



**PAY AND CLASSIFICATION
PLAN
FISCAL YEAR 2017-2018**

Approved by the School Board on May 8, 2017
(Updated 5/8/17)

**Essex County Public Schools
109 North Cross Street
P.O. Box 756
Tappahannock, Virginia 22560
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**Scott A. Burckbuchler, Ph.D.
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		
Principal		
Assistant Principal		
School Bookkeeper		
Technology Department	Director of Technology	Technology Specialist
Maintenance Department	Maintenance Director	Worker
Transportation Department	Transportation Director	Mechanics

**11-MONTH EMPLOYEES - 220 CONTRACT DAYS (Scheduled by Supervisor between 07/01 - 06/30
Schedule for employee submitted by Supervisor to Asst. Superintendent by 06/30 annually)**

School Guidance Counselor
Literacy Coach
Mathematics Coach
ITRT/Electronic Media Contact
School Psychologist
School Administrative Assistant
Child Nutrition Manager

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

Teacher
Gifted Coordinator
Head Nurse
School Nurse

186-DAY CONTRACTED EMPLOYEES

Child Nutrition Supervisor	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

Paraprofessional	180 Instructional days + 4 days as assigned by Supervisor
Child Nutrition Worker	180 Instructional days + 4 days as assigned by Supervisor

180-DAY CONTRACTED EMPLOYEES (PER SCHOOL CALENDAR)

Bus Driver
Car Driver
Bus/Car Aide



**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
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 Human Resources	Exempt
Director of Special Education/Student Services	Exempt
Director of Technology	Exempt
Gifted Coordinator	Exempt
Guidance Counselor	Exempt
Head Nurse	Exempt
ITRT/Electronic Media Contact	Exempt
Literacy 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
Teacher	Exempt
Technology Specialist	Non-Exempt
Transportation Director	Exempt



**ESSEX COUNTY PUBLIC SCHOOLS
2017-2018 TEACHER SALARY SCALE**

STEP	200-DAY (BASE SALARY)	220-DAY (BASE SALARY)
0	\$40,105	\$44,116
1	\$40,510	\$44,561
2	\$40,915	\$45,007
3	\$41,324	\$45,456
4	\$41,737	\$45,911
5	\$42,154	\$46,369
6	\$42,576	\$46,834
7	\$43,002	\$47,302
8	\$43,432	\$47,775
9	\$43,866	\$48,253
10	\$44,305	\$48,736
11	\$44,748	\$49,223
12	\$45,195	\$49,715
13	\$45,647	\$50,212
14	\$46,103	\$50,713
15	\$46,564	\$51,220
16	\$47,030	\$51,733
17	\$47,500	\$52,250
18	\$47,975	\$52,773
19	\$48,455	\$53,301
20	\$48,940	\$53,834
21	\$49,429	\$54,372
22	\$49,923	\$54,915
23	\$50,422	\$55,464
24	\$50,926	\$56,019
25	\$51,435	\$56,579
26	\$51,949	\$57,144
27	\$52,468	\$57,715
28	\$52,993	\$58,292
29	\$53,523	\$58,875
30*	\$54,558	\$60,014
31	\$55,104	\$60,614
32	\$55,655	\$61,221
33	\$56,212	\$61,833
34	\$56,774	\$62,451
35	\$57,342	\$63,076

* 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
2017-2018 PARAPROFESSIONAL SALARY SCALE**

STEP	BASE	HOURLY
0	\$17,043	\$12.35
1	\$17,209	\$12.47
2	\$17,374	\$12.59
3	\$17,554	\$12.72
4	\$17,733	\$12.85
5	\$17,912	\$12.98
6	\$18,092	\$13.11
7	\$18,271	\$13.24
8	\$18,451	\$13.37
9	\$18,630	\$13.50
10	\$18,823	\$13.64
11	\$19,016	\$13.78
12	\$19,210	\$13.92
13	\$19,403	\$14.06
14	\$19,596	\$14.20
15	\$19,789	\$14.34
16	\$19,982	\$14.48
17	\$20,176	\$14.62
18	\$20,383	\$14.77
19	\$20,590	\$14.92
20	\$20,797	\$15.07
21	\$21,004	\$15.22
22	\$21,211	\$15.37
23	\$21,418	\$15.52
24	\$21,638	\$15.68
25	\$21,859	\$15.84
26	\$22,080	\$16.00
27	\$22,301	\$16.16
28	\$22,522	\$16.32
29	\$22,742	\$16.48
30	\$22,963	\$16.64
31	\$23,198	\$16.81
32	\$23,432	\$16.98
33	\$23,667	\$17.15
34	\$23,902	\$17.32
35	\$24,136	\$17.49



**ESSEX COUNTY PUBLIC SCHOOLS
TWELVE-MONTH POSITIONS
2017-2018**

POSITION	2017-2018 SALARY
Administrative Assistant - Elementary	\$29,305
Administrative Assistant - SPED	\$34,315
Assistant Principal - Elementary	\$78,736
Assistant Principal - Intermediate	\$69,655
Assistant Principal - High School	\$73,249
Assistant Superintendent for Instruction and	\$108,564
Bookkeeper - High	\$34,102
Bookkeeper - Intermediate	\$34,102
Director of Accounting	\$88,409
Director of Human Resources	\$72,828
Director of Special Education/Student	\$88,409
Director of Technology	\$82,034
Executive Administrative Assistant	\$53,108
Maintenance Director	\$70,873
Maintenance Worker	\$48,899
Mechanic I	\$59,137
Mechanic II	\$51,973
Payroll Specialist	\$51,735
Principal - Elementary	TBD
Principal - High	\$83,640
Principal - Intermediate	\$83,232
System Information Specialist	\$42,947
Technology Specialist	\$50,182
Transportation Director	\$71,169



**ESSEX COUNTY PUBLIC SCHOOLS
SUPPORT STAFF POSITIONS
2017-2018**

POSITION	2017-2018 SALARY
Gifted Coordinator	\$23,515
Head Nurse	\$42,353 base + 5,000 head nurse adjustment
School Nurse	\$33,581
Administrative Assistant - High	\$25,190
Administrative Assistant - Intermediate	\$25,190
Guidance Secretary - High	\$25,510
Child Nutrition Manager	\$40,800
Child Nutrition Supervisor	\$22,090/\$16.97 Per Hour - \$33,373/\$25.63 Per Hour
Child Nutrition Lead Worker	\$22,090/\$16.97 Per Hour
Child Nutrition Worker	\$11,530/\$10.44 Per Hour - \$16,048/\$12.46 Per Hour
Bus Driver - Regular Route	\$15,666/\$21.76 Per Hour
Bus Driver - Special Needs Route	\$15,869/\$22.04 Per Hour
Bus Drivers (Regular and Special Needs) Hired After 7/1/2017	\$13,000/\$18.06 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

2017 - 2018

TAPPAHANNOCK ELEMENTARY SCHOOL		
Position	Amount	Pay Date
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
TES Yearbook	\$250	November and 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	\$5,650	

ESSEX INTERMEDIATE SCHOOL		
Position	Amount	Pay Date
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	\$250	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	\$7,400	

ESSEX HIGH SCHOOL		
Position	Amount	Pay Date
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

SUPPLEMENTS

2017 - 2018

ESSEX HIGH SCHOOL - continued		
<u>Position</u>	<u>Amount</u>	<u>Pay Date</u>
Play Director	\$1,500	Month Following Completion of Season
CTE Coordinator	\$5,000	Monthly
STEM Supplement	\$500	July 2017 (Grant)
Marching Band	\$1,500	November and May
EHS National Honor Society	\$500	November and May
Building Based Mentor	\$200	May (Grant)
Public Relations Contact	\$500	May
EHS Tutoring/Afterschool Remediation	\$6,960	Monthly
TOTAL ESSEX HIGH SCHOOL	\$21,660	

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
2017 - 2018**

FALL SPORTS		
<u>Position</u>	<u>Amount</u>	<u>Pay Date</u>
Athletic Director	\$6,000	Monthly
Football Head Coach	\$3,000	Month Following Completion of Season
Weight Training/Conditioning	\$1,000	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	\$38,000	

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	\$3,000	Month Following Completion of Season
Wrestling Assistant Coach	\$1,800	Month Following Completion of Season
TOTAL WINTER SPORTS	\$20,400	

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
2017 - 2018**

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	\$98,200
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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
2017-2018 HOURLY AND SUBSTITUTE RATES**

HOURLY RATES

After School Tutoring Teacher -- \$25/hr.
Bus Aide -- \$11.14/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.
Car Driver -- including Alternative Education -- \$13.37/hr.
Child Nutrition Worker -- \$10.20/hr.
Division Mail Courier -- \$15.00/hr.
Driver's Education Instructor -- \$145.00/student
Extended School Year Teacher -- \$25/hr.
Homebound Instructor -- \$20/hr.
Part Time Administrative Assistant -- \$15.30/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.

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

Child Nutrition Worker -- \$9.65/hr.

Paraprofessional -- \$60/Day

School Nurse -- \$70/Day

Bus Driver -- \$78/Day

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