ITEM #: X F DATE: September 12, 2018

TOPIC/TITLE: Creation of Positions							
PRESENTER: Garet Wells							
ORIGIN:							
TOPIC PRESENTED FOR INFORMATION ONLY (No board action required.) ACTION REQUESTED AT THIS MEETING ITEM IS ON THE CONSENT AGENDA FOR APPROVAL ACTION REQUESTED AT FUTURE MEETING: (DATE) BOARD REVIEW REQUIRED BY							
STATE OR FEDERAL LAW OR REGULATION BOARD OF EDUCATION POLICY OTHER:							
PREVIOUS REVIEW, DISCUSSION OR ACTION:							
□ NO PREVIOUS BOARD REVIEW, DISCUSSION OR ACTION□ PREVIOUS REVIEW OR ACTION							
DATE: ACTION:							
BACKGROUND INFORMATION:							
Board policy 01.11 states in part "The Board shall exercise generally all powers prescribed by law in the administration of the public school system, appoint the Superintendent fo schools, create and abolish positions, establish job classifications, and fix the compensation of employees."							
SUMMARY OF MAJOR ELEMENTS:							
Recommended Creation of Positions: Public Information/Communications Officer; Simmons Special Education (LBD) Teacher; Simmons Special Education Instructional Assistant for 7 hours; Migrant Program Assistant, 180 days/20 hours a week.							
IMPACT ON RESOURCES:							
TIMETABLE FOR FURTHER REVIEW OR ACTION:							
SUPERINTENDENT'S RECOMMENDATION: Recommended Not Recommended							

ITEM #: ≯ ► DATE: September 12, 2018							
TOPIC/TITLE: Create Public Information/Communications Officer Position							
PRESENTER: Garet Wells							
ORIGIN:							
TOPIC PRESENTED FOR INFORMATION ONLY (No board action required.) ACTION REQUESTED AT THIS MEETING ITEM IS ON THE CONSENT AGENDA FOR APPROVAL ACTION REQUESTED AT FUTURE MEETING: (DATE) BOARD REVIEW REQUIRED BY							
STATE OR FEDERAL LAW OR REGULATIONBOARD OF EDUCATION POLICYOTHER:							
PREVIOUS REVIEW, DISCUSSION OR ACTION:							
NO PREVIOUS BOARD REVIEW, DISCUSSION OR ACTIONPREVIOUS REVIEW OR ACTION							
DATE: ACTION:							
BACKGROUND INFORMATION:							
Board of Education action is required prior to creating any new positions. SUMMARY OF MAJOR ELEMENTS:							
We are requesting to create Public Information/Communications Officer Position. The position will represent the District to the media and the community by planning, organizing and implementing public information services for the District; develop and coordinate, plan and implement public information policies and administrative procedures; communicate and coordinate activities with District media personnel.							
IMPACT ON RESOURCES: Paid from Teacher's salary scale-based on rank and year's experience at 220 days							
TIMETABLE FOR FURTHER REVIEW OR ACTION: N/A							
SUPERINTENDENT'S RECOMMENDATION: Recommended Not Recommended							

CLASS CODE: 7102

TITLE:

PUBLIC INFORMATION/COMMUNICATIONS OFFICER

CLASSIFICATION:

PUBLIC INFORMATION/COMMUNICATIONS OFFICER

QUALIFICATIONS:

- Any combination equivalent to Bachelor's degree in Public Relation Communications or related field.
- 2. Two years professional experience in a public relations program or department in an educational setting preferred.

REPORTS TO:

District Superintendent.

JOB GOAL

Represent the District to the media and the community by planning, organizing and implementing public information services for the District; develop and coordinate, plan and implement public information policies and administrative procedures; communicate and coordinate activities with District media personnel.

CRITICAL SKILLS/EXPERTISE REQUIRED:

KNOWLEDGE OF:

- 1. Principles and techniques of preparing, predicating, and disseminating public information.
- 2. Principles and techniques of establishing and maintaining positive public and community relations.
- 3. Methods and techniques of preparing and printing information publications.
- 4. Channels of news distribution.
- 5. Basic communication law and broadcast regulations.
- 6. Modern office practices, procedures and equipment.
- 7. Correct English usage, grammar, spelling, punctuation and vocabulary.
- 8. Interpersonal skills using tact, patience and courtesy.
- 9. District organization, operations, policies and objectives.
- 10. Applicable sections of State Education code and other applicable laws.

ESSENTIAL JOB FUNCTIONS:

ABILITY TO:

- Develop and coordinate, direct and implement public information policies and administrative procedures.
- 2. Communicate and coordinate activities with District media personnel.
- 3. Advertise and publicize the diverse programs, services, events and activities of the District.
- 4. Plan, organize and implement an effective public information, relations and marketing program for the District.
- 5. Communicate effectively with the media and cable television representatives.
- Write and edit clear, concise, accurate and effective information materials for public distribution.
- 7. Work independently with little direction.
- 8. Establish and maintain cooperative and effective working relationships with others.
- 9. Analyze situations accurately and adopt an effective course of action.
- 10. Meet schedules and time lines.

PERFORMANCE RESPONSIBILITIES:

- 1. Represent the District as spokesperson to the media and the community; establish and maintain cooperative and effective working relationships with news media representatives.
- Research, write, edit, publish and distribute news releases and pertinent information to the media for the District Office and various District schools.
- 3. Operate a variety of specialized equipment including digital cameras, slide processor, video camera and accessories, desktop publishing, social media and web-based publishing.
- Manage and deliver content on district social media sites, contribute and advise district web content.
- Maintain a flexible work schedule as warranted needs for public relations and media support at district events.
- 6. Provide information to the media and general public by telephone conversations and meetings.
- Assist in the coordination and implementation of District goals and themes; assist with the
 development of media relations and public information policies and administrative
 procedures.
- 8. Develop and implement a comprehensive media relations plan to assure appropriate media are utilized in the District's public information program.
- 9. Develop and coordinate the implementation of a comprehensive public information plan including campaigns and other methods of acquiring constructive publicity through the media.

- 10. Comply with the public's right-to-know and FERPA laws and policies by responding to public information requests and coordinating responses to inquiries from the media.
- 11. Assist in the development of communications and media relations in-service for staff.
- 12. Maintain knowledge regarding current issues in media relations; participate in community activities, network groups and related professional organizations as assigned
- 13. Plan, coordinate, arrange and schedule media related tours of facilities and programs.
- 14. Demonstrate loyalty and dedication to the purposes and goals of the Woodford County Public Schools.
- 15. Serve as a member of the superintendent's cabinet and communications director for the superintendent's office.
- 16. Other duties as assigned.

Woodford Co. Public Schools Classified Personnel With Responsibility Index 2018-2019

FLSA Non-Exempt Employees

POSITION	CLASSIFIED SALARY SCHEDULE				
21st Century Learning Grant Program Coordinator	Same as Rank II Certified				
Administrative Assistant/Secretary to the Superintendent	Same as Payroll Clerk I plus index	0.183430			
Assistant Financial Manager	Same as Payroll Clerk I plus index	0.150000			
Attendance Specialist/STI-SSTS-IC District Coordinator	Same as Central Office Accounting Clerk II plus index	0.200000			
Electrician	Same as Maintenance technician III plus Index	0.300000			
Family Resource Center Coordinator II - Degree Required	Same as Community Liaison/Community Education Program Manager plus index	0.310000			
Health Coordinator	Same as School Nurse plus index	0.600000			
HVAC Technician	Same as Maintenance technician III plus Index	0.569540			
Law Enforcement Officer - SRO	Same as Maintenance Technician III plus Index				
Maintenance Supervisor	Same as Maintenance technician III plus Index	0.578570			
Maintenance Tech III/Certified Plumber	Same as Maintenance technician III plus Index	0.300000			
Mechanic, Skilled Vehicle II	Same as Maintenance technician III plus Index	0.036000			
Occupational Therapist	Same as School Nurse plus index	1.854000			
Physical Therapist	Same as School Nurse plus index	1.854000			
Register Nurse	Same as School Nurse plus index	0.400000			
Speech Pathologist with Masters plus 30 hours in SLP Progra	am Same as Rank I Certified				
Speech Pathologist with Masters Degree	Same as Rank II Certified				

FLSA Exempt Employees

POSITION	CLASSIFIED SALARY SCHEDULE	INDEX	
Chief Operating Officer	Same as Payroll Clerk I plus index	1.610710	
Coordinator of Transportation	Same as Maintenance Technical III plus Index	0.872550	
District-Wide Computer Operations Supervisor	Same as Assistant School Food Service Coordinator plus index	0.480378	
Educational Interpreter II	Same as Community Liaison/Community Education Program Manager plus index	0.231000	
Migrant Recruiter	Same as Rank IV Certified with 198 Days		
School Food Service Coordinator	Same as Assistant School Food Service Coordinator plus index	0.490000	
Public Information/Communications Officer	Same as Teacher's Schedule - Rank/Yrs Exp with 220 days		

	ITEM #: DATE: August 31, 2018						
	TOPIC/TITLE: Addition of a 1.0 FTE for a Certified To	eacher in the area of Learning & Behavior Disorders					
16	PRESENTER: Tracey Francis						
	ORIGIN:						
	 □ TOPIC PRESENTED FOR INFORMATION ON □ ACTION REQUESTED AT THIS MEETING □ ITEM IS ON THE CONSENT AGENDA FOR A □ ACTION REQUESTED AT FUTURE MEETING □ BOARD REVIEW REQUIRED BY 	PPROVAL					
	STATE OR FEDERAL LAW OF BOARD OF EDUCATION POLY OTHER:						
	PREVIOUS REVIEW, DISCUSSION OR ACTION:						
	NO PREVIOUS BOARD REVIEW, DISCUSSIC PREVIOUS REVIEW OR ACTION	N OR ACTION					
	DATE: ACTION:						
	BACKGROUND INFORMATION:						
	Currently we have two LBD teachers at Simmons Elementary. Based on an increase in services required to support the individual student needs, further support has been required to meet instructional needs. SUMMARY OF MAJOR ELEMENTS:						
	In providing a continuum of services based on classroom roffer support to address a comprehensive behavior model a for the program to meet individual student needs.						
	IMPACT ON RESOURCES: 1.0 FTE Certified position	salary					
	TIMETABLE FOR FURTHER REVIEW OR ACTION:						
	SUPERINTENDENT'S RECOMMENDATION: Re	commended Not Recommended					

	ITEM #: DATE: August 31, 2018								
	TOPIC/TITLE: Addition of a 1.0 FTE for a Classified Instructional Aid for Special Education								
7	PRESENTER: Tracey Francis								
V	ORIGIN:								
	 □ TOPIC PRESENTED FOR INFORMATION ONLY (No board action required.) □ ACTION REQUESTED AT THIS MEETING □ ITEM IS ON THE CONSENT AGENDA FOR APPROVAL □ ACTION REQUESTED AT FUTURE MEETING: (DATE) □ BOARD REVIEW REQUIRED BY 								
	STATE OR FEDERAL LAW OR REGULATION BOARD OF EDUCATION POLICY OTHER:								
	PREVIOUS REVIEW, DISCUSSION OR ACTION:								
	NO PREVIOUS BOARD REVIEW, DISCUSSION OR ACTIONPREVIOUS REVIEW OR ACTION								
	DATE: ACTION:								
	BACKGROUND INFORMATION:								
	Currently we have two Instructional Aids at Simmons Elementary. Based on an increase in services required to support the individual student needs, due to students moving in district. Further support has been required to me the physical and functional needs of students to access the educational setting/environment. SUMMARY OF MAJOR ELEMENTS: In providing a continuum of services based on classroom needs per IEP's, the addition of an Instructional Assistant is to offer support to address a comprehensive behavior model across the district. This is to support the increasing need for the program to meet individual student needs.								
	IMPACT ON RESOURCES: 1.0 FTE Classified position salary								
	TIMETABLE FOR FURTHER REVIEW OR ACTION:								
	SUPERINTENDENT'S RECOMMENDATION: Recommended Not Recommended								

ITEM #: X DATE: September 11, 2018							
TOPIC/TITLE: Creation of Position							
PRESENTER: Garet Wells							
ORIGIN:							
TOPIC PRESENTED FOR INFORMATION ONLY (No board action required.) ACTION REQUESTED AT THIS MEETING ITEM IS ON THE CONSENT AGENDA FOR APPROVAL ACTION REQUESTED AT FUTURE MEETING: (DATE) BOARD REVIEW REQUIRED BY							
□ STATE OR FEDERAL LAW OR REGULATION□ BOARD OF EDUCATION POLICY□ OTHER:							
PREVIOUS REVIEW, DISCUSSION OR ACTION:							
NO PREVIOUS BOARD REVIEW, DISCUSSION OR ACTIONPREVIOUS REVIEW OR ACTION							
DATE: ACTION:							
BACKGROUND INFORMATION:							
Board of Education action is required prior to creating any new positions. SUMMARY OF MAJOR ELEMENTS:							
Requesting to use Title I part C Migrant funds to create a Program Assistant position. This position will assist the Migrant Recruiter/Advocate in recruiting new families as well as providing services to our out of school youth. This position will report to the Migrant Advocate/Recruiter and assist in other duties as needed aligned to the Migrant grant.							
IMPACT ON RESOURCES:							
TIMETABLE FOR FURTHER REVIEW OR ACTION: N/A							
SUPERINTENDENT'S RECOMMENDATION: Recommended Not Recommended							

Essential Job Functions									
Program Assistant – Migrant Education (Job Code – 7335)									
% of Time	Description								
Spent									
50% 1.	Identifies and recruits eligible migrant children and out of school youth (OSY) within the assigned region.								
	 Assists Migrant Recruiter/Advocate in the development of Identification and Recruitment (ID&R) plan for school district 								
	Interprets, explains, and facilitates participation to all potentially eligible families the purpose and objectives of the Migrant Education Program								
	 Organizes and participates in school and community activities and events that are related to the services and needs of our migrant families and children. 								
	 Travels throughout the target school district and interviews potential families and 								
	children to determine eligibility for the migrant education program								
	Collaborates with Migrant Recruiter/Advocate to identify new students enrolled in								
	the school district.								
	Distributes information about the migrant education program and other community resources to potential and current children and families								
	Develops and maintains excellent relationships and establish communications								
	network with services agencies and other referral organizations within the district								
	Maintains recruitment records for school district.								
ŧ.	 Actively identify and recruit eligible migrant children and out of school youth (OSY) 								
	in the school district to include activities such as surveying the area, periodic survey								
	of students; making home, farm and school visits; and assess agricultural surveys.								
	 Plans and conducts scheduling, and participates in public relation activities related 								
	to program goals and objectives.								
	Completes all other duties as assigned.								
15% 2.	2. Collects required data in support of recruitment efforts and supports training								
	opportunities regional and statewide identification and recruitment (ID&R).								
	 Maintain Google Maps® account pinpointing important contact for the area for recruitment with date and time stamps and other relevant data. 								
	Maintains daily logs, including mileage, mapping visited areas and documentation of								
	all activities such as home visits, field reports, and statistical information for the								
	purpose of making entries to the MSEDD data base and Web App for future								
	evaluation.								
	Compiles data and develops reports regarding recruitment and follow-up activities								
	as required and according to federal and state guidelines.								
	Utilizes appropriate data collection techniques in obtaining and reporting required								
	data.								
	Attends all regional meetings and other appropriate state and national trainings and								
	professional development opportunities.								
25% 3.	Assists the Migrant Recruiter/Advocate to provide advocacy and referrals for								
	academic needs and personal welfare								
	Works with district staff to ensure families' needs are met either by program								
	resources or through referrals to other school and /or community agencies								
	When a new participant is recruited, for the purpose of completing the Individual								
	Needs Assessment, the Regional Recruiter will collect all pertinent and available								
	data from the local school system, other KY migrant education programs, or from								
	other state resources where the child/family may have resided.								
	Uses the WCPS Service Delivery Plan to provide follow up and delivery for all programming to include identified (through OSY Profile) academic services, referral								
	programming to include identified (through OSY Profile) academic services, referral								
	for social service needs for district-recruited OSY participants.								

10% 4. Participates in state quality control processes as needed.

- Services as integral staff member on review of Electronic Certificate of Eligibility (eCOE) path for digital enrollment of program participants.
- Assists state and regional staff with state re-interviews of program participants to determine eligibility for the program and for annual quality control requirements
- Participates in recruitment blitzes/sweeps throughout the school district with regional MEP staff as needed
- Networks and completes professional development activities to enhance knowledge, skills, and abilities.
- Attends meetings, training, and other events as requested.
- Provides backup coverage and assistance to other MEP employees as required or requested.
- Acts in compliance with contracts, laws, regulations, and district policies, procedures and standards.
- Completes special projects and other duties as assigned.

Supervision Given

Not responsible for supervising others.

Minimum Qualifications: Training/Registration/Licensure

Minimum Education Required:

High School Diploma or G.E.D

Minimum Experience Required:

- 1-2 years of related work experience with multi-cultural clientele
- Bilingual in English and Spanish preferred

Woodford Co. Public Schools Classified Salary Schedule 2018-2019

*Based upon completed year of experience

Job Code	Position	Years Experience*:	0	1	2	3	4	5	6	7	8	9
	After-School Enrichment/ETC Instructional		\$12.17	\$12.46	\$12.74	\$12.99	\$13.25	\$13.49	\$13.73	\$14.01	\$14.21	\$14.47
7475	After-School Enrichment/ETC Program Site	Coordinator II	\$14.93	\$15.19	\$15.47	\$15.70	\$15.98	\$16.22	\$16.51	\$16.80	\$17.01	\$17.31
7474	After-School Enrichment/ETC Program Site	Coordinator III	\$16.34	\$16.55	\$16.85	\$17.09	\$17.38	\$17.64	\$17.90	\$18.18	\$18.45	\$18.72
7221	Assistant School Food Service Coordinator		\$16.34	\$16.55	\$16.85	\$17.09	\$17.38	\$17.64	\$17.90	\$18.18	\$18.45	\$18.72
7863	Attendance Data Technician/IC Clerk		\$13.11	\$13.37	\$13.61	\$13.94	\$14.16	\$14.43	\$14.67	\$14.92	\$15.18	\$15.45
7941	Bus Driver		\$14.93	\$15.19	\$15.47	\$15.70	\$15.98	\$16.22	\$16.51	\$16.80	\$17.01	\$17.31
7933	Bus Driver Trainer		\$16.34	\$16.55	\$16.85	\$17.09	\$17.38	\$17.64	\$17.90	\$18.18	\$18.45	\$18.72
7942	Bus Monitor		\$10.82	\$11.07	\$11.34	\$11.62	\$11.90	\$12.12	\$12.33	\$12.57	\$12.81	\$13.07
7241	Cafeteria Cook/Baker/Dishwasher		\$10.82	\$11.07	\$11.34	\$11.62	\$11.90	\$12.12	\$12.33	\$12.57	\$12.81	\$13.07
7213	Cafeteria Lunchroom Monitor		\$10.82	\$11.07	\$11.34	\$11.62	\$11.90	\$12.12	\$12.33	\$12.57	\$12.81	\$13.07
7212	Cafeteria Manager-Elementary		\$13.11	\$13.37	\$13.61	\$13.94	\$14.16	\$14.43	\$14.67	\$14.92	\$15.18	\$15.45
7212	Cafeteria Manager-Middle/High		\$13.11	\$13.37	\$13.61	\$13.94	\$14.16	\$14.43	\$14.67	\$14.92	\$15.18	\$15.45
7164	Central Office Accounting Clerk II		\$14.93	\$15.19	\$15.47	\$15.70	\$15.98	\$16.22	\$16.51	\$16.80	\$17.01	\$17.31
7665	Central Office Benefits Clerk		\$14.93	\$15.19	\$15.47	\$15.70	\$15.98	\$16.22	\$16.51	\$16.80	\$17.01	\$17.31
7776	Central Office Staff Support Secretary		\$13.11	\$13.37	\$13.61	\$13.94	\$14.16	\$14.43	\$14.67	\$14.92	\$15.18	\$15.45
7476	Community Liaison/Community Education	Program Manager	\$16.34	\$16.55	\$16.85	\$17.09	\$17.38	\$17.64	\$17.90	\$18.18	\$18.45	\$18.72
7527	Computer Training Specialist		\$13.11	\$13.37	\$13.61	\$13.94	\$14.16	\$14.43	\$14.67	\$14.92	\$15.18	\$15.45
7609	Custodian		\$12.17	\$12.46	\$12.74	\$12.99	\$13.25	\$13.49	\$13.73	\$14.01	\$14.21	\$14.47
7605	Custodian, Head (2 or more custodians per	building)	\$13.11	\$13.37	\$13.61	\$13.94	\$14.16	\$14.43	\$14.67	\$14.92	\$15.18	\$15.45
7602	Custodian, High School Head/Supervisor		\$14.93	\$15.19	\$15.47	\$15.70	\$15.98	\$16.22	\$16.51	\$16.80	\$17.01	\$17.31
7607	Custodian, Lead/Head (1 custodian per buil	ding)	\$13.11	\$13.37	\$13.61	\$13.94	\$14.16	\$14.43	\$14.67	\$14.92	\$15.18	\$15.45
8525	District Computer Tech with Associates or E	Bachelors Degree	\$15.23	\$15.38	\$15.53	\$15.70	\$15.98	\$16.22	\$16.51	\$16.80	\$17.01	\$17.31
7525	District Computer Technician		\$13.11	\$13.37	\$13.61	\$13.94	\$14.16	\$14.43	\$14.67	\$14.92	\$15.18	\$15.45
7786	District Special Education Records Clerks		\$13.11	\$13.37	\$13.61	\$13.94	\$14.16	\$14.43	\$14.67	\$14.92	\$15.18	\$15.45
7422	Energy Manager/Lead Maint Worker		\$16.34	\$16.55	\$16.85	\$17.09	\$17.38	\$17.64	\$17.90	\$18.18	\$18.45	\$18.72
7493	Family Resource Center Coordinator I		\$14.93	\$15.19	\$15.47	\$15.70	\$15.98	\$16.22	\$16.51	\$16.80	\$17.01	\$17.31
7224	Food Service Program Assistant		\$13.11	\$13.37	\$13.61	\$13.94	\$14.16	\$14.43	\$14.67	\$14.92	\$15.18	\$15.45
7318/7320	Instructional Assistant I		\$12.17	\$12.46	\$12.74	\$12.99	\$13.25	\$13.49	\$13.73	\$14.01	\$14.21	\$14.47
7318/7320	Instructional Assistant with Bachelors Degre	ee	\$13.11	\$13.37	\$13.61	\$13.94	\$14.16	\$14.43	\$14.67	\$14.92	\$15.18	\$15.45
7316	Instructional Assistant-Bi-Lingual		\$12.17	\$12.46	\$12.74	\$12.99	\$13.25	\$13.49	\$13.73	\$14.01	\$14.21	\$14.47
7872	Job Coach		\$13.11	\$13.37	\$13.61	\$13.94	\$14.16	\$14.43	\$14.67	\$14.92	\$15.18	\$15.45
7362	Library/Media Clerk		\$10.82	\$11.07	\$11.34	\$11.62	\$11.90	\$12.12	\$12.33	\$12.57	\$12.81	\$13.07
8448	Maintenance Helper/Worker I		\$10.82	\$11.07	\$11.34	\$11.62	\$11.90	\$12.12	\$12.33	\$12.57	\$12.81	\$13.07
7443	Maintenance Technician III		\$16.34	\$16.55	\$16.85	\$17.09	\$17.38	\$17.64	\$17.90	\$18.18	\$18.45	\$18.72
7448	Maintenance Worker, Semi-Skilled I		\$13.11	\$13.37	\$13.61	\$13.94	\$14.16	\$14.43	\$14.67	\$14.92	\$15.18	\$15.45
7447	Maintenance Worker, Skilled II		\$14.93	\$15.19	\$15.47	\$15.70	\$15.98	\$16.22	\$16.51	\$16.80	\$17.01	\$17.31
7916	Mechanic, General Vehicle I		\$13.11	\$13.37	\$13.61	\$13.94	\$14.16	\$14.43	\$14.67	\$14.92	\$15.18	\$15.45
7335	Migrant Program Assistant II		\$14.93	\$15.19	\$15.47	\$15.70	\$15.98	\$16.22	\$16.51	\$16.80	\$17.01	\$17.31
7784	Office Clerk		\$10.25	\$10.33	\$10.39	\$10.70	\$10.94	\$11.15	\$11.28	\$11.65	\$11.89	\$12.11
7192	Payroll Clerk I-District Wide		\$16.34	\$16.55	\$16.85	\$17.09	\$17.38	\$17.64	\$17.90	\$18.18	\$18.45	\$18.72
7334	Preschool Expanded Program/PEP Supervis	or	\$13.11	\$13.37	\$13.61	\$13.94	\$14.16	\$14.43	\$14.67	\$14.92	\$15.18	\$15.45
7320	Preschool Instructional Assistant/PEP Assist	ant	\$12.17	\$12.46	\$12.74	\$12.99	\$13.25	\$13.49	\$13.73	\$14.01	\$14.21	\$14.47
7165	School Bookkeeper/Accounting Clerk I		\$14.93	\$15.19	\$15.47	\$15.70	\$15.98	\$16.22	\$16.51	\$16.80	\$17.01	\$17.31
7263	School Nurse - LPN		\$16.34	\$16.55	\$16.85	\$17.09	\$17.38	\$17.64	\$17.90	\$18.18	\$18.45	\$18.72
7775	School Secretary-FRC								\$14.67			
7775	School Secretary-Elementary		\$13.11	\$13.37	\$13.61	\$13.94	\$14.16	\$14.43	\$14.67	\$14.92	\$15.18	\$15.45
7773	School Secretary-High		\$13.11	\$13.37	\$13.61	\$13.94	\$14.16	\$14.43	\$14.67	\$14.92	\$15.18	\$15.45
	School Secretary-Middle		\$13.11	\$13.37	\$13.61	\$13.94	\$14.16	\$14.43	\$14.67	\$14.92	\$15.18	\$15.45
7685	Sub Caller/Sub Teacher Center Assistant								\$14.67			
	Transportation Department Secretary/Data	A	¢12 11	¢12 27	¢12 61	¢12 Q1	\$14.16	\$11 13	\$14.67	\$14.92	\$15 18	\$15.45