

**BOONE COUNTY SCHOOL DISTRICT  
CERTIFIED SALARY SCHEDULES  
2025-2026**

<b>RANK I</b>	
MASTERS DEGREE plus 30 hours	
EXPERIENCE STEP	2025-2026
0	\$ 58,217
1	\$ 59,243
2	\$ 60,269
3	\$ 61,307
4	\$ 62,367
5	\$ 63,426
6	\$ 64,485
7	\$ 65,544
8	\$ 66,604
9	\$ 67,663
10	\$ 68,721
11	\$ 69,781
12	\$ 70,840
13	\$ 71,900
14	\$ 72,958
15	\$ 74,017
16	\$ 75,077
17	\$ 76,136
18	\$ 77,195
19	\$ 78,254
20	\$ 79,314
21	\$ 80,373
22	\$ 81,431
23	\$ 82,491
24	\$ 83,550
25	\$ 84,610
26	\$ 85,669
27	\$ 86,727
28	\$ 87,033
29	\$ 87,339
30	\$ 87,645

<b>RANK II</b>	
MASTERS DEGREE	
EXPERIENCE STEP	2025-2026
0	\$ 53,719
1	\$ 54,744
2	\$ 55,769
3	\$ 56,794
4	\$ 57,818
5	\$ 58,843
6	\$ 59,869
7	\$ 60,907
8	\$ 61,966
9	\$ 63,026
10	\$ 64,085
11	\$ 65,144
12	\$ 66,204
13	\$ 67,263
14	\$ 68,321
15	\$ 69,381
16	\$ 70,440
17	\$ 71,500
18	\$ 72,558
19	\$ 73,617
20	\$ 74,677
21	\$ 75,736
22	\$ 76,795
23	\$ 77,854
24	\$ 78,914
25	\$ 79,973
26	\$ 81,031
27	\$ 82,091
28	\$ 82,396
29	\$ 82,701
30	\$ 83,006

<b>RANK III</b>	
BACHELORS DEGREE	
EXPERIENCE STEP	2025-2026
0	\$ 50,548
1	\$ 50,910
2	\$ 51,273
3	\$ 52,298
4	\$ 53,322
5	\$ 54,347
6	\$ 55,372
7	\$ 56,397
8	\$ 57,422
9	\$ 58,448
10	\$ 59,474
11	\$ 60,512
12	\$ 61,571
13	\$ 62,631
14	\$ 63,689
15	\$ 64,748
16	\$ 65,808
17	\$ 66,867
18	\$ 67,926
19	\$ 68,985
20	\$ 70,044
21	\$ 71,104
22	\$ 72,163
23	\$ 73,222
24	\$ 74,281
25	\$ 75,341
26	\$ 76,400
27	\$ 77,458
28	\$ 77,763
29	\$ 78,068
30	\$ 78,373

**RANK IV     \$     39,519**

\* Certified employees must work 140 days at .5 or above to receive their annual step increase (KRS: 157.320)

\*\* Any certified employee with Rank 1 or Rank 2 certification, and holding an approved Doctorate degree, will receive an additional three thousand dollars (\$3,000.00)

\$2,000 salary supplement for teachers in District specialized classrooms (Emotional and Behavior Disability, Moderate to Severe Disabilities, and Autism), as defined by the Director of Special Education.

## CERTIFIED SALARY INDEX 2025-2026

POSITION	INDEX	LENGTH OF EMPLOYMENT
Chief Academic Officer/Deputy Superintendent	1.91	12 Months
Chief Operations Officer/Deputy Superintendent	1.91	12 Months
Assistant Superintendent	1.76	12 Months
Executive Director (Group A)	1.73	12 Months
Executive Director (Group B)	1.68	12 Months
High School Principal	1.68	12 Months
Middle School Principal	1.61	12 Months
Elementary Principal	1.60	12 Months
Director	1.58	12 Months
High School Assistant Principal	1.51	12 Months
Supervisor of Instruction	1.45	12 Months
Middle School Assistant Principal Assistant Director of Special Education Assistant Director Pupil Personnel	1.40	12 Months
High School Vice Principal	1.34	10.25 Months
Middle School Vice Principal	1.33	10.25 Months
Elementary School Assistant Principal	1.32	10.25 Months
Administrative Assistant Consultant Coordinator	1.30	12 Months
Instructional Coach	1.30	12 Months
Psychologists	1.21	10.25 Months
Counselors	1.21	10.25 Months
Coordinator/Consultant	1.21	10.25 Months
Instructional Coach Autism Resource Specialist	1.14	10.25 Months

**NOTE:** Multiply years of experience and appropriate rank times the salary index.



## CLASSIFIED POSTIONS

Grade	Job Title	Grade	Job Title
SUPERVISORS	Accounting Supervisor	5	InstructionalTechnology Assistant (Purchased Position)
SUPERVISORS	Activity Fund Accounting Supervisor	SUPERVISORS	Internal Controls and Process Auditor
10	Administrative Assistant	6	Inter-School Courier/Receiver
3	Alternative Room Monitor (purchased position)	OTHER PROF	Job Coach - Vocational Services
SUPERVISORS	Assistant Director Food Services	41 (A, B, or C)	Manager Cafeteria
SUPERVISORS	Assistant Director of Human Resources	MANAGEMENT	Manager Network Systems
SUPERVISORS	Assistant Director of Transportation	32	Mechanic Helper
12	Assistant School Nurse	SAL PROF I	Media Systems Coordinator/Webmaster
13	Auditor and Reporting Specialist	13	IDEA Medicaid, Budgeting and Reporting Specialist
10	Bookkeeper	7	Middle School Secretary
33	Bus Driver	34	Multi-Fuel Mechanic
33	Bus Driver Community Based Instruction,Bus Driver Trainer	16	Network Systems Administrator
1	Bus Duty Aide	SAL PROF I	Occupational Therapist
1	Cafeteria Aide	14	Occupational Therapist Assistant
40	Cafeteria Worker Part time/Full Time	3	Paint Crew Chief
22	Carpenter	1	Painter
42	Child Nutrition Supervisor	4	Para Educator - Job Coach - Vocational Services
15	Computer Technician	4	Para Educator - Preschool
SAL PROF II	Custodial and Warehouse Supervisor	4	Para Educator English Language Learning
20	Custodian	4	Para Educator Instructional
3	Detention Center Monitor	3	Para Educator Instructional - Child Development Center
MANAGEMENT	Director of Building Grounds	4	Para Educator Resource Center
MANAGEMENT	Director of Health Services	4-SEP	Para Educator Special Education
MANAGEMENT	Director of Food Service	4	Para Educator Title 1
MANAGEMENT	Director of Transportation	SUPERVISORS	Payroll Administrator
11	Director Type 1 Child Care Center (Purchased Position)	SAL PROF I	Physical Therapist
SAL PROF III	District Energy Coordinator	13	Process and Preformance Analyst
SAL PROF II	Educational Diagnostician	SAL PROF I	Purchasing Administrator
13	Educational Interpreter (Level I & II)	6	Receptionist
OTHER PROF	Educational Interpreter (Level III)	33	Safety and Training Coordinator
22	Electrician	1	School Crossing Guard (Purchased Position)
7	Elementary School Secretary	SAL PROF III	School Nurse
SAL PROF I	Executive Coordinator for the Superintendent	SAL PROF I	Schools/Community Relations Coordinator
EXECUTIVE DIR A	Executive Director of Finance	9	Schools/Community Relations Generalist
EXECUTIVE DIR B	Executive Director of Human Resources	10	Schools/District Activity Fund Bookkeeper
OTHER PROF	Family and Schools Together (FAST) Worker	7	Secretary Building and Grounds
GRANT SCH	Family Resource Assistant Coordinator - Grant	7	Secretary Curriculum Services and Assessment
GRANT SCH	Family Resource Coordinator - Grant	7	Secretary Director Special Education Services
SUPERVISORS	Finance Analyst	7	Secretary Director Technology
8	Finance Department Financial Secretary	7	Secretary Human Resources
10	Food Service Bookkeeper Full Charge	7	Secretary of Innovative Programs
41	Food Service General Delivery/Warehouse Person	7	Secretary Professional Development
10	Food Service Generalist Free/Reduced Benefits	7	Secretary Pupil Services
23	General Maintenance Foreman - Faciltities Management	7	Secretary of Preschool Services
21	General Maintenance Person	7	Secretary to the Superintendent's Office
20 (A,B or C)	Head Custodian	7	Secretary Transportation
34	Head Multi-Fuel Mechanic	SAL PROF II	Social Worker
22	Heating,Ventilation, Air Conditioning Service Technician	SAL PROF II	Speech/Language Pathologist (Licensed)
8	High School Financial Secretary	5	Staff Support Assistant
SUPERVISORS	Human Resources Benefits Administrator	1	Summer Grass Cutter
13	Human Resources Benefits Specialist	30	Transportation Aide
10	Human Resources Generalist - Benefits	SAL PROF II	Transportation Coordinator
10	Human Resources Generalist - Certified, Classified, Subs	SAL PROF II	Transportation Coordinator Special Programs
10	Human Resources Generalist - Special Areas, Transportation	31	Transportation Dispatcher, Router
10	Human Resources Generalist - Transportation	STIPEND	Treasurer to the Board
13	Human Resources System Specialist	20	Van Driver for Community Based Work Training Program
6	Human Resources Receptionist		



**BOONE COUNTY SCHOOL DISTRICT  
CLASSIFIED SALARY SCHEDULE  
2025-2026**

YEARS OF EXPERIENCE	G1	G3	G4	G4 SEP	G5	G6	G7	G8	G10	G11	G12	G13	G14	G15	G16
0	13.00	13.52	15.34	16.07	14.58	16.37	17.74	18.70	19.78	18.13	20.86	23.81	25.75	29.74	32.73
1	13.61	14.12	15.92	16.67	15.31	16.79	18.18	19.14	20.22	18.77	21.66	24.15	26.09	30.22	33.22
2	14.22	14.72	16.27	17.03	16.04	17.21	18.62	19.58	20.66	19.16	22.46	24.49	26.43	30.70	33.70
3	14.83	15.32	16.61	17.39	16.62	17.63	19.06	20.02	21.10	19.55	23.18	24.84	26.77	31.18	34.18
4	15.44	15.92	16.96	17.75	16.97	18.05	19.50	20.46	21.54	19.94	23.83	25.18	27.11	31.66	34.67
5		16.26	17.30	18.11	17.31	18.41	19.88	20.84	21.93	20.33	24.44	25.53	27.45	32.15	35.16
6		16.61	17.65	18.47	17.65	18.78	20.26	21.22	22.32	20.71	25.01	25.87	27.79	32.63	35.66
7		16.95	17.99	18.83	17.99	19.15	20.64	21.60	22.71	21.10	25.35	26.22	28.13	33.11	36.16
8		17.30	18.34	19.19	18.34	19.51	21.02	21.98	23.10	21.48	25.69	26.56	28.47	33.59	36.66
9		17.64	18.69	19.55	18.69	19.88	21.40	22.36	23.49	21.87	26.04	26.90	28.81	34.07	37.15
10		17.99	19.03	19.92	19.03	20.25	21.78	22.73	23.88	22.26	26.39	27.24	29.15	34.57	37.65
11		18.33	19.38	20.28	19.38	20.61	22.14	23.11	24.27	22.65	26.73	27.59	29.49	35.06	38.14
12		18.68	19.72	20.64	19.72	20.98	22.52	23.49	24.66	23.03	27.08	27.94	29.83	35.56	38.65
13		19.02	20.07	21.00	20.07	21.35	22.90	23.87	25.04	23.42	27.42	28.28	30.17	36.05	39.14
14		19.37	20.41	21.36	20.41	21.71	23.28	24.24	25.43	23.81	27.76	28.63	30.51	36.54	39.63
15		19.71	20.76	21.72	20.75	22.08	23.66	24.62	25.82	24.20	28.10	28.97	30.85	37.04	40.13
16		20.06	21.11	22.08	21.10	22.44	24.04	25.00	26.21	24.59	28.45	29.31	31.19	37.40	40.62
17		20.40	21.45	22.45	21.44	22.80	24.42	25.38	26.59	24.98	28.79	29.65	31.53	37.76	40.98
18		20.75	21.80	22.81	21.79	23.17	24.80	25.76	26.98	25.37	-	30.00	31.87	38.11	41.33
19		21.09	22.14	23.17	22.13	23.54	25.18	26.14	27.37	25.75	-	30.34	32.21	38.46	41.69
20		21.44	22.49	23.53	22.47	23.90	25.56	26.51	27.76	26.13	-	30.69	32.55	38.81	42.04
21		21.78	22.83	23.89	22.81	24.26	25.94	26.89	28.15	26.52	-	31.04	32.89	39.17	42.39
22		22.13	23.18	24.26	23.16	24.63	26.32	27.27	28.54	26.91	-	31.38	33.23	39.52	42.76
23		22.47	23.53	24.62	23.50	24.99	26.70	27.64	28.93	27.30	-	31.72	33.57	39.88	43.11
24		22.82	23.87	24.98	23.85	25.36	27.08	28.02	29.32	27.68	-	32.06	33.91	40.24	43.47
25		23.16	24.22	25.34	24.20	25.73	27.46	28.40	29.71	28.07	-	32.41	34.25	40.59	43.82
26		23.51	24.56	25.70	24.54	26.09	27.84	28.78	30.09	28.46	-	32.75	34.60	40.94	44.18
27		23.85	24.91	26.06	24.88	26.45	28.22	29.15	30.48	28.85	-	33.10	34.95	41.29	44.53
28		24.20	25.25	26.42	25.22	26.81	28.60	29.53	30.87	29.24	-	33.45	35.30	41.65	44.88
29		24.54	25.60	26.78	25.57	27.18	28.98	29.91	31.26	29.63	-	33.79	35.65	42.00	45.24
30		24.89	25.95	27.15	25.91	27.55	29.36	30.29	31.64	30.02	-	34.14	36.00	42.36	45.59

\* All classified employees eligible for experience increase must be in active status for at least 1/2 of their contract days for step increase

\*\* Employees on the grade 13 scale will receive a \$2.00 per hour salary supplement if they possess an Associates Degree



**BOONE COUNTY SCHOOL DISTRICT  
CLASSIFIED SALARY SCHEDULE  
2025-2026**

	TRANSPORTATION POSITIONS				
YEARS OF EXPERIENCE	G30	G31	G32	G33**	G34
0	14.79	17.74	15.62	20.19	24.02
1	15.45	18.18	16.36	20.70	24.87
2	16.10	18.62	17.10	21.08	25.61
3	16.76	19.06	17.68	21.46	26.29
4	17.41	19.50	18.02	21.84	26.63
5	17.79	19.88	18.36	22.22	26.98
6	18.17	20.26	18.70	22.60	27.32
7	18.55	20.64	19.05	22.98	27.67
8	18.92	21.02	19.39	23.36	28.02
9	19.30	21.40	19.74	23.73	28.36
10	19.68	21.78	20.09	24.11	28.70
11	20.06	22.15	20.43	24.49	29.04
12	20.44	22.53	20.77	24.87	29.39
13	20.82	22.91	21.11	25.25	29.73
14	21.20	23.29	21.46	25.63	30.08
15	21.57	23.67	21.80	26.01	30.42
16	21.95	24.04	22.15	26.39	30.77
17	22.33	24.42	22.50	26.77	31.11
18	22.71	24.80	22.84	27.15	31.45
19	23.09	25.18	23.18	27.53	31.80
20	23.47	25.56	23.52	27.91	32.14
21	23.85	25.93	23.87	28.28	32.49
22	24.22	26.31	24.21	28.66	32.84
23	24.60	26.69	24.56	29.04	33.18
24	24.98	27.07	24.90	29.42	33.52
25	25.36	27.45	25.25	29.80	33.86
26	25.74	27.83	25.60	30.18	34.21
27	26.12	28.20	25.93	30.55	34.56
28	26.50	28.58	26.28	30.93	34.92
29	26.87	28.96	26.62	31.31	35.27
30	27.25	29.34	26.97	31.69	35.63

FOOD SERVICE - CAFETERIA POSITIONS				
G40	G41A	G41B	G41C	G42
	1-5 Supervised	6-9 Supervised	10+ Supervised	
15.07	19.19	19.69	20.19	27.81
15.44	19.56	20.06	20.56	28.15
15.80	19.94	20.44	20.94	28.49
16.17	20.32	20.82	21.32	28.84
16.53	20.69	21.19	21.69	29.18
16.90	21.07	21.57	22.07	29.53
17.27	21.45	21.95	22.45	29.87
17.63	21.82	22.32	22.82	30.22
18.00	22.20	22.70	23.20	30.56
18.37	22.58	23.08	23.58	30.90
18.73	22.96	23.46	23.96	31.24
19.10	23.33	23.83	24.33	31.59
19.47	23.71	24.21	24.71	31.94
19.83	24.09	24.59	25.09	32.28
20.20	24.46	24.96	25.46	32.63
20.57	24.84	25.34	25.84	32.97
20.93	25.22	25.72	26.22	33.31
21.30	25.60	26.10	26.60	33.65
21.67	25.97	26.47	26.97	34.00
22.03	26.35	26.85	27.35	34.34
22.40	26.73	27.23	27.73	34.70
22.77	27.10	27.60	28.10	35.06
23.13	27.48	27.98	28.48	35.41
23.50	27.86	28.36	28.86	35.76
23.87	28.24	28.74	29.24	36.11
24.23	28.61	29.11	29.61	36.47
24.60	28.99	29.49	29.99	36.82
24.97	29.37	29.87	30.37	37.18
25.33	29.74	30.24	30.74	37.54
25.70	30.12	30.62	31.12	37.89
26.07	30.50	31.00	31.50	38.25

\*\*\$2 per hour bus driver shift differential for all R.A. Jones Middle (RAJ) bus routes

\*All Classified employees eligible for experience increase must be in active status for at least 1/2 of their contract days for step increase.

**BOONE COUNTY SCHOOL DISTRICT  
CUSTODIAL/MAINTENANCE  
SALARY SCHEDULES  
2025-2026**

CUSTODIAL & MAINTENANCE POSITIONS							
	G20	G20A	G20B	G20C	G21	G22	G23
	HEAD CUSTODIANS						
YEARS OF EXPERIENCE	1st Shift	1-4 SUPERVISED	5-6 SUPERVISED	7 + SUPERVISED			
0	15.38	16.18	16.58	17.38	21.79	26.62	28.56
1	16.16	16.96	17.36	18.16	22.68	27.50	29.29
2	16.94	17.74	18.14	18.94	23.39	28.21	29.88
3	17.53	18.33	18.73	19.53	24.10	28.92	30.24
4	17.90	18.70	19.10	19.90	24.44	29.27	30.59
5	18.26	19.06	19.46	20.26	24.79	29.61	30.95
6	18.62	19.42	19.82	20.62	25.13	29.95	31.30
7	18.98	19.78	20.18	20.98	25.48	30.30	31.66
8	19.34	20.14	20.54	21.34	25.82	30.64	32.02
9	19.70	20.50	20.90	21.70	26.16	30.98	32.37
10	20.07	20.87	21.27	22.07	26.51	31.33	32.73
11	20.43	21.23	21.63	22.43	26.85	31.67	33.08
12	20.79	21.59	21.99	22.79	27.20	32.02	33.44
13	21.15	21.95	22.35	23.15	27.54	32.36	33.79
14	21.51	22.31	22.71	23.51	27.89	32.71	34.15
15	21.87	22.67	23.07	23.87	28.23	33.05	34.51
16	22.23	23.03	23.43	24.23	28.57	33.39	34.88
17	22.59	23.39	23.79	24.59	28.92	33.74	35.24
18	22.95	23.75	24.15	24.95	29.26	34.08	35.61
19	23.32	24.12	24.52	25.32	29.61	34.43	35.98
20	23.68	24.48	24.88	25.68	29.95	34.79	36.34
21	24.04	24.84	25.24	26.04	30.30	35.14	36.71
22	24.40	25.20	25.60	26.40	30.64	35.49	37.08
23	24.76	25.56	25.96	26.76	30.98	35.84	37.44
24	25.12	25.92	26.32	27.12	31.33	36.20	37.81
25	25.48	26.28	26.68	27.48	31.67	36.55	38.18
26	25.85	26.65	27.05	27.85	32.02	36.92	38.54
27	26.21	27.01	27.41	28.21	32.36	37.27	38.91
28	26.57	27.37	27.77	28.57	32.70	37.63	39.27
29	26.93	27.73	28.13	28.93	33.05	37.98	39.64
30	27.29	28.09	28.49	29.29	33.39	38.34	40.01

\*\* All custodians who are scheduled to work 50% or more of their regularly contracted hours after 5:00 PM will be eligible for a hourly shift differential of \$1.00 per hour.

\*\*\* All custodians assigned to the maintenance warehouse will be eligible for a \$1.00 per hour supplement. This supplement will be in addition to any shift differential.

\*All Classified employees eligible for experience increase must be in active status for at least 1/2 of their contract days for step increase.



**BOONE COUNTY SCHOOL DISTRICT  
CLASSIFIED SALARY SCHEDULES FOR GRANTS  
2025-2026**

SALARY SCHEDULE	MONTHS
<b>FAMILY RESOURCE / YOUTH CENTER COORDINATOR</b>	
Family Resource / Youth Center Coordinator	12 (246 days)
Social Worker	10 1/4 (199 days)

<b>FAMILY RESOURCE / YOUTH CENTER ASSISTANT COORDINATOR</b>	
Family Resource / Youth Center Assistant Coordinator	12 (246 days)
Family Resource / Youth Center Assistant Coordinator	10 1/4 (Minimum 200 days, 30 hour per week)

\*Grant funding may impact the amount of compensation compared to the corresponding salary schedule

**BOONE COUNTY SCHOOL DISTRICT  
SALARY SCHEDULES  
2025-2026**

<b>FAMILY AND SCHOOLS TOGETHER (FAST) TEAM</b>	
<b>YEARS OF EXPERIENCE*</b>	
0	\$ 32,379
1	\$ 33,140
2	\$ 33,903
3	\$ 34,665
4	\$ 35,426
5	\$ 36,188
6	\$ 36,949
7	\$ 37,710
8	\$ 38,473
9	\$ 39,234
10	\$ 39,996
11	\$ 40,757
12	\$ 41,518
13	\$ 42,280
14	\$ 43,042
15	\$ 43,803
16	\$ 44,565
17	\$ 45,326

<b>Job Coach - Vocational Services / Educational Interpreter Level III</b>	
<b>YEARS OF EXPERIENCE</b>	<b>BACHELOR'S DEGREE</b>
0	\$ 27.81
1	\$ 28.15
2	\$ 28.49
3	\$ 28.84
4	\$ 29.18
5	\$ 29.53
6	\$ 29.87
7	\$ 30.22
8	\$ 30.56
9	\$ 30.90
10	\$ 31.24
11	\$ 31.59
12	\$ 31.94
13	\$ 32.28
14	\$ 32.63
15	\$ 32.97
16	\$ 33.31
17	\$ 33.65
18	\$ 34.00
19	\$ 34.34
20	\$ 34.69
21	\$ 35.04
22	\$ 35.38
23	\$ 35.72
24	\$ 36.06
25	\$ 36.41
26	\$ 36.75
27	\$ 37.10
28	\$ 37.45
29	\$ 37.79
30	\$ 38.14

\*Classified Salaried Professionals with job descriptions requiring a Bachelor's degree, must participate in KTRS.  
Individuals not holding a Bachelor's Degree must participate in CERS if employed .5 or above

\*All Classified employees eligible for experience increase must be in active status for at least 1/2 of  
their contracted days for step increase



**BOONE COUNTY SCHOOL DISTRICT  
FAMILY RESOURCE / YOUTH SERVICE CENTER  
Salary Schedule  
2025-2026**

	<b>FAMILY RESOURCE / YOUTH CENTER COORDINATOR</b>	<b>FAMILY RESOURCE / YOUTH CENTER ASSISTANT COORDINATOR</b>	
<b>EXPERIENCE STEP</b>	<b>FAMILY RESOURCE / YOUTH CENTER COORDINATOR - 12 MONTHS (246 DAYS)</b>	<b>FAMILY RESOURCE / YOUTH CENTER ASSISTANT COORDINATOR - 12 MONTHS (246 DAYS)</b>	<b>FAMILY RESOURCE / YOUTH CENTER ASSISTANT COORDINATOR - 10 1/4 MONTHS</b>
0	\$ 43,609	\$ 36,759	\$ 27,570
1	\$ 44,681	\$ 37,644	\$ 28,233
2	\$ 45,752	\$ 38,529	\$ 28,896
3	\$ 46,824	\$ 39,415	\$ 29,560
4	\$ 47,896	\$ 40,300	\$ 30,223
5	\$ 48,968	\$ 41,186	\$ 30,886
6	\$ 50,040	\$ 42,071	\$ 31,549
7	\$ 51,111	\$ 42,957	\$ 32,212
8	\$ 52,183	\$ 43,842	\$ 32,875
9	\$ 53,255	\$ 44,727	\$ 33,539
10	\$ 54,327	\$ 45,613	\$ 34,202
11	\$ 55,399	\$ 46,498	\$ 34,865
12	\$ 56,471	\$ 47,384	\$ 35,528
13	\$ 57,542	\$ 48,269	\$ 36,191
14	\$ 58,614	\$ 49,154	\$ 36,854
15	\$ 59,686		
16	\$ 60,758		
17	\$ 61,830		
18	\$ 62,902		
19	\$ 63,973		
20	\$ 65,045		
21	\$ 66,117		
22	\$ 67,189		
23	\$ 68,261		
24	\$ 69,333		
25	\$ 70,404		
26	\$ 71,476		
27	\$ 72,548		
28	\$ 73,620		
29	\$ 74,692		
30	\$ 75,764		

\*Max experience level at 14 years for Family Resource/Youth Center Assistant Coordinator position

\*Classified Salaried Professionals with job descriptions requiring a Bachelor's degree, must participate in KTRS. Individuals not holding a Bachelor's Degree must participate in CERS if employed .5 or above

\*All Classified employees eligible for experience increase must be in active status for at least 1/2 of their contracted days for step increase

**BOONE COUNTY SCHOOL DISTRICT  
CLASSIFIED SALARY SCHEDULES  
2025-2026**

SALARY SCHEDULE	MONTHS
<b>EXECUTIVE DIRECTOR (A)</b>	

Executive Director of Finance	12
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**EXECUTIVE DIRECTOR (B)**

Executive Director of Human Resources*	12
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**MANAGEMENT**

Director Buildings & Grounds	12
Director Health Services	12
Director Finance	12
Director Food Services	12
Director Human Resources	12
Director Transportation	12
Manager Network Systems	12

**SUPERVISORS**

Accounting & Activity Fund Supervisor	12
Assistant Director of Food Services	12
Assistant Director of Human Resources	12
Assistant Director of Transportation	12
Financial Analyst	12
Human Resource Benefits Administrator	12
Payroll Administrator	12

**SALARIED PROFESSIONAL I**

District Health Coordinator	12
Schools Community Relations Coordinator	12
Media Systems Coordinator / Webmaster	12
Executive Coordinator to Superintendent	12
Occupational Therapist	9 1/4
Physical Therapist	9 1/4

**SALARIED PROFESSIONAL II**

Custodial & Warehouse Supervisor	12
Educational Diagnostician	9 1/4
Social Worker	9 1/4 - 12
Speech Language Pathologists	9 1/4
Transportation Coordinator	12

**SALARIED PROFESSIONAL III**

District Energy Coordinator	12
Purchasing Agent	12
School Nurse	10 1/4

**FAST TEAM**

Families and Schools Together (FAST) Worker	10 1/4
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\* Executive Director (Group A) effective 7/1/2026



**BOONE COUNTY SCHOOLS DISTRICT  
CLASSIFIED SALARY SCHEDULES  
2025-2026**

EXP STEP	PROFESSIONAL I			PROFESSIONAL II				PROFESSIONAL III			
	BACHELORS DEGREE	NON-DEGREED OR ASSOCIATES DEGREE	OCCUPATIONAL THERAPIST/ PHYSICAL THERAPIST	BACHELORS DEGREE	NON-DEGREED OR ASSOCIATES DEGREE	SPEECH / LANGUAGE PATHOLOGIST		BACHELORS DEGREE 207	NON-DEGREED OR ASSOCIATES DEGREE 207	BACHELORS DEGREE - 187	NON-DEGREED OR ASSOCIATES DEGREE - 187
0	\$ 58,130	\$ 52,317	\$ 61,777	\$ 50,548	\$ 45,493	\$ 53,719	\$ 58,217	\$ 51,033	\$ 48,020	\$ 46,103	\$ 43,381
1	\$ 58,547	\$ 52,692	\$ 62,956	\$ 50,910	\$ 45,819	\$ 54,744	\$ 59,243	\$ 52,007	\$ 48,365	\$ 46,982	\$ 43,692
2	\$ 58,964	\$ 53,067	\$ 64,134	\$ 51,273	\$ 46,146	\$ 55,769	\$ 60,269	\$ 52,980	\$ 48,709	\$ 47,861	\$ 44,003
3	\$ 60,142	\$ 54,128	\$ 65,313	\$ 52,298	\$ 47,068	\$ 56,794	\$ 61,307	\$ 53,954	\$ 49,683	\$ 48,741	\$ 44,882
4	\$ 61,321	\$ 55,189	\$ 66,491	\$ 53,322	\$ 47,990	\$ 57,818	\$ 62,367	\$ 54,927	\$ 50,656	\$ 49,620	\$ 45,762
5	\$ 62,499	\$ 56,249	\$ 67,670	\$ 54,347	\$ 48,912	\$ 58,843	\$ 63,426	\$ 55,901	\$ 51,630	\$ 50,500	\$ 46,641
6	\$ 63,678	\$ 57,310	\$ 68,849	\$ 55,372	\$ 49,835	\$ 59,869	\$ 64,485	\$ 56,875	\$ 52,603	\$ 51,380	\$ 47,521
7	\$ 64,856	\$ 58,371	\$ 70,043	\$ 56,397	\$ 50,757	\$ 60,907	\$ 65,544	\$ 57,862	\$ 53,577	\$ 52,271	\$ 48,400
8	\$ 66,036	\$ 59,432	\$ 71,261	\$ 57,422	\$ 51,680	\$ 61,966	\$ 66,604	\$ 58,867	\$ 54,551	\$ 53,180	\$ 49,281
9	\$ 67,215	\$ 60,494	\$ 72,479	\$ 58,448	\$ 52,603	\$ 63,026	\$ 67,663	\$ 59,874	\$ 55,526	\$ 54,089	\$ 50,161
10	\$ 68,395	\$ 61,556	\$ 73,698	\$ 59,474	\$ 53,527	\$ 64,085	\$ 68,721	\$ 60,881	\$ 56,500	\$ 54,999	\$ 51,041
11	\$ 69,589	\$ 62,630	\$ 74,916	\$ 60,512	\$ 54,461	\$ 65,144	\$ 69,781	\$ 61,887	\$ 57,487	\$ 55,907	\$ 51,932
12	\$ 70,807	\$ 63,726	\$ 76,134	\$ 61,571	\$ 55,414	\$ 66,204	\$ 70,840	\$ 62,894	\$ 58,492	\$ 56,817	\$ 52,841
13	\$ 72,025	\$ 64,823	\$ 77,352	\$ 62,631	\$ 56,368	\$ 67,263	\$ 71,900	\$ 63,899	\$ 59,499	\$ 57,726	\$ 53,750
14	\$ 73,243	\$ 65,919	\$ 78,570	\$ 63,689	\$ 57,320	\$ 68,321	\$ 72,958	\$ 64,905	\$ 60,505	\$ 58,634	\$ 54,659
15	\$ 74,460	\$ 67,014	\$ 79,788	\$ 64,748	\$ 58,273	\$ 69,381	\$ 74,017	\$ 65,912	\$ 61,511	\$ 59,544	\$ 55,568
16	\$ 75,679	\$ 68,111	\$ 81,006	\$ 65,808	\$ 59,227	\$ 70,440	\$ 75,077	\$ 66,918	\$ 62,518	\$ 60,452	\$ 56,477
17	\$ 76,897	\$ 69,207	\$ 82,225	\$ 66,867	\$ 60,180	\$ 71,500	\$ 76,136	\$ 67,925	\$ 63,523	\$ 61,362	\$ 57,386
18	\$ 78,115	\$ 70,304	\$ 83,442	\$ 67,926	\$ 61,134	\$ 72,558	\$ 77,195	\$ 68,930	\$ 64,530	\$ 62,271	\$ 58,295
19	\$ 79,333	\$ 71,400	\$ 84,660	\$ 68,985	\$ 62,087	\$ 73,617	\$ 78,254	\$ 69,936	\$ 65,536	\$ 63,179	\$ 59,204
20	\$ 80,551	\$ 72,496	\$ 85,878	\$ 70,044	\$ 63,040	\$ 74,677	\$ 79,314	\$ 70,943	\$ 66,542	\$ 64,089	\$ 60,113
21	\$ 81,769	\$ 73,592	\$ 87,096	\$ 71,104	\$ 63,993	\$ 75,736	\$ 80,373	\$ 71,949	\$ 67,549	\$ 64,997	\$ 61,022
22	\$ 82,987	\$ 74,688	\$ 88,315	\$ 72,163	\$ 64,946	\$ 76,795	\$ 81,431	\$ 72,956	\$ 68,554	\$ 65,907	\$ 61,931
23	\$ 84,206	\$ 75,785	\$ 89,532	\$ 73,222	\$ 65,900	\$ 77,854	\$ 82,491	\$ 73,961	\$ 69,561	\$ 66,815	\$ 62,840
24	\$ 85,423	\$ 76,881	\$ 90,751	\$ 74,281	\$ 66,853	\$ 78,914	\$ 83,550	\$ 74,968	\$ 70,567	\$ 67,725	\$ 63,749
25	\$ 86,642	\$ 77,978	\$ 91,969	\$ 75,341	\$ 67,807	\$ 79,973	\$ 84,610	\$ 75,974	\$ 71,574	\$ 68,634	\$ 64,658
26	\$ 87,860	\$ 79,074	\$ 93,186	\$ 76,400	\$ 68,760	\$ 81,031	\$ 85,669	\$ 76,980	\$ 72,580	\$ 69,542	\$ 65,567
27	\$ 89,077	\$ 80,169	\$ 94,405	\$ 77,458	\$ 69,712	\$ 82,091	\$ 86,727	\$ 77,987	\$ 73,585	\$ 70,452	\$ 66,476
28	\$ 89,428	\$ 80,485	\$ 94,755	\$ 77,763	\$ 69,987	\$ 82,396	\$ 87,033	\$ 78,276	\$ 73,875	\$ 70,713	\$ 66,737
29	\$ 89,778	\$ 80,800	\$ 95,106	\$ 78,068	\$ 70,261	\$ 82,701	\$ 87,339	\$ 78,566	\$ 74,165	\$ 70,975	\$ 66,999
30	\$ 90,129	\$ 81,116	\$ 95,456	\$ 78,373	\$ 70,535	\$ 83,006	\$ 87,645	\$ 78,855	\$ 74,454	\$ 71,236	\$ 67,260

\*Classified Salaried Professionals with job descriptions requiring a Bachelor's degree, must participate in KTRS. Individuals not holding a Bachelor's Degree must participate in CERS if employed .5 or above

\*All Speech Language Pathologist who hold a certificate of clinical competence issued by the American Speech-Language Hearing Association will receive a \$2,000 salary supplement.

\*All Classified employees eligible for experience increase must be in active status for at least 1/2 of their contracted days for step increase



**BOONE COUNTY SCHOOL DISTRICT  
CLASSIFIED EXECUTIVE DIRECTOR, MANAGEMENT, AND SUPERVISOR  
SALARY SCHEDULES  
2025-2026**

EXPERIENCE STEP	EXECUTIVE DIRECTOR (A)		EXECUTIVE DIRECTOR (B)		MANAGEMENT		SUPERVISORS	
	MASTERS DEGREE (MINIMUM)	BACHELORS DEGREE	MASTERS DEGREE (MINIMUM)	BACHELORS DEGREE	MASTERS DEGREE (MINIMUM)	BACHELORS DEGREE	MASTERS DEGREE (MINIMUM)	BACHELORS DEGREE
0	\$ 92,934	\$ 87,448	\$ 90,248	\$ 84,920	\$ 84,876	\$ 79,866	\$ 70,909	\$ 66,723
1	\$ 94,707	\$ 88,075	\$ 91,970	\$ 85,529	\$ 86,496	\$ 80,438	\$ 72,262	\$ 67,202
2	\$ 96,480	\$ 88,702	\$ 93,692	\$ 86,138	\$ 88,115	\$ 81,011	\$ 73,615	\$ 67,680
3	\$ 98,253	\$ 90,475	\$ 95,413	\$ 87,860	\$ 89,734	\$ 82,630	\$ 74,967	\$ 69,033
4	\$ 100,026	\$ 92,248	\$ 97,135	\$ 89,582	\$ 91,353	\$ 84,249	\$ 76,320	\$ 70,386
5	\$ 101,798	\$ 94,021	\$ 98,856	\$ 91,303	\$ 92,972	\$ 85,868	\$ 77,673	\$ 71,738
6	\$ 103,573	\$ 95,793	\$ 100,580	\$ 93,025	\$ 94,593	\$ 87,488	\$ 79,027	\$ 73,091
7	\$ 105,369	\$ 97,566	\$ 102,324	\$ 94,746	\$ 96,233	\$ 89,107	\$ 80,397	\$ 74,444
8	\$ 107,201	\$ 99,341	\$ 104,102	\$ 96,470	\$ 97,906	\$ 90,727	\$ 81,795	\$ 75,798
9	\$ 109,034	\$ 101,115	\$ 105,883	\$ 98,193	\$ 99,580	\$ 92,348	\$ 83,194	\$ 77,152
10	\$ 110,868	\$ 102,890	\$ 107,663	\$ 99,916	\$ 101,255	\$ 93,969	\$ 84,593	\$ 78,506
11	\$ 112,699	\$ 104,686	\$ 109,442	\$ 101,660	\$ 102,928	\$ 95,609	\$ 85,990	\$ 79,876
12	\$ 114,533	\$ 106,518	\$ 111,222	\$ 103,439	\$ 104,602	\$ 97,282	\$ 87,389	\$ 81,274
13	\$ 116,364	\$ 108,351	\$ 113,001	\$ 105,220	\$ 106,275	\$ 98,956	\$ 88,787	\$ 82,672
14	\$ 118,196	\$ 110,183	\$ 114,780	\$ 106,998	\$ 107,948	\$ 100,629	\$ 90,184	\$ 84,070
15	\$ 120,029	\$ 112,014	\$ 116,560	\$ 108,777	\$ 109,622	\$ 102,302	\$ 91,583	\$ 85,468
16	\$ 121,861	\$ 113,848	\$ 118,339	\$ 110,557	\$ 111,295	\$ 103,977	\$ 92,981	\$ 86,867
17	\$ 123,694	\$ 115,679	\$ 120,119	\$ 112,336	\$ 112,969	\$ 105,649	\$ 94,380	\$ 88,264
18	\$ 125,526	\$ 117,513	\$ 121,898	\$ 114,117	\$ 114,642	\$ 107,324	\$ 95,777	\$ 89,663
19	\$ 127,358	\$ 119,344	\$ 123,677	\$ 115,895	\$ 116,315	\$ 108,997	\$ 97,175	\$ 91,061
20	\$ 129,191	\$ 121,176	\$ 125,457	\$ 117,674	\$ 117,990	\$ 110,670	\$ 98,574	\$ 92,458
21	\$ 131,023	\$ 123,010	\$ 127,236	\$ 119,454	\$ 119,662	\$ 112,344	\$ 99,971	\$ 93,857
22	\$ 132,856	\$ 124,841	\$ 129,016	\$ 121,233	\$ 121,337	\$ 114,017	\$ 101,370	\$ 95,255
23	\$ 134,688	\$ 126,675	\$ 130,795	\$ 123,013	\$ 123,010	\$ 115,691	\$ 102,768	\$ 96,653
24	\$ 136,521	\$ 128,506	\$ 132,576	\$ 124,792	\$ 124,684	\$ 117,364	\$ 104,166	\$ 98,051
25	\$ 138,353	\$ 130,340	\$ 134,354	\$ 126,573	\$ 126,357	\$ 119,039	\$ 105,564	\$ 99,450
26	\$ 140,184	\$ 132,171	\$ 136,133	\$ 128,351	\$ 128,030	\$ 120,711	\$ 106,962	\$ 100,847
27	\$ 142,018	\$ 134,003	\$ 137,913	\$ 130,130	\$ 129,704	\$ 122,384	\$ 108,360	\$ 102,245
28	\$ 142,545	\$ 134,530	\$ 138,425	\$ 130,642	\$ 130,186	\$ 122,866	\$ 108,763	\$ 102,647
29	\$ 143,072	\$ 135,057	\$ 138,937	\$ 131,154	\$ 130,667	\$ 123,347	\$ 109,165	\$ 103,050
30	\$ 143,600	\$ 135,585	\$ 139,449	\$ 131,666	\$ 131,149	\$ 123,829	\$ 109,567	\$ 103,452

\*Classified Salaried Professionals with job descriptions requiring a Bachelor's degree, must participate in KTRS.

\*All Classified employees eligible for experience increase must be in active status for at least 1/2 of their contracted days for step increase



**BOONE COUNTY SCHOOL DISTRICT  
CLASSIFIED EXECUTIVE DIRECTOR, MANAGEMENT, AND SUPERVISOR  
SALARY SCHEDULES  
2025-2026**

	EXECUTIVE DIRECTOR (A)		EXECUTIVE DIRECTOR (B)		MANAGEMENT			SUPERVISORS		
EXPERIENCE STEP	MASTERS DEGREE (MIN.)	BACHELORS DEGREE	MASTERS DEGREE (MIN.)	BACHELORS DEGREE	MASTERS DEGREE (MIN.)	BACHELORS DEGREE	ASSOC DEGREE (not published)	MASTERS DEGREE (MIN.)	BACHELORS DEGREE	ASSOC DEGREE (not published)
0	\$ 92,934	\$ 87,448	\$ 90,248	\$ 84,920	\$ 84,876	\$ 79,866	\$ 71,879	\$ 70,909	\$ 66,723	\$ 60,051
1	\$ 94,707	\$ 88,075	\$ 91,970	\$ 85,529	\$ 86,496	\$ 80,438	\$ 72,395	\$ 72,262	\$ 67,202	\$ 60,482
2	\$ 96,480	\$ 88,702	\$ 93,692	\$ 86,138	\$ 88,115	\$ 81,011	\$ 72,910	\$ 73,615	\$ 67,680	\$ 60,912
3	\$ 98,253	\$ 90,475	\$ 95,413	\$ 87,860	\$ 89,734	\$ 82,630	\$ 74,367	\$ 74,967	\$ 69,033	\$ 62,130
4	\$ 100,026	\$ 92,248	\$ 97,135	\$ 89,582	\$ 91,353	\$ 84,249	\$ 75,824	\$ 76,320	\$ 70,386	\$ 63,347
5	\$ 101,798	\$ 94,021	\$ 98,856	\$ 91,303	\$ 92,972	\$ 85,868	\$ 77,282	\$ 77,673	\$ 71,738	\$ 64,564
6	\$ 103,573	\$ 95,793	\$ 100,580	\$ 93,025	\$ 94,593	\$ 87,488	\$ 78,739	\$ 79,027	\$ 73,091	\$ 65,782
7	\$ 105,369	\$ 97,566	\$ 102,324	\$ 94,746	\$ 96,233	\$ 89,107	\$ 80,196	\$ 80,397	\$ 74,444	\$ 66,999
8	\$ 107,201	\$ 99,341	\$ 104,102	\$ 96,470	\$ 97,906	\$ 90,727	\$ 81,655	\$ 81,795	\$ 75,798	\$ 68,218
9	\$ 109,034	\$ 101,115	\$ 105,883	\$ 98,193	\$ 99,580	\$ 92,348	\$ 83,113	\$ 83,194	\$ 77,152	\$ 69,436
10	\$ 110,868	\$ 102,890	\$ 107,663	\$ 99,916	\$ 101,255	\$ 93,969	\$ 84,572	\$ 84,593	\$ 78,506	\$ 70,655
11	\$ 112,699	\$ 104,686	\$ 109,442	\$ 101,660	\$ 102,928	\$ 95,609	\$ 86,048	\$ 85,990	\$ 79,876	\$ 71,888
12	\$ 114,533	\$ 106,518	\$ 111,222	\$ 103,439	\$ 104,602	\$ 97,282	\$ 87,554	\$ 87,389	\$ 81,274	\$ 73,146
13	\$ 116,364	\$ 108,351	\$ 113,001	\$ 105,220	\$ 106,275	\$ 98,956	\$ 89,061	\$ 88,787	\$ 82,672	\$ 74,405
14	\$ 118,196	\$ 110,183	\$ 114,780	\$ 106,998	\$ 107,948	\$ 100,629	\$ 90,566	\$ 90,184	\$ 84,070	\$ 75,663
15	\$ 120,029	\$ 112,014	\$ 116,560	\$ 108,777	\$ 109,622	\$ 102,302	\$ 92,072	\$ 91,583	\$ 85,468	\$ 76,921
16	\$ 121,861	\$ 113,848	\$ 118,339	\$ 110,557	\$ 111,295	\$ 103,977	\$ 93,579	\$ 92,981	\$ 86,867	\$ 78,180
17	\$ 123,694	\$ 115,679	\$ 120,119	\$ 112,336	\$ 112,969	\$ 105,649	\$ 95,084	\$ 94,380	\$ 88,264	\$ 79,438
18	\$ 125,526	\$ 117,513	\$ 121,898	\$ 114,117	\$ 114,642	\$ 107,324	\$ 96,591	\$ 95,777	\$ 89,663	\$ 80,697
19	\$ 127,358	\$ 119,344	\$ 123,677	\$ 115,895	\$ 116,315	\$ 108,997	\$ 98,097	\$ 97,175	\$ 91,061	\$ 81,954
20	\$ 129,191	\$ 121,176	\$ 125,457	\$ 117,674	\$ 117,990	\$ 110,670	\$ 99,603	\$ 98,574	\$ 92,458	\$ 83,212
21	\$ 131,023	\$ 123,010	\$ 127,236	\$ 119,454	\$ 119,662	\$ 112,344	\$ 101,110	\$ 99,971	\$ 93,857	\$ 84,471
22	\$ 132,856	\$ 124,841	\$ 129,016	\$ 121,233	\$ 121,337	\$ 114,017	\$ 102,615	\$ 101,370	\$ 95,255	\$ 85,729
23	\$ 134,688	\$ 126,675	\$ 130,795	\$ 123,013	\$ 123,010	\$ 115,691	\$ 104,122	\$ 102,768	\$ 96,653	\$ 86,988
24	\$ 136,521	\$ 128,506	\$ 132,576	\$ 124,792	\$ 124,684	\$ 117,364	\$ 105,628	\$ 104,166	\$ 98,051	\$ 88,246
25	\$ 138,353	\$ 130,340	\$ 134,354	\$ 126,573	\$ 126,357	\$ 119,039	\$ 107,135	\$ 105,564	\$ 99,450	\$ 89,505
26	\$ 140,184	\$ 132,171	\$ 136,133	\$ 128,351	\$ 128,030	\$ 120,711	\$ 108,640	\$ 106,962	\$ 100,847	\$ 90,763
27	\$ 142,018	\$ 134,003	\$ 137,913	\$ 130,130	\$ 129,704	\$ 122,384	\$ 110,146	\$ 108,360	\$ 102,245	\$ 92,020
28	\$ 142,545	\$ 134,530	\$ 138,425	\$ 130,642	\$ 130,186	\$ 122,866	\$ 110,579	\$ 108,763	\$ 102,647	\$ 92,383
29	\$ 143,072	\$ 135,057	\$ 138,937	\$ 131,154	\$ 130,667	\$ 123,347	\$ 111,013	\$ 109,165	\$ 103,050	\$ 92,745
30	\$ 143,600	\$ 135,585	\$ 139,449	\$ 131,666	\$ 131,149	\$ 123,829	\$ 111,446	\$ 109,567	\$ 103,452	\$ 93,107

\*Classified Salaried Professionals with job descriptions requiring a Bachelor's degree, must participate in KTRS. Individuals not holding a Bachelor's Degree must participate in CERS if employed .5 or above

\*All Classified employees eligible for experience increase must be in active status for at least 1/2 of their contracted days for step increase

**BOONE COUNTY SCHOOL DISTRICT  
CLASSIFIED STIPEND SALARY SCHEDULES  
2025-2026**

EXPERIENCE STEP	BOARD TREASURER STIPEND		BOARD SECRETARY STIPEND	
	MASTERS DEGREE	BACHELORS DEGREE	BACHELORS DEGREE	NON-DEGREEED OR ASSOCIATES DEGREE
0	\$ 9,132	\$ 8,593	\$ 7,521	\$ 7,077
1	\$ 9,306	\$ 8,655	\$ 7,664	\$ 7,127
2	\$ 9,481	\$ 8,716	\$ 7,808	\$ 7,178
3	\$ 9,655	\$ 8,891	\$ 7,951	\$ 7,322
4	\$ 9,829	\$ 9,065	\$ 8,095	\$ 7,465
5	\$ 10,003	\$ 9,239	\$ 8,238	\$ 7,609
6	\$ 10,178	\$ 9,413	\$ 8,382	\$ 7,752
7	\$ 10,354	\$ 9,587	\$ 8,527	\$ 7,896
8	\$ 10,534	\$ 9,762	\$ 8,675	\$ 8,039
9	\$ 10,714	\$ 9,936	\$ 8,824	\$ 8,183
10	\$ 10,895	\$ 10,111	\$ 8,972	\$ 8,326
11	\$ 11,074	\$ 10,287	\$ 9,120	\$ 8,472
12	\$ 11,255	\$ 10,467	\$ 9,269	\$ 8,620
13	\$ 11,435	\$ 10,647	\$ 9,417	\$ 8,768
14	\$ 11,615	\$ 10,827	\$ 9,565	\$ 8,917
15	\$ 11,795	\$ 11,007	\$ 9,713	\$ 9,065
16	\$ 11,975	\$ 11,187	\$ 9,862	\$ 9,213
17	\$ 12,155	\$ 11,367	\$ 10,010	\$ 9,361
18	\$ 12,335	\$ 11,548	\$ 10,158	\$ 9,510
19	\$ 12,515	\$ 11,727	\$ 10,306	\$ 9,658
20	\$ 12,695	\$ 11,907	\$ 10,455	\$ 9,806
21	\$ 12,875	\$ 12,088	\$ 10,603	\$ 9,955
22	\$ 13,055	\$ 12,268	\$ 10,751	\$ 10,103
23	\$ 13,235	\$ 12,448	\$ 10,900	\$ 10,251
24	\$ 13,415	\$ 12,628	\$ 11,048	\$ 10,399
25	\$ 13,595	\$ 12,808	\$ 11,196	\$ 10,548
26	\$ 13,775	\$ 12,988	\$ 11,344	\$ 10,696
27	\$ 13,956	\$ 13,168	\$ 11,493	\$ 10,844
28	\$ 14,007	\$ 13,220	\$ 11,535	\$ 10,887
29	\$ 14,059	\$ 13,272	\$ 11,578	\$ 10,930
30	\$ 14,111	\$ 13,323	\$ 11,621	\$ 10,972



**Boone County School District**  
**2025-2026 Salary/Wage Charts & Indexes and Executive Cabinet Organization Chart**

**Professional Salaries & Index Adjustments**

The certified salary index shall have the following adjustments for the 2025-2026 school year:

- The “Assistant Superintendent” index shall be increased from 1.75 to 1.76. *(Note: Two positions will be filled for 2025-2026 from three positions in 2024-2025).*
- Modify three positions to “executive director” (Finance, HR & Student Services – Special Education & Legal Compliance) from three current “director” positions.
  - a. Beginning with the 2025-2026 school year, the current Director of Finance position will be placed as an “Executive Director – Group A” with the change reflected in the job description. *Note: The Executive Director – Health/Counseling and Pupil Personnel will remain at the same certified salary index (1.73) that currently exists and will be referenced as “Executive Director – Group A” beginning with the 2025-2026 school year.*
  - b. The Executive Director of HR and the Executive Director of Student Services – Special Education and Legal Compliance will be placed into an “Executive Director – Group B” at an Index of 1.68 for the 2025-2026 school year, and then placed into the “Executive Director – Group A” beginning with the 2026-2027 school year. Change reflected for Executive Director of HR in job description.
- Modify one “coordinator” position to one “director” position for the purposes of recruiting additional administrative support in special education due to increased demand and program enrollment growth.
- The “High School Principal” index shall be increased from 1.67 to 1.69. *(An increase of .01 shall be provided for 2025-2026 and an additional increase of .01 shall be provided for 2026-2027).*
- The “Middle School Principal” index shall be increased from 1.60 to 1.62. *(An increase of .01 shall be provided for 2025-2026 and an additional increase of .01 shall be provided for 2026-2027).*
- Modify the Executive Coordinator to the Superintendent from Salary Professional III to Salary Professional I with change reflected in job description.
- Modify Deputy Superintendent for Operation’s job description to include “Safety” in title.

**The overall result of these salary index changes will be a savings to the district of \$90,190 for the 2025-2026 school year.**

**Executive Cabinet Organization Chart**

The superintendent’s “executive cabinet” organization chart shall be reduced from ten (10) members to nine (9) members with the elimination of the Assistant Superintendent for Elementary Education position from the executive cabinet.

**EXTRA DUTY STIPENDS  
2025-2026**

POSITION		STIPEND	2025-2026
<b>CERTIFIED EXTRA DUTY POSITIONS</b>			
Academic Team Sponsor - High School			\$3,576
Academic Team Sponsor - Middle School			\$3,326
Academic Team Sponsor - Elementary School			\$3,326
Annual Yearbook Sponsor - High School			\$1,663
Annual Yearbook Sponsor - Middle School			\$1,163
Archery, Head Coach - Archery			\$3,237
Athletic Director - High School			\$14,026
Athletic Director - Middle School			\$4,531
Band Director - High School (+ 55 days)			\$1,996
Band Director - Middle School			\$1,331
Band, Assistant Director - High School (+ 20 days)			\$998
Baseball, Head Coach - High School			\$6,474
Baseball, Assistant Coach - High School			\$3,237
Boys & Girls Basketball Coordinator - Elementary School	TEAMS		
	8 +		\$1,955
	7		\$1,747
	6		\$1,540
	5		\$1,331
	4		\$1,124
	3		\$914
	1 - 2		\$618
Intramural Coordinator - Middle School	\$3326 + \$125 team over 20 teams. Maximum salary of \$4701		
Basketball, 8th grade Coach - Boys & Girls			\$3,776
Basketball, 7th Grade Coach - Boys & Girls			\$3,776
Basketball, 6th Grade Coach - Boys & Girls			\$3,776
Basketball, Head Coach Varsity – Boys & Girls			\$12,947
Basketball, Assistant Coach Varsity - Boys & Girls			\$5,934
Basketball, Head Coach Freshman - Boys & Girls			\$5,934
Bowling, Head Coach - High School - Boys & Girls			\$3,237
Cheerleading Head Coach			\$5,395
Cheerleading, Assistant Coach (2 allocations)			\$2,697
Cheerleading Coach, 8th Grade			\$1,618
Cheerleading Coach, 7th Grade			\$1,618
Cheerleading Coach, 6th Grade			\$1,618
Cheerleader, Elementary Sponsor			\$833
Choral Director – High School			\$2,886
Choral Director – Middle School			\$1,330
College, Career & Tech Ed Coordinator (Perkins Grant)			\$1,818
Cross Country, Head Coach - High School, Boys & Girls			\$4,316
Dramatics Coach - High School			\$1,247
Dramatics Coach - Middle School			\$999
Dance Team Head Coach- High School			\$3,237
Dive Coach - High School (1 Districtwide Position)			\$3,237
Football, Head Coach Varsity			\$12,947
Football, Assistant Coach Varsity			\$5,934
Football, Head Coach Freshman			\$5,934
Football, Assistant Coach Freshman			\$4,855
Forensics Sponsor - High School			\$999
Golf, Head Coach - High School - Boys & Girls			\$3,453
Pole Vault Coach			\$3,237
Robotics - Coordinator - Robotics' Program (1 Districtwide Position)			\$3,237
Saturday Alternative Suspension Monitor	\$87 per day		
School Technology Coordinator			\$3,232
Senior Class Sponsor - High School			\$1,416
Soccer, Head Coach - High School - Boys & Girls			\$6,474
Soccer, Assistant Coach - High School - Boys & Girls			\$3,237



**EXTRA DUTY STIPENDS  
2025-2026**

<i>POSITION</i>		<i>STIPEND</i>	<b>2025-2026</b>
Softball, Head Coach - High School - Girls			\$6,474
Softball, Assistant Coach - High School - Girls			\$3,237
Speech Coach - High School			\$1,162
Student Council Sponsor - High School			\$1,416
Student Council Sponsor - Middle School			\$835
Swim Coach - High School			\$3,237
Team Leader (School is allocated \$137.41 per teacher)	<i>Determined by Principal</i>		
Tennis, Head Coach – High School - Boys & Girls			\$3,453
Track, Head Coach – High School – Boys & Girls			\$6,474
Track, Assistant Coach – High School – Boys & Girls			\$3,237
Volleyball, Head Coach – High School			\$6,474
Volleyball, Head Coach – Middle School			\$2,158
Volleyball, Assistant Coach – High School			\$3,237
Volleyball, Freshman Head Coach			\$3,237
Weight Program Coordinator			\$2,697
Wrestling, Head Coach – High School			\$6,474
Wrestling, Assistant Coach – High School			\$3,237
* Assistant coaches may be used only in sports for which assistants are designated and then only when the number of students exceed 15 in actual participation.			
<b>PURCHASED EXTRA DUTY POSITIONS</b>			
Band, Head Marching Band Instructor	minimum \$1500 to maximum \$4500		
Band, Assistant Band Instructor	minimum \$300 to maximum \$2500		
Band, Instrument Instructor (Short Term 2-3 weeks)	minimum \$100 to maximum \$1200		
Band, Pep Band Instructor	minimum \$550 to maximum \$850		
Band, Private Lessons Instructor for Band	Variable pay based on students instructed (Not to exceed \$2,205)		
Band, Winterguard Band Assistant			\$2,423
Band, Winter Percussion Band Assistant			\$2,574
Basketball Intramural Director - High School	\$3326 + \$125 team over 20 teams. Maximum salary of \$4701		
Club Sponsor (STLP, Writing, Science, Elem Yearbook, etc.)			\$302
Competition Cheerleading Sponsor			\$2,499
Coordinator Instructional Athletic League	\$3326 + \$125 team over 20 teams. Maximum salary of \$4701		
Dance Team Head Coach- Middle School			\$1,295
ESports, Head Coach – High School			\$1,618
Lacrosse, Head Coach – High School – Boys & Girls			\$1,618
Lead Teacher			\$3,031
School-Based Community Education Program Coordinator			\$4,836
School-Based Community Education Program Instructor	\$31.22 per hour (Certified Staff) / Regular Hourly Rate of Pay (Classified Staff)		
Speech Coach - Middle School			\$835
Summer Athletic Camp Coordinator			\$856
Summer Camp Coach's Assistant	per session		\$216
Summer Athletic Camp Coach	per session		\$427
Supervisor - Instructional Athletic League (Certified Tutor Pay)			\$31.22
Volleyball, Coach - Six Grade Girls' Volleyball			\$1,618
Web Site Designer			\$1,516
<b>PURCHASED GAME DAY POSITIONS</b>			
Announcer	Per Game		\$35
Announcer - Varsity Football	Per Game		\$45
Clock Operator	Per Game		\$35
Clock Operator - Varsity Football & Basketball	Per Game		\$45
Consession Worker	Per Game		\$30
Gate Worker/Ticket Taker	Per Game		\$35
Gate Worker/Ticket Taker - Varsity Football & Basketball	Per Game		\$45
Scorekeeper	Per Game		\$35
Scorekeeper - Varsity Football & Basketball	Per Game		\$45
<b>GRANT FUNDED EXTRA DUTY POSITIONS</b>			
ESS Building Coordinator (12 months)	Lump sum payment at end-of-year	Not to exceed 5% of school's ESS budget	
Certified Tutor	per hour		\$31.22
New Educator Mentor	\$1,000 per mentee (maximum of two mentees)		

**EXTRA DUTY STIPENDS  
2025-2026**

POSITION		STIPEND	2025-2026
Para educator - (Tutor Aide) ( <i>classified</i> ); includes: Preschool/Kindergarten Screening	Same pay as current job		
Staff Support Assistant ( <i>classified</i> )	Same pay as current job		
Substitute Teacher (Used as Tutor – BA degree)	<i>per hour</i>		\$23.48
Summer School Coordinator	<i>per hour</i>	<i>Not to exceed \$2,997</i>	\$31.22
Summer School Tutors: Includes: Preschool/Kindergarten Screening	<i>per hour</i>		\$31.22
Summer School Occupational Therapist	Regular rate of pay		
Summer School Physical Therapist	Regular rate of pay		
Summer School Speech/Language Therapist	Regular rate of pay		
Title I Parent/Family Engagement Building Lead			\$1,079
<i>*Effective at the start of a new school year.</i>			
VOCATIONAL EXTENDED TIME			
(Board allocated but distributed by SBDM)	Note: Capped at 123 days		
Business	10 days for FBLA Sponsor		
	10 days for Team Leader		
	3 days for full-time teachers in business department		
Agriculture	55 days for each full-time teacher		
Home Economics	10 days for each full-time teacher		
Technology Education	10 days for each full-time teacher		
COMMUNITY EDUCATION			
On-Site Evening Supervisor	\$750 / session (Two sessions)		
Custodial Services	Custodial hourly rate		
Instructor (Certified)			\$31.22
Instructor (Classified)			**Hourly rate of their primary position



**CERTIFIED SUBSTITUTE  
DAILY PAY RATES  
2025-2026**

<b>RANK</b>	<b>2025-2026</b>
RANK I (Masters + 30 hours & KY Certification)	\$ 158
RANK II (Masters & KY Certification)	\$ 149
RANK III (Bachelors & KY Certification)	\$ 141
RANK IV (96 credit hours or above)	\$ 136
RANK V (64-95 credit hours)	\$ 120
RANK VI (less than 64 college credit hours)	\$ 113

Long Term Substitute Teacher Guidelines:

- \* Long-Term Assignment defined as 20 consecutive school days for the same teacher
- \* Only substitutes holding valid KY Teaching Certification as Rank 1, 2 or 3 may fill a long-term assignment
- \* Rank 1, 2 and 3 long-term substitutes are paid based on current rank and years of experience from the Certified Salary Schedule divided by number of contracted days (teachers = 187 days, media librarian = 207 days)
- \* Retired substitute teachers are paid according to their Daily Wage Threshold (DWT) as determined by Kentucky Teachers Retirement System (KTRS)

**CLASSIFIED SUBSTITUTE  
HOURLY PAY RATES  
2025-2026**

<b>POSITION</b>	<b>2025-2026</b>
Bus Driver (G33, Step 0)	\$ 20.19
Bus Duty Aide (G1, Step 0)	\$ 13.00
Cafeteria Aide (G1, Step 0)	\$ 13.00
Cafeteria Worker (G40, Step 0)	\$ 15.07
Custodian (G20, Step 0)	\$ 15.38
2nd Shift Custodian (G20, 2nd Shift, Step 0)	\$ 16.38
Detention Room Monitor (G3, Step 0)	\$ 13.52
Interpreter (G3, Step 0)	\$ 12.52
Mechanic (G34, Step 0)	\$ 24.02
Mechanic Helper (G32, Step 0)	\$ 15.62
Nurse	\$ 29.10
Para Educator (G4, Step 0)	\$ 15.34
Para Educator Special Education (G4SEP, Step 0)	\$ 16.07
Staff Support Assistant (G5, Step 0)	\$ 14.58
Assistant School Nurse (G12, Step 0)	\$ 20.86

**CLASSIFIED PROFESSIONAL SUBSTITUTE PAY RATES  
2025-2026**

<b>POSITION</b>	<b>2025-2026</b>
Classified professional substitute pay rates will be based on the the daily rate for Step 0 of the corresponding position	

**BOONE COUNTY SCHOOLS  
JOB DESCRIPTION**

**TITLE: Chief Operating Operations and Safety Officer / Deputy Superintendent**

**QUALIFICATIONS:**

1. Holds, or is eligible for, a valid Kentucky certificate for Superintendent
2. Has at least three years of successful teaching experience
3. Has demonstrated ability as an instructional leader and as an administrator
4. Has demonstrated ability to communicate effectively with students, staff, parents and community
5. Has demonstrated the ability to effectively manage business partnerships as they pertain to construction, project timelines and general facility maintenance

**REPORTS TO:** Superintendent

**JOB GOAL:** Be responsible for District operations and school support services. Assume district operational decision-making in absence of the superintendent.

**PERFORMANCE RESPONSIBILITIES:**

1. Prepare all budgets and maintain all financial records in his/her area of responsibility
2. Supervises the Assistant Superintendent of Operations and conducts annual performance evaluation
3. Supervises the organization and administration of Human Resources and conducts annual performance evaluation of the Director of Human Resources
4. Supervises the organization and administration of the Finance Department and conducts annual performance evaluation of the Director of Finance
5. Working with the Assistant Superintendent Operations, maintains overall responsibility for the Departments of Transportation, Food Service and Facilities Management as well as the hardware side of the Department of Technology
6. Prepare statistical studies to determine cost analysis and utilization of facilities
7. Recommend to the Superintendent fiscal policies for his/her area of responsibility
8. Attend all meetings related to administrative responsibilities that can be reasonably attended
9. Partner with the Boone County Sheriff's Department to develop, implement and continually assess the Boone County Safe Schools Program
10. In partnership with appropriate local, county and state agencies, monitors weather forecasts and assesses road conditions during inclement weather events to determine safe operation of school busses
11. Assist the Director of Student Engagement in the general administration of all Boone County Schools extracurricular programs to assure compliance with all applicable KRS and KHSAA regulations and by-laws.
12. Along with the Assistant Superintendent Operations, oversees new construction, renovations and additions, including preparation of BG-1 forms; maintaining direct contact with the architect and State Department throughout projects; and supervising expenses

**Chief Operating Operations and Safety Officer / Deputy Superintendent**



## **BOONE COUNTY SCHOOLS JOB DESCRIPTION**

13. Locate and acquire land for suitable building sites
14. Work with all community and State agencies to provide an appropriate environment for learning in the classroom
15. Review and investigate Expressed Concerns from assigned employee groups and follow the established procedures for rectifying such situations
16. Serve as Hearing Officer for all certified and classified disciplinary due process events.
17. Perform other duties consistent with the position assigned as may be requested by the supervisor

### **TERMS OF EMPLOYMENT:**

- Index
- 12 months
- Board approved 9/11/08, Revised 3/9/2017

**BOONE COUNTY SCHOOLS  
JOB DESCRIPTION**

**TITLE: Executive Director of Finance**

**QUALIFICATIONS:**

1. Hold a minimum of a bachelor's degree in accounting, finance, administration, or related field
2. Ability to obtain the requisite Kentucky School Finance Officer certification through the Kentucky Department of Education
3. Has three years of successful professional experience in school/district budget-related functions, including at least two years in a lead or supervisory capacity
4. Has specialized skills and experience in computer applications
5. Has a knowledge of accepted budgetary, accounting, and auditing principles, standards and procedures
6. Has a knowledge of applicable sections of Kentucky Administrative Regulations and other applicable laws
7. Has the ability to communicate effectively both orally and in writing
8. Has demonstrated supervisory experience and the ability to relate to and work effectively with staff and community

**REPORTS TO:** Superintendent / Deputy Superintendent

**JOB GOAL:** To administer the business affairs of the district in such a way as to provide the best possible educational services with the financial resources available

**PERFORMANCE RESPONSIBILITIES:**

1. Develop and maintain policies, procedures, guidelines, and objectives for fiscal operations, which are consistent with the philosophy and mission of the District
2. Communicate to the Superintendent and/or the Board of Education any known violations or abuses of board policies and acts contrary to fiduciary responsibility of employees related to the financial matters of the District
3. Supervise the management of the financial affairs of the schools and District Office
4. Assumes responsibility for budget development and long-range financial planning
5. Establishes and supervises a program of accounting adequate to record in detail all money and credit transactions
6. Supervises all accounting operations
7. Supervises the collection, safekeeping, and distribution of all funds
8. Manages the District's real estate and insurance programs
9. Administers a budget control system for the District
10. Acts as advisor to the Superintendent on all questions relating to the business and financial affairs of the District



**BOONE COUNTY SCHOOLS  
JOB DESCRIPTION**

11. Arranges for the internal auditing of school accounts
12. Interprets the financial concerns of the District to the community
13. Assumes responsibility for the receipt and expenditure of School District funds
14. Prepares and analyzes all financial statements
15. Reconciles all bank accounts maintained by the Board
16. Maintains a continuous internal auditing program for all funds
17. Prepares reports to the proper staff officials concerning the status of their budgetary accounts to guard against the overspending of any budgeted amount
18. Maintains general, revenue, and appropriations ledgers on an encumbrance basis
19. Approves all vouchers authorizing the expenditures of moneys
20. Recommends new accounting methods as desirable and necessary
21. Assumes responsibility for insurance records and insurance accounting
22. Develops budget guidelines, coordinates preparation of the budget, and assists key administrators in review of the budget
23. Prepares analyses of budget requests and program proposals
24. Arranges for and supervises preparation, publication, and distribution of budgets as approved by the Superintendent and the Board
25. Coordinates the presentation of, justification for, and preparation of additional analyses required to understand the budget proposal for action by the Board
26. Assists in the execution of the enacted budget, including the recommendation of administration controls where required
27. Takes the lead in developing improvements in the financial management of the school system, including budget methods, format, and presentation
28. Prepares analyses of program costs and methods of financing, including long range projections of requirements
29. Works with community organizations and citizens in interpreting the financial needs and impact of the school system by providing program and financial data and analyses, through personal appearance, as appropriate
30. Coordinates, processes, and controls transfers of budgeted funds as requested by program directors
31. Directs all financial accounting
32. Provides accounting services essential to the preparation, administration, supervision, and control of the budget

**BOONE COUNTY SCHOOLS  
JOB DESCRIPTION**

33. Obtains the annual budget requirements for all departments and prepares preliminary budget estimates
34. Serves as accountant for regular budget and all federal, state, and private projects approved by the board
35. Prepares, enters, and records all disbursements of District funds
36. Provides advance warning of potential over expenditure of budgeted funds
37. Supervises accounts payable processes and procedures, verifies by affidavit every such account or demand, except for salaries, exceeding five dollars
38. Supervises payroll authorization preparations and all related files
39. Verifies personally all bank accounts monthly
40. Supervises preparation of monthly reports on personnel and non-personnel accounts
41. Deposits all miscellaneous revenue collected and renders a monthly report to the Board treasurer of the receipts during the preceding month
42. Makes all reports that are the result of the accounting function
43. Prepares financial and other budget reports at regular intervals
44. Provide technical assistance to individual school bookkeepers
45. Assist in the employment and be responsible for the training and evaluation of clerical and financial support personnel
46. Participates in regular cross-departmental administrator meetings
47. Collaborates effectively with all personnel to ensure compliance with local, state, and Federal guidelines
48. Demonstrate ability to adapt to and appropriately support the Board of Education goals as well existing and future needs of the District
49. Demonstrate leadership skills needed to effectively resolve departmental and interdepartmental issues fostering a positive workplace environment
50. Perform other duties consistent with the position assigned as may be required by the supervisor

**TERM OF EMPLOYMENT:**

- Salary – Executive Director (Group A) Salary Schedule
- 8 hours per day
- 40 hours per wk.
- 246 days
- 12 months
- Board approved 6-10-04, Revised 9-11-08, 5-14-2015, 3-13-2025, 4-17-25



**BOONE COUNTY SCHOOLS  
JOB DESCRIPTION**

**TITLE: Executive Director of Human Resources**

**QUALIFICATIONS:**

1. Holds a bachelor's degree in personnel, business administration or related field
2. Has five years' experience in human resources, personnel or employee relations including at least two years in a lead or supervisory capacity
3. Has demonstrated effective interpersonal relations skills including the ability to communicate and work effectively with staff and the Community
4. Has demonstrated competence in the application of employment laws, statutes, regulations and policies
5. Is proficient in the use of computers, standard computer programs and human resources related software

**REPORTS TO:** Superintendent

**JOB GOAL:** To organize, plan, direct and implement all of the district's human resource programs and activities

**PERFORMANCE RESPONSIBILITIES:**

1. Organize, plan, direct and implement all recruitment and employment marketing strategies and processes for both certified and classified employees
2. Organize, plan, direct and implement programs and activities dealing with employee relations, benefits and assistance
3. Participate in negotiations as assigned
4. Oversee the substitute employee management system
5. Keep personnel process in compliance with federal, state and local laws, regulations, policies and contracts
6. Develop and manage the budget for the Department of Human Resources
7. Maintain file management for all former and current employee and Applicants as defined by the Kentucky Public Records Management laws
8. Work with administrative staff to assess personnel needs in all schools and departments
9. Develop and maintain all District job descriptions, employee handbooks and departmental website information assuring that they are accurate up-to-date
10. Develop, process and implement job evaluation and performance appraisal programs for support service personnel
11. Develop, implement and maintain personnel policies and procedures
12. Administer and coordinate drug and alcohol screening activities
13. Supervise and evaluate the performance of assigned personnel

**Executive Director of Human Resources**

## BOONE COUNTY SCHOOLS JOB DESCRIPTION

14. Perform other duties consistent with the position assigned as may be requested by the superintendent

### TERMS OF EMPLOYMENT:

- Salary – **Management Executive Director (Group B)\*** Salary Schedule
- 8 per day
- 40 per wk.
- 246 days
- 12 months
- Board approved 4-18-96, Revised 9-11-08, Revised 2-10-11

\* Executive Director (Group A) effective 7/1/2026



**BOONE COUNTY SCHOOLS  
JOB DESCRIPTION**

**TITLE: Executive Coordinator for the Superintendent**

**QUALIFICATIONS:**

1. Holds a Bachelor's Degree in Business Administration or a related field or has five years of experience in Administrative Supervision
2. Demonstrates strong verbal and written communication skills with the ability to compose independent correspondence, and proofread letters, memos and reports using managerial communication skills
3. Demonstrates proficiency in a variety of office software, including Outlook, Word and Excel, and ability to maintain office technology proficiency as it evolves
4. Demonstrates ability to present a positive impression while interacting professionally with a diverse population of staff, students, parents and other members of the community
5. Has demonstrated ability to handle highly confidential matters and materials with discretion
6. Demonstrates strong analytical, problem-solving and organizational skills with acute attention to detail
7. Demonstrates ability to make independent decisions/judgments about work priorities

**REPORTS TO:** Superintendent

**JOB GOAL:** To organize, plan and manage the overall administration of the office of the Superintendent and the Superintendent's staff.

**PERFORMANCE RESPONSIBILITIES:**

1. Manages and coordinates the workflow of all District Office administrative assistant and secretarial staff
2. Plans and coordinates the professional development of administrative assistant and secretarial staff
3. Is familiar with and follow written statutes, policies, procedures and directions related to job responsibilities
4. Composes and supervises communications of various types, including correspondence, reports, notices and recommendations
5. Plans and coordinates superintendent commitments, meetings, conferences and hearings as required
6. Organizes, supervises and maintains a record-keeping system of all correspondence related to the Superintendent and official Board of Education functions
7. Coordinates meetings and is responsible for minutes or other record keeping as required
8. Participates and prepares allocation summary sheets for all certified and classified district positions
9. Prepares and handles Express Concerns of District constituency as appropriate

**BOONE COUNTY SCHOOLS  
JOB DESCRIPTION**

10. Performs the position of Secretary to the Board if appointed by the Board
11. Performs other duties consistent with the position assigned as may be requested by the Superintendent

**TERMS OF EMPLOYMENT:**

- Salary – Professional III Salary Schedule
- 8 hrs. per day
- 40 hrs per week
- 246 Days
- 12 months
- Board Approved: 5/10/2007, Revised: 5/14/2015



**Boone County School District  
2025-2026 EXECUTIVE CABINET Organizational Chart**

Superintendent

- Executive Coordinator for the Superintendent
- Deputy Superintendent – Academic Achievement
- Assistant Superintendent – Academic Achievement (Secondary)
- ~~Assistant Superintendent – Learning & Achievement (Elementary)~~
- Executive Director – Student Services (Health/Counseling & Pupil Personnel)
- Executive Director – Student Services (Special Education & Legal Compliance)

LEARNING & ACHIEVEMENT

- Deputy Superintendent – Safety & Operations
- Assistant Superintendent – Operational Services
- Executive Director – Finance
- Executive Director – Human Resources

SAFETY & OPERATIONS