



**Salado Independent School District**

**2022-2023**

**STAFF COMPENSATION GUIDE**

## PREFACE

The 2022-2023 Staff Compensation Plan addresses each position in a manner comparable to the *Teacher Model* and is based on years of experience and pay steps. Currently Salado Independent School District expands years of experience for teachers, librarians, registered nurses and counselors to 40 years and then aligns all other salary guides to this model. A “built in” pay increase comes with each additional year of service for all salary guides provided the employees’ years of experience align correctly on the salary guide. For non-teaching professional and administrative staff, the salary guides have a starting point that aligns with zero years of experience in the job and is expanded to a maximum of 40 years or steps. For non-exempt staff, the salary grades have a starting point that aligns with zero years of experience in the job and is expanded to a maximum of 40 years or steps.

The staff compensation goal is to make Salado a district where employees are appreciated for their efforts and paid fairly and accordingly. The salary guides are intended to be informational and not contractual in nature.

Respectfully,

*Brandy Stanford*

Chief Financial Office

# Table of Contents

<b>Section I: ADMINISTRATIVE AND PROFESSIONAL STAFF SALARY GUIDES</b>	<b>4</b>
NOTES ON ADMINISTRATIVE AND PROFESSIONAL SALARY GUIDES	4
NOTES ON TEACHER SALARY GUIDE	5
TEACHERS, LIBRARIANS SALARY GUIDE	6
RNs SALARY GUIDE	7
CAMPUS PROFESSIONALS SALARY GUIDE	8
DISTRICT PROFESSIONALS SALARY GUIDE	9
<b>Section II: NON-EXEMPT STAFF SALARY GUIDES</b>	<b>10</b>
NOTES ON NON-EXEMPT SALARY GUIDES	10
NOTES ON PARAPROFESSIONAL SALARY GUIDE	11
CAMPUS PARAPROFESSIONAL, SECRETARIAL & SUPPORT STAFF SALARY GUIDE	12
DISTRICT SUPPORT & OPERATIONS STAFF SALARY GUIDE	13
<b>Section III: SUPPLEMENTAL DUTY STIPENDS</b>	<b>14</b>
ACADEMIC STIPENDS	14
PERFORMING ARTS STIPENDS	15
ATHLETIC STIPENDS	15
<b>Section IV: EXTRA DUTIES</b>	<b>16</b>
ACADEMIC EXTRA DUTIES	16
ATHLETIC GAME WORKER DUTIES	16
ATHLETIC SUMMER CAMP DUTIES	17
BUS DRIVING EXTRA DUTIES	17
<b>Section V: INCENTIVES AND PERFORMANCE PAY</b>	<b>18</b>
<b>Section VI: CALENDARS</b>	<b>20</b>
<b>Section VII: DAILY WORK SCHEDULES</b>	<b>21</b>
<b>Section VIII: SUBSTITUTE TEACHERS SALARY GUIDE</b>	<b>22</b>
<b>Section IX: HEALTH INSURANCE BENEFITS</b>	<b>23</b>

## **Section I: ADMINISTRATIVE AND PROFESSIONAL STAFF SALARY GUIDES**

### **NOTES ON ADMINISTRATIVE AND PROFESSIONAL SALARY GUIDES**

**PURPOSE** The pay systems for certified and professional personnel shall be approved by the Board of Trustees and shall comply with all minimum pay entitlements established by state and federal law. In order to pay employees fairly and attract and retain qualified employees, local pay systems shall be based on the assessed worth of jobs and shall be administered to support the following objectives:

- To stay competitive with appropriate labor markets for the various categories of personnel
- To recognize the levels of skill, effort, and responsibility required of different jobs
- To reward continued length of service to the district and
- To be fiscally controlled and cost effective

**PAY STRUCTURE** The pay structure for all personnel shall be established and maintained by daily or hourly base rates to promote consistent treatment of employees who have different work year periods. The pay structure for each position shall be based on a "Teacher Model" to recognize years of work history and updated based on a thorough review of the job's worth when compared with similar jobs at other school districts within the region. Information provided by an outside agency, personnel staff, and other district officials is carefully reviewed before determining pay structure for positions. The superintendent or designee shall determine job classification or reclassification of positions based on an assessment of job requirements and comparability to other positions within the district and region. The only administrator authorized to make deviations to the Administrative and Professional Staff Salary Guides is the superintendent.

**PAY RANGE ADVANCEMENT** Pay ranges are established to provide opportunities to increase salaries of employees for continued satisfactory service to the district. Employee salaries shall be reviewed on an annual basis. Employees may advance within the pay range according to the amount of increase established from year to year experience in the same manner of the Teacher Salary Table.

**NEW HIRE SALARY PLACEMENT** New employees must provide evidence of job-related professional work experience at the time of employment in order to be appropriately placed in a pay range. The salary guides shall determine salary placement based on experience allotted.

**PROMOTION** Employees within the district may be promoted to a new job position with a higher salary guide. When being placed in a higher salary guide, the salary will be based on the employee's experience in the same or similar job, or years of experience in education.

**DEMOTION** A voluntary demotion in position will require that the employee earn the salary associated with the salary guide of the new position. When being placed in a lower salary guide, the salary will be based on years of service for that salary guide. An involuntary demotion or reassignment determined by SISD may result in the employee retaining his/her existing salary, but not necessarily. The demotion may cause an employee's salary to be frozen until the salary is within the current salary guide or, more appropriately, to change to the correct amount of days between school years to align with the new position.

**RETIRE-REHIRE** All retire/rehire employees' salaries will be established and maintained by daily or hourly base rates according to the position and years of work history. ***As of 2022-23 per SB202, the TRS 16% Surcharge and the TRS Care Surcharge of \$535 per month will be paid for by the district.***

**HEALTH INSURANCE PAY** ***SISD pays \$325 per month for Health Insurance.*** For those not taking coverage, SISD pays \$75 per month as a benefit spending credit which may be applied toward supplemental insurance or a qualified retirement plan.

## **NOTES ON TEACHER SALARY GUIDE**

**EXTRA-DUTY ASSIGNMENTS** The salary for teachers with certain extra-duty assignments shall be teacher's annual base salary plus a stipend. The campus principal will assign persons accordingly. Stipends are provided for performing extra duties beyond the regular campus workday schedule. Individuals should not be assigned extra duties that will overlap each other. Exceptions may be made on an individual basis by the Superintendent upon receipt of a written recommendation submitted by the employee's campus principal. When appropriate, and with the approval of the Superintendent, stipends may be shared.

**EDUCATION SALARY FOR MASTER'S DEGREE** An annual salary stipend \$500 is provided to full-time teaching staff with an earned master's degree from an accredited educational institution in a field related to education or an instructional subject. The stipend is prorated for less than part-time employment. The decision as to whether it is an educational institution that is qualified will be made by the Assistant to the Superintendent. All **new** employees must submit transcripts by September 1, to the Assistant to the Superintendent. Payment will be included in monthly payroll checks. The annual master's degree stipend will be prorated for any transcripts submitted after September 1<sup>st</sup>.

Included are teachers, librarians, nurses, and other instructional professional positions closely related to the campuses

Excluded are principals, counselors, diagnosticians, LSSP's, directors, etc.

**CREDITABLE YEARS OF SERVICE** Calculated in accordance to rules set by the Commissioner of Education.

## TEACHERS, LIBRARIANS SALARY GUIDE

Yrs of Exp	BACHELOR'S DEGREE	DAILY RATE	MASTER'S DEGREE	STATE MINIMUM
0	47,540	254.22	48,040	33,660
1	48,037	256.88	48,537	34,390
2	48,534	259.54	49,034	35,100
3	49,031	262.20	49,531	35,830
4	49,530	264.87	50,030	37,350
5	50,028	267.53	50,528	38,880
6	50,593	270.55	51,093	40,410
7	51,157	273.57	51,657	41,830
8	51,721	276.58	52,221	43,170
9	52,286	279.60	52,786	44,440
10	52,850	282.62	53,350	45,630
11	53,632	286.80	54,132	46,770
12	54,414	290.98	54,914	47,850
13	55,198	295.18	55,698	48,850
14	55,983	299.37	56,483	49,810
15	56,768	303.57	57,268	50,710
16	57,463	307.29	57,963	51,570
17	58,157	311.00	58,657	52,370
18	58,850	314.71	59,350	53,140
19	59,545	318.42	60,045	53,860
20	60,242	322.15	60,742	54,540
21	60,489	323.47	60,989	
22	60,736	324.79	61,236	
23	60,984	326.12	61,484	
24	61,232	327.44	61,732	
25	61,481	328.78	61,981	
26	61,730	330.11	62,230	
27	61,978	331.43	62,478	
28	62,226	332.76	62,726	
29	62,475	334.09	62,975	
30	62,724	335.42	63,224	
31	62,972	336.75	63,472	
32	63,220	338.07	63,720	
33	63,469	339.41	63,969	
34	63,717	340.73	64,217	
35	63,966	342.06	64,466	
36	64,214	343.39	64,714	
37	64,463	344.72	64,963	
38	64,713	346.06	65,213	
39	64,963	347.40	65,463	
Over 39	65,214	348.74	65,714	

## RNs SALARY GUIDE

Yrs of Exp	BACHELOR'S DEGREE	DAILY RATE	MASTER'S DEGREE	STATE MINIMUM
0	49,060	262.35	49,560	33,660
1	49,541	264.93	50,041	34,390
2	50,023	267.50	50,523	35,100
3	50,505	270.08	51,005	35,830
4	50,986	272.65	51,486	37,350
5	51,468	275.23	51,968	38,880
6	51,951	277.81	52,451	40,410
7	52,434	280.40	52,934	41,830
8	52,918	282.98	53,418	43,170
9	53,401	285.57	53,901	44,440
10	53,885	288.16	54,385	45,630
11	54,368	290.74	54,868	46,770
12	54,852	293.33	55,352	47,850
13	55,335	295.91	55,835	48,850
14	55,819	298.50	56,319	49,810
15	56,302	301.08	56,802	50,710
16	56,786	303.67	57,286	51,570
17	57,269	306.25	57,769	52,370
18	57,752	308.83	58,252	53,140
19	58,236	311.42	58,736	53,860
20	58,719	314.01	59,219	54,540
21	59,203	316.59	59,703	
22	59,686	319.18	60,186	
23	60,170	321.76	60,670	
24	60,653	324.35	61,153	
25	61,137	326.94	61,637	
26	61,620	329.52	62,120	
27	62,103	332.10	62,603	
28	62,587	334.69	63,087	
29	63,070	337.27	63,570	
30	63,554	339.86	64,054	
31	64,037	342.44	64,537	
32	64,521	345.03	65,021	
33	65,004	347.61	65,504	
34	65,488	350.20	65,988	
35	65,971	352.79	66,471	
36	66,455	355.37	66,955	
37	66,938	357.96	67,438	
38	67,421	360.54	67,921	
39	67,905	363.13	68,405	
Over 39	68,388	365.71	68,888	

## CAMPUS PROFESSIONALS SALARY GUIDE

Position	Calendar	Yrs of Exp					
		Minimum		Mid-Point		Maximum	
		Daily Rate	Salary	Daily Rate	Salary	Daily Rate	Salary
HS Counselor	211 Days	278.05	58,669	336.56	71,014	395.17	83,381
MS Counselor	216 Days	268.52	58,000	327.43	70,725	386.36	83,454
ES Counselor	202 Days	271.22	54,786	327.04	66,062	382.90	77,346
Diagnostician	197 Days	282.25	55,603	339.93	66,966	397.78	78,363
LSSP	197 Days	288.37	56,809	352.68	69,478	417.15	82,179
Speech Therapist	187 Days	281.93	52,721	341.84	63,924	401.78	75,133
Behavior Specialist	197 Days	264.36	52,079	318.33	62,711	372.37	73,357
Autism Specialist	197 Days	264.36	52,079	318.33	62,711	372.37	73,357
Athletic Trainer	202 Days	274.32	55,413	356.47	72,006	377.44	76,243
Athletic Trainer	221 Days	274.32	60,625	297.81	65,816	377.44	83,414
Instructional Technology	216 Days	269.99	58,318	324.46	70,083	379.07	81,879
Campus Instructional Coach	240 Days	220.25	52,859	260.66	62,559	301.20	72,287
Head Football	197 Days	411.99	81,163	475.49	93,672	539.16	106,214
HS Principal	226 Days	377.22	85,252	456.32	103,128	535.60	121,046
MS Principal	226 Days	342.62	77,432	412.45	93,214	482.29	108,998
ES Principal	216 Days	324.31	70,051	389.23	84,074	454.33	98,135
HS Assistant Principal	226 Days	310.78	70,236	376.45	85,078	442.16	99,928
MS Assistant Principal	211 Days	296.05	62,467	356.61	75,245	417.28	88,046
ES Assistant Principal	211 Days	285.38	60,215	343.61	72,502	401.91	84,803

## DISTRICT PROFESSIONALS SALARY GUIDE

Position	Calendar	Yrs of Exp					
		Minimum		Mid-Point		Maximum	
		Daily Rate	Salary	Daily Rate	Salary	Daily Rate	Salary
Asst. Superintendent	226 Days	447.94	101,234	534.87	120,881	621.96	140,563
Chief Financial Officer	226 Days	412.00	93,112	495.22	111,920	578.57	130,757
Chief Technology Officer	226 Days	344.07	77,760	418.02	94,473	491.99	111,190
Chief Operations Officer	240 Days	375.27	90,065	451.51	108,362	527.94	126,706
Athletic Director	226 Days	369.11	83,419	447.05	101,033	525.13	118,679
Federal Programs Director	226 Days	347.23	78,474	418.46	94,572	489.73	110,679
Staff Accountant	226 Days	196.94	44,508	237.72	53,725	279.69	63,210
PEIMS Manager	226 Days	252.22	57,002	302.45	68,354	352.71	79,712
Child Nutrition Supervisor	204 Days	161.42	32,930	195.95	39,974	230.56	47,034
Custodial/Grounds/Maintenance Supervisor	240 Days	173.86	41,726	217.33	52,159	260.96	62,630
Transportation Supervisor	240 Days	179.22	43,013	220.96	53,030	262.77	63,065

## **Section II: NON-EXEMPT STAFF SALARY GUIDES**

### **NOTES ON NON-EXEMPT SALARY GUIDES**

**PURPOSE** The pay systems for non-exempt staff shall be approved by the Board of Trustees and shall comply with all minimum pay entitlements established by state and federal law. In order to pay employees fairly and attract and retain qualified employees, local pay systems shall be based on the assessed worth of jobs and shall be administered to support the following objectives:

- To stay competitive with appropriate labor markets for the various categories of personnel
- To recognize the levels of skill, effort, and responsibility required of different jobs
- To reward continued length of service to the district and
- To be fiscally controlled and cost effective

**PAY STATUS** All non-teaching support employees are considered non-exempt employees, and therefore, eligible for compensation of overtime at time and a half for all work performed in excess of 40 hours in a work week. **All overtime requires the campus principal or supervisor's prior approval.** Disciplinary action may be taken against employees who claim overtime without the supervisor's prior approval.

**PAY STRUCTURE** The pay structure for all personnel shall be established and maintained by daily or hourly base rates to promote consistent treatment of employees who have different work year periods. The pay structure for each position shall be based on a "Teacher Model" to recognize years of work history and updated based on a thorough review of the job's worth when compared with similar jobs at other school districts within the region. Information provided by an outside agency, personnel staff, and other district officials is carefully reviewed before determining pay structure for positions. The superintendent or designee shall determine job classification or reclassification of positions based on an assessment of job requirements and comparability to other positions within the district and region. The only administrator authorized to make deviations to the Non-Exempt Salary Guides is the superintendent.

**PAY RANGE ADVANCEMENT** Pay ranges are established to provide opportunities to increase salaries of employees for continued satisfactory service to the district. Employee salaries shall be reviewed on an annual basis. Employees may advance within the pay range according to the amount of increase established from year to year experience in the same manner of the Teacher Salary Table.

**NEW HIRE SALARY PLACEMENT** New employees must provide evidence of job-related professional work experience at the time of employment in order to be appropriately placed in a pay range. The salary guides shall determine salary placement based on experience allotted.

**PROMOTION** Employees within the district may be promoted to a new job position with a higher salary guide. When being placed in a higher salary guide, the salary will be based on the employee's experience in the same or similar job, or years of experience in education.

**DEMOTION** A voluntary demotion in position will require that the employee earn the salary associated with the salary guide of the new position. When being placed in a lower salary guide, the salary will be based on years of service for that salary guide. An involuntary demotion or reassignment determined by SISD may result in the employee retaining his/her existing salary, but not necessarily. The demotion may cause an employee's salary to be frozen until the salary is within the current salary guide or, more appropriately, to change to the correct amount of days between school years to align with the new position.

### **RETIRE-REHIRE**

All retire/rehire employees' salaries will be established and maintained by daily or hourly base rates according to the position and years of work history. ***As of 2022-23 per SB202, the TRS 16% Surcharge and the TRS Care Surcharge of \$535 per month will be paid for by the district.***

**HEALTH INSURANCE PAY:** *SISD pays \$325 per month for Health Insurance.* For those not taking coverage, SISD pays \$75 per month as a benefit spending credit which may be applied toward supplemental insurance or a qualified retirement plan.

#### **NOTES ON PARAPROFESSIONAL SALARY GUIDE**

**EXTRA-DUTY ASSIGNMENTS** The pay for paraprofessionals with certain extra-duty assignments shall be based on hourly rate plus a stipend. The campus principal will assign persons accordingly. Stipends are provided for performing extra duties beyond the regular campus workday schedule. Individuals should not be assigned extra duties that will overlap each other. All time spent working must be recorded using SISD's timekeeping system. Any work in excess of 40 hours during a work week will be accrued as overtime at time and a half and tracked. If compensation earned exceeds the stipend amount then the non-exempt paraprofessional will be paid the difference at the end of the school year. When appropriate, and with the approval of the Superintendent, stipends may be shared.

## CAMPUS PARAPROFESSIONAL, SECRETARIAL & SUPPORT SALARY GUIDE

Position	Calendars	Yrs of Exp					
		Minimum		Mid-Point		Maximum	
		Hourly Rate	Salary	Hourly Rate	Salary	Hourly Rate	Salary
Educational Aides	180 Days	11.33	16,315	14.34	20,650	17.43	25,099
Educational Aides	187 Days	11.33	16,950	14.34	21,453	17.43	26,075
Library Aides	180 PT Days	12.36	8,899	15.42	11,102	18.51	13,327
Library Aides	187 Days	12.36	18,491	15.42	23,068	18.51	27,691
Special Ed Self-Contained Aides	180 Days	12.22	17,597	15.31	22,046	18.54	26,698
Special Ed Self-Contained Aides	187 Days	12.22	18,281	15.31	22,904	18.54	27,736
GCS Aides	180 Days	12.14	17,482	15.09	21,730	18.18	26,179
CMA	180 Days	14.90	21,456	18.61	26,798	22.35	32,184
LVN	187 Days	18.47	27,631	22.79	34,094	22.76	40,781
Campus Receptionist	202 Days	13.41	21,671	17.12	27,666	20.91	33,791
HS Registrar	221 Days	15.13	26,750	19.04	33,663	23.01	40,682
HS Extra-Curricular Secretary	187 Days	15.40	23,038	18.99	28,409	22.70	33,959
HS Secretary	211 Days	15.94	26,907	20.27	34,216	24.60	41,525
MS Secretary	226 Days	15.45	27,934	19.16	34,641	22.98	41,548
ES Secretary	202 Days	15.05	24,321	18.85	30,462	22.76	36,780
HS PEIMS	226 Days	13.91	25,149	17.62	31,857	21.54	38,944
MS PEIMS	226 Days	13.87	25,077	17.58	31,785	21.44	38,764
ES PEIMS	202 Days	13.69	22,123	17.31	27,973	21.04	34,001

## DISTRICT SUPPORT & OPERATIONS STAFF SALARY GUIDE

		Yrs of Exp					
		Minimum		Mid-Point		Maximum	
Position	Calendars	Hourly Rate	Salary	Hourly Rate	Salary	Hourly Rate	Salary
Accounts Payable Specialist	226 Days	18.50	33,448	22.95	41,494	27.48	49,684
Payroll Specialist	226 Days	19.99	36,142	24.84	44,911	29.79	53,860
HR Specialist	226 Days	20.13	36,395	25.28	45,706	30.61	55,343
Secretary to Executive	216 PT Days	19.06	16,468	23.38	20,200	27.71	23,941
Superintendent Secretary	226 Days	23.18	41,909	28.74	51,962	34.38	62,159
Secretary to Director	197 Days	16.42	25,878	20.33	32,040	24.40	38,454
Computer Technician	226 Days	19.48	35,220	24.01	43,410	28.56	51,636
Network Technician	226 Days	22.55	40,770	28.69	51,872	34.87	63,045
Custodian	240 Days	10.54	20,237	12.98	24,922	15.45	29,664
Lead Custodian	240 Days	12.92	24,806	15.90	30,528	18.99	36,461
Child Nutrition	176 Days	10.40	varies	12.88	varies	15.45	varies
Child Nutrition Lead	176 Days	14.22	varies	17.31	varies	20.53	varies
Maintenance	240 Days	15.64	30,029	19.30	37,056	23.01	44,179
Mechanic	240 Days	18.28	35,098	23.02	44,198	27.83	53,434
Transportation Secretary	211 Days	16.30	27,514	19.97	33,709	23.83	40,225
Bus Monitor	176 Days	10.82	varies	13.08	varies	15.55	varies
Bus Driver	174 Days	16.51	varies	19.81	varies	23.30	varies

Bus Drivers (Teacher) \$5,812 per route for entire school year  
 Substitute Route Bus Driver \$33.02 per route

## **Section III: SUPPLEMENTAL DUTY STIPENDS**

### **ACADEMIC STIPENDS**

Position	Stipend
High Demand Teaching Field (per section)	\$500
HS Agriculture Science [3]	\$3,000
HS Yearbook Sponsor [1]	\$3,250
MS Yearbook Sponsor [1]	\$1,500
HS Student Council Sponsor [2]	\$1,000
MS Student Council Sponsor [2]	\$750
National Honor Society Sponsor [1]	\$1,500
National Junior Honor Society Sponsor [1]	\$750
HS Salado Youth Leadership Sponsor [1]	\$1,000
HS Mu Alpha Theta Sponsor [1]	\$600
Prom Sponsor [1]	\$500
HS ESL/Telpas [1]	\$1,000
MS ESL/Telpas [1]	\$1,000
ES ESL/Telpas [1]	\$1,000
TCLAS Technology Specialist [1]	\$2,500
District Translator [2]	\$1,000
Special Ed Evaluation Lead [1]	\$1,000
Special Olympics [1]	\$1,610
G/T [3]	\$1,000
Early Reading Academy Administrator [1]	\$5,000
Robotics [2]	\$2,000
HS UIL Coordinator [2]	\$2,500
MS UIL Coordinator [2]	\$500
Elementary UIL Coordinator [1]	\$500
Debate/Speech Coach [1]	\$3,000
OAP Director [1]	\$7,000
OAP Asst. Director (per semester) [1]	\$2,000
MS OAP Director (per semester) [1]	\$1,000
HS UIL Coach (per event)	\$600
HS UIL Coach - no student travel (per event)	\$300
MS UIL Coach (per event)	\$500

## PERFORMING ARTS STIPENDS

Position	Stipend
HS Head Band Director [1]	\$8,000
HS Assistant Band Director [1]	\$4,000
MS Band Director [2]	\$4,000
Color Guard [1]	\$2,000
Choir [1]	\$3,975

## ATHLETIC STIPENDS

Coaching Assignment	Stipend		Coaching Assignment	Stipend
Baseball			Powerlifting	
Head [1]	\$5,626		Head [2]	\$4,000
Assistant [3]	\$3,078		Soccer	
Softball			Head [2]	\$5,147
Head [1]	\$5,626		Assistant [4]	\$3,050
Assistant [2]	\$3,078		Middle School [4]	\$2,926
Basketball			Swimming	
Assistant [4]	\$3,250		Head [1]	\$5,385
Middle School [8]	\$2,470		Tennis	
Cheerleading			Head [1]	\$5,006
Varsity [1]	\$3,100		Assistant [0]	\$2,925
Junior Varsity [1]	\$2,099		Middle School [1]	\$2,000
Middle School [1]	\$1,575		Track	
Cross Country			Head [2]	\$4,611
Head [2]	\$4,880		Assistant [7]	\$2,959
Middle School [2]	\$1,250		Middle School [9]	\$2,188
Football			Volleyball	
Offensive/Defensive Coordinator [1]	\$7,376		Head [1]	\$6,154
Assistant [9]	\$5,312		Assistant [3]	\$3,895
Middle School [4]	\$3,098		Middle School [4]	\$2,771
Golf			Wrestling	
Head [1]	\$6,000		Head [1]	\$6,630
Middle School [4]	\$1,250		Assistant (1)	\$3,500
			Middle School	
			Middle School Coordinator [2]	\$1,170

## **Section IV: EXTRA DUTIES**

### **ACADEMIC EXTRA DUTIES**

Extra Duty	Hourly Rate
Tutorials (Professionals)	\$18
TCLAS Tutorials (Professionals)	\$25
Homebound (Certified Teacher)	\$18
Summer School (Professionals)	\$25
After School Care Administrator	\$35
After School Care (Professionals)	\$25
Facility Administrator on Duty (per hour)	\$35

### **ATHLETIC GAME WORKER EXTRA DUTIES**

Gameworker Assignment	Pay Amount
<b>Volleyball &amp; Basketball:</b>	
Gate	\$20 first game, \$10 for each additional game
Clock - JV & JH	\$20 first game, \$10 for each additional game
Clock - Varsity	\$25 first game, \$10 for each additional game
Scorebook - JV & JH	\$20 first game, \$10 for each additional game
Scorebook - Varsity	\$25 first game, \$10 for each additional game
Libero Tracker - JH & JH	\$20 first game, \$10 for each additional game
Libero Tracker - Varsity	\$25 first game, \$10 for each additional game
<b>Football:</b>	
Gate	\$30 first game, \$10 for each additional game
Clock	\$30 first game, \$10 for each additional game
Announcer	\$30 first game, \$10 for each additional game
Stadium Management	\$100 per night
Film	\$50 per night (non-coaches only)
<b>Soccer, Baseball &amp; Softball:</b>	
Gate	\$30 first game, \$10 for each additional game
Pitch Counter	\$30 first game, \$10 for each additional game
Clock/Scorekeeper	\$30 first game, \$10 for each additional game
Announcer	\$30 first game, \$10 for each additional game
<b>Concession Stand:</b>	
Head Concession Worker	\$20 per hour
General Concession Worker	\$10 per hour

Head Concession Worker is responsible for stocking concessions, obtaining general workers and handling all money through the business office.

## ATHLETIC SUMMER CAMP EXTRA DUTIES

Summer Camp Coach Pay	\$20/hour		
Summer Camp Assignment	Staff Allotment	Coordinator Stipend	Total Budgeted Expense
Boys Strength & Conditioning	4 coaches x 2 hours per day x 24 days (192 total hours)	\$750	\$4,590
Girls Strength & Conditioning	4 coaches x 2 hours per day x 24 days (192 total hours)	\$750	\$4,590
Football Skills	4 coaches x 1 hour per day x 24 days (96 total hours)		\$1,920
Football	13 coaches x 3 hour per day x 4 days (156 total hours)	\$500	\$3,620
Volleyball	7 coaches x 2 hour per day x 3 days (42 total hours)	\$500	\$1,340
Baseball	4 coaches x 4 hour per day x 3 days (48 total hours)	\$500	\$1,460
Softball	3 coaches x 4 hour per day x 3 days (36 total hours)	\$500	\$1,220
Boys Basketball	7 coaches x 4 hour per day x 3 days (84 total hours)	\$500	\$2,180
Girls Basketball	7 coaches x 4 hour per day x 4 days (112 total hours)	\$500	\$2,740
Boys Soccer	3 coaches x 3 hour per day x 5 days (45 total hours)	\$500	\$1,400
Girls Soccer	3 coaches x 3 hour per day x 4 days (36 total hours)	\$500	\$1,220

## BUS DRIVING EXTRA DUTIES

Sponsor/Coach	Less than 110 miles round trip; \$33.02 per trip
Sponsor/Coach	More than 110 miles round trip; \$16.51 per hour of drive time (drive time = total round trip miles ÷ 55).
Non-Sponsor/Coach	\$16.51 per hour of drive time + \$7.50 per hour wait time. (Non-exempt personnel may be subject to blended OT)

## **Section V: INCENTIVES AND PERFORMANCE PAY**

The following incentives and performance pay were approved by the Board of Trustees of Salado ISD on April 18, 2022 and are effective for the 2022-2023 school year only.

### **INCENTIVES**

**BUS DRIVER RECRUITMENT** Salado ISD seeks to recruit CDL bus drivers with recruitment payments during the first year of employment. The district realizes that the COVID-19 pandemic has resulted in a significant decrease in qualified applicants for bus drivers leaving multiple unfilled positions and ultimately a lack in continuity for student operations. The ability to recruit quality employees is clearly in the best interest of the District.

Up to two one-time payments to all new bus drivers hired for the 2022-2023 school year will be paid as a recruitment incentive above and beyond their regular salary and benefits in exchange for continued service to the district.

- Up to \$500 will be paid to new bus drivers that are employed for the entire fall semester. Up to \$500 will be paid to new bus drivers that are employed for the entire spring semester.
- The one-time payments will be paid in December 2022 (if applicable) and May 2023 (if applicable) to be included in the regular payroll earnings.
- Prorations will be made for different duty schedules less than full-time or to account for late/mid-year employment.

**ONE-TIME RETENTION PAYMENT** A one-time retention payment will reward Salado ISD employees for continued loyalty and service provided to the District. The district realizes that the stress experienced by educators and other school employees during the COVID-19 pandemic has resulted in employee burnout and ultimately resignations during the school year or early retirement resulting in a lack of continuity for student learning and operations. The ability to retain quality employees is clearly in the best interest of the District, and many schools across the state are struggling to fill vacant positions. The district seeks to acknowledge and reward those employees who continue to serve the District while facing significant challenges during the pandemic with a one-time retention payment.

A one-time payment to all exempt and non-exempt staff members (excluding substitutes) will be paid as a retention payment above and beyond their regular salary and benefits in exchange for continued service to the District for the 2022-23 school year.

- Eligible employees would be actively working as of the last instructional day of the 2021-22 school year (May 25, 2022) and remain actively working as of September 6, 2022.
- The one-time retention payment would be paid September 6, 2022 in the form of a paper check.
- The district would increase the payment to allow for a flat net payment of \$1,000 after taxes to employees. No proration for different duty schedules or part-time work.
- Payment would be made to all employees. Any employees on unpaid leave status on September 6<sup>th</sup> would receive payment upon the conclusion of their first workday back from leave.

## **PERFORMANCE PAY**

**TEACHER INCENTIVE ALLOTMENT FOR NATIONAL BOARD CERTIFIED TEACHERS (NBCT)** For any funds received by Salado ISD for a designated National Board Certified Teacher under the Teacher Incentive Allotment (TIA), 100% will be paid to the designated teacher. Should the district receive funding for a designated teacher who has resigned or retired, the district will forward payment to the resigned or retired teacher as soon as practicable.

## **Section VI: CALENDARS**

Number of Days	Start Date	End Date
176-Bus Drivers	8/9/2022	5/24/2023
176-Child Nutrition	8/3/2022	5/24/2023
180	8/8/2022	5/26/2023
187	08/02/2022	5/26/2023
197	7/25/2022	06/02/2023
202	07/18/2022	6/2/2023
202-Testing Coordinator	8/2/2022	06/23/2023
202-Asst. Band Director	07/18/2022	6/2/2023
204-Child Nutrition	7/25/2022	06/13/2023
207-Band Director	7/11/2022	6/2/2023
211	7/19/2022	06/16/2023
216	7/12/2022	6/16/2023
221	7/11/2022	6/22/2023
226	07/01/2022	6/30/2023
240	07/01/2022	6/30/2023
240-Head Football	07/01/2022	6/30/2023

**\*Teachers will need to earn Exchange Days during the summer if they wish to be off August 2, 5, & 12<sup>th</sup>. All campus related personnel MUST follow the Professional Calendar (above) unless they receive prior, written permission from the Superintendent.**

12-month employee non-contract days will be determined by the Superintendent and/or Chief Financial Officer. The standard expectation is that work calendars for all support staff shall be similar to that of their immediate supervisor unless prior arrangements are made through the immediate supervisor; e.g. clerical and office staff have the same work calendar as their principal/supervisor.

**Non-contract days will not carry from year to year without prior approval from the Superintendent.**

For all employees, Absence Management should be used to request and document absences.

## **Section VII: DAILY WORK SCHEDULES**

Campus / Department	Office Hours	Support Staff Non-Exempt	Professional Staff Exempt	Beginning / Dismissal Times
Thomas Arnold Elementary	7:30 am - 4:00 pm	7:15 am - 3:45 pm	7:30 am - 4:00 pm	7:45 am - 3:25 pm
Salado Middle School	7:30 am - 4:00 pm	7:30 am - 4:00 pm	7:30 am - 4:00 pm	7:45 am - 3:30 pm
Salado High School	7:30 am - 4:00 pm	7:30 am - 4:00 pm	7:30 am - 4:00 pm	7:50 am - 3:35 pm
Civic Center - Admin	8:00 am - 5:00 pm	7:30 am - 4:30 pm	8:00 am - 5:00 pm	
Civic Center - Business Office	7:30 am - 4:30 pm	7:30 am - 4:30 pm	7:30 am - 4:30 pm	
Child Nutrition Staff	6:00 am - 2:00 pm	Varies		
Custodial		Varies		
Maintenance		7:30 am - 4:00 pm		
Transportation / Grounds	4:00 am - 5:00 pm	Varies		

**\*Campuses will “flex” start and stop times to cover arrival and dismissal while creating an 8-hour workday.**

Administration shall determine the distribution of work among members of the staff. The superintendent and principals shall require each staff member to be on duty before and after regular school hours long enough to plan and carry out individual professional responsibilities. These responsibilities shall include planning, supervision, guidance, instruction, and other routine duties or assignments made by the superintendent or the principal, such as work related to extracurricular activities, car duty, and cafeteria duty. All full time non-exempt employees will be on a 40-hour work week. All non-exempt employees will document time worked through the ***Time and Attendance*** software program.

## **Section VIII: SUBSTITUTE TEACHERS SALARY GUIDE**

Classification	Daily Rate
Non-Degreed	\$75
Degreed	\$85
Degreed, Certified	\$95
Long-term Non-Degreed	\$85
Long-term Degreed	\$100
Long-term Degreed, Certified	\$125

Long-term sub pay is earned for 20 or more consecutive days subbing for the same teacher. A half-day only counts as a half-day.

Substitute jobs are assigned through the ***Absence Management*** software program.

Substitutes will document days worked through the ***Time and Attendance*** software program.

Paychecks are through Direct Deposit or mailed monthly to the home address.

All substitutes must attend a substitute orientation meeting.

## **Section IX: HEALTH INSURANCE BENEFITS**

	TRS-ActiveCare Primary		TRS-ActiveCare Primary +		TRS-ActiveCare HD		Scott & White	
	Total Cost	*Maximum Employee Cost	Total Cost	*Maximum Employee Cost	Total Cost	*Maximum Employee Cost	Total Cost	*Maximum Employee Cost
Employee Only	\$365.00	\$40.00	\$458.00	\$133.00	\$375.00	\$50.00	\$491.55	\$166.55
Employee & Spouse	\$1,029.00	\$704.00	\$1,120.00	\$795.00	\$1,055.00	\$730.00	\$1,232.58	\$907.58
Employee & Children	\$656.00	\$331.00	\$737.00	\$412.00	\$673.00	\$348.00	\$789.39	\$464.39
Employee & Family	\$1,232.00	\$907.00	\$1,409.00	\$1,084.00	\$1,261.00	\$936.00	\$1,418.42	\$1,093.42

This is a brief outline of benefits offered as we understand them and does not guarantee coverage. See the TRS-Active Care Enrollment Guide or HMO Evidence of Coverage for more details.

District Contribution **Full-time employees participating in group health insurance will receive \$325 per month toward their cost of health insurance.** Employees not participating in group health insurance will receive \$75 per month toward supplemental insurance or a qualified retirement plan.

Note: 2022-23 will be a passive enrollment year.