

**2018-2019 NON-INSTRUCTIONAL NON BARGAINING**

**STARTING STEP PLACEMENT IS BASED ON YEARS OF SATISFACTORY EXPERIENCE**

**SUPPLEMENT:**

Secretary to Asst. Superintendent (Grandfathered for existing personnel in this position hired before 7/1/15.)	\$1.55	\$1.55	Per Hour
AA/AS Degree or 60 Higher Ed. Hrs.	\$1,174	\$1,174	Annual
Edison College Certification (or equivalent 30 ECC Sem. Hrs.)(Grandfathered Only)	\$265	\$265	Annual

**NO EMPLOYEE SHALL BE ADVERSELY AFFECTED BY IMPLEMENTATION OF THIS SALARY SCHEDULE**

**MINIMUM WAGE BECOME EFFECTIVE ON THE DATE SET BY FEDERAL OR STATE REQUIREMENTS**

**JOB CLASSIFICATION**

**GRADE**

Clerk Typist	71
Property Records Clerk	73
Account Clerk	74
Specialist	76
Technology Specialist (Designated Employee Only)	76
Head Custodian	74
Programmer 1 (Confidential Employee)	76
Data Base Administrator (Confidential Employee)	89
Secretary (Confidential Employee)	74
Secretary /Bookkeeper, (One per school)	73
Secretary/Bookkeeper, High School/Adult School (One per school)	74
Site Maintenance-Head Custodian	81
Secretary to Deputy Superintendent/Assistant Superintendent	81

**NON INSTRUCTIONAL, NON BARGAINING  
FIXED RATE**

**MINIMUM WAGE CHANGES WITH FEDERAL OR STATE LAW  
BECOMES EFFECTIVE ON DATE SET BY FED. OR STATE REQUIREMENTS.**

Student Tutor	\$10.00
Temporary/Part-Time/ Work Study/Student Worker	Minimum
Part Time Maintenance	Wage
Apprentice (OJT Program)	
Critical Needs Temporary/Part Time Position	\$15.00
School Bus Attendant, Substitute	Base Pay Rate
School Bus Driver, Substitute	Base Pay Rate
School Bus Driver, Trainee	no pay

SEDNET GRANT SUPPORT \$7,000 PER YEAR OR THE AMOUNT ALLOCATED AND APPROVED BY D.O.E.  
THIS SUPPLEMENT IS CONTINGENT UPON GRANT FUNDING.

**SUPPLEMENTS**

AA/AS Degree or 60 Higher Ed. Sem Hrs.

\$1,174.00

**ATTENDANCE BONUS**

The bonus will be paid at the end of each semester in recognition of outstanding attendance.

0 time absent First Semester	\$150.00
1 day or less absent First Semester	\$125.00
2 days or less absent First Semester	\$100.00
0 time absent Second Semester	\$150.00
1 day or less absent Second Semester	\$125.00
2 days or less absent Second Semester	\$100.00

The only excused days are for Jury Duty or Temporary Duty Elsewhere (TDE)

A day equals the employee's regular assigned hours per work day.

If an employee has two (2) or more regular assigned jobs (ex. Bus Driver and Lunchroom Worker) the total number of hours worked for both jobs will be considered as the equivalent of one day.

A day equals the employee's regular assigned work day with no time missed during the day.

Effective: January 1,2018

ADOPTED: May 25,2018

Revised: