNTS PAYABLE
TRAVEL
REIMBURSEMENTS

JESSICA ROGERS

PURCHASING
ASSET MANAGEMENT
MUNIS SELF SERVICE



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COMMUNITY TO OUR

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THE WORLD

2018-2019 SCHOOL CALENDAR

July 2018

M	T	W	T	F
2	3	4 H	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

August 2018

M	T	W	T	F
		1	2	3
6 PL	7 W	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

September 2018

M	T	W	T	F
3 H	4	5 MT	6	7
10	11	12	13	14
17	18	19	20	21 HP
24	25	26	27	28

October 2018

M	T	W	T	F
1 X	2 X	3 X	4 X	5 X
8 W	9	10	11	12
15 Q2	16	17	18	19
22	23	24	25	26 HP
29	30	31		

November 2018

M	T	W	T	F
			1	2
5 PL	6 X	7	8	9
12	13	14 MT	15	16 HP
19	20	21 X	22 H	23 X
26	27	28	29	30

December 2018

M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19 X	20 X	21 X
24 H	25 H	26 X	27 X	28 X
31 X				

January 2019

M	T	W	T	F
	1 H	2 HP Q3	3 HP	4 HP
7	8	9	10	11
14	15	16	17	18
21 H	22	23	24	25
28	29	30	31	

February 2019

M	T	W	T	F
				1 MT
4	5	6	7	8
11	12	13	14	15 WM
18 PLM	19	20	21	22 HP
25	26	27	28	

March 2019

M	T	W	T	F
				1
4	5	6	7	8 PLM
11	12 Q4	13	14	15
18	19	20	21	22
25	26	27	28	29 HP

April 2019

M	T	W	T	F
1X	2X	3X	4X	5X
8	9	10	11	12
15	16 MT	17	18	19
22	23	24	25	26 HP
29	30			

May 2019

M	T	W	T	F
		1	2	3X
6	7	8	9	10
13	14	15	16	17
20	21X	22	23	24 SWM
27 H	28XM	29XM	30XM	31XM

June 2019

M	T	W	T	F
3XM	4XM	5XM	6XM	7XM
10XM	11XM	12XM	13XM	14XM
17	18	19	20	21
24	25	26	27	28

H	Holiday	X	Non-School Day
	State Testing Window	M	Snow Day Make-Up
PL	Professional Learning Days: Aug. 6 Non-Flex; Nov. 5, Feb 18, and March 8 Flex	W	Work Days (All Non-Flex) ½ Community Day (TBA July 23-Aug. 11)
MT	Mid Terms	HP	Home Visit Planning for Preschool – no preschool students
Q	End of Quarter		

2018-2019 SCHOOL CALENDAR

July 4	Closed: Independence Day Holiday
Aug. 6	Closed: Professional Learning Day
Aug. 7	Closed: Staff Work Day
Aug. 8	First Day for Students
Aug. 20	First Day for Pre-school
Sept. 3	Closed: Labor Day Holiday
Sept. 5	Mid-Term
Sept. 21	No Preschool: Planning and/or Home Visits
Oct. 1 - Oct. 5	Closed: Fall Vacation
Oct. 8	Closed: Staff Work Day
Oct. 15	First Day of Second Quarter
Oct. 26	No Preschool: Planning and/or Home Visits
Nov. 5	Closed: Professional Learning Day
Nov. 6	Closed: Election Day
Nov. 16	No Preschool: Planning and/or Home Visits
Nov. 14	Mid-Term
Nov. 21	Closed
Nov. 22	Closed: Thanksgiving Day Holiday
Nov. 23	Closed
Dec. 19 - Jan. 1	Closed: Winter Vacation, Christmas and New Year's Holidays
Jan. 2	First Day of Third Quarter
Jan. 2 - Jan. 4	No Preschool: Planning and/or Home Visits
Jan. 21	Closed: Martin Luther King, Jr. Day Holiday
Feb. 1	Mid-Term
Feb. 15	Closed: Staff Work Day*
Feb. 18	Closed: Professional Learning Day unless Snow Make-up Day*
Feb. 22	No Preschool: Planning and/or Home Visits
March 8	Closed: Professional Learning Day unless Snow Make-up Day*
March 12	First Day of Fourth Quarter
March 29	No Preschool: Planning and/or Home Visits
April 1 - April 5	Closed: Spring Vacation
April 16	Mid-Term
April 26	No Preschool: Planning and/or Home Visits
May 3	Closed: Oaks Day
May 21	Closed: Primary Election Day
May 23	End of Fourth Quarter and Last Day for Students
May 24	Closed: Staff 1/2 Work Day*
May 27	Closed (if in session): Memorial Day

* Potential Make-Up Days for 2018-2019: Feb. 15, Feb. 18; March 8; May 24;
May 28-31; and June 3-14

The State Testing Window Is May 1 - May 23 (Omitting May 3 and May 21).

FINANCIAL STEWARDSHIP

A COMMUNITY CENTERED PROCESS

ENERGIZE THE WORLD

WE SHARE OUR FINANCIAL STORY WITH THE WORLD IN ORDER TO LEARN FROM OTHERS AND BETTER SERVE THE FUTURE OF OUR DISTRICT



PUT PEOPLE FIRST

WE CREATE TRANSPARENCY & EMPOWER DISTRICT LEADERS & SCHOOLS TO HAVE SHARED FINANCIAL OWNERSHIP



DEDICATED TO OUR COMMUNITY

WE SPEND TIME WITH OUR COMMUNITY TO BUILD A SHARED VISION FOR FINANCIAL SPENDING



INNOVATE & GROW

WE ALLOCATE RESOURCES TOWARDS FUTURE READY SCHOOLS, PROFESSIONALS, & STUDENTS



REIMAGINE POSSIBILITY

WE MEANINGFULLY ENGAGE OUR SCHOOLS & COMMUNITY IN LONG-TERM DISTRICT FINANCIAL PLANNING



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REIMAGINE POSSIBILITY

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INNOVATE & GROW

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ENERGIZE THE WORLD

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2018-2019 PAY DATES

All payroll is distributed through direct deposits according to the schedule approved by the Board. Distribution dates are the last day of the month and the 15th of the month. The 15th of month payroll is all employees and changes for full-time employees. If these dates fall on a weekend or holiday, the pay date will be the day before. Extra service pay is paid on December 15th and June 15th.

Date	WHO GETS PAID?		Date	WHO GETS PAID?
July 31	1st pay for contract days 239 or >		August 15	Contract days 239 or >
August 31	All full-time employees		Sept 14	All employees plus any changes
September 28	All full-time employees		October 15	All employees plus any changes
October 31	All full-time employees		November 15	All employees plus any changes
November 30	All full-time employees		December 14	All employees plus any changes and Xduty pay
December 31	All full-time employees		January 15	All employees plus any changes
January 31	All full-time employees		February 15	All employees plus any changes
February 28	All full-time employees		March 15	All employees plus any changes
March 29	All full-time employees		April 15	All employees plus any changes
April 30	All full-time employees		May 15	All employees plus any changes
May 31	All full-time employees		June 14	All employees plus any changes and Xduty pay
June 28	All full-time employees		July 15	All employees plus any changes last pay for contract days 239 or >
July 31	Contract days 238 or <		August 15	Last pay for contract days 238 or <

CERTIFIED EMPLOYEES

2018-2019 SALARY SCHEDULE

STEP	EMERGENCY CERTIFICATE + 64-95 HOURS	EMERGENCY CERTIFICATE + 96-128 HOURS	EMERGENCY CERTIFICATE + Bachelors	EMERGENCY CERTIFICATE + Masters	EMERGENCY CERTIFICATE + Doctorate	B.A. DEGREE	M.A. DEGREE	MASTERS + 30	RANK I +30
	RANK V	RANK IV	RANK IV C	RANK IV B	RANK IV A	RANK III	RANK II	RANK I	RANK I A
0	27,386	29,021	38,613	42,360	46,904	38,613	42,360	46,904	47,719
1	27,660	29,296	38,966	42,714	47,264	38,966	42,714	47,264	48,072
2	27,935	29,572	39,327	43,075	47,617	39,327	43,075	47,618	48,427
3	28,210	29,846	39,681	43,429	47,978	39,681	43,429	47,978	48,787
4	30,731	32,375	42,323	46,520	50,600	42,323	46,520	50,600	51,409
5	30,731	32,375	42,323	46,520	50,600	42,679	46,874	50,962	51,770
6	30,731	32,375	42,323	46,520	50,600	43,039	47,236	51,314	52,125
7	30,731	32,375	42,323	46,520	50,600	43,394	47,590	51,675	52,494
8	30,731	32,375	42,323	46,520	50,600	43,754	47,942	52,031	52,858
9	30,731	32,375	42,323	46,520	50,600	44,108	48,305	52,391	53,230
10	30,731	32,375	42,323	46,520	50,600	48,123	52,451	56,694	57,522
11	30,731	32,375	42,323	46,520	50,600	48,484	52,814	57,063	57,887
12	30,731	32,375	42,323	46,520	50,600	48,838	53,176	57,428	58,250
13	30,731	32,375	42,323	46,520	50,600	49,076	53,549	57,797	58,622
14	30,731	32,375	42,323	46,520	50,600	49,431	53,912	58,161	58,985
15	30,731	32,375	42,323	46,520	50,600	50,846	55,424	59,415	60,245
16	30,731	32,375	42,323	46,520	50,600	51,209	55,797	59,777	60,616
17	30,731	32,375	42,323	46,520	50,600	51,562	56,159	60,148	60,979
18	30,731	32,375	42,323	46,520	50,600	51,922	56,530	60,512	61,351
19	30,731	32,375	42,323	46,520	50,600	52,280	56,893	61,343	61,714
20	30,731	32,375	42,323	46,520	50,600	54,163	58,711	63,552	64,361
21	30,731	32,375	42,323	46,520	50,600	54,536	59,080	63,924	64,733
22	30,731	32,375	42,323	46,520	50,600	54,898	59,445	64,289	65,095
23	30,731	32,375	42,323	46,520	50,600	55,269	59,814	64,657	65,467
24	30,731	32,375	42,323	46,520	50,600	55,631	60,178	65,022	65,831
25	30,731	32,375	42,323	46,520	50,600	56,159	60,704	65,549	66,358
26	30,731	32,375	42,323	46,520	50,600	56,159	60,704	65,549	66,358
27	30,731	32,375	42,323	46,520	50,600	56,159	60,704	65,549	66,358
28	30,731	32,375	42,323	46,520	50,600	56,159	60,704	65,549	66,358
29	30,731	32,375	42,323	46,520	50,600	56,159	60,704	65,549	66,358
30	30,731	32,375	42,323	46,520	50,600	56,159	60,704	65,549	66,358
31	30,731	32,375	42,323	46,520	50,600	56,159	60,704	65,549	66,358
32	30,731	32,375	42,323	46,520	50,600	56,159	60,704	65,549	66,358
33	30,731	32,375	42,323	46,520	50,600	56,159	60,704	65,549	66,358
34	30,731	32,375	42,323	46,520	50,600	56,159	60,704	65,549	66,358
35	30,731	32,375	42,323	46,520	50,600	56,159	60,704	65,549	66,358
36	30,731	32,375	42,323	46,520	50,600	56,159	60,704	65,549	66,358
37	30,731	32,375	42,323	46,520	50,600	56,159	60,704	65,549	66,358
38	30,731	32,375	42,323	46,520	50,600	56,159	60,704	65,549	66,358
39	30,731	32,375	42,323	46,520	50,600	56,159	60,704	65,549	66,358
40	30,731	32,375	42,323	46,520	50,600	56,159	60,704	65,549	66,358

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CLASSIFIED ADMINISTRATORS

2018-2019 SALARY SCHEDULE

STEP	Admin Level 1	Admin Level 2	Admin Level 3	Admin Level 4	Admin Level 5	Admin Level 6	Admin Level 7	Admin Level 8	Admin Level 9
0	21,325	23,179	25,195	27,386	29,021	38,613	42,360	46,904	47,719
1	21,538	23,411	25,447	27,660	29,296	38,966	42,714	47,264	48,072
2	21,752	23,644	25,700	27,935	29,572	39,327	43,075	47,618	48,427
3	21,967	23,877	25,953	28,210	29,846	39,681	43,429	47,978	48,787
4	23,930	26,011	28,273	30,731	32,375	42,323	46,520	50,600	51,409
5	24,111	26,207	28,486	30,963	32,619	42,679	46,874	50,962	51,770
6	24,291	26,403	28,699	31,195	32,863	43,039	47,236	51,314	52,125
7	24,473	26,601	28,914	31,428	33,108	43,394	47,590	51,675	52,494
8	24,653	26,797	29,127	31,660	33,353	43,754	47,942	52,031	52,858
9	24,836	26,995	29,343	31,894	33,600	44,108	48,305	52,391	53,230
10	26,944	29,287	31,834	34,602	36,452	48,123	52,451	56,694	57,522
11	27,128	29,487	32,051	34,838	36,701	48,484	52,814	57,063	57,887
12	27,310	29,685	32,266	35,072	36,947	48,838	53,176	57,428	58,250
13	27,479	29,868	32,465	35,288	37,175	49,076	53,549	57,797	58,622
14	27,661	30,066	32,680	35,522	37,422	49,431	53,912	58,161	58,985
15	28,349	30,815	33,494	36,407	38,353	50,846	55,424	59,415	60,245
16	28,534	31,016	33,713	36,644	38,604	51,209	55,797	59,777	60,616
17	28,717	31,214	33,928	36,879	38,850	51,562	56,159	60,148	60,979
18	28,902	31,415	34,147	37,116	39,101	51,922	56,530	60,512	61,351
19	29,140	31,674	34,428	37,422	39,423	52,280	56,893	61,343	61,714
20	30,210	32,837	35,692	38,796	40,870	54,163	58,711	63,552	64,361
21	30,397	33,041	35,914	39,037	41,124	54,536	59,080	63,924	64,733
22	30,580	33,240	36,130	39,272	41,372	54,898	59,445	64,289	65,095
23	30,767	33,443	36,351	39,512	41,624	55,269	59,814	64,657	65,467
24	30,951	33,642	36,567	39,747	41,872	55,631	60,178	65,022	65,831
25 - 40	31,216	33,930	36,881	40,088	42,231	56,159	60,704	65,549	66,358

CLASSIFIED EMPLOYEES

2018-2019 SALARY GRADES 1-8

STEPS	GRADE 8	GRADE 7	GRADE 6	GRADE 5	GRADE 4	GRADE 3	GRADE 2	GRADE 1
0	12.48	11.97	11.44	10.71	9.95	9.20	8.46	7.71
1	12.87	12.34	11.82	11.07	10.33	9.57	8.83	8.07
2	13.24	12.72	12.19	11.44	10.71	9.95	9.20	8.45
3	13.63	13.10	12.58	11.82	11.07	10.33	9.57	8.81
4	13.99	13.47	12.94	12.19	11.44	10.71	9.95	9.19
5	14.36	13.83	13.31	12.58	11.82	11.07	10.33	9.57
6	14.74	14.22	13.69	12.94	12.19	11.44	10.71	9.95
7	15.12	14.59	14.07	13.31	12.58	11.82	11.07	10.32
8	15.48	14.96	14.45	13.69	12.94	12.19	11.44	10.68
9	15.87	15.34	14.82	14.07	13.31	12.58	11.82	11.06
10	16.23	15.71	15.18	14.45	13.69	12.94	12.19	11.43
11	16.59	16.07	15.57	14.82	14.07	13.31	12.58	11.82
12	16.99	16.47	15.93	15.18	14.45	13.69	12.94	12.18
13	17.35	16.83	16.31	15.57	14.82	14.07	13.31	12.56
14	17.73	17.21	16.69	15.93	15.18	14.45	13.69	12.93
15	18.10	17.58	17.05	16.31	15.57	14.82	14.07	13.30
16	18.47	17.94	17.42	16.69	15.93	15.18	14.45	13.67
17	18.86	18.34	17.80	17.05	16.31	15.57	14.82	14.06
18	19.23	18.70	18.18	17.42	16.69	15.93	15.18	14.42
19	19.59	19.08	18.55	17.80	17.05	16.31	15.57	14.81
20	19.98	19.45	18.93	18.18	17.42	16.69	15.93	15.17
21	20.20	19.68	19.15	18.40	17.65	16.89	16.17	15.39
22	20.43	19.90	19.38	18.63	17.88	17.13	16.39	15.63
23	20.64	20.13	19.59	18.86	18.10	17.35	16.59	15.86
24	20.87	20.34	19.82	19.08	18.34	17.58	16.83	16.06
25	21.10	20.58	20.05	19.29	18.55	17.80	17.05	16.29

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CLASSIFIED EMPLOYEES

2018-2019 SALARY GRADES 8A-15

STEPS	GRADE 15	GRADE 14	GRADE 13	GRADE 12	GRADE 11	GRADE 10	GRADE 9	GRADE 8A
0	16.18	15.65	15.12	14.59	14.07	13.53	13.01	14.36
1	16.54	16.01	15.48	14.96	14.45	13.93	13.40	14.46
2	16.93	16.40	15.87	15.34	14.82	14.29	13.77	14.57
3	17.29	16.76	16.23	15.71	15.18	14.66	14.13	14.67
4	17.65	17.12	16.59	16.07	15.57	15.04	14.52	14.77
5	18.05	17.52	16.99	16.47	15.93	15.41	14.88	14.87
6	18.41	17.88	17.35	16.83	16.31	15.78	15.28	14.98
7	18.78	18.25	17.73	17.21	16.69	16.17	15.64	15.12
8	19.16	18.63	18.10	17.58	17.05	16.53	16.01	15.48
9	19.53	19.00	18.47	17.94	17.42	16.89	16.39	15.87
10	19.92	19.39	18.86	18.34	17.80	17.28	16.75	16.23
11	20.29	19.76	19.23	18.70	18.18	17.65	17.13	16.59
12	20.65	20.12	19.59	19.08	18.55	18.04	17.51	16.99
13	21.04	20.51	19.98	19.45	18.93	18.40	17.88	17.35
14	21.40	20.87	20.34	19.82	19.29	18.77	18.24	17.73
15	21.79	21.26	20.73	20.20	19.68	19.15	18.63	18.10
16	22.16	21.63	21.10	20.58	20.05	19.53	18.99	18.47
17	22.53	22.00	21.48	20.94	20.43	19.90	19.38	18.86
18	22.90	22.37	21.84	21.33	20.80	20.28	19.75	19.23
19	23.27	22.74	22.21	21.69	21.17	20.64	20.13	19.59
20	23.66	23.13	22.60	22.05	21.54	21.02	20.50	19.98
21	23.87	23.34	22.81	22.30	21.78	21.25	20.73	20.20
22	24.10	23.57	23.04	22.51	21.99	21.48	20.94	20.43
23	24.33	23.80	23.27	22.74	22.21	21.69	21.17	20.64
24	24.54	24.02	23.49	22.97	22.45	21.93	21.40	20.87
25	24.77	24.24	23.71	23.19	22.66	22.15	21.63	21.10



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UT PEOPLE FIRST **IMAGINE POSSIBILITY** **INNOVATE & GROW** **EDUCATED COMMUNITY TO OUR** **ENERGIZE THE WORLD**

CLASSIFIED EMPLOYEES

GRADE LEVEL JOB DISTRIBUTION

GRADE	CLASSIFIED POSITIONS
1	No Current Positions
2	No Current Positions
3	Inst Asst I, Custodian I, Cook-Baker, Cafeteria monitor, Child Care Asst I, Bus Monitor I
4	Sch Secretary I, Inst Asst II, Custodian II, FS Asst, FRYSC Asst, Child Care Asst II, Bus Monitor II
5	Sch Secretary II, Acct Clerk Intern, Cust Svc Mgr, FS Mgr I, Tech Spec Intern, Maint Tech Intern, Veh Maint Intern
6	Acct Clerk I, FS Mgr II, Childcare Asst Dir
7	Acct Clerk II, Inst Asst III
8	Acct Clerk III, Maint Tech I
8A	Veh Mech I, Bus Driver
9	Acct Clerk IV, Maint Tech II, Veh Mech II, Tech Spec I
10	Maint Tech III, Tech Spec II
11	Health Svc Tech, Tech Spec III
12	Adm Spec
13	ESL Inst Asst, Help Desk Support Tech
14	No Current Positions
15	Adm Spec II , Junior Sys Adm



EMPLOYEE PAY INDEX

2018-2019 SALARY SCHEDULE

POSITION	INDEX
SUPERINTENDENT	APC
HIGH SCHOOL PRINCIPAL	1.23
DIRECTOR OF STUDENT LEADERSHIP & LEARNING	1.20
DIRECTOR OF WORKFORCE DEVELOPMENT	1.20
CHIEF OPERATING OFFICER	1.20
CHIEF INFORMATION OFFICER	1.20
DIRECTOR OF COMMUNITY HEALTH & ENGAGEMENT	1.20
DIRECTOR OF HUMAN RESOURCES	1.20
CHIEF FINANCIAL OFFICER	1.17
DIRECTOR OF PHYSICAL SUPPORT SERVICES	1.17
MIDDLE/COMBINED SCHOOL PRINCIPAL	1.16
DIR OF SPECIAL EDUCATION & 504	1.15
ELEMENTARY SCHOOL PRINCIPAL	1.14
ASST. HIGH SCHOOL PRINCIPAL	1.12
MIDDLE SCHOOL ASST. PRINCIPAL	1.12
ELEMENTARY SCHOOL ASST PRINCIPAL	1.12
PRESCHOOL PRINCIPAL	1.12
DIRECTOR OF PUPIL PERSONNEL	1.10



EMPLOYEE WORK DAYS

2018-2019 SALARIED CLASSIFIED

	POSITION	DAYS
1.	CHIEF OPERATING OFFICER	259
2.	DIRECTOR OF PHYSICAL SUPPORT SERVICES	259
3.	DIRECTOR OF DISTRICT DAYCARE	259
4.	MAINTENANCE SUPERVISOR	259
5.	WAREHOUSE SUPERVISOR BUS TRAINER	259
6.	ADMIN ASST TO THE SUPT.	259
7.	ADMIN ASST TO THE HUMAN RESOURCES DIRECTOR	259
8.	FLEET OPERATIONS/TRANSPORTATION SUPERVISOR	259
9.	PAYROLL OFFICER	259
10.	NETWORK ENGINEER	259
11.	CHIEF INFORMATION OFFICER	254
12.	FRYSC DIRECTOR/COORDINATOR	240
13.	CHIEF FINANCIAL OFFICER	240
14.	COMMUNITY & SCHOOL MEDIA COORDINATOR	239
15.	DIRECTOR OF HUMAN RESOURCES	239
16.	DIRECTOR OF FOOD SERVICE	239
17.	COLLEGE & CAREER READINESS COORDINATOR	239
18.	SCHOOL RESOURCE OFFICER	239
19.	HEALTH SERVICE COORDINATOR	194
20.	SCHOOL NURSE	189
21.	SPEECH PATHOLOGIST	186
22.	OCCUPATIONAL THERAPIST	186
23.	OCCUPATIONAL THERAPY ASSISTANT	186
24.	PHYSICAL THERAPIST	186



EXTENDED EMPLOYMENT SCHEDULE

2018-2019 EXTENDED DAYS

POSITIONS

EXTENDED DAYS (MAX.)

VOC. AG. TEACHERS 9-12	54
CENTRAL OFFICE ADMINISTRATORS	53
HIGH SCHOOL PRINCIPAL 9-12	53
MIDDLE SCHOOL PRINCIPALS 6-8	53
COMBINED SCHOOL PRINCIPAL	53
ELEMENTARY PRINCIPALS	53
HORIZON'S ACADEMY PRINCIPAL	53
PRESCHOOL PRINCIPAL	53
DIGITAL LEARNING COACH	34
ASST. HIGH SCHOOL PRINCIPAL 9-12	33
ELEMENTARY AND MIDDLE SCHOOL ASST. PRINCIPAL 6-8	33
HIGH SCHOOL COUNSELORS 9-12	18
HORIZON'S ACADEMY COUNSELOR	18
SCHOOL PSYCHOLOGIST/CRISIS COORDINATOR	13
MIDDLE SCHOOL COUNSELORS 6-8	13
COMBINED SCHOOL COUNSELORS	11
INSTRUCTIONAL COACHES	10
LIBRARIANS >401	10
ELEMENTARY SCHOOL COUNSELORS	10
LIBRARIANS <400	8
SCHOOL PSYCHOLOGIST	5



EMPLOYEE PAY INDEX

2018-2019 SUBSTITUTE PAY

RANK	Daily Rate
I	95.00
II	90.00
III	85.00
IV	80.00
V	75.00
Retired Teachers	130.00

Breakdown for Substitutes

Rank	College Hours
III	Certified Teacher
IV	96 Hours or more
V	64-95 Hours

Substitute teachers, regardless of rank and experience, who hold a valid teaching certificate, when employed for greater than twenty consecutive days in the same position, shall be paid \$155 per day retroactive to day eleven of the particular assignment.



STUDENT LEADERSHIP

2018-2019 SALARY SCHEDULE

TITLE	Bd Pd Pos	Sch Pd Pos	YR IN POS 1-5	YR IN POS 6-10	YR IN POS 11-?	PAY DATE(S)
HS HEAD ACADEMIC	1	0	\$1,500	\$1,800	\$2,000	DEC/JUNE
MS/ELE HEAD ACADEMIC	1	0	\$1,000	\$1,300	\$1,500	DEC/JUNE
DISTRICT ACADEMIC COORD	1	0	\$1,000	\$1,300	\$1,500	DEC/JUNE
C.O./HZ ACAD ALARM CALLOUT	1	0	\$350	\$425	\$500	DEC/JUNE
MS/ELE ALARM CALLOUT	1	0	\$350	\$425	\$500	DEC/JUNE
HS ALARM CALLOUT	1	0	\$800	\$1,000	\$1,200	DEC/JUNE
HS HEAD ARCHERY	1	0	\$1,500	\$1,800	\$2,000	JUNE
HS ASST ARCHERY	0	1	\$800	\$1,000	\$1,200	JUNE
HS HEAD ATHLETIC DIRECTOR	1	0	\$10,000	\$11,000	\$12,000	DEC/JUNE
HS ASST ATHLETIC DIRECTOR	2	0	\$3,800	\$4,200	\$4,500	DEC/JUNE
MS HEAD ARCHERY	1	0	\$1,500	\$1,800	\$2,000	JUNE
MS ASST ARCHERY	0	1	\$800	\$1,000	\$1,200	JUNE
ELE/COM HEAD ARCHERY	1	0	\$1,500	\$1,800	\$2,000	JUNE
ELE/COM ASST ARCHERY	0	1	\$800	\$1,000	\$1,200	JUNE
MS HEAD ATHLETIC DIRECTOR	1	0	\$1,500	\$1,800	\$2,000	DEC/JUNE
ELE HEAD BASKETBALL COORD	1	0	\$400	\$500	\$600	DEC/JUNE
HS HEAD BAND DIR	1	0	\$5,500	\$6,000	\$6,500	DEC/JUNE
HS ASST BAND DIR	1	6	\$2,400	\$2,700	\$3,000	DEC/JUNE

STUDENT LEADERSHIP

2018-2019 SALARY SCHEDULE

TITLE	Bd Pd Pos	Sch Pd Pos	YR IN POS 1-5	YR IN POS 6-10	YR IN POS 11-?	PAY DATES
HS HEAD BASEBALL	1	0	\$3,300	\$3,700	\$4,000	JUNE
HS ASST BASEBALL	2	2	\$1,500	\$1,800	\$2,000	JUNE
HS HEAD BOWLING	1	0	\$1,500	\$1,800	\$2,000	DEC/JUNE
HS ASST BOWLING	0	1	\$800	\$1,000	\$1,200	DEC/JUNE
HS HEAD BOYS BASKETBALL	1	0	\$6,500	\$7,000	\$7,500	DEC/JUNE
HS ASST BOYS BASKETBALL	2	3	\$3,300	\$3,700	\$4,000	DEC/JUNE
MS HEAD BOYS BASKETBALL	1	0	\$1,500	\$1,800	\$2,000	DEC/JUNE
MS ASST BOYS BASKETBALL	1	3	\$800	\$1,000	\$1,200	DEC/JUNE
HS HEAD BOYS GOLF	1	0	\$1,500	\$1,800	\$2,000	DECEMBER
HS ASST BOYS GOLF	0	1	\$800	\$1,000	\$1,200	DECEMBER
HS HEAD BOYS SOCCER	1	0	\$3,300	\$3,700	\$4,000	DECEMBER
HS ASST BOYS SOCCER	1	2	\$1,500	\$1,800	\$2,000	DECEMBER
HS DEPT CHAIR	6	0	\$2,500	\$2,900	\$3,250	DEC/JUNE
HS HEAD CHEER	1	0	\$3,300	\$3,700	\$4,000	DEC/JUNE
HS ASST CHEER	1	0	\$1,000	\$1,300	\$1,500	DEC/JUNE
MS HEAD CHEER	0	1	\$1,500	\$1,800	\$2,000	DEC/JUNE
MS ASST CHEER	1	0	\$800	\$1,000	\$1,200	DEC/JUNE
HS HEAD CROSS COUNTRY	1	0	\$2,500	\$2,900	\$3,250	DECEMBER
HS ASST CROSS COUNTRY	1	1	\$1,000	\$1,300	\$1,500	DECEMBER

STUDENT LEADERSHIP

2018-2019 SALARY SCHEDULE

TITLE	Bd Pd Pos	Sch Pd Pos	YR IN POS 1-5	YR IN POS 6-10	YR IN POS 11-?	PAY DATES
HS HEAD DANCE	1	0	\$1,500	\$1,800	\$2,000	DEC/JUNE
HS ASST DANCE	0	1	\$800	\$1,000	\$1,200	DEC/JUNE
MS HEAD DISCRETIONARY	1	0	\$1,500	\$1,800	\$2,000	TBD
MS ASST DISCRETIONARY	0	1	\$800	\$1,000	\$1,200	TBD
HS DRAMA	1	0	\$1,500	\$1,800	\$2,000	DEC/JUNE
HS ASST DRAMA	0	1	\$800	\$1,000	\$1,200	DEC/JUNE
HS HEAD FOOTBALL	1	0	\$6,500	\$7,000	\$7,500	DECEMBER
HS ASST FOOTBALL	4	6	\$3,300	\$3,700	\$4,000	DECEMBER
MS HEAD FOOTBALL	1	0	\$1,500	\$1,800	\$2,000	DECEMBER
MS ASST FOOTBALL	2	2	\$800	\$1,000	\$1,200	DECEMBER
HS HEAD GIRLS BASKETBALL	1	0	\$6,500	\$7,000	\$7,500	DEC/JUNE
HS ASST GIRLS BASKETBALL	2	3	\$3,300	\$3,700	\$4,000	DEC/JUNE
MS HEAD GIRLS BASKETBALL	1	0	\$1,500	\$1,800	\$2,000	DECEMBER
MS ASST GIRLS BASKETBALL	1	3	\$800	\$1,000	\$1,200	DECEMBER
HS HEAD GIRLS GOLF	1	0	\$1,500	\$1,800	\$2,000	DECEMBER
HS ASST GIRLS GOLF	0	1	\$800	\$1,000	\$1,200	DECEMBER
BUS BEHAVIOR COACH	1	0	\$2,500	\$2,900	\$3,250	DEC/JUNE

STUDENT LEADERSHIP

2018-2019 SALARY SCHEDULE

TITLE	Bd Pd Pos	Sch Pd Pos	YR IN POS 1-5	YR IN POS 6-10	YR IN POS 11-?	PAY DATES
HS/MS/ELE PROBLEM SOLVING	1	0	\$1,000	\$1,300	\$1,500	DEC/JUNE
HS ROTC	1	0	\$2,500	\$2,900	\$3,250	DEC/JUNE
SENIOR CLASS SPONSOR/GRAD COORD	1	0	\$1,000	\$1,300	\$1,500	DEC/JUNE
HS HEAD GIRLS SOCCER	1	0	\$3,300	\$3,700	\$4,000	DECEMBER
HS ASST GIRLS SOCCER	1	2	\$1,500	\$1,800	\$2,000	DECEMBER
SBDM SECRETARY	1	0	\$350	\$425	\$500	DEC/JUNE
HS HEAD SOFTBALL	1	0	\$3,300	\$3,700	\$4,000	JUNE
HS ASST SOFTBALL	2	2	\$1,500	\$1,800	\$2,000	JUNE
HS YEARBOOK SPONSOR	1	0	\$1,000	\$1,300	\$1,500	DEC/JUNE
STC/STLP	1	0	\$1,500	\$1,800	\$2,000	DEC/JUNE
HS HEAD SWIMMING	1	0	\$1,500	\$1,800	\$2,000	DEC/JUNE
HS ASST SWIMMING	0	1	\$800	\$1,000	\$1,200	DEC/JUNE
HS HEAD TENNIS	1	0	\$1,500	\$1,800	\$2,000	JUNE
HS ASST TENNIS	0	1	\$800	\$1,000	\$1,200	JUNE
HS HEAD TRACK	1	0	\$3,300	\$3,700	\$4,000	JUNE
HS ASST TRACK	2	2	\$1,800	\$2,200	\$2,500	JUNE
HS HEAD VOLLEYBALL	1	0	\$2,500	\$2,900	\$3,250	DECEMBER
MS HEAD VOLLEYBALL	1	0	\$1,500	\$1,800	\$2,000	DECEMBER
MS ASST VOLLEYBALL	0	1	\$800	\$1,000	\$1,200	DECEMBER

STUDENT LEADERSHIP

2018-2019 SALARY SCHEDULE

TITLE	Bd Pd Pos	Sch Pd Pos	YR IN POS 1-5	YR IN POS 6-10	YR IN POS 11-?	PAY DATES
HS ASST VOLLEYBALL	1	2	\$1,000	\$1,300	\$1,500	DECEMBER
HS HEAD WRESTLING	1	0	\$2,500	\$2,900	\$3,250	DEC/JUNE
HS ASST WRESTLING	0	1	\$800	\$1,000	\$1,200	DEC/JUNE
MS/ELE YEARBOOK	1	0	\$500	\$650	\$800	DEC/JUNE

Supervisors may make allocations for positions as scheduled above, or in increments of 25% not to exceed 100% of allocations.

Schools will be invoiced for the cost of school paid positions including fringe. All coaches (including school paid) shall be paid through the normal district payroll process. more than 120 work days in any given year.

Once adopted by the Board, all persons hired for the remainder of 2011-2012 will be paid based on the new schedule. Any employee who was hired in one of the extra duty positions prior to FY 2009 and whose current pay exceeds the revised rates, will retain the current pay. Any employees hired in one of the positions since FY 2009 and whose current pay exceeds these revised rates shall continue to keep current pay through FY 2015. Effective July 1, 2015, the above schedule will be followed for all positions identified except those that were filled by employees prior to FY 2009, as outlined previously.

Experience credit is granted only for work within the Nelson County Schools. When experience credit questions arise, the Superintendent/Designee will determine the appropriate pay level based on individual circumstances. Employees hired for FY 2015 or later will be paid in December and June for extra services. Fall activities will be paid in December, spring activities will be paid in June, year round activities will be 50 % in June and 50% in December.

SALARY GUIDELINES

1. EXPERIENCE CREDIT

- a. Employees whose pay is based on the classified salary schedule will receive one year of experience for every **year worked** outside the school district, but in a related field. Any discrepancy in experience credit must be brought to the attention of Human Resources within sixty days of the start of employment for any retroactive changes to be considered. Otherwise, approved changes will take effect the beginning of the following fiscal year.
- b. Classified Individuals who have worked in a related field in a Kentucky public or private school, or who have served on active duty in the United States Armed Services, will receive one year experience for every two years service.
- c. An individual who changes job classifications within the Nelson County School system, in an unrelated field, will receive one year experience for every **one year worked**.
- d. Changes in job classification which involve the following natural progressions will receive years experience on a one per one basis:

Food Service Manager to Secretary
Instructional Assistant to Secretary/Account Clerk
Head Custodian to Maintenance
Bus Driver to Vehicle Maintenance
Secretary to Account Clerk

- c. Experience credit for other position changes that might involve natural progression will be determined by the superintendent or their designee.



SALARY GUIDELINES

2. WAGES

- a. If individuals who are contracted to work in more than one job classification shall receive the salary/wages appropriate for time spent working in each classification.
- b. Every effort shall be made to ensure that no individual is regularly scheduled for more than 40 hours per week.
- c. All Nelson County Board of Education students shall be paid wages at the federal minimum. **Youths 14 and 15 years old may work outside school hours as score and/or clock keepers. 14 and 15 year olds can work no more than 3 hours on a school day or 18 hours in a school week; 8 hours on a non-school day or 40 hours in a non-school week. Also, work may not begin before 7 a.m. or end after 7 p.m., except from June 1 through Labor Day when evening hours are extended to 9 p.m.**
- d. Temporary employees, other than NCBDE students, may be hired and their wage rate set by the superintendent or designee within the parameters of current salary schedules, based on their qualifications and the duties to be performed.
- e. The following wage rates shall exist for employees who perform the following duties:
 1. \$25.00 per hour for the performance of regular classroom, instructional, administrative or other certified responsibilities by certified staff.
 2. \$13.00 per hour or regular rate (whichever higher) for the performance of food service management at a banquet or other after hours function.
 3. \$10.00 per hour or regular rate (whichever higher) for the performance of cook/baker duties at a banquet or other after hours function.
 4. Current employees certified or classified, (who qualify for benefits) who perform additional alternate duties in a different and classified position shall be paid \$10.00 per hour. Others will be paid based on the approved classified salary scale for the applicable position, at the entry level, zero years experience.
 5. For those who substitute in an appropriate position, pay shall be determined by the superintendent/designee based upon qualifications and circumstances.
 6. Any work in addition to the employee's base contract performed shall be documented on a district time record and submitted in a timely fashion within thirty days of the additional work being performed.



SALARY GUIDELINES

3. Promotion/Experience Credit

- A. All current employees must work or be on paid leave for at least 140 contract days and qualify for benefits in order to advance to the next step or experience level of pay for the following school year.
- B. All merit changes recommended by the employee's immediate supervisor shall be reviewed for approval/disapproval by a committee established by the superintendent. Merit changes in grade within the same job category can not occur for new employees to the district for a period of two years unless the superintendent determines that new certifications etc. have been attained which warrant a job class/grade change. Employees who are classified as vehicle mechanic I will not be eligible for promotion to vehicle mechanic II until at step
- C. Any discrepancy in rank must be brought to the attention of human resources within sixty days of the start of employment for any retroactive changes to be considered. Otherwise, approved changes will take effect the beginning of the following fiscal year.



SALARY GUIDELINES

4. LEAVE OF ABSENCE

- A. Sick, personal and vacation days for new employees will be granted on a prorated basis. Sick leave will be granted as follows: 166-205 days (10) 206-225 (11) 226-259 (12). **Employees must work one day during the fiscal year in order to receive sick day allocation.**
- B. Effective July 1, 2005, new employees who are eligible for vacation days will receive five days during their first year of service and ten days each year thereafter thru 10 years of service. 11-15 years of service will earn 12 vacation days, years of service 16 - ? will earn 15 days. New employees who begin work on a day other than July 1 will receive a prorated portion of the five days, receiving one day for each two full months worked. Employees hired after May 1 will receive no vacation days until the following year. Employees may have a maximum carry forward vacation leave balance equal to two years earned days. Employees who retire **or separate employment** with vacation day balances will be paid for those in a lump sum.
- C. Eligible Employees who separate employment for at least one year and return at a later date will receive five vacation days the first year.
- D. Employees who change job classifications, with the new position being one in which they will earn vacation, will earn ten vacation days, or a prorated portion thereof in their first year provided they were employed by the board for at least one year without interruption in the previous classification. Employees who change job classifications, with the new position being one that will not earn vacation days will be paid for all remaining vacation days at the time of the classification change.
- E. Employees receiving benefits who separate employment and return as a board employee within 12 months or within one school year will retain accumulated leave days; otherwise leave days will not be retained.
- F. All full time classified employees, regardless of how many job classifications they hold shall be entitled at least ten (10) days of sick leave and three (3) days of personal leave with pay per year. In order to qualify for vacation days a person must be employed and under contract for 4 hours per day 254 days per year.



SALARY GUIDELINES

5. Miscellaneous

- a. **Employees who are provided training at a cost to the Nelson County Board of Education will be required to remain employed with the board for a period of time to be determined by the superintendent or reimburse the board for a prorated portion of the cost of the training/certification.**
- b. **Employees who have attained distinction as either a PhD or EdD shall receive a stipend annually in the amount of \$2,000. It shall be the responsibility of the employee to notify the Superintendent of attainment of this degree by 9/15 in order for the stipend to apply for that year, otherwise it will become effective the following year.**
- c. **Instances where a classified employee is to be on leave in excess of 10 consecutive days then a substitute, if approved by superintendent/designee, shall be assigned to fill the vacancy from day 1 or as soon as the length of leave is determined.**
- d. **Principal and instructional supervisor salaries shall be based on step 15 or higher of the approved district salary scale. In the event that these employees are placed at step 15 due to their actual step being lower, they will remain in step 15 until they actually reach step 16. From then on they will be moved annually to the appropriate step.**
- e. **Effective July, 1, 2005, all newly hired classified staff will be subject to a ninety day probationary period. During the probationary period the employee will receive all regular benefits with the exception of the ability to use accrued leave. Upon successful completion of probation, employees shall be eligible to use accrued leave as necessary. The evaluation process shall be used to determine whether or not a person successfully completes the probationary period.**



SALARY GUIDELINES

5.1 Miscellaneous

- a. When hired, each non-full time classified employee shall serve a 365 day probationary period. During the 365 day probationary period, the non-full time classified employee will not be eligible for state CERS retirement. If during the 365 day probationary period, the employee is hired on a full time basis, the probationary period for CERS retirement will cease on the day before the hire date. On the date the employee becomes full time, he/she will become eligible for retirement benefits.
- b. When classified retirees return in a position requiring the district to cover health insurance cost, this amount shall be paid for by the department/school out of operating funds.
- c. Qualified coaches or volunteers who elect to drive a group to events in lieu of hiring a bus driver in an effort to save money will be paid \$25 per trip and the mileage charge will be waived.
- d. Classified employees employed in extra duty positions will be provided an hour threshold not to exceed in order to stay within labor guidelines. When an employee exceeds this threshold the school will be billed accordingly.
- e. Effective July 1, 2015 there shall be no classified contract length (hours/days) revisions after October 15th of the fiscal year without approval of the superintendent.
- f. “Regular, full-time, certified employee” means an employee having the expectation that he or she is to be employed for the full school term (or the remainder of the school term) as established in KRS 158.070, and the employment will not require less than seventy (70) percent of the school day or school month as defined in KRS 158.060.
- g. “Regular, full-time, non-certified employee” means an employee having the expectation that he or she is to be employed for the full school term (or the remainder of the school term) as established in KRS 158.070, and whose assignments require minimum of eighty (80) hours per school month as established in KRS 158.060.



SALARY GUIDELINES

5.2 Miscellaneous:

- H. Full-time classified employees that participate in Teachers' Retirement will be treated as certified employees with the exception of PSD/CSD reporting.
- I. Employees with National Board Certification must provide documentation to HR by September 15 for rank change. It is the employee's responsibility to complete and/or change all needed information on the NBPTS website to received the \$2,000. salary supplement. Employee must teach 50% of time in the area of their National Board Certification to receive the salary supplement.



FINANCIAL STEWARDSHIP

SALARY SCHEDULE & INFORMATION TIMELINE

ANNUAL REVENUE PROJECTIONS OCTOBER - NOVEMBER

1. Projecting next year enrollment & ADA
2. Projection of property assessment and SEEK impact
3. Board evaluates long-term planning priorities and shares with Community Pride Teams
4. School Principals collaborate with Superintendent on Future Centered Resource Allocation

DRAFT BUDGET W/BOARD JANUARY 31

1. Draft budget created using local Projections & Needs Assessment
2. State SEEK Calculations
3. Cash flow analysis
4. Salary & Staffing Formula

SCHOOL BUDGET APPROPRIATIONS MARCH - MAY

1. School Principals & SBDM teams work in collaboration with the NCS District to develop and approve local budgets.
2. Principal Team works closely together to allocate towards Future Ready practices.
3. Principal Team evaluates District Budget

FINAL WORKING BUDGET APPROVAL BEFORE SEPT. 30TH

1. Superintendent and CFO share final working budget for approval.
2. Analysis of financial process, tax levy, enrollment, & staffing is shared via CFO in Community Centered Financial Report shared with all stakeholders.

ACCOUNTING ADMINISTRATION & FINANCIAL REPORT JUNE - JULY

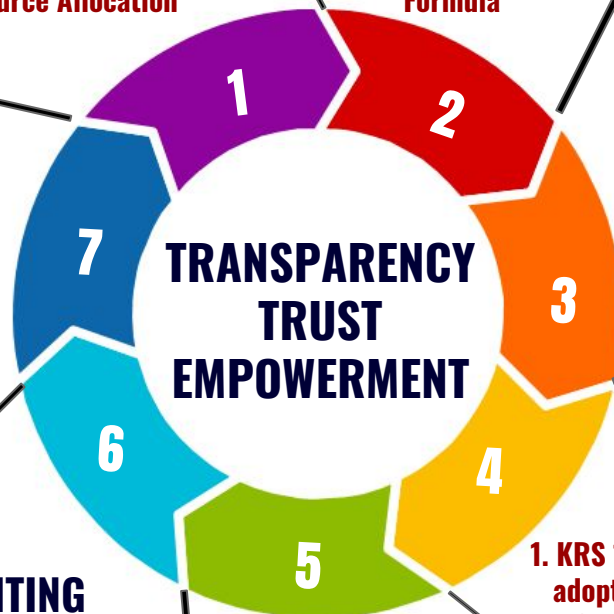
1. CFO shares Financial Innovation & Growth Plan for the following year strengthening this Community Centered planning process.
2. Accounting procedures follow KRS Statutes
3. Unaudited Annual Financial Report is shared with the board by July 25th.

TAX RATES LEVIED WITHIN 30 DAYS OF ASSESSMENT JULY

1. CFO, Board, & Superintendent contextualize taxes within demands of the future for NCS.

TENTATIVE WORKING BUDGET W/BOARD BEFORE MAY 30

1. KRS 160.470(6)(a) requires all districts to adopt a tentative working budget including a 2% minimum reserve of total budget.
2. Community Pride Teams review tentative working budget and share ideas to innovate.
3. CFO shares vision with Board of Education

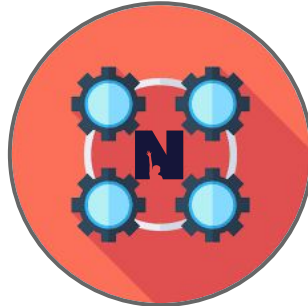


FINANCIAL STEWARDSHIP

HOW ARE WE PREPARING FOR THE FUTURE?



**STRENGTHEN
PUBLIC-PRIVATE
PARTNERSHIPS**



**RULE #1 = MAKE IT
BETTER
INVESTING HEAVILY
IN PROCESS
IMPROVEMENT**

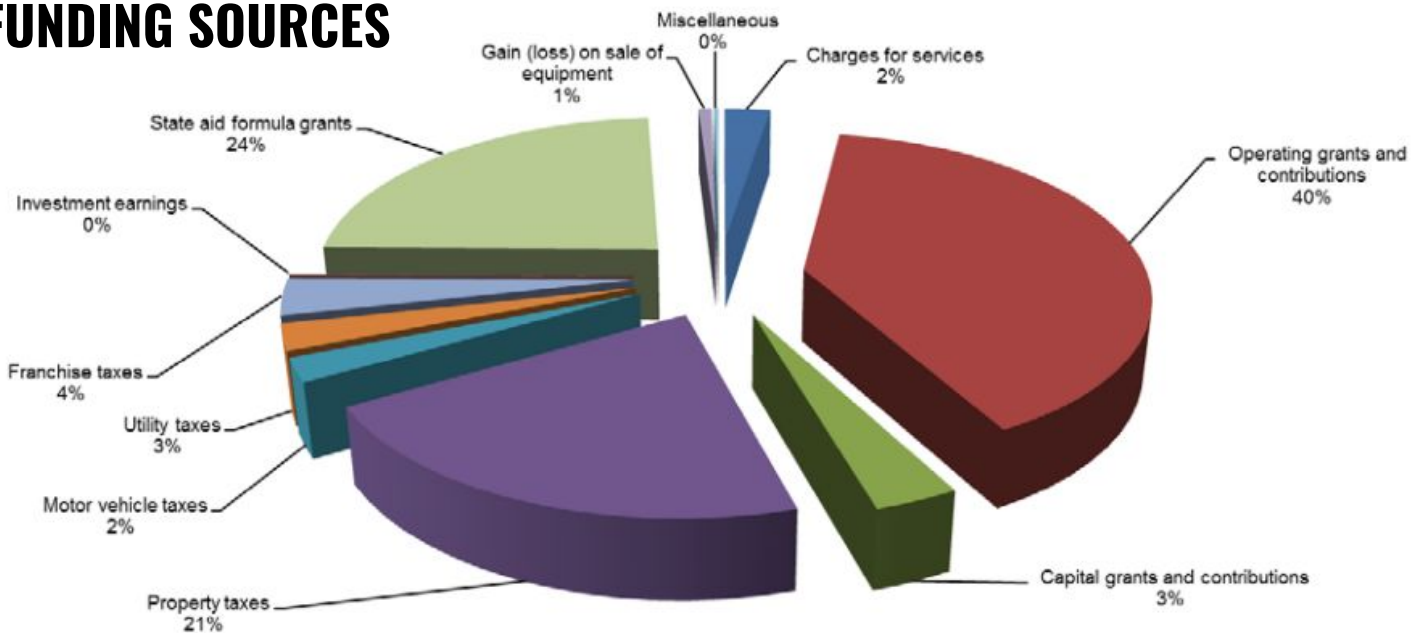


**INCREASING
ENROLLMENT BY
PROVIDING A
REMARKABLE
EDUCATION
EXPERIENCE**



**INVESTING IN
EFFICIENT SYSTEMS &
RESOURCES TO PUT
MORE MONEY
TOWARDS TEACHER
& STUDENT
EXPERIENCES**

2017-2018 FUNDING SOURCES



P **R**
UT PEOPLE FIRST

I **D**
IMAGINE
POSSIBILITIES

I **D**
INNOVATE
& GROW

E **E**
EDUCATED
COMMUNITY TO OUR

78
NEVER GIVE UP
THE WORLD

FINANCIAL STEWARDSHIP

ALIGNING BUDGET TO PRIORITIES



NELSON COUNTY PRIDE

WE MUST INVEST IN PEOPLE AND ENSURE THAT OUR SCHOOL DISTRICT ENERGIZES THE WORLD THROUGH POWERFUL COMMUNICATION, CELEBRATION, & CARETAKING WITH OUR FAMILIES



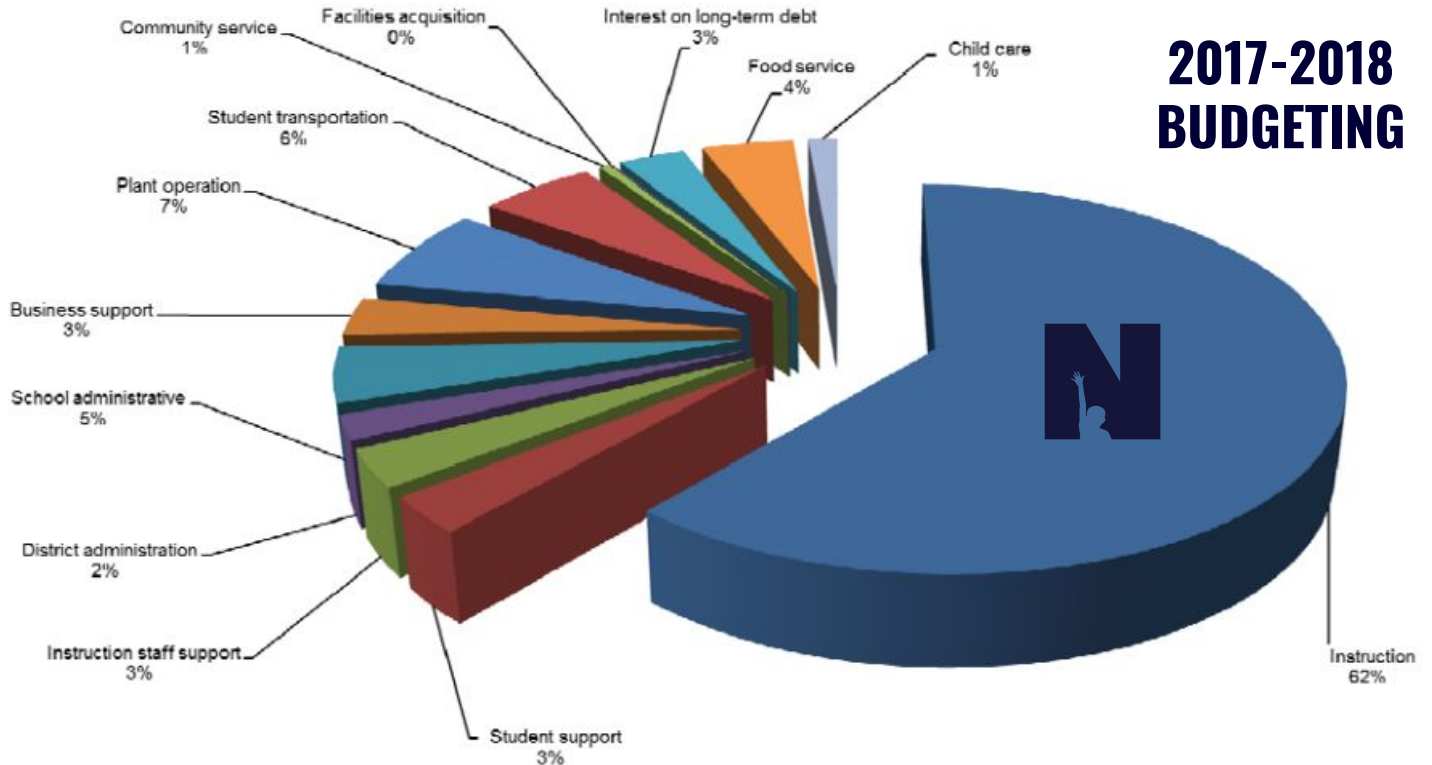
INSPIRED LEARNERS

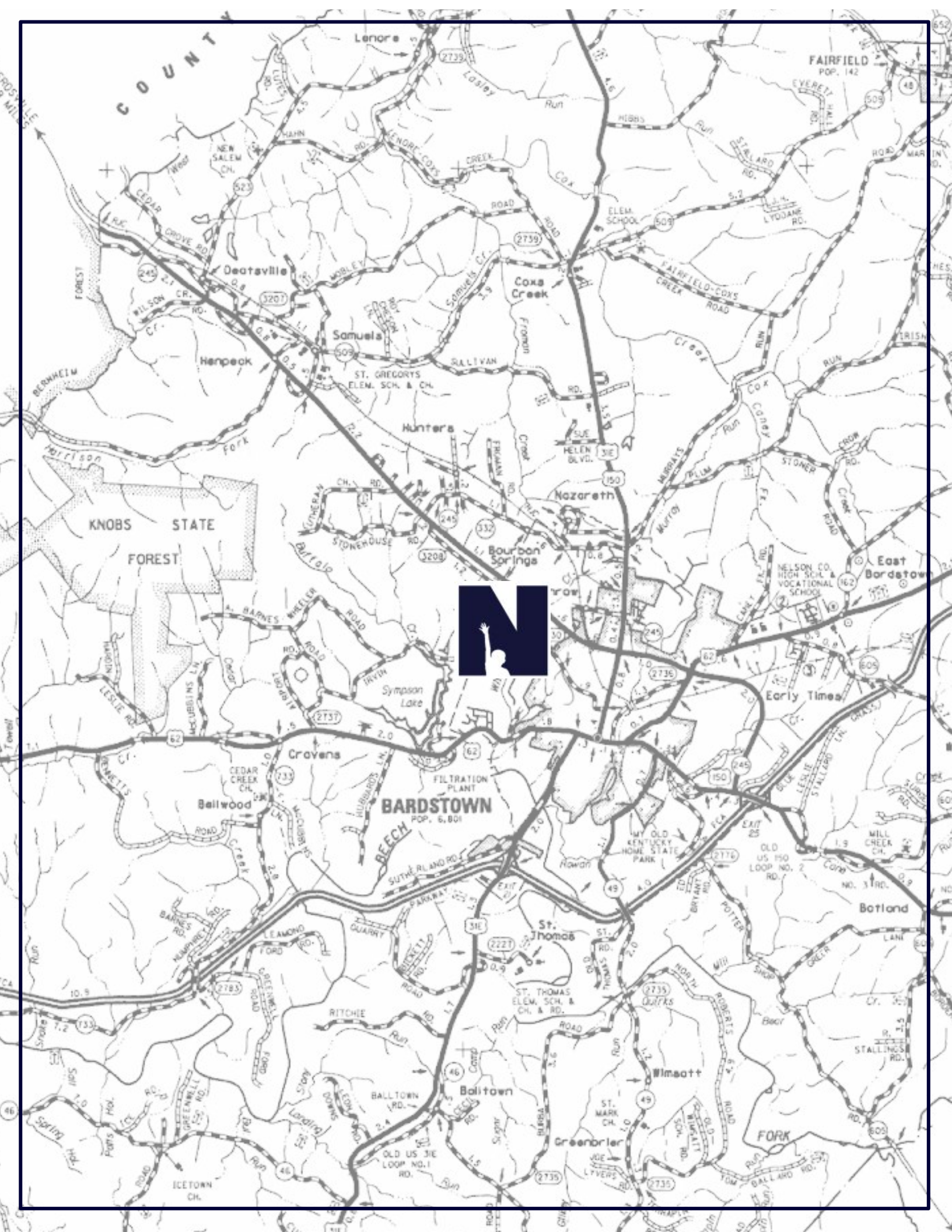
WE MUST INVEST IN OPPORTUNITIES FOR STUDENT & TEACHER LEARNING LIKE NEVER BEFORE. OUR INVESTMENT WILL REAP EXPONENTIAL BENEFITS FOR OUR SCHOOLS



SHARED LEADERSHIP

WE MUST INVEST IN COLLABORATION, LEADERSHIP, & COMMUNITY BUILDING PRACTICES FOR ALL STAFF MEMBERS IN OUR SCHOOLS.





SALARY SCHEDULE

2018-2019

[SALARY GUIDELINE](#)

[ADMINISTRATIVE NON CERTIFIED](#)

[EMPLOYEE INDEX](#)

[CERTIFIED SALARY SCHEDULE](#)

[CLASSIFIED SALARY SCHEDULE](#)

[EXTRA SERVICE SALARY SCHEDULE](#)

[2018-2019 School Calendar](#)

