



**PAY AND CLASSIFICATION
PLAN
FISCAL YEAR 2018-2019**

Approved by the School Board on May 14, 2018

**Essex County Public Schools
109 North Cross Street
P.O. Box 756
Tappahannock, Virginia 22560
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804-443-4498 (fax)
www.essex.k12.va.us**

Dr. Scott A. Burckbuchler, Division Superintendent



**ESSEX COUNTY PUBLIC SCHOOLS
WORK SCHEDULES**

12-MONTH EMPLOYEES - 240 CONTRACT DAYS (July 1st - June 30th)

Central Office Staff	
Central Office Administrative Assistants	
Principals	
Assistant Principals	
Administrative Assistant - TES	
School Bookkeepers	
Athletic Director	
Maintenance Director	Worker
Transportation Supervisor	Mechanics

11-MONTH EMPLOYEES - 220 CONTRACT DAYS
Schedule for employee submitted by Supervisor to Asst. Superintendent by 06/30 annually

School Guidance Counselors	
Curriculum Coach	
Mathematics Coach	
ITRT/Electronic Media Contact	
School Psychologist	
School Administrative Assistants - EIS & EHS	
Child Nutrition Manager	

10-MONTH EMPLOYEES -- 200 CONTRACT DAYS
(All instructional days per school calendar + any other assigned days)

Teachers	
Head Nurse	
School Nurses	

186-DAY CONTRACTED EMPLOYEES

Child Nutrition Supervisors	180 Instructional days + 6 days as assigned by Manager
Child Nutrition Lead Worker	180 Instructional days + 6 days as assigned by Manager

184-DAY CONTRACTED EMPLOYEES

Paraprofessionals	180 Instructional days + 4 days as assigned by Supervisor
Child Nutrition Workers	180 Instructional days + 4 days as assigned by Supervisor

180-DAY CONTRACTED EMPLOYEES (PER SCHOOL CALENDAR)

Bus Drivers	
Car Drivers	
Bus/Car Aides	



**ESSEX COUNTY PUBLIC SCHOOLS
FLSA STATUS**

POSITION NAME	FLSA STATUS
Administrative Assistant - Guidance	Non-Exempt
Administrative Assistant - School	Non-Exempt
Administrative Assistant - School Board Office	Non-Exempt
Administrative Assistant - Special Education	Non-Exempt
Assistant Principal	Exempt
Assistant Superintendent for Instruction/Federal Programs	Exempt
Athletic Director	Exempt
Bookkeeper	Non-Exempt
Bus Aide	Non-Exempt
Bus Driver	Non-Exempt
Car Driver	Non-Exempt
Child Nutrition Lead Worker	Non-Exempt
Child Nutrition Manager	Exempt
Child Nutrition Supervisor	Non-Exempt
Child Nutrition Worker	Non-Exempt
Director of Accounting	Exempt
Director of Curriculum and Gifted Instruction	Exempt
Director of Human Resources	Exempt
Director of Special Education/Student Services	Exempt
Director of Technology	Exempt
Guidance Counselor	Exempt
Head Nurse	Exempt
ITRT/Electronic Media Contact	Exempt
Instructional Coach	Exempt
Maintenance Director	Exempt
Maintenance Worker	Non-Exempt
Mathematics Coach	Exempt
Mechanic	Non-Exempt
Media Specialist	Exempt
Paraprofessional - Classroom	Non-Exempt
Paraprofessional - In-School Suspension	Non-Exempt
Paraprofessional - Special Education	Non-Exempt
Payroll Specialist	Non-Exempt
Principal	Exempt
School Nurse	Non-Exempt
School Psychologist	Exempt
Student Information Specialist/Division Testing Coordinator	Exempt
Teacher	Exempt
Technology Specialist	Non-Exempt
Transportation Director	Exempt



**ESSEX COUNTY PUBLIC SCHOOLS
2018-2019 TEACHER SALARY SCALE**

STEP	200-DAY (BASE SALARY)	220-DAY (BASE SALARY)
0	\$40,506	\$44,557
1	\$40,911	\$45,002
2	\$41,320	\$45,452
3	\$41,733	\$45,906
4	\$42,150	\$46,365
5	\$42,572	\$46,829
6	\$42,998	\$47,298
7	\$43,428	\$47,771
8	\$43,862	\$48,248
9	\$44,301	\$48,731
10	\$44,744	\$49,218
11	\$45,191	\$49,710
12	\$45,643	\$50,207
13	\$46,099	\$50,709
14	\$46,560	\$51,216
15	\$47,026	\$51,729
16	\$47,496	\$52,246
17	\$47,971	\$52,768
18	\$48,451	\$53,296
19	\$48,936	\$53,830
20	\$49,425	\$54,368
21	\$49,919	\$54,911
22	\$50,418	\$55,460
23	\$50,922	\$56,014
24	\$51,431	\$56,574
25	\$51,945	\$57,140
26	\$52,464	\$57,710
27	\$52,989	\$58,288
28	\$53,519	\$58,871
29	\$54,054	\$59,459
30*	\$55,095	\$60,605
31	\$55,646	\$61,211
32	\$56,202	\$61,822
33	\$56,764	\$62,440
34	\$57,332	\$63,065
35	\$57,905	\$63,696

* Includes \$500 longevity supplement

Placement Based on years of experience

Educational Stipend: Master's Degree Only - \$2,000

Positions included on this scale are Teachers, Instructional Coaches, Guidance Counselors, School Psychologist, Media Specialists, and Instructional Technology Resource Teacher.



ESSEX COUNTY PUBLIC SCHOOLS
2018-2019
PARAPROFESSIONAL SALARY SCALE

18/19 Wages	18/19 HOURLY
\$17,213	\$12.47
\$17,384	\$12.60
\$17,553	\$12.72
\$17,722	\$12.84
\$17,905	\$12.97
\$18,088	\$13.11
\$18,271	\$13.24
\$18,454	\$13.37
\$18,637	\$13.51
\$18,820	\$13.64
\$19,003	\$13.77
\$19,200	\$13.91
\$19,397	\$14.06
\$19,594	\$14.20
\$19,791	\$14.34
\$19,988	\$14.48
\$20,185	\$14.63
\$20,382	\$14.77
\$20,579	\$14.91
\$20,790	\$15.07
\$21,001	\$15.22
\$21,213	\$15.37
\$21,424	\$15.52
\$21,635	\$15.68
\$21,846	\$15.83
\$22,071	\$15.99
\$22,296	\$16.16
\$22,522	\$16.32
\$22,747	\$16.48
\$22,972	\$16.65
\$23,197	\$16.81
\$23,422	\$16.97
\$23,662	\$17.15
\$23,901	\$17.32
\$24,140	\$17.49
\$24,380	\$17.67
\$24,380	\$17.67



**ESSEX COUNTY PUBLIC SCHOOLS
TWELVE-MONTH POSITIONS
2018-2019**

POSITION	2018-2019 SALARY
Administrative Assistant - Elementary	\$29,891
Administrative Assistant - SPED	\$35,001
Assistant Principal - Elementary	\$80,311
Assistant Principal - Intermediate	\$71,048
Assistant Principal - High School	\$74,714
Assistant Superintendent for Instruction and Federal Programs	\$110,735
Bookkeeper - High	\$34,784
Bookkeeper - Intermediate	\$34,784
Director of Accounting	\$90,177
Director of Curriculum and Gifted Education	\$90,000
Director of Human Resources	\$75,000 - \$80,000 (TBD)
Director of Special Education/Student Services	\$93,033
Director of Technology	\$83,675
Executive Administrative Assistant	\$54,170
Maintenance Director	\$72,290
Maintenance Worker	\$49,877
Mechanic I & Shop Manager	\$66,300
Mechanic II	\$53,012
Payroll Specialist	\$33,000
Principal - Elementary	\$86,700
Principal - High	\$89,250
Principal - Intermediate	\$86,700
Student Information Specialist/Division Testing Coordinator	\$56,100
Technology Specialist	\$51,186
Transportation Manager	\$50,000 - \$55,000 (TBD)



ESSEX COUNTY PUBLIC SCHOOLS
SUPPORT STAFF POSITIONS
2018-2019

POSITION	2018-2019 SALARY
Head Nurse	\$43,200 base + 5,000 head nurse adjustment
School Nurse	\$28,000 - \$34,253
Administrative Assistant - High	\$25,694
Administrative Assistant - Intermediate	\$25,694
Guidance Secretary - High	\$26,020
Part-Time Administrative Assistant	15.61 Per Hour
Child Nutrition Manager	\$41,616
Child Nutrition Supervisor	\$22,532/\$17.31 Per Hour - \$34,041/\$26.14 Per Hour
Child Nutrition Lead Worker	\$22,532/\$17.31 Per Hour
Child Nutrition Worker	\$11,761/\$10.65 Per Hour - \$16,369/\$12.70 Per Hour
Bus Driver - Regular Route	\$15,979/\$22.19 Per Hour
Bus Driver - Special Needs Route	\$16,186/\$22.48 Per Hour
Bus Aide	\$11.36 Per Hour
Car Driver -- Including Alternative Ed.	\$13.64 Per Hour
Division Mail Courier	\$15.30 Per Hour
Bus Drivers (Regular and Special Needs) Hired After 7/1/2017	\$13,260/\$18.42 Per Hour
Bus Driver Attendance Incentive	1 or less days of work missed \$250 (paid in June)
Bus Driver Attendance Incentive	3 or less days of work missed \$100 (paid in June)

**SUPPLEMENTS
2018 - 2019**

TAPPAHANNOCK ELEMENTARY SCHOOL		
<u>Position</u>	<u>Amount</u>	<u>Pay Date</u>
TES K Lead Teacher	\$700	November and May
TES 1st Lead Teacher	\$700	November and May
TES 2nd Lead Teacher	\$700	November and May
TES 3rd Lead Teacher	\$700	November and May
TES Specials Lead	\$700	November and May
TES SPED Lead Teacher	\$700	November and May
SCA Sponsor	\$500	November and May
TES Yearbook	\$250	May
Title I Parent Involvement Coordinator	\$500	May (Grant)
Building Based Mentor	\$200	May (Grant)
Public Relations Contact	\$500	May
TES Tutoring/Afterschool Remediation	TBD	Monthly (Grant)
TOTAL TAPPAHANNOCK ELEMENTARY SCHOOL	\$6,150	

ESSEX INTERMEDIATE SCHOOL		
<u>Position</u>	<u>Amount</u>	<u>Pay Date</u>
EIS 4th Lead Teacher	\$350	November and May
EIS 5th Lead Teacher	\$350	November and May
EIS 6th Lead Teacher	\$350	November and May
EIS 7th Lead Teacher	\$350	November and May
EIS English Lead Teacher	\$350	November and May
EIS Math Lead Teacher	\$350	November and May
EIS Science Lead Teacher	\$350	November and May
EIS Social Studies Lead Teacher	\$350	November and May
EIS Electives Grade Level Lead Teacher	\$350	November and May
EIS Electives Content Lead Teacher	\$350	November and May
EIS SPED Lead Teacher	\$700	November and May
Men of Distinction Sponsor	\$500	November and May
Ladies of Love Sponsor	\$500	November and May
Drama Club Sponsor	\$500	November and May
EIS Jr. Honor Society	\$500	November and May
SCA Sponsor	\$500	November and May
EIS Yearbook	\$250	May
Title I Parent Involvement Coordinator	\$500	November and May (Grant)
Building Based Mentor	\$200	May (\$200)
Public Relations Contact	\$500	May
EIS Tutoring/Afterschool Remediation	TBD	Monthly (Grant)
TOTAL ESSEX INTERMEDIATE SCHOOL	\$8,150	

SUPPLEMENTS

2018 - 2019

ESSEX HIGH SCHOOL		
<u>Position</u>	<u>Amount</u>	<u>Pay Date</u>
EHS English Lead Teacher	\$700	November and May
EHS Math Lead Teacher	\$700	November and May
EHS Science Lead Teacher	\$700	November and May
EHS History Lead Teacher	\$700	November and May
EHS Foreign Language/Fine Arts Lead Teacher	\$700	November and May
EHS SPED Lead Teacher	\$1,500	November and May
Chemical Hygeine Sponsor	\$250	
Play Director	\$1,500	Month Following Completion of Season
CTE Coordinator	\$5,000	Monthly
STEM Teacher Sponsor	\$500	November and May
Marching Band	\$1,500	November and May
EHS National Honor Society	\$500	November and May
SCA Sponsor	\$500	November and May
SCA Sponsor	\$500	November and May
Yearbook Club Sposnor	\$500	May
Building Based Mentor	\$200	May (Grant)
Public Relations Contact	\$500	May
EHS Tutoring/Afterschool Remediation	\$6,960	Monthly
TOTAL ESSEX HIGH SCHOOL	\$23,410	

TOTAL SCHOOL STIPENDS	\$37,710
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OTHER		
<u>Position</u>	<u>Amount</u>	<u>Pay Date</u>
Parents as Educational Partners (PEP)	\$300	Monthly (Grant)
EHS/EIS/TES Odyssey of Mind	\$3,000	Month Following Completion of Season
School Board Clerk	\$25	Hourly
School Psychologist (National Certified School Psychologist Certification)	\$1,000	May

**Athletic Stipends
2018 - 2019**

FALL SPORTS		
<u>Position</u>	<u>Amount</u>	<u>Pay Date</u>
Athletic Director	\$4,000	Monthly
Football Head Coach	\$3,000	Month Following Completion of Season
Football JV Coach	\$2,000	Month Following Completion of Season
Football Assistant Coach	\$1,800	Month Following Completion of Season
Football Assistant Coach	\$1,800	Month Following Completion of Season
Football Assistant Coach	\$1,800	Month Following Completion of Season
Football Assistant Coach	\$1,800	Month Following Completion of Season
Football Assistant Coach	\$1,800	Month Following Completion of Season
Cheerleading Varsity Fall (sideline)	\$1,000	Month Following Completion of Season
Cheerleading JV Fall (sideline)	\$1,000	Month Following Completion of Season
Competition Cheer (gymnastics)	\$3,000	Month Following Completion of Season
Cross Country	\$3,000	Month Following Completion of Season
Volleyball Varsity	\$3,000	Month Following Completion of Season
Volleyball JV	\$2,000	Month Following Completion of Season
Golf Head Coach	\$3,000	Month Following Completion of Season
Theater Festival Director	\$1,000	Month Following Completion of Season
TOTAL FALL SPORTS	\$35,000	

WINTER SPORTS		
<u>Position</u>	<u>Amount</u>	<u>Pay Date</u>
Basketball Girls Varsity	\$3,000	Month Following Completion of Season
Basketball Girls JV	\$2,000	Month Following Completion of Season
Basketball Girls Assistant	\$1,800	Month Following Completion of Season
Basketball Boys Varsity	\$3,000	Month Following Completion of Season
Basketball Boys JV	\$2,000	Month Following Completion of Season
Basketball Boys Assistant	\$1,800	Month Following Completion of Season
Cheerleading Varsity Winter (sideline)	\$1,000	Month Following Completion of Season
Cheerleading JV Winter (sideline)	\$1,000	Month Following Completion of Season
Wrestling Head Coach	\$2,000	Month Following Completion of Season
Wrestling Assistant Coach	\$1,000	Month Following Completion of Season
TOTAL WINTER SPORTS	\$18,600	

SPRING SPORTS		
<u>Position</u>	<u>Amount</u>	<u>Pay Date</u>
Baseball Head Varsity Coach	\$3,000	Month Following Completion of Season
Baseball JV Coach	\$2,000	Month Following Completion of Season
Baseball Assistant Coach	\$1,800	Month Following Completion of Season
Softball Head Varsity Coach	\$3,000	Month Following Completion of Season
Softball JV Coach	\$2,000	Month Following Completion of Season
Softball Assistant Coach	\$1,800	Month Following Completion of Season
Soccer Boys Varsity Coach	\$3,000	Month Following Completion of Season
Soccer Boys JV Coach	\$2,000	Month Following Completion of Season

Athletic Stipends

2018 - 2019

SPRING SPORTS - Continued		
<u>Position</u>	<u>Amount</u>	<u>Pay Date</u>
Soccer Boys Assistant Coach	\$1,800	Month Following Completion of Season
Soccer Girls Varsity Coach	\$3,000	Month Following Completion of Season
Soccer Girls JV Coach	\$2,000	Month Following Completion of Season
Soccer Girls Assistant Coach	\$1,800	Month Following Completion of Season
Tennis Varsity Coach	\$3,000	Month Following Completion of Season
Track & Field Varsity Coach	\$3,000	Month Following Completion of Season
Track & Field Assistant Coach	\$1,800	Month Following Completion of Season
Track & Field Assistant Coach	\$1,800	Month Following Completion of Season
Scholastic Bowl Coach	\$1,500	Month Following Completion of Season
Scholastic Bowl Coach	\$1,500	Month Following Completion of Season
TOTAL SPRING SPORTS	\$39,800	

TOTAL ATHLETIC STIPENDS	\$93,400
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Division Events Ticket Taker	\$25/\$40 Per Game	Monthly
Assistant Ticket Taker	\$15 Per Game	Monthly
Scoreboard Clock Operator	\$40 Per Game	Monthly

**ESSEX COUNTY PUBLIC SCHOOLS
2018-2019 HOURLY AND SUBSTITUTE RATES**

HOURLY RATES

After School Tutoring Teacher -- \$25/hr.
Bus Driver -- After School Activity -- \$30.00/Day
Bus Driver -- After School Tutoring Switchboard Operator -- \$15/hr.
Bus Driver -- Athletic/Field trips -- \$10.00/hr.
Bus Driver -- Governor's School -- \$20.00/run
Bus Driver -- Governor's School -- Summer Program -- \$78.00/Day
Bus Driver -- Vocational Center -- \$20.00/run
Bus Driver -- Summer School -- \$78.00/Day
Bus Driver -- Committee -- \$15/hr.
Bus Driver -- Training -- \$15.00/hr.
Child Nutrition Worker -- \$ 9.84 - \$10.40/hr.
Driver's Education Instructor -- \$145.00/student
Extended School Year Teacher -- \$25/hr.
Homebound Instructor -- \$20/hr.
Kitchen Facilities Use -- \$20/hr.
Sumer School Teacher -- \$25/hr.
Summer School Nurse -- \$25/hr.
Summer School Admin Assitant -- \$15/hr.
Summer School Child Nutrition Worker -- \$15/hr.
Summer School Substitute -- \$25/hr.
Teacher Trainings/Workshops -- \$25/hr.

SUBSTITUTE RATES

TEACHER

Daily Rate: \$65.00 (non-degreed); \$70.00 (Bachelor's Degree or higher)

Long-Term Substitute (ten or more consecutive days for the same teacher) Daily Rate
\$70.00 (non-degreed)/Day
\$100.00 (Bachelor's Degree or higher)/Day
\$125 (Licensed Teacher)/Day

Administrative Assistant -- \$60/Day

Child Nutrition Worker -- \$9.65/hr.

Paraprofessional -- \$60/Day

School Nurse -- \$70/Day

Bus Driver -- \$78/Day

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