



Employee Compensation Manual

2023-2024

Table of Contents

District Pay Systems Overview 2

Administrative Procedures 2

Job Classification 2

Exemption Status 2

General Pay Increase 3

Pay Rate Determination for Newly Hired Employees 3

Promotion Adjustments..... 4

Adjusting Pay Ranges..... 4

Education Salary for Advanced Degree..... 5

Teacher, Librarian, Registered Nurse Pay Structure - FLSA Exempt 6

Administrative/Professional Pay Structure - FLSA Exempt..... 7

Clerical/Paraprofessional Pay Structure - FLSA Non-Exempt..... 9

Auxiliary Pay Structure - FLSA Non-Exempt 10

Substitute Pay Schedule 11

Benefits, Leave & Extra Duty/Stipend Pay 12

Benefits..... 12

Leave Policy 12

Stipend Schedules..... 14

2023-2024 WORK SERVICE CALENDAR..... 19

District Pay Systems Overview

Taylor ISD will maintain job classification and pay structures for all jobs. Pay administration will be governed by Board policies DEA, DEAB, DED and these procedures.

Jobs will be grouped into pay structures by the following categories:

- Teachers, librarians, and nurses (RN)
- Clerical / Paraprofessionals
- Maintenance and Transportation
- Administrative / Professional

Teachers will be paid a base salary plus any stipends approved for their job assignment. All other jobs will be assigned to a range of pay that determines the minimum to maximum base pay rates for the position. Pay rates for newly hired employees who are assigned to a pay range structure will be based on the guidelines described in these procedures.

Pay ranges are designed to be competitive with the external job market for comparable positions and to reward continued service to the district. Pay ranges are reviewed and adjusted as needed. Employee salaries are adjusted according to the pay increase budget approved by the Board each year.

Administrative Procedures

Job Classification

Purpose and Authority

Job classification determines the exemption status and the assigned pay range for a job. Job classification is based on knowledge and skill requirements, job duties, and responsibilities assigned by the district, and competitive market value. The Superintendent or his designee has final authority concerning job classifications.

Reclassification of Positions

A job reclassification occurs when the same position is moved to a higher or lower pay grade within the pay structure. Jobs may be reclassified due to a significant change in job duties and responsibilities assigned, a need to correct internal pay inequities, or a change in the external job market.

Classification of New Positions

New positions must have a written job description and must be classified in the pay system prior to hiring new employees.

Exemption Status

Every job will be classified as exempt or nonexempt in accordance with the requirements of the federal Fair Labor Standards Act (FLSA). The classification of each position is based on a description of assigned job duties and the method of compensation. In order to be exempt, the employee's primary duties must meet the requirements of one of the exemption tests for professional, administrative, or executive employees as defined by federal regulations, and the employee must be compensated on a salary basis.

All employees who do not meet the legal requirements for exemption are classified as nonexempt. Nonexempt employees will maintain a weekly record of all hours worked and will be paid for all hours worked including overtime pay or compensatory time earned for hours over 40 in a workweek. See policy DEA for more information.

General Pay Increase

Eligibility for General Pay Increase

Employee salaries and wages will be reviewed annually for adjustment. General pay increases are given to employees employed at least 90 days the year prior to reward continued service to the district. To receive a general pay increase, an employee must be in a paid status or on an approved leave of absence at the time of issuance of the first payroll reflecting the pay increase.

Pay Increase Budget

The Superintendent will recommend a budget amount for general pay increases as part of the annual budget process. Budget recommendations for general pay increases will be based on available revenue, competitive job markets, and district compensation objectives. Employee pay increases will be based on the annual budget approved by the board.

General Pay Increase Calculation

General pay increases will be calculated for each eligible employee (employed at least 90 days the year prior) by applying a percent increase approved by the board to each employee's pay.

Overpayment Recovery

As afforded in Government Code 666, a state agency may recover the amount of a state employee's indebtedness. Employees are not entitled to any funds the District overpays the employee. To recover the funds, the District may issue a reversal request to the employee's bank up to five days after the deposit date or deduct any overpayments from one or more of an employee's paychecks.

Pay Rate Determination for Newly Hired Employees

Teachers

Salaries for new teachers will be determined on an individual basis based on each person's job-related experience, credentials, and the rates paid to other teachers with similar experience.

Administrative / Professional Pay Structure

Guidelines for determining the pay for new hires are intended to enable the district to hire the most qualified candidates while preserving internal pay equity among peers and maintaining an affordable pay system.

The starting salary for a newly hired employee on the administrative / professional pay structure is based on each person's unique prior job experience and the rates being paid to other employees in the same position with similar experience.

The guidelines for placement on the administrative / professional pay structure are as follows:

- Placement of a new hire may not exceed rates being paid to other employees in the same job title with similar years of experience in the job.

- Initial placement may be made up to the midpoint of the pay range based on relevant experience. The Superintendent may make exceptions to this limit for exceptional candidates, or hard-to-fill positions.

Clerical/Paraprofessional and Auxiliary Pay Structure

Setting the pay rates for new hires in the clerical/paraprofessional or auxiliary pay structure will be determined by the skill requirements for the job and the rates being paid to other employees in the same position with similar experience.

Positions Funded by Federal and/or State Grants

Employment in positions funded by Federal and/or State grants is expressly conditioned on the availability of full funding for the position. If full funding becomes unavailable, the position is subject to termination, nonrenewal, or reassignment as applicable based on experience and/or certifications.

Promotion Adjustments

A promotion occurs when an employee is assigned to a different job at a higher pay range. Pay adjustments for promotions will begin with the effective date of the new assignment. For promotions that take effect at the beginning of a school year, the standard promotion increase is inclusive of any general increase granted by the school board.

Salary Inquiries

Taylor ISD recommends that employees verify their personal information and salary amount on their annual Compensation Statement for accuracy. If there are any errors or inaccuracies, the employee should contact the Finance Department.

Salary Schedules

The salary schedules as presented on the following pages are depicted in a format that groups positions into Pay Grades. Positions that serve in a capacity with similar levels of work and responsibility and that are paid within a similar salary range are presented as a group listing the minimum pay, midpoint pay, and maximum pay for that group, or Pay Grade.

The midpoint pay amount cannot be used to determine pay relative to the number of years of experience. Each position within the Pay Grade has its own salary table, with a unique minimum and maximum pay amount. In addition, the salaries within a table do not increase proportionally for each year of experience.

Adjusting Pay Ranges

Annual Review of Pay Ranges

Pay ranges will be reviewed annually and adjusted as needed to stay aligned with market values.

Education Salary for Advanced Degree

Master's Degree

An annual salary stipend up to \$1000 is provided to full-time employees placed on the Teacher Pay Structure with an earned master's degree from an accredited educational institution in a field approved by the district provided their current position does not require a master's degree.

Doctoral Degree

An annual salary stipend up to \$1000 is provided to full-time employees placed on the Teacher Pay Structure with an earned doctoral degree from an accredited educational institution in a field approved by the district provided their current position does not require a doctoral degree.

Upon applying for an Advanced Degree stipend, the employee must provide official transcripts showing advanced degree.

Taylor Independent School District
Teacher, Librarian, Registered Nurse Pay Structure - FLSA Exempt
2023-2024

	State Base		Local Step		TISD Salary		Daily Rate (187 days)
Step	2022-23		2023-24		2023-24		2023-24
0	\$33,660		0		\$52,000		\$278.0749
1	\$34,390		1		\$52,458		\$280.5241
2	\$35,100		2		\$52,922		\$283.0053
3	\$35,830		3		\$53,385		\$285.4813
4	\$37,350		4		\$53,849		\$287.9626
5	\$38,880		5		\$54,312		\$290.4385
6	\$40,410		6		\$55,332		\$295.8930
7	\$41,830		7		\$56,413		\$301.6738
8	\$43,170		8		\$57,062		\$305.1444
9	\$44,440		9		\$57,711		\$308.6150
10	\$45,630		10		\$60,360		\$322.7807
11	\$46,770		11		\$60,885		\$325.5882
12	\$47,850		12		\$61,411		\$328.4011
13	\$48,850		13		\$61,936		\$331.2086
14	\$49,810		14		\$62,461		\$334.0160
15	\$50,710		15		\$62,986		\$336.8235
16	\$51,570		16		\$63,667		\$340.4652
17	\$52,370		17		\$64,346		\$344.0963
18	\$53,140		18		\$65,026		\$347.7326
19	\$53,860		19		\$65,706		\$351.3690
20	\$54,540		20		\$66,385		\$355.0000
	\$54,540		21		\$67,065		\$358.6364
	\$54,540		22		\$67,745		\$362.2727
	\$54,540		23		\$68,425		\$365.9091
	\$54,540		24		\$69,105		\$369.5455
	\$54,540		25		\$69,784		\$373.1765
	\$54,540		26		\$70,464		\$376.8128
	\$54,540		27		\$71,144		\$380.4492
	\$54,540		28		\$71,824		\$384.0856
	\$54,540		29		\$72,504		\$387.7219
	\$54,540		30		\$73,183		\$391.3529
	\$54,540		31		\$73,863		\$394.9893
	\$54,540		32		\$74,543		\$398.6257
	\$54,540		33		\$75,223		\$402.2620
	\$54,540		34		\$75,903		\$405.8984
	\$54,540		35+		\$76,582		\$409.5294

The salaries listed above are based on 10-month employment for the 2023-2024 school year. Salary plans are determined on an annual basis and salary advancement is not guaranteed. Pay increases and stipends are based on the annual budget approved by the Taylor ISD Board of Trustees.

Classroom teachers will receive a \$1000 yearly stipend for a Master's Degree. Classroom teachers who are ESL certified and are serving ESL students will receive a \$1000 yearly stipend. Certified Elementary Bilingual Teachers who teach Elementary Bilingual classes will receive a \$7,000 stipend (\$4,000 distributed over 12 months, \$1,000 payable in December and May and \$1,000 in August if still employed with the district).

Taylor Independent School District
Administrative/Professional Pay Structure - FLSA Exempt
2023-2024

Pay Grade Title

<u>AP 0</u>	After School Program Coordinator* (226 days) Network Support Specialist (226 days)		Minimum	Midpoint	Maximum
		<i>Daily</i>	\$ 204.00	\$ 252.00	\$ 300.00

<u>AP 1</u>	Administrative Assistant - District Leadership (226 days) Athletic Trainer (187 days) CDC Coordinator (207 days) Executive Asst. to Supt./Board of Trustees (226) Finance Coordinator (226 days) Network Specialist (226 days) Occupational Therapy Assistant (150 days) Parent Services Coordinator* (226 days) Payroll Coordinator (226 days) PEIMS Coordinator (226 days) Speech Language Pathology Assistant (192 days)		Minimum	Midpoint	Maximum
		<i>Daily</i>	\$ 235.00	\$ 272.00	\$ 309.00

<u>AP 2</u>	ARD Facilitator (197 days) Educational Diagnostician (202 days) LSSP (202 days) Speech/Language Pathologist (197 days) Teacher for the Visually Impaired (187 days) Transition Specialist (197 days)		Minimum	Midpoint	Maximum
		<i>Daily</i>	\$ 254.00	\$ 322.00	\$ 390.00

<u>AP 3</u>	Academic Dean (212 days) Assistant Principal, Elementary (212 days) Assistant Principal, Middle School (212 days) CCMR Specialist* (212 days) Communication & Community Liaison (226 days) Coordinator of Student Information Systems (226 days) Coordinator of Transportation (241 days) Counselor - Elementary, Middle, High (ES 197 days, MS 202 days, HS 202/207 days) District Instructional Specialist* (207 days) District Testing Coordinator (226)		Minimum	Midpoint	Maximum
		<i>Daily</i>	\$ 259.00	\$ 332.00	\$ 405.00

<u>AP 4</u>	Assistant Principal, High School (212 days) Associate Principal, High School (226 days) Athletic Coordinator, High School (192 days) Principal - Elementary (226 days)		Minimum	Midpoint	Maximum
		<i>Daily</i>	\$ 270.00	\$ 350.00	\$ 430.00

AP 5 Athletic Director (226 days)
 Director of Counseling & Guidance* (226)
 Director of Human Resources (226 days)
 Director of Special Education (226 days)
 Director of Support Operations (226 days)
 Director of Teaching & Learning (226)
 Director of Technology (226 days)
 Principal - Legacy Early College HS (226 days)
 Principal - Middle School (226 days)
 Student Services Coordinator* (212 days)

	Minimum	Midpoint	Maximum
<i>Daily</i>	\$ 310.00	\$ 387.50	\$ 465.00

AP 6 Principal - High School (226 days)

	Minimum	Midpoint	Maximum
<i>Daily</i>	\$ 350.00	\$ 438.50	\$ 527.00

AP 7 Asst. Supt. Of HR and Federal Programs
 (226 days)
 Asst. Supt. Of Teaching & Learning (226 days)
 Chief Financial Officer (226 days)

	Minimum	Midpoint	Maximum
<i>Daily</i>	\$ 400.00	\$ 475.00	\$ 550.00

**Federally Funded Position*

Taylor Independent School District
Clerical/Paraprofessional Pay Structure - FLSA Non-Exempt
2023-2024

Pay Grade Title

CPP 1		Minimum	Midpoint	Maximum
	Instructional Aide (187 days)			
	Sped Instructional Aide (187 days)	\$ 15.00	\$ 18.00	\$ 21.00

CPP 2		Minimum	Midpoint	Maximum
	Behavior Instructional Aide (187 days)			
	Campus Receptionist (197days)			
	CDC Child Care Aide (192 days)	\$ 16.00	\$ 19.00	\$ 22.00
	Clinic Aide (187 days)			
	Hall & Parking Lot Monitor* HS (187)			
	Library Instructional Aide (197)			
	Life Skills Instructional Aide (187 days)			

CPP 3		Minimum	Midpoint	Maximum
	Attendance Clerk/Receptionist MS (197 days)			
	Attendance Clerk/Receptionist LECHS (187 days)			
	Special Education Records Clerk (207 days)	\$ 17.00	\$ 20.00	\$ 23.00
	Support Operations Clerk (226 days)			

CPP 4		Minimum	Midpoint	Maximum
	Assistant Coordinator - CDC (192 days)			
	Secretary, Dir. Athletics (226 days)	\$ 18.00	\$ 21.00	\$ 24.00
	Secretary, Elem Principal - THJ (226 days)			
	Secretary, Elem Principal (212 days)			
	Secretary, Counselor/PEIMS HS (207 days)			
	Secretary, MS Principal (226 days)			
	Registrar, Middle School (197 days)			
	Registrar/Attendance, ES (197 days)			
	Registrar/Attendance - THJ (207 days)			

CPP 5		Minimum	Midpoint	Maximum
	AP Secretary/Receptionist – HS (197 days)	\$ 19.00	\$ 22.00	\$ 25.00

CPP 6		Minimum	Midpoint	Maximum
	Administrative Asst. Child Nutrition(226 days)			
	Computer Technician (226 days)	\$20.00	\$ 23.50	\$ 27.00
	PEIMS/SEMS/SHARS Specialist (226 days)			
	Registrar, High School (226 days)			
	Secretary, LECHS Principal (226 days)			

CPP 7		Minimum	Midpoint	Maximum
	Accounts Payable Specialist (226 days)			
	Payroll/Benefits Specialist (226 days)	\$ 21.00	\$ 25.00	\$ 29.00
	Federal Program Specialist* (226 days)			
	Human Resource Specialist (226 days)			
	LVN (187 days)			
	Purchasing & Procurement Specialist (226 days)			
	Secretary, THS Principal (226 days)			
	District Graphic Designer/Receptionist (226 days)			

*Federally Funded Position

**Taylor Independent School District
Auxiliary Pay Structure - FLSA Non-Exempt
2023-2024**

Pay Grade Title

<u>MT 1</u>	Bus Monitor (178 days) Cafeteria Lead Cook** (178 days) Crossing Guard (178 days)		Minimum	Midpoint	Maximum
		<i>Hourly</i>	\$13.00	\$ 15.00	\$ 17.00

<u>MT 2</u>	Custodian (241 days) Grounds Crew (241 days) Warehouse Worker/General Maintenance (241 days)		Minimum	Midpoint	Maximum
		<i>Hourly</i>	\$15.00	\$17.00	\$ 19.00

<u>MT 3</u>	Head Custodian (241 days)		Minimum	Midpoint	Maximum
		<i>Hourly</i>	\$ 18.00	\$ 20.50	\$ 23.00

<u>MT 4</u>	Bus Driver (178 days) General Maintenance (241 days) Locksmith (241 days) Plumber (241 days)		Minimum	Midpoint	Maximum
		<i>Hourly</i>	\$ 19.00	\$ 23.00	\$ 27.00

<u>MT 5</u>	HVAC Tech (241 days) Transportation Dispatcher (241 days) Custodian/Warehouse Supervisor (241 days) General Maintenance – Kitchens (241 days) Grounds Supervisor (241 days) Maintenance Supervisor (241 days)		Minimum	Midpoint	Maximum
		<i>Hourly</i>	\$ 22.00	\$ 26.50	\$ 31.00

**Taylor Independent School District
Substitute Pay Schedule
2023-2024**

Certification/Degree	Paraprofessional Assignment	Paraprofessional Assignment in CDC, Life-Skills, Behavior, ISS or TOC	Professional Assignment	Long-Term Professional Assignment*	Professional Assignment in Life-Skills, Behavior, ISS or TOC
Non-Certified Substitute	\$80 per day	+ \$10 per day	\$90 per day	\$100 per day	+ \$10 per day
Non-Certified/4-yr Degree Substitute**	\$85 per day	+ \$10 per day	\$100 per day	\$110 per day	+ \$10 per day
TX Certified Substitute (Current)	\$90 per day	+ \$10 per day	\$105 per day	\$125 per day*	+ \$10 per day

*Long-term assignment pay rate for professional positions will begin on the 11th consecutive day of working in the same position for the same staff member regardless of the length of the assignment. We understand that an absence may be necessary while in a long-term assignment, if the substitute has multiple absences while in the long-term assignment, then the substitute will be required to start over with 10 days at the regular rate before being paid the long-term rate on the 11th consecutive day.

***Long-Term – Highly Qualified Certified Teacher pay at \$125 per day:**

Substitutes who have been assigned to a long-term assignment and are a certified teacher, will receive \$125 per day beginning on the first day of the assignment.

There is no long-term pay differential for any paraprofessional position.

**Substitutes who hold a four-year degree (or higher), and wish to be categorized as “Degreed” for pay purposes, must submit an original transcript that reflects the awarded degree to the Taylor ISD Human Resources Department. Only original transcripts will be accepted.

The district will continue to offer Substitute Incentive Pay for 2023-2024.

Substitute Incentive Pay Rates

Days Worked per Semester	Incentive Amount
20	\$150
40	\$300
60	\$500

The incentive is based on the number of days that the employee subs during the fall and/or spring semester. The incentive will be distributed in accordance with the Taylor ISD pay schedule and established criteria.

Taylor Independent School District
Benefits, Leave & Extra Duty/Stipend Pay
2023-2024

Benefits

Taylor ISD contributes \$408 monthly toward TRS Medical Insurance coverage for full-time employees

Taylor ISD provides the following benefits at no cost to full-time employees:

- 1) Basic Life and AD&D Insurance in an amount equal to \$10,000 for employees
- 2) MD Live – Telephone based medical assistance for employee and dependents
- 3) LifeWorks - Employee Assistance Program for employee and dependent
- 4) Critical Illness Plan - A plan to help protect against the financial stress of a serious illness

(More information about these programs are located on the Human Resources website at www.taylorisd.org)

The district also works with Financial Benefit Services (FBS) to provide the opportunity for employees to purchase supplemental benefits/policies such as life, dental, vision, disability, cancer, 403(b) plans and more. More information regarding these supplemental opportunities are available on the Taylor ISD Website under Departments / Human Resources / Payroll & Benefits.

Leave Policy

All leave types are prorated for all employees starting after the official start date of their assigned position.

All state, local and flex leave is given to each employee at the beginning of the school year/job assignment. Only 5 flex days may be carried over to the next school year.

Flex-leave for custodial, maintenance and grounds employees are allocated based on the number of days worked. Payroll will allocate up to 2 days in December and up to 6 days in May if the employee has worked the adequate number of days required to receive flex days. These allocations will happen after the second payroll in December and May.

All employees earn ½ state leave day and ½ local leave day for every 18 days worked not to exceed 5 days.

All employees must work the entire assigned calendar year to earn all leave given upfront.

If an employee leaves the district mid-year and has used all of the leave days given at the beginning of the school year/assignment, the employee will be docked for the days used but not earned. (Example - If you use 10 days between August and January and leave the district in February, the payroll department will calculate how many days you have earned and dock your final check for any absences in excess of earned leave.)

Department/ Campus	Pay Structure	State	Local	Non-Duty (Flex)
Central Office, Campuses	Professional (187-212)	5	5	0
	Professional (226)	5	5	5
	Nonprofessional (187-212)	5	5	0
	Nonprofessional (226)	5	5	5
Custodial, Maintenance, Transportation <i>* 1 flex day earned for every 30 days worked or state/local leave used.</i>	Professional (241)	5	5	8
	Nonprofessional (226)	5	5	5
	Nonprofessional (178) (bus driver, bus monitor)	5	5	0
	Nonprofessional (241) (custodian, maintenance, grounds workers)	5	5	8

Stipend Schedules

2023-2024 Extra Duty Stipends - Academic		
Assignment	Stipend Code	Stipend Amount
Behavior Aide	2	\$800
Behavior Teacher	2	\$1,200
ES - Bilingual Support	2	\$3,500
ES - Bilingual Teacher (certified & assigned position)	4	\$7,000
ES - Instructional Aide Team Lead (limit 1- THJ only)	2	\$500
ES - TISD Reading Academy (paid upon completion)	5	\$400
ES - Team Lead (1 per grade level)	2	\$2,500
ESL Stipend (certified & serving ESL students)	2	\$1,000
HS - Department Head (ELAR, Math, Science, Social Studies, Electives, CTE, Other)	2	\$3,000
HS - EOC Performance Incentive (Algebra, Biology, English I)	5	performance based
HS – Extra Class (per semester)	5	\$1,500
HS - LOTE	2	\$3,000
HS - Math or Science	6	paid by section
HS – LOTE (STEM)	1	\$5,000
HS- CTE Teacher	6	paid by section
LECHS - EOC Performance Incentive (Algebra, Biology, English I)	5	performance based
LECHS - Lead Campus Events (limit 1)	2	\$500
LECHS - Lead Community Service Events (limit 1)	2	\$500
LECHS - Math or Science	6	paid by section
LECHS - Spanish	2	\$3,000
LECHS - Team Lead (limit 1)	2	\$1000
Life Skills Aide	2	\$1,000
Life Skills Teacher	2	\$1,500
Mentor (not to exceed 2 mentees)	2	\$1,000
MS - Department Head (ELAR, Math, Science, Social Studies, Electives, Other)	2	\$3,000
MS - LOTE	2	\$3,000
MS – Math or Science	6	paid by section
MS - Outdoor Education	2	\$3,000
Webmaster (limit 1 per campus)	3	\$500

2023-2024 Extra Duty Stipends - Other		
Assignment	Stipend Code	Stipend Amount
Alumni-Come Home	8	\$500
CDC - Aide	2	\$500
Certified Licensed Professional Counselor (counselors only)	3	\$1,000
DAEP Campus Coordinator	2	\$2,500
District Nurse	2	\$2,500
Doctorate Degree (teachers only - limit 1)	3	\$1000
HS - 12th Grade Class Sponsor (limit 1)	3	\$600
HS - 9th, 10th, 11th Grade Class Sponsor (limit 1 per grade)	3	\$400
LECHS - 12th Grade Class Sponsor (limit 1)	3	\$600
Master's Degree (teachers only-limit 1)	3	\$1000
Special Education - Assessment Team Coordinator	1	\$1,500
Special Education - Assistive Technology Coordinator	1	\$2,000
Special Education - Bilingual Diagnostician (certified)	4	\$7,000
Special Education - Bilingual Speech Language Pathologist (certified)	4	\$7,000
Special Education - Lead Speech	1	\$1,500
Special Education - LSSP Supervision	2	\$1,000
Special Education - Speech Supervision	2	\$1,000
Special Education – Lead ARDF	1	\$2,000
Special Olympics - Basketball	5	\$500
Special Olympics - Bowling	5	\$350
Special Olympics - Flag Football	5	\$350
Special Olympics - Head Athletics Coach	5	\$500
Special Olympics - Head of Delegation	5	\$1,500
Special Olympics - Young Athletes	5	\$1,000

2023-2024 Extra Duty Stipends – Extra Curricular		
Assignment	Stipend Code	Stipend Amount
Choir (MS & HS)	1	\$3,000
ES - UIL Coordinator	5	\$500
ES - UIL Event Coach (limit 3 per teacher/ event not grade level)	5	\$350
HS - Academic Decathlon	1	\$3,600
HS - Art National Honor Society	3	\$500
HS - Assistant Band	1	\$3,200
HS - Assistant Cheer Sponsor	1	\$1,500
HS - Band	1	\$9,000
HS - Cheer Sponsor	1	\$3,500
HS - Debate	5	\$1,500
HS - Hi Steppers	1	\$3,500
HS - National Honor Society	3	\$500
HS - One Act Play	5	\$3,000
HS - Robotics	5	\$750
HS - Rotary Interact	3	\$250
HS - Spanish National Honor Society	3	\$500
HS - Student Senate	3	\$500
HS - UIL Coordinator	5	\$1,500
HS - UIL Event Coach (limit 4 per teacher)	5	\$500
HS - Yearbook	1	\$2,500
LECHS - National Honor Society	3	\$500
LECHS - Student Council	3	\$500
LECHS - Yearbook	3	\$500
MS - Assistant Cheer Sponsor	1	\$1,000
MS - Band	1	\$5,500
MS - Cheer Sponsor	1	\$1,200
MS - National Junior Honor Society	3	\$500
MS - Student Council	3	\$500
MS - Yearbook	3	\$500
MS -UIL Coordinator	5	\$500
MS -UIL Event Coach (limit 3 per teacher/ event not grade level)	5	\$350

*** Specialized Stipend – when the current employee leaves the position or has a break in continuous service the stipend will be re-evaluated at market value. No new hire or current employee transferring into the position will be compensated at this amount.*

2023-2024 Extra Duty Stipends – Athletics		
Assignment	Stipend Code	Stipend Amount
Assistant Baseball	1	\$3,500
Assistant Basketball	1	\$3,500
Assistant Cross Country	1	\$2,500
Assistant Football	1	\$5,500
Assistant Soccer	1	\$3,500
Assistant Softball	1	\$3,500
Assistant Tennis (fall)	1	\$2,000
Assistant Tennis (spring)	1	\$2,000
Assistant Track	1	\$3,500
Assistant Volleyball	1	\$3,500
Athletic Trainer	1	\$9,500
Defensive Coordinator - (5 days / one football stipend only)	1	\$7,500
Head Athletic Trainer	1	\$10,000
Head Baseball	1	\$6,500
Head Basketball	1	\$6,500
Head Cross Country	1	\$4,000
Head Golf	1	\$3,000
Head Powerlifting	1	\$4,000
Head Soccer	1	\$6,500
Head Softball	1	\$6,500
Head Tennis (fall & spring)	1	\$8,000
Head Track	1	\$6,000
Head Volleyball	1	\$6,500
HS Athletic Inventory (1 total)	1	\$1,500
HS Athletic Laundry (1 girls / 1 boys)	1	\$1,000
MS - 3 Sports (\$2,000 per sport)	1	\$6,000
MS - Coordinator (1 girls / 1 boys)	1	\$5,000
MS - Soccer (1 girls / 1 boys)	1	\$1,500
Offensive Coordinator - (5 days / one football stipend only)	1	\$7,500

**Maximum of 3 athletic stipends, per coach or coordinator, unless approved by the Assistant Superintendent*

2023-2024 Summer Extra Duty	
Summer Programs - Summer School	Amount
Summer School Administrator (outside of contract days with approval from Assistant Superintendent)	\$350 full day / \$175 half day
Summer School Teacher	\$30 / hour
Certified Substitute Teacher	\$30 / hour
Nurse (RN)	\$35 / hour
All Office Staff - Secretaries / Paraprofessionals	Current daily rate
State Assessment Campus Coordinator	\$35 / hour
State Assessment Test Proctors	\$30 / hour
Summer Strength & Conditioning (not to exceed allocated budget)	\$25 / hour
Summer Programs for Special Education - Direct Services to Students	Amount
Special Education Teacher	\$30 / hour
Special Education Paraprofessional	Current daily rate
Occupation, Physical, or Speech Therapists	Current daily rate
Special Education Staff conducting Summer Evaluations	Current daily rate
Summer Maintenance/ Technology / Textbook Workers	Amount
High School Student (at least 16 years of age)	\$12 / hour
College Graduate	\$15 / hour

Stipend Codes

- 1 – Paid over 12 months
- 2 – Paid ½ in December and ½ in May
- 3 – Paid in May
- 4 – Bilingual
 - \$4,000 over 12 months; \$1,000 in December; \$1,000 in May; \$1,000 in August (if still employed with the district)
- 5 - Paid at conclusion of event
- 6 - CTE/Math/Science – Paid by Section over 12 months
 - Math - \$500 per section up to \$3,000
 - CTE & Science - \$334 per section up to \$2,000
- 7- Paid in January
- 8 – Paid in first pay check

2023-2024 WORK SERVICE CALENDAR

POSITION	# OF DAYS	START DATE	STOP DATE
Bus Driver, Bus Monitor, Cafeteria Staff, Crossing Guard	178	8/7/2023	5/28/2024
Athletic Coord. (TMS), Athletic Trainer, Instructional Aide, LVN, Occupational Therapist, Occupational Therapy Asst., Registered Nurse, Teacher	187	8/2/2023	5/28/2024
Athletic Coord. (THS), CTE Teacher-Career Prep, Speech Language Pathology Asst.	192	7/26/2023	5/28/2024
Asst. Coordinator for CDC, CDC Child Care Aide	192	7/27/2023	5/29/2024
ARD Facilitator, Asst. Principal Secretary, Attendance Clerk (TMS & THS), Campus Receptionist, Elementary Counselor, Library Instructional Aide, Librarian, Life Skills Teacher (18+ Program), Reading/Media Specialist, Registrar (NPE, MSI & TMS), Speech Language Pathologist, Transition Specialist	197	7/26/2023	6/4/2024
Counselor (TMS & TOC), CTE Teacher-Ag Science, CTE Teacher-Welding, Educational Diagnostician, LSSP, MS Band Director, MS & HS Assistant Band Director	202	7/19/2023	6/4/2024
Academic Dean, CDC Coord., Head Band Director, HS Counselor, District Instructional Specialist, Registrar (THJ), Secretary to HS Counselor/PEIMS, Sp. Ed. Records Clerk	207	7/19/2023	6/11/2024
Asst. Principal, CCMR Specialist, Parent Services Coord., Principal Secretary (NPE & MSI), Student Services Coord.	212	7/12/2023	6/11/2024
Accounts Payable Clerk, Administrative Asst. to District Leadership, After School Program Coord., Asst. Superintendent, Associate Principal (THS), Athletic Director, Chief Financial Officer, Communication & Community Liaison, Computer Technician, Coord. of Student Information System, Director of Counseling & Guidance, Director of Human Resources, Director of Special Education, Director of Support Operations, Director of Teaching & Learning, Director of Technology, District Receptionist, District Testing Coordinator,	226	7/1/2023	6/30/2024

Executive Asst. to Supt/Board of Trustees, Federal Program Specialist, Finance Coord., Human Resource Specialist, Network Specialist, Network Support Specialist, Payroll Coord., Payroll/Benefits Specialist, PEIMS Coord., PEIMS/SEMS/SHARS Specialist, Principal, Principal Secretary (THJ, TMS & THS), Purchasing & Procurement Specialist, Registrar (THS), Secretary to Athletics, Secretary to Child Nutrition, Superintendent, Support Operations Clerk, Transportation Dispatcher

Coord. of Transportation, Custodial/Warehouse Supervisor, Custodian, General Maintenance, Grounds Crew, Grounds Supervisor, Head Custodian, HVAC Technician, Locksmith, Maintenance Supervisor, Plumber, Warehouse Clerk	241	9/1/2023	8/31/2024
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LEGACY EARLY COLLEGE - WORK SERVICE CALENDAR

POSITION	# OF DAYS	START DATE	STOP DATE
Attendance Clerk/Receptionist, Teacher	187	8/1/2023	5/22/2024
Counselor	207	7/18/2023	6/6/2024
Principal, Principal Secretary	226	7/1/2023	6/30/2024

Prior to modifying a schedule, it must be submitted and approved by Human Resources and Supervisor .