

# **COMPENSATION MANUAL**

**2007/08**



**THE SCHOOL BOARD  
OF  
PINELLAS COUNTY, FLORIDA**

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It is the intent of the School Board of Pinellas County to pay, as reasonably possible, competitive salaries/rates of pay for positions based on the following:

- Maintenance of internal equity
- Comparison of administrative, supervisory, and instructional positions to our Florida School district data base
- Comparison of supporting services positions to local positions of similar nature and our Florida School district data base, where appropriate

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## INSTRUCTIONAL SALARY SCHEDULE

(10 Months, 1485 Hrs. Yr.)

(The scheduled rates shown shall be for 198 days of teaching service with six paid holidays to be mutually decided by the Association and the Board.)

| <i>Years Of Experience</i> | <i>Level 1<br/>Bachelor's Degree;<br/>Non-Degree Vocational</i> | <i>Level 2<br/>Professional Certificate;<br/>Non-Degree Vocational<br/>+15 hours</i> | <i>Level 3<br/>Master's Degree; Non-Degree Adv.<br/>Vocational</i> | <i>Level 4<br/>Specialist Degree in Education;<br/>Non-Degree Adv.<br/>Vocational<br/>+45 hours</i> | <i>Level 5<br/>Doctoral Degree</i> |
|----------------------------|---|--|--|---|------------------------------------|
| 0                          | 37,300  | 38,100   | 39,480   | 40,650  | 41,800                             |
| 1                          | 37,600  | 38,400   | 39,780   | 40,950  | 42,100                             |
| 2                          | 38,045  | 38,845   | 40,225   | 41,395  | 42,545                             |
| 3                          | 38,795  | 39,595   | 40,975   | 42,145  | 43,295                             |
| 4                          | 38,795  | 39,595   | 40,975   | 42,145  | 43,295                             |
| 5                          | 39,595  | 40,395   | 41,775   | 42,945  | 44,095                             |
| 6                          | 39,595  | 40,395   | 41,775   | 42,945  | 44,095                             |
| 7                          | 39,895  | 40,695   | 42,075   | 43,245  | 44,395                             |
| 8                          | 41,120  | 41,920   | 43,300   | 44,470  | 45,620                             |
| 9                          | 41,120  | 41,920   | 43,300   | 44,470  | 45,620                             |
| 10                         | 41,420  | 42,220   | 43,600   | 44,770  | 45,920                             |
| 11                         | 41,720  | 42,520   | 43,900   | 45,070  | 46,220                             |
| 12                         | 42,020  | 42,820   | 44,200   | 45,370  | 46,520                             |
| 13                         | 43,270  | 44,070   | 45,450   | 46,620  | 47,770                             |
| 14                         | 43,570  | 44,370   | 45,750   | 46,920  | 48,070                             |
| 15                         | 43,870  | 44,670   | 46,050   | 47,220  | 48,370                             |
| 16                         | 44,170  | 44,970   | 46,350   | 47,520  | 48,670                             |
| 17                         | 45,420  | 46,220   | 47,600   | 48,770  | 49,920                             |
| 18                         | 45,720  | 46,520   | 47,900   | 49,070  | 50,220                             |
| 19                         | 46,020  | 46,820   | 48,200   | 49,370  | 50,520                             |
| 20                         | 47,770  | 48,570   | 49,950   | 51,120  | 52,270                             |
| 21                         | 49,320  | 50,120   | 51,500   | 52,670  | 53,820                             |
| 22                         | 54,620  | 55,420   | 56,800   | 57,970  | 59,120                             |
| 23                         | 58,870  | 59,670   | 61,050   | 62,220  | 63,370                             |
| 24                         | 58,870  | 59,670   | 61,050   | 62,220  | 63,370                             |
| 25                         | 58,870  | 59,670   | 61,050   | 62,220  | 63,370                             |
| 26                         | 58,870  | 59,670   | 61,050   | 62,220  | 63,370                             |
| 27 & Over                  | 59,870  | 60,670   | 62,050   | 63,220  | 64,370                             |

- The amounts above include \$3,529 in referendum supplement dollars that were approved by the voters on November 2, 2004, effective 7/1/2005 to 6/30/2009. Base hourly rate is defined as the scheduled salary minus the \$3,529 in referendum supplement.
- A Pay-for-Performance Plan, consistent with Florida law, was implemented effective July 1, 2002, for eligible school-based administrative and instructional personnel. The plan provides a one-time 5% supplement applied to the base salary paid to qualifying employees during the 2007/08 school year.
- Late starters who are eligible for Level 2 or Level 4 must apply within thirty days of starting date.
- Placement on Level 4 of the Salary Schedule shall be made available to those teachers who have completed and verified all requirements for the Doctoral degree with the exception of the dissertation (ABD).

# PINELLAS COUNTY SCHOOL BOARD

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## INSTRUCTIONAL SALARY SCHEDULE

### **SALARY SCHEDULE CREDIT FOR EDUCATION LEVEL, EXPERIENCE, AND MILITARY SERVICE**

All salaries are fixed according to Florida certificates and official college transcripts on file in the Personnel Office. Any change of salary resulting from a change in degree level prior to December 31 of the current school fiscal year will become **effective on the first workday after the date of degree shown on the official transcript**. For non-degreed vocational teachers, the effective date will be the ending date of the term in which all course work is completed. Vocational course work requirements completed on or before September 1 will permit the salary adjustment as of the first day of duty in the current school fiscal year. If vocational course work is completed, or degree conferred after December 31 of the current school fiscal year, the salary adjustment will be made the next school fiscal year. It is the responsibility of the teacher to send to the Personnel Office an official college transcript reflecting the higher degree, in addition to the appropriate certificate application form, when applicable. All experience **MUST** be verified on a Pinellas County School Board form provided by the Personnel Department. Payment on the salary schedule is effective during the year verified and is not retroactive to previous school years. A degree utilized for salary purposes must have been awarded by an institution, which was accredited at the time the degree was awarded or must have been validated by an accredited institution as covered under Department of Education procedures for implementation of applicable State Board Rule.

1. Credit on the instructional salary schedule will be granted for all verified public school experience in accordance with state law. If public school credit is less than eight (8) years, a combination of verified military, full time private school teaching experience and related work experience may be granted to a maximum of eight (8) total years.
2. Effective July 1, 2001 employees hired or rehired on the instructional salary schedule shall be provided credit for all years of teaching experience consistent with Florida statutes.
3. A maximum of three (3) years of credit is allowed for service in the armed forces of the United States subsequent to January 1, 1940.
4. Full-time vocational and/or technical shop and technical laboratory instructors, related instructors, cooperative coordinators, vocational business teachers, distributive cooperative training teachers, and other related members of the unit will receive credit for each year required for state certification. One (1) year for each year or major fraction thereof, spent full-time in the occupation is acceptable up to a maximum of six (6) years. Should a teacher change positions and no longer occupy a full-time unit, he/she will lose all previously granted work experience.

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## **INSTRUCTIONAL SALARY SCHEDULE**

5. Hourly and part-time teaching experience in Pinellas County Schools shall be allowed to teachers who subsequently are employed as regular full-time teachers. One (1) year of experience will be allowed for each fiscal year in which a teacher accrues at least nine hundred (900) hours. Such experience will be in addition to out-of-county, military and related work experience as prescribed above.
6. Long-term substitute teaching experience is allowed to teachers who hold Bachelor's degrees and beyond and are subsequently employed as regular full-time teachers. Long-term substitute teaching experience completed within three (3) years prior to accepting full-time assignment, as a regular full-time teacher shall be granted. One (1) year of experience will be allowed for each fiscal year in which a teacher accrues more than one-half (1/2) the number of days in service in place of the same teacher. (Note: effective with the 2000/01 school year, the numbers of days are 100 days for a ten-month teacher).
7. When salary and benefit agreements are reached, any approved retroactive payments due employees will be paid only to those in active pay status on the date of Board approval.
8. Except as otherwise provided for in these procedures, retroactive pay adjustments will apply to instructional employees assigned to work additional duty immediately prior to the beginning of their normal contract year.
9. The Artist's Portfolio Assessment form shall be used to provide a maximum of six (6) years credit for prior experience for instructors in programs for the performing arts in designated magnet schools in Pinellas County whose experience cannot be authorized under existing Personnel Department procedures. Any experience granted for instructors utilizing this process shall be retroactive only to the initial date of hire in the year in which the Board approves the form. There shall be no retroactive adjustments beyond the year in which the form is received.

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## OCCUPATIONAL THERAPIST / PHYSICAL THERAPIST SALARY SCHEDULE (10 Months/198 Days/1485 Hrs. Yr.)

|                            | <i>Level 2</i> | <i>Level 3</i>                | <i>Level 4</i>                | <i>Level 5</i>              |
|----------------------------|----------------|-------------------------------|-------------------------------|-----------------------------|
| <i>Years Of Experience</i> | <i>OT</i>      | <i>PT<br/>OT/PT w/Masters</i> | <i>OT/PT<br/>w/Specialist</i> | <i>OT/PT<br/>w/Doctoral</i> |
| <b>0</b>                   | <b>42,220</b>  | <b>43,600</b>                 | <b>44,770</b>                 | <b>45,920</b>               |
| <b>1</b>                   | <b>42,520</b>  | <b>43,900</b>                 | <b>45,070</b>                 | <b>46,220</b>               |
| <b>2</b>                   | <b>42,820</b>  | <b>44,200</b>                 | <b>45,370</b>                 | <b>46,520</b>               |
| <b>3</b>                   | <b>44,070</b>  | <b>45,450</b>                 | <b>46,620</b>                 | <b>47,770</b>               |
| <b>4</b>                   | <b>44,370</b>  | <b>45,750</b>                 | <b>46,920</b>                 | <b>48,070</b>               |
| <b>5</b>                   | <b>44,670</b>  | <b>46,050</b>                 | <b>47,220</b>                 | <b>48,370</b>               |
| <b>6</b>                   | <b>44,970</b>  | <b>46,350</b>                 | <b>47,520</b>                 | <b>48,670</b>               |
| <b>7</b>                   | <b>46,220</b>  | <b>47,600</b>                 | <b>48,770</b>                 | <b>49,920</b>               |
| <b>8</b>                   | <b>46,520</b>  | <b>47,900</b>                 | <b>49,070</b>                 | <b>50,220</b>               |
| <b>9</b>                   | <b>46,820</b>  | <b>48,200</b>                 | <b>49,370</b>                 | <b>50,520</b>               |
| <b>10</b>                  | <b>48,570</b>  | <b>49,950</b>                 | <b>51,120</b>                 | <b>52,270</b>               |
| <b>11</b>                  | <b>50,120</b>  | <b>51,500</b>                 | <b>52,670</b>                 | <b>53,820</b>               |
| <b>12</b>                  | <b>55,420</b>  | <b>56,800</b>                 | <b>57,970</b>                 | <b>59,120</b>               |
| <b>13</b>                  | <b>59,670</b>  | <b>61,050</b>                 | <b>62,220</b>                 | <b>63,370</b>               |
| <b>14</b>                  | <b>59,670</b>  | <b>61,050</b>                 | <b>62,220</b>                 | <b>63,370</b>               |
| <b>15</b>                  | <b>59,670</b>  | <b>61,050</b>                 | <b>62,220</b>                 | <b>63,370</b>               |
| <b>16</b>                  | <b>59,670</b>  | <b>61,050</b>                 | <b>62,220</b>                 | <b>63,370</b>               |
| <b>17 &amp; Over</b>       | <b>60,670</b>  | <b>62,050</b>                 | <b>63,220</b>                 | <b>64,370</b>               |

- The amounts above include \$3,529 in referendum supplement dollars that were approved by the voters on November 2, 2004, effective 7/1/2005 to 6/30/2009. Base hourly rate is defined as the scheduled salary minus the \$3,529 in referendum supplement.
- For initial placement on the salary schedule, experienced therapists hired new to the district may be granted up to six (6) additional years of experience based on previous employment specifically in the field of therapy for which they are employed by the Board.

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## SALARY SCHEDULE FOR INSTRUCTORS IN SELECTED MAGNET PROGRAMS

**Full-Time Teachers:** Full-time teachers in this program will be paid according to the regular 10-months Instructional Salary Schedule, with the following exceptions:

1. Teaching experience and/or professional performance in the area being taught by non-certificated teachers in the selected magnet programs will be allowed to a maximum of six (6) years.
2. Teachers in the selected magnet programs employed in areas for which they possess expert skill and do not hold a Florida teaching certificate will be employed under provisions of School Board Policy 8.29(7), (no certificate required).
3. Teachers who teach additional periods shall be compensated per instructional supplement salary language specified in General Guidelines, Section 3, Instructional.

**Part-Time Teachers:**

1. Teachers employed for more than 3-1/2 hours per day will be paid on a fractional basis, based on the 10-months Instructional Salary Schedule as noted above for full-time teachers. The net time for computing the salary is seven (7) hours per day.
2. Teachers employed for 3-1/2, or less, hours per day will be paid an hourly salary computed as follows:
  - a. Use the 10-months Instructional Salary Schedule as a base.
  - b. Apply the exceptions stated above for "full-time" teachers to determine a place on the schedule.
  - c. Divide the 10-months salary thus determined by 1485 hours (7-1/2 hours x 198 days = 1485 hours per year) to determine a base hourly rate.
  - d. To compensate ineligibility for fringe benefits, add to the base hourly rate determined in #2.c. above, a factor of 20% to determine the hourly rate to be paid, (i.e., 1.20 x base hourly rate).

**Artist in Residence:** Personnel used in a temporary capacity, as "Artist in Residence" will be paid as Contracted Services Employees.

# PINELLAS COUNTY SCHOOL BOARD

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## SUPPLEMENTARY SALARY SCHEDULE

### GENERAL GUIDELINES - SUPPLEMENTARY

**Exempt:** Personnel paid on the Exempt Salary Schedule are ineligible for supplements, unless otherwise approved by the Superintendent or his designee.

**Non-Exempt:** Non-exempt personnel are not eligible for supplements listed under the Supplementary Salary Schedule due to the constraints of the Fair Labor Standards Act.

**Rates:** Supplement rates paid during the regular school year are based on ten (10) months of duty. Supplements authorized for extended duty time shall be paid on a prorated daily basis.

**Full Year/Prorated:** Supplements are considered to be based on full-year activities and will be prorated in the case of teachers who start late or terminate before the end of the school year.

**Installment Payments:** All supplements will be paid in no more than two (2) installments, with the exception of designated positions as agreed to through contract negotiations.

**Recommendation of Individuals:** It shall be the responsibility of the principal or other designated agent of the Board to recommend, on an annual basis, those individuals who are to receive salary supplements. Should special circumstances dictate, the principal may realign the nature of supplements. All supplements shall expire on the last day of the employee's work year.

**Extra Duty vs. Contract Status:** No person assigned to an extra-duty position will acquire professional services contract status in that position.

**Funded Projects:** Personnel to be paid from funded projects will be paid in accordance with applicable salary schedules.

### 1. ATHLETIC SUPPLEMENTS

***Extracurricular Sports Guidelines:***

Effective July 1, 2001, but retroactive to July 1, 2000, supplement holders will be eligible for experience credit in establishing the value of supplements held each year.

# PINELLAS COUNTY SCHOOL BOARD

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## SUPPLEMENTARY SALARY SCHEDULE

### 1. ATHLETIC SUPPLEMENTS (*Continued*)

The procedures below outline the guidelines to be used in establishing supplement amounts in extracurricular sports:

- Experience will be earned on the basis of each full season completed in a given sport. The entry level coach is paid at zero (0) years. A coach does not advance to the level of one (1) year of experience until he/she completes one full year of coaching a particular sport.
- Effective July 1, 2000, an increase not to exceed ten percent (10%) of the base supplement shall be provided for each three (3) years of continuous Pinellas in-county experience, to a maximum of ten (10) years, in a supplemented extracurricular position for which experience is currently granted.
- If an employee agrees to accept a second supplement, the years of experience from the first supplement will be applied to both sports.
- Payment for experience for all coaching supplements assigned will be based on the experience level (number of years) of the supplement for which the coach has the greatest number of years of experience.
- Experience will be portable and can be transferred from supplement to supplement regardless of the level of the supplement.
- In the event an employee breaks service in coaching and later returns, the creditable years of experience on file at the time of termination will be applied to the new coaching assignment.
- Athletic supplements will be paid at the end of each sport season. Eighty percent (80%) of the amount of the football supplement will be paid at the end of the fall season, and twenty percent (20%) will be paid at the end of the spring season.
- The Athletic Coordinator position at the high school level shall be paid at \$10.00/hour, not to exceed \$5,000 (500 hours) for the applicable school year.

### 2. EXEMPT SUPPLEMENTS

***Principal Off-Site Programs:*** School based Principals having responsibility for off-site programs will receive a supplement of \$50 per month, to a maximum of \$500 per year.

***Work Prior to Starting Date:*** Newly appointed administrators assigned to work prior to their official starting date may be paid at the exempt rate specified for the position.

***Exempt Employee Supplements:*** The Superintendent is authorized to establish exempt employee supplements to provide for unique administrative circumstances. Such supplements shall be submitted for Board approval at the time the exempt employee is assigned to assume the responsibilities for which the supplement is paid. A record of supplements for exempt employees shall be maintained in the Personnel Department.

***Administrator Educational Supplement:*** A \$2,000 supplement will be provided for administrators with an educational specialist degree or “all but dissertation” and \$3,000 to those with a doctorate earned at an accredited higher education institution that was accredited and accepted by the State of Florida at the time the degree was conferred.

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## SUPPLEMENTARY SALARY SCHEDULE

### 3. INSTRUCTIONAL SUPPLEMENTS

**Department Teams:** The number of teachers included in departments, teams, or grade levels, may not exceed the number of teachers assigned to the school, (i.e., no teacher may be included in more than one (1) department for establishing supplement rates).

**Supplements Limited to Two:** No teacher may draw supplements for more than two (2) activities/athletics unless approved by the Personnel Department, with the exception of middle school personnel who may receive three (3) supplements.

**Units:** If paraprofessionals are used full time in a department in lieu of teacher units, they may be included in the number of teachers for determining department chairperson supplements on a ratio of two (2) paraprofessionals equal one (1) teacher unit.

**Four by Four Scheduling:** For schools using the 4x4 scheduling process, instructional personnel will be paid on a 5/7 contract if teaching two (2) 90-minute periods. This contract will also include a planning period and a paid lunch.

**Number of Teaching Periods and Percent:** Teachers in programs approved by the Deputy Superintendent, Curriculum & Operations, who are authorized to teach six (6) periods in a day will receive a salary sixteen percent (16%) greater than that shown on the base (exclusive of referendum money) salary schedule. Teachers who are authorized to teach seven (7) periods in an eight (8) period day will receive a salary twelve percent (12%) greater than that shown on the base salary schedule. Teachers in schools using the 4x4 scheduling process who are authorized to teach four periods in a day will receive a salary twenty five percent (25%) greater than that shown on the base salary schedule. This additional salary will be paid in the form of a supplement and will cover those days during which students are present.

**IB/CAT Coach:** The IB/CAT Coach supplement is paid through the 16% supplement for duties relative to academic coaching in the IB/CAT programs.

**Child Care Program Teacher:** Teachers assigned to teach in the Child Care Program will be paid their hourly base rate earned during the 2007/08 school year, according to the Instructional Salary Schedule (hourly rate to be computed on a 7.5 hour day) for days worked as additional duty.

**Early Exams:** Students pay a reasonable fee per examination as established by the Superintendent. The teacher who prepares the examination and the person (a certified instructional professional) who administers the examination will each be paid one-half (1/2) the fee per exam. The current rate is \$6 plus fringe per exam.

# PINELLAS COUNTY SCHOOL BOARD

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## SUPPLEMENTARY SALARY SCHEDULE

### 4. INSTRUCTIONAL-HOURLY SUPPLEMENTS

"Approved Program" shall be defined as Adult General Education, Workforce Education, Homebound, Special Projects, or such other programs as defined prior to employment by the Superintendent.

Teachers who teach part-time in an approved program, in addition to fulfilling their full-time obligation, beyond the normal 7.5 hours shall be paid: \$13.00 per hour

A person who teaches part-time in an approved program as defined above, who is not otherwise employed as a regular, full-time teacher, shall be paid: \$13.00 per hour

A person who teaches one half (1/2) time or less, in critical shortage areas in a regular program, shall be paid: \$13.00 per hour

d. Part-time hourly teachers at the Workforce Education Centers shall be paid as follows:

(1) Instructors in self-sustaining or cost recovery programs (non-certificated teachers, no funding, no state standards) \$13.00 per hour

(2) Instructors assigned to programs funded through Workforce Education that require teacher certification \$15.00 per hour

(3) Instructors assigned to high skill/high wage or performance-earning Workforce Education funded programs or critical need areas that require highly specialized skills or expertise and teacher certification \$18.00 - \$30.00 per hour

e. Part-time Elementary Literacy Success teachers shall be paid as follows:

(1) Regular Literacy Success teachers \$17.94 per hour

(2) Lead Literacy Success teachers \$20.28 per hour

f. Part-time Elementary Title I teachers shall be paid: \$17.94 per hour

g. Part-time hourly teachers for Homework/HelpLine shall be paid: \$15.00 per hour

h. Part-time hourly teachers for Extended Learning Program shall be paid: \$15.00 per hour

i. Part-time Graduate Assistants shall be paid: \$13.00 per hour

# PINELLAS COUNTY SCHOOL BOARD

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## SUPPLEMENTARY SALARY SCHEDULE

### 5. INSTRUCTIONAL - SUBSTITUTE TEACHERS

a. **Short Term**

**Daily Rate**

- |  |                             |
|--|-----------------------------|
| (1) Minimum Bachelor's degree<br>or its equivalent Vocational Certificate  | (effective 8/1/07)<br>\$ 70 |
| (2) Minimum Associate's degree or its<br>equivalent of sixty (60) or more semester hours   | \$ 65                       |
| (3) A substitute teacher who teaches six (6) periods in a six (6)<br>period day or four (4) periods in a school using 4x4 scheduling   |                             |
| Bachelor's degree  | \$ 80                       |
| Associate's degree   | \$ 75                       |
| (4) A substitute teacher who in addition to their regular substitute<br>teaching assignment, covers a class for another absent teacher<br>shall be paid at the rate of ten dollars (\$10) per period (hour). |                             |

b. **Long Term**

When it is known that a teacher will be absent for more than fifteen (15) days, he/she should be replaced with a substitute teacher who holds a Florida educators certificate in that subject area, or one who is eligible for full-time employment in that position according to the placement director. Any exception to this requirement must be approved by the Superintendent or his designee.

A substitute teacher, who teaches sixteen (16) or more consecutive days for one teacher, will be paid an additional twenty dollars (\$20) per day for each day certified in writing by the school principal.

When a long-term substitute teacher replaces a teacher in the PCCA Program (Gibbs High School) or the International Baccalaureate Program (St. Petersburg High School and Palm Harbor University High), and is required to teach six (6) periods in a day, he/she will be paid thirty dollars (\$30) per day in addition to the regular substitute rate. Payment will be made at the end of each assignment.

c. **High Priority Schools (history of difficulty in finding subs)**

**Daily Rate**

- |  |        |
|--|--------|
| (1) A substitute teacher at a designated high priority school  | \$ 90  |
| (2) A substitute teacher at a designated high priority school<br>who teachers six (6) periods in a six (6) period day or<br>seven (7) periods in an eight (8) period day | \$ 100 |
| (3) On-site substitutes at selected high priority schools  | \$ 105 |

# PINELLAS COUNTY SCHOOL BOARD

2007/08

## SUPPLEMENTARY SALARY SCHEDULE

### 5. INSTRUCTIONAL - SUBSTITUTE TEACHERS (*Continued*)

d. ***Instructional Staff Member in Lieu of Sub***

If a classroom teacher or a member of the instructional staff covers the class or classes of an absent teacher, he/she shall be eligible to receive twelve dollars (\$12) per hour or period for each hour or class period provided in coverage. If coverage extends beyond one hour, additional time shall be compensated at the rate of six dollars (\$6) for each additional half-hour or half-period increment. Under no circumstance shall a teacher receive more than seventy dollars (\$70) per day (e.g., an elementary teacher who combines classes for the entire day).

e. ***Support Staff Member in Lieu of Sub***

Eligible non-exempt employees who substitute for an absent teacher in an emergency situation will receive an additional one half of their base hourly rate of pay for the periods they substitute not to exceed the daily substitute rate for that assignment. An emergency situation occurs when no substitute is available and all other alternatives have been exhausted.

### 6. MISCELLANEOUS - SUPPLEMENTARY

a. ***Bus Driver Attendance Incentive***

A financial incentive of seventy-five dollars (\$75) shall be provided to those drivers who have a perfect attendance record during any forty-five (45) working day period. Drivers hired during any forty-five (45) working day period must satisfy a minimum of twenty-five (25) working days of service in order to qualify for the incentive during that period. Incentive payments will be cumulative and payable every semester on a date determined by the Payroll Department. The maximum incentive for a school year will be three hundred dollars (\$300) per eligible driver.

b. ***Bus Driver Differential for Opportunity Routes***

A differential of thirty-five cents (\$.35) per hour shall be provided to bus drivers who drive selected special routes on a regular basis.

c. ***Bus Driver Relief Supplement***

A supplement of eighty-five cents (\$.85) per hour for all hours worked, based on criteria in the "Relief Driver Requirements and Expectations" document, shall be provided to relief bus drivers to recruit and retain the most highly qualified drivers to fill vacant routes in Transportation. Relief drivers will not be eligible for Opportunity Route pay in addition to this enhanced supplement.

d. ***Bus Rider Supplement - Exceptional Student Education***

Personnel who are assigned to ride buses to supervise students with disabilities shall receive a supplement of six dollars (\$6) per day for duty on the bus.

# PINELLAS COUNTY SCHOOL BOARD

2007/08

## SUPPLEMENTARY SALARY SCHEDULE

### 6. MISCELLANEOUS – SUPPLEMENTARY (*Continued*)

e. ***Certificate of Distinction – Supporting Services***

An annual payment of two hundred dollars (\$200) shall be provided to supporting services personnel who complete a program of sixty-five (65) hours of additional training consisting of core courses and electives that would enhance job performance. In order to be eligible, the employee must be in an active pay status at the time of payment. If a recipient moves to a non-eligible position (e.g., substitute, temporary, or teacher position) prior to the pay date in December, they are only eligible for payment the school year in which they moved to the non-eligible position.

f. ***Contracted Services Employees***

The School Board reserves the right to hire individuals to provide specialized services to the district at rates not to exceed five hundred dollars (\$500) per day pursuant to appropriate authorization. Individuals hired to perform duties similar to those contained in existing non-instructional job classifications shall be paid the minimum of the pay grade to which that job classification is assigned.

g. ***Food Service Manager Supplement for Production Schools and Satellites***

An annual supplement of one thousand one hundred dollars (\$1,100 payable in two equal installments) shall be provided to food service managers who provide food and services to more than one school in Pinellas County.

h. ***Interpreters - Educational Interpreters Evaluation Reimbursement***

For the 2007/08 school year, a reimbursement of one hundred twenty five dollars (\$125) shall be provided educational interpreters to cover the cost of taking the EIE.

i. ***Interpreters for Hearing Impaired***

Interpreters who hold EIE3 or RID certification shall receive a temporary amount of two thousand dollars (\$2,000) per year (\$1.46/hour-1372 hours/year) funded through Medicaid and based on availability of funds.

j. ***JROTC Instructors***

Junior Reserve Officer Training Program (JROTC) instructors shall receive compensation for 198 days of service under one of the following formulas. Once an instructor selects his/her preferred method of pay, that form of compensation shall remain in full force and effect until the expiration of the 198-day period.

- Regular teacher's salary based on appropriate rank and experience for the program including referendum money.
- The difference between their retired and active duty pay and allowances, with the exception of hazardous duty and proficiency pay. This rate shall be established through the accepted Congressional formula and does not include referendum money.

# PINELLAS COUNTY SCHOOL BOARD

2007/08

## SUPPLEMENTARY SALARY SCHEDULE

### 6. MISCELLANEOUS – SUPPLEMENTARY (*Continued*)

j. ***National Board Certification***

The District will follow state statute and guidelines regarding payment of supplement for National Board Certified teachers and mentors.

k. ***Pay for Performance - Instructional and School-based Administrators***

A Pay-for-Performance Plan, consistent with Florida law, was implemented effective July 1, 2002, for eligible school-based administrative and instructional personnel. The plan provides a one-time five percent (5%) supplement applied to the base salary paid to qualifying employees during the subsequent school year.

m. ***Police Education and Training Incentive – Pinellas County Schools***

Pursuant to s.943.22, a payment of thirty dollars (\$30) per month shall be provided to full-time officers who have a degree from an accredited community college; an additional payment of fifty dollars (\$50) per month shall be provided to full-time officers who receive a bachelor's degree from an accredited college or university. Any officer who completes a combination of 480 hours of approved, advanced, and career development training courses established pursuant to s.943.17(1)(b) and (c) shall receive the sum of one hundred twenty dollars (\$120) per month. The commission, by rule, may provide for proportional shares for courses completed in 80-hour units in each program in a manner provided for in paragraph (h) of the statute. The maximum aggregate amount which any full-time officer may receive is one hundred thirty dollars (\$130) per month. No incentive payments shall be made for any state law enforcement or correctional position for which the job classification requires the minimum of a four-year degree or higher.

n. ***Professional Development Facilitators***

Instructional site-based employees who serve as Professional Development Facilitators will be paid an annual amount according to the following formula:

|         |           |       |          |           |       |
|---------|-----------|-------|----------|-----------|-------|
| 1 – 15  | Personnel | \$300 | 61 – 75  | Personnel | \$500 |
| 16 – 30 | Personnel | \$350 | 76 – 100 | Personnel | \$550 |
| 31 – 45 | Personnel | \$400 | Over 100 | Personnel | \$600 |
| 46 – 60 | Personnel | \$450 |          |           |       |

# PINELLAS COUNTY SCHOOL BOARD

2007/08

## SUPPLEMENTARY SALARY SCHEDULE

### 6. MISCELLANEOUS – SUPPLEMENTARY (*Continued*)

#### n. *Professional Development/Workshops*

- (1) ***Instructors (Contracted Services):*** The Board reserves the right to compensate employees for providing educational services/training beyond their normal job responsibilities and workday. Contingent upon fund availability, payment will be through the Contracted Services employee process at a rate of thirteen dollars (\$13) per hour. This Contracted Services rate may be stated as an hourly rate on the Contracted Services form for classroom teachers. In the case of exempt employees, the rate shall be stated as a daily rate on the Contracted Services form. Potential overtime for non-exempt employees will be paid in accordance with the Fair Labor Standards Act (FLSA). Approval of payment is required from the regional superintendent/associate superintendent or their approved designee.
- (2) ***Participants (Stipend):*** School Board personnel who are officially requested to participate in inservice education components or in professional workshops which meet outside of normal duty hours may be paid a stipend of ten dollars (\$10) per hour, not to exceed sixty dollars (\$60) per day, provided that prior approval is obtained from the appropriate Associate/Area Superintendent. Applicants who are recommended for employment, and long-term substitutes who are requested to participate in inservice component and professional workshops, may also be paid a stipend of ten dollars (\$10) per hour, not to exceed sixty dollars (\$60) per day.

#### p. *Reading Endorsement Supplement*

Instructional staff members who agree to add reading endorsement to their teaching credentials and who are actively engaged in the teaching of reading during the regular work day will be provided a five hundred dollar (\$500) fixed supplement from a portion of the district's tax referendum revenue.

#### q. *School Psychologist & Speech Pathologist (teacher, speech correction) Supplement*

Speech pathologists and audiologists who hold CCC and who are not eligible for National Board Certification, but are either billing for Medicaid or have the potential to bill for Medicaid or psychologists who hold national certification as a Nationally Certified School Psychologist will be eligible for a supplement of four thousand four hundred dollars (\$4,400) for the fiscal year. The supplement will be prorated for partial employees and for number of actual days eligible to receive the supplement. The job related supplement for School Psychologists of \$1.09 per hour will be suspended for those receiving this supplement.

#### r. *Site-based Advisors*

Instructional site-based employees who serve as site-based advisors will be paid an annual amount up to five hundred dollars (\$500) that is determined by the number of required meetings attended.

# PINELLAS COUNTY SCHOOL BOARD

2007/08

## SUPPLEMENTARY SALARY SCHEDULE

### 6. MISCELLANEOUS – SUPPLEMENTARY (*Continued*)

p. ***Stipend – Instructional***

Instructional (full time) personnel who do work beyond their regular contractual day may be paid a stipend of thirteen dollars (\$13) per hour for the following activities:

- Delivery of training
- Writing or adapting curriculum
- Working on school improvement initiatives as outlined in approved school/district improvement plans
- Working on grant-related activities as outlined in district approved grants (i.e., smaller learning communities)

q. ***Supporting Services – Enhanced Professional Leave***

Supporting Services personnel who are majoring in areas of Exceptional Education and are enrolled as full-time students for both semesters of the 2007/08 school year shall receive two thousand dollars (\$2,000) for the year (20 paychecks of \$100 each) plus an amount not to exceed five hundred dollars (\$500) for reimbursement for books and tuition. Life insurance and Board contributions toward other benefits shall continue during this period. A limited number of these enhanced professional leaves shall be provided based on availability of funds.

r. ***Supporting Services – Support Staff to Teacher Program***

The Support Staff to Teacher Program is a recruitment initiative targeting critical shortage in Exceptional Student Education. The participants go through an application and screening process. Participants receive their regular salary during their final internship. Federal funding provides tuition and books for participants based on availability of funds.

s. ***Vehicle Use Tax***

A twenty-four hour vehicle use tax consequence supplement of one dollar sixty seven cents (\$1.67) per day will be provided to eligible personnel, as identified by the District, for each day a perquisite is recorded for personal use.

# PINELLAS COUNTY SCHOOL BOARD

2007/08

## SUPPLEMENTARY SALARY SCHEDULE

### ELEMENTARY SCHOOL SUPPLEMENTS (\*1)

| <b>General</b>  | <b>Amount</b> |
|---|---------------|
| Acting Administrator (Only if no Assistant Principal)   | \$ 240.00     |
| ESE Department Chairperson/Team Leader<br>(Only if 6 or more ESE teachers)                        | 275.00        |
| Leadership Team Member, 3 to 5 teachers   | 370.00        |
| Leadership Team Member, 6 to 10 teachers  | 420.00        |
| Leadership Team Member, 11 or more teachers   | 525.00        |
| Safety Patrol Sponsor   | 265.00        |
| Staffing Team Coordinator (Only with 5 or more ESE teachers)                                      | 275.00        |
| S.T.E.P. Coordinator (Students Targeted for Educational Performance)<br>(Limit 1 per school) (*3) | 100.00        |
| Student Council Sponsor   | 265.00        |
| Volunteer Coordinator (Only if no Assistant Principal) (*3)                                       | 265.00        |
| Wellness Champions (Limit 1 per school) (*3)  | 300.00        |
| <hr/>   |               |
| <b>Athletic</b>   |               |
| <hr/>   |               |
| Special Olympics (*3)   | 380.00        |
| <hr/>   |               |

### \*FOOTNOTES:

The following notations apply to all supplements:

- (1) Supplements listed are based on an annual 10-month schedule unless otherwise noted.
- (2) Not applicable for the 2007/08 school year.
- (3) These supplements are excluded from the School Based Management Program.
- (4) Teacher must be an active participant as a Forensics coach in Florida State Forensics Program.
- (5) These supplements are subject to availability of Carl Perkins funds and are subject to grant restrictions.
- (6) Eligible for two Assistant Track if also two Cross Country, eligible for three Assistant Track if one Cross Country.

Schools utilizing the School Based Management Supplement Program may have approved supplements not listed.

NON-EXEMPT PERSONNEL ARE **NOT** ELIGIBLE FOR SUPPLEMENTS LISTED UNDER THE SUPPLEMENTARY SALARY SCHEDULE DUE TO THE CONSTRAINTS OF THE FAIR LABOR STANDARDS ACT.

**PINELLAS COUNTY SCHOOL BOARD**

2007/08

**SUPPLEMENTARY SALARY SCHEDULE**

**EXCEPTIONAL STUDENT CENTER SUPPLEMENTS (\*1)**

| <b>General</b>  | <b>Amount</b> |
|---|---------------|
| Acting Administrator (Only if no Assistant Principal)   | \$ 240.00     |
| Leadership Team Member, 3 to 5 teachers   | 370.00        |
| Leadership Team Member, 6 to 10 teachers  | 420.00        |
| Leadership Team Member, 11 or more teachers   | 525.00        |
| Safety Patrol Sponsor   | 265.00        |
| S.T.E.P. Coordinator (Students Targeted for Educational Performance)<br>(Limit 1 per school) (*3) | 100.00        |
| Student Council Sponsor   | 265.00        |
| Wellness Champions (Limit 1 per school) (*3)  | 300.00        |
| Yearbook  | 290.00        |

**Athletic**

|                  |        |
|------------------|--------|
| Special Olympics | 380.00 |
|------------------|--------|

**MIDDLE SCHOOL SUPPLEMENTS (\*1)**

| <b>General</b>  | <b>Amount</b> |
|---|---------------|
| Band Director (*3)  | \$ 632.00     |
| Choral Director (*3)  | 632.00        |
| Drug Free Schools Coordinator (*3)  | 250.00        |
| Leadership Team Member, 3 to 5 teachers   | 370.00        |
| Leadership Team Member, 6 to 10 teachers  | 420.00        |
| Leadership Team Member, 11 to 15 teachers   | 525.00        |
| Leadership Team Member, 16 to 20 teachers   | 630.00        |
| National Honor Society  | 210.00        |
| S.T.E.P. Coordinator (Students Targeted for Educational Performance)<br>(Limit 1 per school) (*3) | 150.00        |
| Student Council Sponsor   | 265.00        |
| Wellness Champions (Limit 1 per school) (*3)  | 350.00        |
| Yearbook  | 290.00        |

**Athletic**

|                         |        |
|-------------------------|--------|
| Basketball, Boys        | 572.00 |
| Basketball, Girls       | 572.00 |
| Cheerleader Sponsor     | 320.00 |
| Special Olympics        | 380.00 |
| Track, Assistant, Boys  | 319.00 |
| Track, Assistant, Girls | 319.00 |
| Track, Boys             | 506.00 |
| Track, Girls            | 506.00 |
| Volleyball, Boys        | 506.00 |
| Volleyball, Girls       | 506.00 |

# PINELLAS COUNTY SCHOOL BOARD

2007/08

## SUPPLEMENTARY SALARY SCHEDULE

### HIGH SCHOOL SUPPLEMENTS (\*1)

| General   | Amount     |
|---|------------|
| Band Director   | \$ 2200.00 |
| CECF (Cooperative Education Clubs of Florida) (Limit 1 per school) (*5)                           | 210.00     |
| CECF District Advisor (Limit 1 per school) (*5)   | 575.00     |
| Center for the Arts Program Coordinator   | 550.00     |
| Center for the Arts Program Director  | 650.00     |
| Choral Director   | 1320.00    |
| Class Sponsor, Freshman (1 position)  | 210.00     |
| Class Sponsor, Sophomore (1 position)   | 270.00     |
| Class Sponsor, Junior (1 position)  | 420.00     |
| Class Sponsor, Senior (1 position)  | 525.00     |
| DECA (Distrib. Edu. Clubs of Am. - Marketing) (Limit 1 per school) (*5)                           | 210.00     |
| DECA District Advisor (Limit 1 per school) (*5)   | 575.00     |
| Drama   | 1292.00    |
| Drill Team  | 384.00     |
| FBLA (Florida Business Leaders of America) (Limit 1 per school)                                   | 210.00     |
| FBLA District Advisor (Limit 1 per school) (*5)   | 575.00     |
| FEA Sponsor (Future Educators of America) (Limit 1 per school)                                    | 250.00     |
| FFA (Future Farmers of America) (Limit 1 per school)  | 210.00     |
| FFA District Advisor  | 575.00     |
| FPSA (Florida Public Service Association) (Limit 1 per school) (*5)                               | 210.00     |
| FSFP (Florida State Forensics Program) (*4)   | 945.00     |
| HOSA (Health Occupations Students of America)(Limit 1 per school) (*5)                            | 210.00     |
| HOSA District Advisor (*5)  | 575.00     |
| Leadership Team Member, 3 to 5 teachers   | 420.00     |
| Leadership Team Member, 6 to 10 teachers  | 525.00     |
| Leadership Team Member, 11 to 15 teachers   | 630.00     |
| Leadership Team Member, 16 to 20 teachers   | 735.00     |
| Leadership Team Member, over 20 teachers  | 840.00     |
| National Honor Society Sponsor  | 210.00     |
| Newspaper   | 1000.00    |
| Pinellas County Center of the Arts/Director   | 650.00     |
| Pinellas County Center of the Arts/Coordinator  | 550.00     |
| S.T.E.P. Coordinator (Students Targeted for Educational Performance)<br>(Limit 1 per school) (*3) | 250.00     |
| Student Council Sponsor   | 575.00     |
| TSA (Technology Student Association)  | 210.00     |
| TSA District Advisor  | 575.00     |
| VICA (Vocational Industrial Clubs of America) (Limit 1 per school)                                | 210.00     |
| VICA District Advisor   | 575.00     |
| Wellness Champions (Limit 1 per school) (*3)  | 400.00     |
| Yearbook  | 1000.00    |

# PINELLAS COUNTY SCHOOL BOARD

2007/08

## SUPPLEMENTARY SALARY SCHEDULE

### HIGH SCHOOL SUPPLEMENTS *(Continued)* (\*1)

| <b>Athletic</b>                                | <b>Amount</b> |
|--|---------------|
| Academic Team Coach (Limit 1 per school)       | \$ 800.00     |
| Baseball, Head                                 | 1918.00       |
| Basketball, Head, Boys                         | 2158.00       |
| Basketball, Head, Girls                        | 2158.00       |
| Basketball, Junior Varsity, Boys               | 1319.00       |
| Basketball, Junior Varsity, Girls              | 1319.00       |
| Cheerleader Sponsor – Basketball (2 positions) | 959.00        |
| Cheerleader Sponsor – Football (1 position)    | 959.00        |
| Cross Country, Both Boys & Girls               | 1439.00       |
| Cross Country, Boys (1 position)               | 1259.00       |
| Cross Country, Girls (1 position)              | 1259.00       |
| Flag Football, Head, Girls                     | 480.00        |
| Flag Football, Junior Varsity, Girls           | 240.00        |
| Football, Assistant Varsity, (3 positions)     | 1439.00       |
| Football, Head                                 | 2758.00       |
| Football, Junior Varsity, (3 positions)        | 1199.00       |
| Golf   | 1031.00       |
| Soccer, Head, Boys                             | 1439.00       |
| Soccer, Head, Girls                            | 1439.00       |
| Soccer, Junior Varsity, Girls                  | 500.00        |
| Softball, Girls                                | 1918.00       |
| Special Olympics                               | 380.00        |
| Swimming, Assistant                            | 1139.00       |
| Swimming, Head                                 | 1799.00       |
| Swimming, Junior Varsity, Girls                | 600.00        |
| Tennis   | 1031.00       |
| Track, Assistant, Boys (*6)                    | 1259.00       |
| Track, Assistant, Girls (*6)                   | 1259.00       |
| Track, Head, Boys                              | 1918.00       |
| Track, Head, Girls                             | 1918.00       |
| Volleyball, Head, Girls                        | 1918.00       |
| Volleyball, Junior Varsity, Girls              | 1139.00       |
| Wrestling, Head                                | 1918.00       |
| Wrestling, Junior Varsity                      | 1139.00       |

# PINELLAS COUNTY SCHOOL BOARD

2007/08

## SUPPLEMENTARY SALARY SCHEDULE

### ADULT/POST-SECONDARY/VOCATIONAL SCHOOL SUPPLEMENTS (\*1)

| <b>General</b>  | <b>Amount</b> |
|---|---------------|
| Community Education Coordinator – Clearwater (11.5 month)     | ** \$ 600.00  |
| Evening Program Coordinator – TALC (11.5 month)               | ** 600.00     |
| FFA (Future Farmers of America)                               | 210.00        |
| Leadership Team Member, 3 to 5 teachers                       | 420.00        |
| Leadership Team Member, 6 to 10 teachers                      | 525.00        |
| Leadership Team Member, 11 to 15 teachers                     | 630.00        |
| Leadership Team Member, 16 to 20 teachers                     | 735.00        |
| Leadership Team Member, over 20 teachers                      | 840.00        |
| PBL Phi Beta Lambda (Business Club in Post High Schools Only) | 210.00        |
| Student Council Sponsor (PTECS, Tomlinson)                    | 575.00        |
| VICA (Vocational, Industrial Clubs in America)                | 210.00        |

### JOB-RELATED SUPPLEMENTS

| <b>General</b>   | <b>Amount</b>   |
|--|-----------------|
| Project Manager (10 months)  | \$ 180.00/month |
| Project Manager (11.5 months)  | 180.00/month    |
| Project Manager (12 months)  | 180.00/month    |
| Reading Endorsement (Tax Referendum Funded)  | 500.00/year     |
| Resource Teacher   | .35/hour        |
| School Psychologist  | 1.09/hour       |
| Social Worker  | .71/hour        |
| Speech Pathologist with Certification of Clinical Competency Credential (ASHA/CCC) | ***200.00/year  |

\*\* Total amount is to cover 235-day calendar.

\*\*\* This is to be continued for the 2007/08 school year, to be paid in December 2007.

Note: The above listed monthly amounts are prorated at a daily rate for other than 10 months, i.e., 10-month annual supplement divided by 198 times the number of days.

# PINELLAS COUNTY SCHOOL BOARD

## 2007/08 SUPPLEMENTARY SALARY SCHEDULE ATHLETIC SEASONS

| Middle Schools            | Season Dates              | Pay Dates                       |
|---------------------------|---------------------------|---------------------------------|
| Basketball                | October 12 – February 6   | 02/15/08                        |
| Cheerleaders              | September 4 – November 6  | 11/23/07 (50%)                  |
| Cheerleaders              | November 12 – February 6  | 02/15/08 (50%)                  |
| Special Olympics          | August 21 – June 3        | 11/09/07 (50%) – 06/06/08 (50%) |
| Track                     | February 13 – April 11    | 04/25/08                        |
| Volleyball                | September 4 – November 6  | 11/23/07                        |
|                           |                           |                                 |
| High Schools              | Season Dates              | Pay Dates                       |
| Academic Team             | September 19 – January 23 | 02/01/08                        |
| Baseball                  | January 14 – April 19     | 05/09/08                        |
| Basketball, Boys          | October 29 – February 2   | 02/15/08                        |
| Basketball, Girls         | October 22 – January 26   | 02/15/08                        |
| Basketball, JV, Boys      | October 29 – February 2   | 02/15/08                        |
| Basketball, JV, Girls     | October 22 – January 26   | 02/15/08                        |
| Cheerleaders – Basketball | October 22 – February 2   | 02/15/08                        |
| Cheerleaders – Football   | August 6 – November 10    | 11/23/07                        |
| Cross Country             | August 13 – October 27    | 11/09/07                        |
| Flag Football             | February 18 – April 19    | 05/09/08                        |
| Flag Football, JV         | February 18 – April 19    | 05/09/08                        |
| Football, JV              | August 6 – November 10    | 11/23/07 (80%)                  |
| Football, Spring          | May 1 – May 31            | 06/20/08 (20%)                  |
| Football, Varsity         | August 6 – November 10    | 11/23/07 (80%)                  |
| Golf                      | August 6 – October 13     | 10/26/07                        |
| Soccer, Boys              | August 6 – October 20     | 11/09/07                        |
| Soccer, Girls             | August 6 – October 20     | 11/09/07                        |
| Soccer, JV, Girls         | August 6 – October 20     | 11/09/07                        |
| Softball                  | January 7 – April 12      | 04/25/08                        |
| Special Olympics          | August 21 – June 3        | 11/09/07 (50%) – 06/06/08 (50%) |
| Swimming                  | August 6 – October 13     | 10/26/07                        |
| Swimming, JV, Girls       | August 6 – October 13     | 10/26/07                        |
| Tennis                    | January 28 – April 12     | 04/25/08                        |
| Track                     | January 21 – April 5      | 04/25/08                        |
| Volleyball                | August 6 – October 20     | 11/09/07                        |
| Volleyball, JV, Girls     | August 6 – October 20     | 11/09/07                        |
| Wrestling                 | October 22 – January 26   | 02/15/08                        |
| Wrestling, JV             | October 22 – January 26   | 02/15/08                        |

**1. Three (3) sponsor plan for Cheerleading:**

One (1) Football, two (2) Basketball

a. Football pay lump sum – November 23, 2007

b. Basketball pay lump sum – February 15, 2008

**2. A school using the three (3) sponsor seasonal plan for Cheerleading may pay:**

One (1) sponsor two (2) supplements; One (1) for Football and one (1) for Basketball.

**3. Middle school personnel may receive three (3) supplements.**

# PINELLAS COUNTY SCHOOL BOARD

## 2007/08 ATHLETIC EVENT STAFF FEE SCHEDULE

|                                       |                              |
|---------------------------------------|------------------------------|
| <b>Middle School</b>                  |                              |
| Clock Operator                        | \$10.00/game                 |
| Division Meet Coordinator             | \$25.00/event                |
| Division Meet Starter                 | \$25.00/event                |
| Scorekeeper                           | \$10.00/game                 |
| Ticket Taker/Seller                   | \$10.00/game                 |
| <b>High School</b>                    |                              |
| <b><i>Varsity Football</i></b>        |                              |
| Game Announcer                        | \$25.00/game                 |
| Jamboree Director                     | \$30.00/game                 |
| Ticket Seller                         | \$25.00/game                 |
| Ticket Seller, Head                   | \$35.00/game                 |
| Ticket Taker                          | \$25.00/game                 |
| Video Operator                        | \$35.00/game                 |
| Video Operator Assistant              | \$ 5.00/game                 |
| <b><i>Junior Varsity Football</i></b> |                              |
| Ticket Seller                         | \$25.00/game                 |
| Ticket Taker                          | \$25.00/game                 |
| Ticket Taker/Seller                   | \$25.00/game                 |
| <b><i>Swimming and Diving</i></b>     |                              |
| Clerk of the Course (large meets)     | \$40.00/meet                 |
| Starter (other meets)                 | \$40.00/meet                 |
| Starter (regular meets)               | \$20.00/meet                 |
| Ticket Seller                         | \$25.00/meet                 |
| Ticket Taker                          | \$25.00/meet                 |
| Ticket Taker/Seller                   | \$25.00/meet                 |
| <b><i>Volleyball</i></b>              |                              |
| Scorer                                | \$12.50/single game          |
|                                       | \$25.00/JV & Varsity/JV Quad |
| Ticket Taker/Seller                   | \$12.50/single game          |
|                                       | \$25.00/JV & Varsity/JV Quad |
| <b><i>Basketball</i></b>              |                              |
| Jamboree Director                     | \$25.00                      |
| Scorer                                | \$12.50/game                 |
| Ticket Sellers                        | \$12.50/single game          |
|                                       | \$25.00/JV&Varsity-two games |
| Ticket Takers                         | \$12.50/single game          |
|                                       | \$25.00/JV&Varsity-two games |
| Timer                                 | \$12.50/game                 |
| <b><i>Soccer</i></b>                  |                              |
| Jamboree Director                     | \$25.00                      |
| Ticket Taker/Seller                   | \$20.00/single game          |
|                                       | \$25.00/doubleheader         |

# PINELLAS COUNTY SCHOOL BOARD

## 2007/08 ATHLETIC EVENT STAFF FEE SCHEDULE

|   |                            |
|---|----------------------------|
| <b><i>Wrestling</i></b>   |                            |
| Ticket Taker/Seller<br>(Two Matches Junior Varsity/Varsity<br>or JV Quad) | \$25.00/match              |
| Timer<br>(Two Matches Junior Varsity/<br>Varsity)                         | \$25.00/match              |
| <b><i>Baseball</i></b>  |                            |
| Ticket Taker/Seller   | \$25.00/game               |
| <b><i>Softball</i></b>  |                            |
| Ticket Taker/Seller   | \$25.00/game               |
| <b><i>Track</i></b>   |                            |
| Clerk of the Course   | \$40.00/meet               |
| Game Announcer  | \$20.00/meet               |
| Starter (other meets)   | \$45.00/meet               |
| Starter (regular meets)   | \$20.00/meet               |
| Starter, Assistant (other meets)  | \$35.00/meet               |
| Ticket Seller (other meets)   | \$25.00/meet               |
| Ticket Taker (other meets)  | \$25.00/meet               |
| Ticket Taker/Seller (regular meets)                                       | \$25.00/meet               |
| <b><i>Flag Football</i></b>   |                            |
| Ticket Taker/Seller   | \$20.00/two game sequence  |
| Ticket Taker/Seller   | \$30.00/four game sequence |

**Tournament Manager Fees (*Florida High School Activities Association (FHSAA) Play Offs*)** These fees are to be used where FHSAA does not require a specific fee or does not permit a fee to be paid. When the FHSAA does permit a fee, the county will pay the difference to bring the total up to the amount listed below. These fees are only applicable when an admission is charged.

|  |          |
|--|----------|
| <b><i>Football</i></b>   |          |
| District/Regional  | \$ 50.00 |
| Sectional  | \$ 75.00 |
| State  | \$100.00 |
| <b><i>Wrestling</i></b>  |          |
| P.C.A.C. District  | \$ 50.00 |
| Regional   | \$ 75.00 |
| State  | \$100.00 |
| <b><i>Swimming and Track</i></b>   |          |
| District/Regional  | \$ 40.00 |
| <b><i>Basketball, Volleyball, Soccer,<br/>Baseball, &amp; Softball</i></b> |          |
| One day tournament   | \$ 30.00 |
| Two day tournament   | \$ 50.00 |

# **PINELLAS COUNTY SCHOOL BOARD**

**2007/08**

## **EXTENDED SCHOOL YEAR SALARY SCHEDULE**

### **EXTENDED SCHOOL YEAR SALARY SCHEDULE GUIDELINES**

Teachers of extended school year (ESY) will be paid their hourly base rate, excluding referendum money, earned during the 2007/08 school year, according to the Instructional Salary Schedule (hourly rate computed on a 7.5 hour day).

Employees must meet minimum qualifications of the position. Instructional personnel will only be considered for non-exempt positions after the non-exempt employee list is exhausted and will be paid at the minimum rate for the specific job classification.

Non-exempt employees, who are employed in other than the classification in which they worked during the 2007/08 school year, will be paid a specific pay rate, determined by the extended school year classification in which they are employed for the extended school year session, regardless of the number of years of service in the system.

A Paraprofessional or Child Development Associate employed as an extended school year Teacher Assistant or ESE Associate will be paid at his/her same relative position in the appropriate extended school year classification pay grade.

A Secretary/Bookkeeper employed as an extended school year Secretary-Elementary will retain his/her regular rate of pay.

Due to overlapping work schedules, eleven (11) month personnel employed in extended school year positions will be paid their regular rate of pay through the end of his/her eleven (11) month work schedule.

The extended school year salary schedule and pay rates remain the same during the entire summer period.

Note: All exceptions to this schedule must be approved by the Superintendent or his designee.

**PINELLAS COUNTY SCHOOL BOARD**

**2008  
SUPPORTING SERVICES  
EXTENDED SCHOOL YEAR SALARY SCHEDULE  
NON-EXEMPT POSITIONS**

| <i>Job Title</i>                | <i>Slot</i> | <i>Pay Grade</i> | <i>Minimum</i> | <i>Range/Rate</i> | <i>Maximum</i> |
|---------------------------------|-------------|------------------|----------------|-------------------|----------------|
| ESY Bus Driver                  | X9999       | D08              | \$12.50/hr.    |                   | \$18.17/hr.    |
| ESY Bus Driver Intern           | X9909       | D07              | \$11.25/hr.    |                   | \$16.52/hr.    |
| ESY Certified Nursing Asst      | X0701       | D07              | \$11.36/hr.    |                   | \$16.52/hr.    |
| ESY Certified Occup Ther Asst   | X1200       | D12              | \$18.30/hr.    |                   | \$26.61/hr.    |
| ESY Data Prep Clerk             | X0800       | D08              | \$12.50/hr.    |                   | \$18.17/hr.    |
| ESY Food Svc Asst               | X0501       | D05              |                | \$10.46/hr.       |                |
| ESY Interp for Hear Impaired I  | X1000       | D10              | \$15.13/hr.    |                   | \$21.99/hr.    |
| ESY Interp for Hear Impaired II | X1200       | D12              | \$18.30/hr.    |                   | \$26.61/hr.    |
| ESY Licensed Practical Nurse    | X1001       | D10              | \$15.13/hr.    |                   | \$21.99/hr.    |
| ESY Paraprofessional            | X0700       | D07              | \$11.36/hr.    |                   | \$16.52/hr.    |
| ESY Reg Physical Therapy Asst   | X1200       | D12              | \$18.30/hr.    |                   | \$26.61/hr.    |
| ESY Secretary-Elementary        | X0801       | D08              |                | \$13.92/hr.       |                |
| ESY ESE Associate               | X0600       | D06              | \$10.33/hr.    |                   | \$15.02/hr.    |

Food Service Assistants, Food Service Coordinators and Food Service Production Managers in the Summer Food Vending Program and Summer Voluntary Pre-K Program are not part of the Extended School Year Staffing Model but shall be paid at the corresponding pay grade minimum plus midpoint divided by two.

# PINELLAS COUNTY SCHOOL BOARD

2007/08

## SALARY ADMINISTRATION PROCEDURES FOR NON-INSTRUCTIONAL SALARY SCHEDULES

(Unless otherwise noted, this language applies to regular positions only.)

### 1. EFFECTIVE DATE

The effective date of the provisions set forth in the following procedures and salary schedules shall be July 1 of the fiscal year, unless otherwise indicated. Only employees on the active payroll, or on approved leave of absence at the time the annual increases are ratified and are approved by the Board, would be eligible to receive any new salary adjustments.

Base salary/rate is defined as an employee's unequalized hourly rate of pay, exclusive of shift differential or any other applicable bonus.

An individual's base rate of pay will not be less than the minimum of the salary range or over maximum, except when the intern procedure is recommended or in the case of temporary promotions.

For consistency in administration, base hourly rates are used for calculation purposes in applying the following procedures.

### 2. PLACEMENT ON SALARY SCHEDULE

a. A newly-hired individual may be placed on the applicable salary schedule as follows:

- (1) At the minimum of the applicable salary range unless it is determined by the supervisor and Personnel that credit for outside experience is necessary to obtain the most qualified candidate.
- (2) If outside experience credit is deemed necessary, an additional one percent (1.0%) above minimum may be granted for each year of related job experience in excess of the minimum qualifications up to a maximum of ten percent (10%). When salary credit is granted for outside experience, it is the supervisor's responsibility in conjunction with Personnel to review the salaries of current incumbents of the same job within the department to ascertain the impact on internal equity.

The specific related experience must be indicated when applying for the job. After the job offer has been made, the related experience submitted may not be altered.

# PINELLAS COUNTY SCHOOL BOARD

## Salary Administration Procedures For Non-Instructional Salary Schedules

### 2. PLACEMENT ON SALARY SCHEDULE (*Continued*)

- b. ***Intern Procedure:*** An applicant who does not meet all minimum qualifications for a job may be hired as or promoted to an intern at a rate of pay ten percent (10%) below the applicable rate of pay for that position. Payment at the intern rate is not to exceed one (1) year. If minimum qualifications are not met after one (1) year, employee is subject to termination.
  
- c. ***Bus Driver Intern Procedure:*** All new bus drivers will be employed as “interns” at the intern rate of ten percent (10%) below the applicable rate of pay for the position. This rate shall remain in effect until the end of six (6) working months of employment. At the successful conclusion of the internship period, the employee will receive retroactive pay, calculated as the difference between the internship rate and the entry-level rate for a bus driver for all hours worked during that time. Payment shall be made as soon as practicable but in no event, more than one month following completion of the internship. In the event the driver does not complete the full six (6) month internship period, there shall be no entitlement to any retroactive adjustment. The internship procedure shall not apply to non-probationary Pinellas County School Board employees.
  
- d. ***Building Design Capacity:*** Salaries for administrative personnel whose classification is determined by school size shall be established on the basis of designated building design capacity established by the Office of the Superintendent. Under this provision, once an employee is placed, no further adjustment shall be approved unless the actual building design capacity is changed through the construction of new permanent structures or the removal of existing permanent facilities. Any change in classification resulting from an alteration in building design capacity shall be effectuated only as a result of normal administrative salary adjustments each year.

# PINELLAS COUNTY SCHOOL BOARD

## Salary Administration Procedures For Non-Instructional Salary Schedules

### 3. PROCEDURES FOR INCREMENTAL/STRUCTURAL INCREASES

- a. ***Movement Within the Salary Range (Incremental):*** Each year a portion of the total salary increase may be designated for movement within the salary range. Each employee eligible for an incremental increase will move within the salary range by the approved percentage.

In order to be eligible for an incremental increase, an employee must have been hired on or before February 1. In order to receive an incremental increase, an employee must also be in an active pay status or on an approved leave of absence at the time the annual increases are approved by the Board.

- b. ***Movement of the Salary Schedule (Structural):*** Each year a portion or all of the total salary increase may be designated for movement of the salary (range) schedule. Any employee within the salary range is eligible for this increase provided the base rate of pay does not fall above the salary range maximum.
- c. ***Part-Time Regular Employees:*** Employees hired on or before February 1 and in an active pay status or on an approved leave of absence at the time the annual increases are approved by the Board shall be placed at the amount which provides the same percent increase granted to full-time employees on the same salary schedule contingent upon availability of funds.
- d. ***Retroactive Pay:***
  - (1) The above increases would be retroactive to the beginning date of the employee's annual payroll calendar, unless otherwise indicated. Part-time regular employees are included in the receipt of retroactive pay.
  - (2) An employee who is required to return to a regular full-time job classification immediately prior to the beginning of their normal work year will receive retroactive salary adjustments on all hours paid where such employment is approved by the Board.
  - (3) Part-time temporary employees and substitutes are not eligible for retroactive pay.

# PINELLAS COUNTY SCHOOL BOARD

## Salary Administration Procedures For Non-Instructional Salary Schedules

### 4. PROMOTIONAL SALARY INCREASES

#### a. *From Instructional Salary Schedule:*

- (1) ***To Exempt Salary Schedule - Administrative only:*** When an employee is promoted from a classification on the Instructional Salary Schedule to an Administrative position on the Exempt Salary Schedule, the new base salary shall be the Level 3, Master's degree base salary (excluding referendum money), consistent with the employee's years of creditable service, converted to an hourly rate, plus six percent (6%) or to minimum whichever is greater.
- (2) ***To Exempt or Non-Exempt Salary Schedule – Other than Administrative:*** When an employee currently paid on the Instructional Salary Schedule transfers to a position other than Administrative, the employee shall receive an increase or decrease equal to the percent difference between the midpoints of the Level 1, Bachelor's degree, Instructional Salary Schedule, excluding referendum money, and the new pay grade (calculated on hourly rate). Any increase shall not be more than twelve percent (12%) or less than minimum.

#### b. *All Other Salary Schedules:*

- (1) ***Exempt or Non-Exempt Salary Schedules:*** When an employee currently paid on the Exempt or Non-Exempt Salary Schedule is promoted to a position from or within either schedule with a higher hourly midpoint, the employee shall receive an increase equal to the percent difference between the midpoints of the old and new pay grade. Any increase shall not be more than twelve percent (12%) or less than minimum.
- (2) ***Interim Principal:*** When an Assistant Principal is promoted to Principal and has not completed Level Q, the employee shall be placed as an Interim Principal. The employee's hourly rate shall be increased five percent (5%) and converted to a twelve (12) month salary. When Level Q is completed, the employee is promoted from the previous Assistant Principal hourly rate per regular promotion procedures.
- (3) ***Exempt or Non-Exempt Salary Schedules – In-Grade Promotions:*** When an employee currently paid on the Exempt or Non-Exempt Salary Schedule is transferred to a position within the same pay grade, which is determined to be a promotion by Compensation and approved by the Associate Superintendent, Human Resources, the employee shall receive a five percent (5%) increase calculated on an hourly rate.

# PINELLAS COUNTY SCHOOL BOARD

## Salary Administration Procedures For Non-Instructional Salary Schedules

### 4. PROMOTIONAL SALARY INCREASES (*Continued*)

- c. ***Temporary Assignment to a Higher Job Classification on the Exempt and Non-Exempt Salary Schedules:*** Employees temporarily assigned to assume the duties of an absent employee in a higher level job classification shall receive whichever is less: an increase of ten percent (10%) of their base salary (calculated on the hourly rate) or the amount he/she would have received had the employee actually been promoted to the position on a regular basis. Employees who do not meet eligibility requirements for the position shall receive an increase of five percent (5%) of their base salary (calculated on an hourly rate). The duration of a temporary assignment shall not be less than sixty (60) working days for classifications on the exempt salary schedule or ten (10) working days, not to exceed ninety (90) calendar days, for classifications on the non-exempt salary schedule and will require approval of the appropriate Cabinet member or his/her designee.

Personnel temporarily assigned by the Superintendent or designee on an emergency basis to fill an administrative vacancy in an “acting” capacity for ten (10) to fifty nine (59) days may be paid up to an additional fifty dollars (\$50) per month for the duration.

- d. ***Other Salary Adjustments:*** The Superintendent is authorized to administratively adjust principals’ salaries in order to comply with the standards of the Southern Association of Colleges and Schools, when applicable. (Note: Fifty dollars (\$50) per year more than the highest paid employee.)

### 5. RECLASSIFICATIONS

***Reclassification to a Higher Pay Grade:*** When a position is reclassified to a higher pay grade, the incumbent’s current rate of pay shall be increased in accordance with the promotion guidelines.

***Reclassification to a Lower Pay Grade:*** Procedures for downgrade will apply.

### 6. PROCEDURES FOR DOWNGRADE

- a. Any employee moved to a lower pay grade shall have the current base rate of pay decreased by the percent difference between the new and old pay grade midpoints (calculated on the hourly rate) effective on the date of entry into the new position.
- b. If an employee is downgraded or promoted then returns to the previous job within one (1) year, the employee will revert to his/her previous rate of pay.
- c. If any employee due to a special cause was downgraded to a lower pay grade and allowed to keep his/her hourly rate of pay, the employee will not be eligible for any re-promotional salary increase until he/she exceeds the highest pay grade previously held.
- d. ***From Exempt Salary Schedule to Instructional Salary Schedule Only:*** When an exempt employee accepts a position on the Instructional Salary Schedule due to a reduction in force, the employee shall move to the appropriate pay level and years of experience, per contract language. At such time as the employee returns to the Exempt Salary Schedule, the salary shall be adjusted based on regular promotion language.

# PINELLAS COUNTY SCHOOL BOARD

## Salary Administration Procedures For Non-Instructional Salary Schedules

### 7. LATERAL MOVE

When an employee is moved laterally from one salary schedule or job title to another, in a pay grade which has approximately the same midpoint (a midpoint difference of less than one (1) percent), the employee shall retain the current base rate of pay, provided the current base rate of pay is equal to or between the pay grade minimum and maximum. If the employee's current base rate of pay exceeds the new pay grade maximum, it will be reduced to the new pay grade maximum on the effective date of the lateral move.

### 8. TERMINATION AND REINSTATEMENT

- a. An employee who terminates employment and is rehired within one (1) year in the same job classification may receive the previous rate of pay. In all other instances the procedures for regular employment shall apply.
- b. An employee who transfers from a substitute or temporary position into a regular position who has previously held a regular position, will be restored to the pay rate previously held and receive any adjustments per the current salary language.

### 9. OVERTIME ELIGIBILITY

Non-exempt employees required to work more than forty (40) hours in any single week shall be compensated at one and one-half (1-1/2) times their base rate of pay for those hours over forty (40), unless the compensatory time provision of these procedures is used.

- a. **Work on Holidays:** Non-exempt employees required to work on paid holidays shall be compensated at a rate of one and one-half (1-1/2) times their base rate of pay for all hours worked in addition to their straight-time holiday pay. Non-exempt employees required to work on unpaid holidays shall be compensated at their straight time base rate of pay for all hours worked up to and including forty (40) in one week.
- b. **Two or More Jobs at Different Rates of Pay:** A non-exempt employee who works over forty (40) hours in a work week with two (2) or more jobs at different rates of pay will receive the overtime rate of pay in accordance with applicable Fair Labor Standards Act (FLSA) regulations.

# PINELLAS COUNTY SCHOOL BOARD

## Salary Administration Procedures For Non-Instructional Salary Schedules

### 9. OVERTIME ELIGIBILITY (*Continued*)

#### c. *Compensatory Time:*

- (1) Compensatory time should be used whenever possible in lieu of overtime pay unless otherwise agreed to by the employee and supervisor. A non-exempt employee will be eligible for compensatory time off for hours worked in excess of the assigned workweek as approved in advance by his/her director/supervisor. Hours worked over the normal workweek schedule up to and including forty (40) hours will be taken on an "hour-for-hour" basis. Hours worked over forty (40) in a workweek must be taken at "one and one-half (1-1/2) hours" for each hour of overtime worked. An employee may use a full day as compensatory time.
- (2) An Exempt Salary Schedule Professional/Technical/Supervisory (P/T/S) employee will be eligible for compensatory time off for hours worked in excess of the assigned work week as approved by the cost center administrator. An employee may use a full day as compensatory time and does not need to report to work. Compensatory time may be used in lieu of vacation. Management approved compensatory time will be part of the payroll reporting process. Management has the discretion to pay straight-time overtime to a P/T/S employee if department staffing or employee work load do not make compensatory time a feasible option. Any exceptions to the procedures must be approved by the Superintendent or Cabinet Member.
- (3) Compensatory time for all employees must be used within six (6) months from the time earned. It will be the supervisor's responsibility to keep track of this time limit.

- d. *Child Care Programs Before and After School:* Plant Operations personnel required to staff before and after school child care program facilities during the district's normal holiday periods (spring break, Thanksgiving, winter break) when other employees are off duty shall be paid one and one-half (1-1/2) for hours worked regardless of time worked that week.

# PINELLAS COUNTY SCHOOL BOARD

## Salary Administration Procedures For Non-Instructional Salary Schedules

### 10. FACILITY LEASE HOURS (Excluding Administrative)

When an organization leases School Board facilities that require the services of PCSB employees and said functions are conducted in a school facility on a Saturday, Sunday, holiday or any other non-scheduled workday, the employee assigned to said function shall be compensated as follows:

- a. An affected employee shall receive either straight time or overtime for all hours worked whichever is appropriate. For non-exempts, this will depend on the total number of hours worked by the employee during the normally scheduled workweek.
- b. An affected employee (non-exempts only) shall receive time and one-half (1-1/2) and appropriate shift differential for all hours worked regardless of the total number of hours worked during the workweek whenever the employee has not had the opportunity (excluding the use of sick, personal, or vacation hours) to accomplish the normal forty (40) "sweat" hour requirement for the computation of overtime, i.e., spring break, Thanksgiving, winter holiday period.

### 11. PROCEDURES FOR PAYMENT OF ADDITIONAL OR TEMPORARY POSITIONS

- a. If the additional or temporary position to which the employee is assigned has a non-exempt job title, the employee will be paid at the minimum of the appropriate pay grade.
- b. When an employee is paid from funds outside of the primary budgeted position and in the same job classification as the primary job, the employee will receive the same rate of pay.
- c. When an employee is paid from funds outside of the primary budgeted position and in a different job classification from the primary job, the employee will receive the minimum rate of pay in the appropriate salary range for that job classification.
- d. Full-time regular supporting services personnel will be permitted to work two (2) or more jobs only in those instances where prior approval has been granted through the Associate Superintendent, Human Resources or designee. Except where expressly approved by Human Resources, full-time regular supporting services employees shall not be permitted to work in two (2) or more jobs where the total number of hours worked exceeds forty (40) hours per week.

# PINELLAS COUNTY SCHOOL BOARD

## Salary Administration Procedures For Non-Instructional Salary Schedules

### 12. PROCEDURES FOR PAYMENT OF SUBSTITUTES

- a. Supporting Services substitute secretarial and clerical employees shall be paid at one (1) of two (2) classification levels:

Classification I - Non-Exempt Pay Grade D-10 or lower shall be paid at the minimum of Pay Grade D-09

Classification II - Non-Exempt Pay Grade D-11 or higher shall be paid at the minimum of Pay Grade D-11

- b. Classroom Assistant Sub - Supporting services substitutes who assist in the classroom, except Interpreters, shall be paid at the minimum of Pay Grade D-06.
- c. Substitute teachers who work as substitutes in supporting services job classifications shall be paid the substitute teacher rate for all hours worked in the supporting services job with the exception of Cafeteria Attendant, Interpreter Hearing Impaired I and II, Food Service Assistant-Sub, Bus Driver-Sub, and clerical substitutes - Classification I and II.
- d. All other classifications will be paid at the minimum of their corresponding pay grade.

### 13. SHIFT DIFFERENTIAL (Non-exempt)

Any full-time or part-time non-exempt employee whose regularly assigned shift ends at 7 p.m. or after shall receive a shift differential of thirty-five cents (\$.35) per hour for all hours worked.

Any full-time or part-time non-exempt employee whose regularly assigned shift begins on or after 10 p.m. but before 5 a.m. shall receive a shift differential of forty-five cents (\$.45) per hour for all hours worked. Employees assigned to relocatable crews shall receive an additional fifteen cents (\$.15) per hour for all hours worked during the moving of relocatables during the year.

Shift differential does not apply to Bus Drivers or those positions that were changed to a higher pay grade to compensate for night work at the evening adult centers and community schools, i.e., Secretary III, Clerk Specialist II, Clerk Typist-Evening, and Bookstore Assistant.

- d. Any hourly shift differential received by an employee shall be paid only on actual hours worked in any pay period and shall be excluded from holiday, vacation, and sick leave pay.

# PINELLAS COUNTY SCHOOL BOARD

## Salary Administration Procedures For Non-Instructional Salary Schedules

### 14. **CALL-BACK AND CALL-IN PROCEDURES** (Excluding Administrative)

- a. An employee who is called to report for work at times other than the regularly scheduled hours shall receive the applicable rate of pay, or compensatory time, for all time worked. In no event will the employee receive less than two (2) hours straight time pay or compensatory time due to the inconvenience. It is not required that an employee work a minimum of two (2) hours if the task for which the employee was called to perform can be accomplished in less time.
- b. SEIU – An employee who is called to report for work for emergency or critical work situations as defined by their immediate supervisor, occurring at times other than the regularly scheduled hours, shall receive one and one-half (1-1/2) times their normal hourly pay for all hours worked regardless of the time worked that week. In no event will the employee receive less than two (2) hours of time-and-one-half pay or compensatory time for the inconvenience. It is not required that an employee work a minimum of two (2) hours if the task for which the employee was called to perform can be accomplished in less time.
- c. An employee who reports for work at the regularly scheduled time shall receive a minimum of two (2) hours work at the applicable rate of pay, or two (2) hours pay at the straight-time hourly base rate unless:
  - The employee leaves earlier based on their own decision
  - The employee is suspended or dismissed
  - Work is not available for reasons such as fire, flood, power failure, hurricane, tornado, explosion, strike, or civil disturbance
  - No lunch is prepared for serving (food service employees only)

### 15. **REQUESTS TO CREATE NEW JOBS**

New job title classifications must be requested by the appropriate Cabinet member, recommended by the Superintendent and approved by the Board. The classification and pay grade of each new job shall be recommended by the Compensation Administration Section of the Human Resources Department and submitted to the Cabinet for their concurrence. The Superintendent will then make a recommendation to the Board for approval.

Additional personnel slots must be requested through budget. Job title and pay grade will be determined by Compensation Administration.

### 16. **EXCEPTIONS**

Any exceptions to the above procedures must be approved by the Superintendent or designee.

These procedures are intended to address the most common district compensation issues and are not intended to cover all situations that could possibly occur. For information pertaining to specific compensation issues, please contact Compensation Administration in the Human Resources Department. For positions covered by bargaining units, please refer to the applicable contract language for more detail.

**PINELLAS COUNTY SCHOOL BOARD**

2007/08

**EXEMPT SALARY SCHEDULE "C"**

**ANNUAL RATES**

**12 MONTHS – 7.5 HOURS PER DAY – 1852.5 ANNUAL HOURS**

| <b>Pay<br/>Grade</b> | <b><u>Minimum</u></b> | <b><u>Midpoint</u></b> | <b><u>Maximum</u></b> |
|----------------------|-----------------------|------------------------|-----------------------|
| <b>1</b>             | <b>\$37,042.22</b>    | <b>\$45,450.81</b>     | <b>\$53,859.40</b>    |
| <b>2</b>             | <b>\$40,005.66</b>    | <b>\$49,086.90</b>     | <b>\$58,168.13</b>    |
| <b>3</b>             | <b>\$43,206.04</b>    | <b>\$53,013.83</b>     | <b>\$62,821.61</b>    |
| <b>4</b>             | <b>\$46,662.44</b>    | <b>\$57,254.85</b>     | <b>\$67,847.26</b>    |
| <b>5</b>             | <b>\$50,395.41</b>    | <b>\$61,835.25</b>     | <b>\$73,275.08</b>    |
| <b>6</b>             | <b>\$54,427.01</b>    | <b>\$66,782.07</b>     | <b>\$79,137.13</b>    |
| <b>7</b>             | <b>\$58,781.12</b>    | <b>\$72,124.59</b>     | <b>\$85,468.05</b>    |
| <b>8</b>             | <b>\$63,483.69</b>    | <b>\$77,894.57</b>     | <b>\$92,305.44</b>    |
| <b>9</b>             | <b>\$68,562.32</b>    | <b>\$84,126.10</b>     | <b>\$99,689.88</b>    |
| <b>10</b>            | <b>\$74,047.39</b>    | <b>\$90,856.23</b>     | <b>\$107,665.08</b>   |
| <b>11</b>            | <b>\$79,971.13</b>    | <b>\$98,124.70</b>     | <b>\$116,278.28</b>   |
| <b>12</b>            | <b>\$86,368.74</b>    | <b>\$105,974.67</b>    | <b>\$125,580.60</b>   |
| <b>13</b>            | <b>\$93,278.19</b>    | <b>\$114,452.64</b>    | <b>\$135,627.08</b>   |
| <b>14</b>            | <b>\$100,740.43</b>   | <b>\$123,608.80</b>    | <b>\$146,477.18</b>   |

**HOURLY RATES\***

**(To be used for calculation purposes only. See chart below)**

| <b>Pay<br/>Grade</b> | <b><u>Minimum</u></b> | <b><u>Midpoint</u></b> | <b><u>Maximum</u></b> |
|----------------------|-----------------------|------------------------|-----------------------|
| <b>1</b>             | <b>\$19.9958</b>      | <b>\$24.5349</b>       | <b>\$29.0739</b>      |
| <b>2</b>             | <b>\$21.5955</b>      | <b>\$26.4977</b>       | <b>\$31.3998</b>      |
| <b>3</b>             | <b>\$23.3231</b>      | <b>\$28.6175</b>       | <b>\$33.9118</b>      |
| <b>4</b>             | <b>\$25.1889</b>      | <b>\$30.9068</b>       | <b>\$36.6247</b>      |
| <b>5</b>             | <b>\$27.2040</b>      | <b>\$33.3794</b>       | <b>\$39.5547</b>      |
| <b>6</b>             | <b>\$29.3803</b>      | <b>\$36.0497</b>       | <b>\$42.7191</b>      |
| <b>7</b>             | <b>\$31.7307</b>      | <b>\$38.9337</b>       | <b>\$46.1366</b>      |
| <b>8</b>             | <b>\$34.2692</b>      | <b>\$42.0484</b>       | <b>\$49.8275</b>      |
| <b>9</b>             | <b>\$37.0107</b>      | <b>\$45.4122</b>       | <b>\$53.8137</b>      |
| <b>10</b>            | <b>\$39.9716</b>      | <b>\$49.0452</b>       | <b>\$58.1188</b>      |
| <b>11</b>            | <b>\$43.1693</b>      | <b>\$52.9688</b>       | <b>\$62.7683</b>      |
| <b>12</b>            | <b>\$46.6228</b>      | <b>\$57.2063</b>       | <b>\$67.7898</b>      |
| <b>13</b>            | <b>\$50.3526</b>      | <b>\$61.7828</b>       | <b>\$73.2130</b>      |
| <b>14</b>            | <b>\$54.3808</b>      | <b>\$66.7254</b>       | <b>\$79.0700</b>      |

\*Calculate varying annual rates by multiplying hourly rate by annual hours as follows:

10 months – 7.5 hours per day = 1470 annual hours

11.5 months – 7.5 hours per day = 1762.5 annual hours

10.5 months – 7.5 hours per day = 1545 annual hours

12 months – 7.5 hours per day = 1852.5 annual hours

11 months – 7.5 hours per day = 1635 annual hours

12 months – 8.0 hours per day = 1976 annual hours

# PINELLAS COUNTY SCHOOL BOARD

2007/08

“C”

## EXEMPT JOB CLASSIFICATIONS

| <i>Job Code</i> | <i>Job Title</i>   | <i>Pay Grade</i> |    |
|-----------------|--|------------------|----|
| 7260            | ADMINISTRATIVE ASSISTANT SCHOOL BOARD                    | C                | 05 |
| 0045            | ADMINISTRATIVE INTERN                                    | C                | 00 |
| 0423            | ADMINISTRATOR COMMUNITY SCHOOL                           | C                | 07 |
| 0452            | ADMINISTRATOR DATA SOLUTIONS                             | C                | 08 |
| 0376            | ADMINISTRATOR DROPOUT PREVENTION                         | C                | 09 |
| 0455            | ADMINISTRATOR EVENING ADULT HIGH SCHOOL                  | C                | 08 |
| 0059            | ADMINISTRATOR ON ASSIGNMENT TO OFFICE OF SUPERINTENDENT  | C                | 11 |
| 0046            | ADMINISTRATOR ON SPECIAL ASSIGNMENT                      | C                | 00 |
| 0671            | ADMINISTRATOR PROFESSIONAL STANDARDS                     | C                | 10 |
| 0508            | ADMINISTRATOR SITE - PTEC                                | C                | 09 |
| 0048            | ALPHA PROGRAM SPECIALIST                                 | C                | 04 |
| 7402            | APPLICATION SPECIALIST                                   | C                | 03 |
| 7424            | APPLICATIONS ADMINISTRATOR                               | C                | 08 |
| 0055            | ASSISTANT ADMINISTRATOR PTEC                             | C                | 08 |
| 0058            | ASSISTANT DIRECTOR FOOD SERVICES                         | C                | 07 |
| 0520            | ASSISTANT DIRECTOR MAINTENANCE                           | C                | 07 |
| 0081            | ASSISTANT PRINCIPAL ALTERNATIVE HIGH SCHOOL              | C                | 07 |
| 0482            | ASSISTANT PRINCIPAL ART TALENTED PROGRAM                 | C                | 08 |
| 0164            | ASSISTANT PRINCIPAL COORD MAGNET PROGRAM-ELEM/MIDDLE     | C                | 07 |
| 0163            | ASSISTANT PRINCIPAL COORD MAGNET PROGRAM-HIGH SCHOOL     | C                | 08 |
| 0085            | ASSISTANT PRINCIPAL ELEMENTARY SCHOOL                    | C                | 07 |
| 0105            | ASSISTANT PRINCIPAL EXCEPTIONAL STUDENT EDUCATION CENTER | C                | 07 |
| 0100            | ASSISTANT PRINCIPAL HIGH SCHOOL                          | C                | 08 |
| 0082            | ASSISTANT PRINCIPAL INTERNATIONAL BACCALAUREATE PROGRAM  | C                | 08 |
| 0090            | ASSISTANT PRINCIPAL MIDDLE SCHOOL                        | C                | 07 |
| 0110            | ASSISTANT SCHOOL BOARD ATTORNEY                          | C                | 00 |
| 0119            | ASSISTANT SUPERINTENDENT BUDGET & RESOURCE ALLOCATION    | C                | 12 |
| 0121            | ASSISTANT SUPERINTENDENT ELEMENTARY CURRICULUM           | C                | 12 |
| 0123            | ASSISTANT SUPERINTENDENT EXCEPTIONAL STUDENT EDUCATION   | C                | 12 |
| 0132            | ASSISTANT SUPERINTENDENT FACILITIES & OPERATIONS         | C                | 12 |
| 0130            | ASSISTANT SUPERINTENDENT FINANCE & BUSINESS SERVICES     | C                | 12 |
| 0133            | ASSISTANT SUPERINTENDENT MANAGEMENT INFORMATION SYSTEMS  | C                | 12 |
| 0127            | ASSISTANT SUPERINTENDENT OFFICE OF EQUAL OPPORTUNITY     | C                | 12 |
| 0122            | ASSISTANT SUPERINTENDENT SECONDARY CURRICULUM            | C                | 12 |
| 0129            | ASSISTANT SUPERINTENDENT STUDENT ASSIGNMENT              | C                | 12 |
| 0411            | ASSOCIATE SUPERINTENDENT ELEMENTARY SCHOOL PROGRAMS      | C                | 13 |
| 0404            | ASSOCIATE SUPERINTENDENT FACILITIES & OPERATIONS         | C                | 13 |
| 0412            | ASSOCIATE SUPERINTENDENT HIGH SCHOOL PROGRAMS            | C                | 13 |
| 0403            | ASSOCIATE SUPERINTENDENT HUMAN RESOURCES                 | C                | 13 |
| 0413            | ASSOCIATE SUPERINTENDENT MIDDLE SCHOOL PROGRAMS          | C                | 13 |
| 0406            | ASSOCIATE SUPERINTENDENT SCHOOL SAFETY & SECURITY        | C                | 13 |
| 0407            | ASSOCIATE SUPERINTENDENT SCHOOL SUCCESS                  | C                | 13 |

# PINELLAS COUNTY SCHOOL BOARD

2007/08

“C”

## EXEMPT JOB CLASSIFICATIONS

| <i>Job Code</i> | <i>Job Title</i>                                     | <i>Pay Grade</i> |
|-----------------|--|------------------|
| 0161            | BUDGET SPECIALIST                                    | C 07             |
| 0788            | CHIEF BUSINESS OFFICER                               | C 14             |
| 0166            | CHIEF OF SCHOOLS POLICE                              | C 09             |
| 0790            | CHIEF OPERATING OFFICER PTEC                         | C 13             |
| 6397            | COMPENSATION ANALYST                                 | C 02             |
| 7442            | COORD AREA FAMILY & COMMUNITY RELATIONS              | C 01             |
| 6396            | COORD COMMODITIES/FOOD DISTRIBUTION                  | C 01             |
| 0785            | COORD COMMUNICATIONS & MARKETING                     | C 07             |
| 6423            | COORD CUSTOMER SERVICE                               | C 03             |
| 6030            | COORD EMPLOYEE WELLNESS                              | C 04             |
| 6424            | COORD FAMILY EDUCATION & INFORMATION CENTER          | C 04             |
| 6032            | COORD HEALTH SERVICES                                | C 04             |
| 6818            | COORD MARKETING/STUDENT RECRUITMENT-PTEC             | C 04             |
| 6875            | COORD NEW CONSTRUCTION                               | C 04             |
| 0786            | COORD PARTNERSHIP SCHOOLS                            | C 07             |
| 7046            | COORD POSITION CONTROL                               | C 01             |
| 0485            | COORD PROGRAM  | C 08             |
| 6460            | DEMOGRAPHIC SPECIALIST                               | C 05             |
| 0012            | DEPUTY SUPERINTENDENT CHIEF ACADEMIC OFFICER         | C 14             |
| 0011            | DEPUTY SUPERINTENDENT CURRICULUM & OPERATIONS        | C 14             |
| 0200            | DIRECTOR ACCOUNTING                                  | C 09             |
| 0201            | DIRECTOR ADVANCED STUDIES & ACADEMIC EXCELLENCE      | C 09             |
| 0225            | DIRECTOR AUDITING & PROPERTY RECORDS                 | C 09             |
| 0226            | DIRECTOR COMMUNICATIONS                              | C 09             |
| 0347            | DIRECTOR COMMUNITY SERVICES/HUMAN RELATIONS          | C 09             |
| 0062            | DIRECTOR DELIVERY & TECHNICAL SUPPORT SYSTEMS        | C 09             |
| 0209            | DIRECTOR EARLY CHILDHOOD EDUCATION                   | C 09             |
| 0255            | DIRECTOR EVALUATION                                  | C 09             |
| 0256            | DIRECTOR FACILITIES & OPERATIONS BUSINESS MANAGEMENT | C 09             |
| 0265            | DIRECTOR FOOD SERVICES                               | C 09             |
| 0266            | DIRECTOR GOVERNMENT SERVICES                         | C 11             |
| 0267            | DIRECTOR HIGH SCHOOL EDUCATION                       | C 09             |
| 0268            | DIRECTOR HUMAN RESOURCES                             | C 09             |
| 0285            | DIRECTOR MAINTENANCE                                 | C 10             |
| 0287            | DIRECTOR MIDDLE SCHOOL EDUCATION                     | C 09             |
| 0320            | DIRECTOR PLANNING & POLICY                           | C 09             |
| 0288            | DIRECTOR PROFESSIONAL DEVELOPMENT & STUDENT SUPPORT  | C 09             |
| 0315            | DIRECTOR PURCHASING                                  | C 10             |
| 0262            | DIRECTOR REAL ESTATE & CONCURRENCY SERVICES          | C 09             |
| 0135            | DIRECTOR RESEARCH & ACCOUNTABILITY                   | C 10             |
| 0325            | DIRECTOR RISK MANAGEMENT & INSURANCE                 | C 09             |

# PINELLAS COUNTY SCHOOL BOARD

2007/08

“C”

## EXEMPT JOB CLASSIFICATIONS

| <i>Job Code</i> | <i>Job Title</i>   | <i>Pay Grade</i> |
|-----------------|--|------------------|
| 0345            | DIRECTOR SCHOOL OPERATIONS                               | C 12             |
| 0366            | DIRECTOR SEMINOLE VOCATIONAL EDUCATION CENTER            | C 08             |
| 0335            | DIRECTOR SPECIAL PROJECTS                                | C 10             |
| 0355            | DIRECTOR TESTING   | C 09             |
| 0357            | DIRECTOR TITLE I TECHNICAL COMPLIANCE                    | C 09             |
| 0367            | DIRECTOR TOMLINSON ADULT LEARNING CENTER                 | C 09             |
| 0360            | DIRECTOR TRANSPORTATION                                  | C 11             |
| 0375            | DIRECTOR WAREHOUSING                                     | C 09             |
| 0214            | DIRECTOR WORKFORCE EDUCATION                             | C 09             |
| 0378            | EDUCATIONAL SPECIFICATION SPECIALIST                     | C 07             |
| 6503            | ELECTRICAL ENGINEER                                      | C 05             |
| 6502            | EQUAL OPPORTUNITY SPECIALIST                             | C 02             |
| 0510            | EXCEPTIONAL STUDENT EDUCATION PROGRAM SPECIALIST         | C 06             |
| 6029            | EXECUTIVE ASSISTANT TO SUPERINTENDENT                    | C 05             |
| 0379            | EXECUTIVE DIR PK12 PHYS ED, DRIVER ED & EXCUR ACTIVITIES | C 11             |
| 6523            | EXECUTIVE OFFICE MANAGER CURRICULUM SERVICES             | C 04             |
| 6557            | FINANCIAL AID SPECIALIST                                 | C 01             |
| 6559            | FINANCIAL REPORTING ANALYST                              | C 04             |
| 6556            | FINANCIAL SPECIALIST-PTEC                                | C 01             |
| 6606            | FIRE MARSHAL   | C 04             |
| 6561            | FOOD SERVICE FIELD SPECIALIST                            | C 04             |
| 6622            | GRANTS SPECIALIST  | C 04             |
| 6671            | HUMAN RESOURCES SPECIALIST                               | C 01             |
| 6674            | INDUSTRIAL HYGIENIST                                     | C 05             |
| 7105            | INFORMATION SPECIALIST                                   | C 01             |
| 6683            | INFORMATION SYSTEMS/MICROCOMPUTER SPECIALIST             | C 01             |
| 7106            | INFORMATION TECHNOLOGY SPECIALIST                        | C 03             |
| 6823            | MANAGER BUILDING OPERATIONS                              | C 05             |
| 6819            | MANAGER CASH AND INVESTMENTS                             | C 08             |
| 6821            | MANAGER FACILITIES DESIGN/CONSTRUCTION                   | C 07             |
| 6794            | MANAGER MAINTENANCE                                      | C 04             |
| 6793            | MANAGER MAINTENANCE SUPPORT SERVICES                     | C 04             |
| 0670            | MANAGER PAYROLL OPERATIONS                               | C 07             |
| 6820            | MANAGER PURCHASING                                       | C 06             |
| 0418            | MANAGER STAVROS INSTITUTE                                | C 07             |
| 6822            | MANAGER TRANSPORTATION AREA                              | C 04             |
| 0419            | MANAGER TRANSPORTATION SERVICES                          | C 07             |
| 7431            | MANAGER TV OPERATIONS                                    | C 07             |
| 6845            | MECHANICAL ENGINEER                                      | C 05             |
| 6560            | MENU PLANNING/NUTRITION EDUCATION SPECIALIST             | C 01             |

# PINELLAS COUNTY SCHOOL BOARD

2007/08

“C”

## EXEMPT JOB CLASSIFICATIONS

| <i>Job Code</i> | <i>Job Title</i>  | <i>Pay Grade</i> |    |
|-----------------|---|------------------|----|
| 6966            | PAYROLL SPECIALIST  | C                | 01 |
| 0420            | PLANNING SPECIALIST                                       | C                | 05 |
| 0475            | PRINCIPAL ALTERNATIVE HIGH SCHOOL                         | C                | 10 |
| 0425            | PRINCIPAL ELEMENTARY SCHOOL I                             | C                | 08 |
| 0430            | PRINCIPAL ELEMENTARY SCHOOL II                            | C                | 09 |
| 0435            | PRINCIPAL EXCEPTIONAL STUDENT EDUCATION CENTER            | C                | 10 |
| 0450            | PRINCIPAL HIGH SCHOOL                                     | C                | 11 |
| 0440            | PRINCIPAL MIDDLE SCHOOL I                                 | C                | 09 |
| 0445            | PRINCIPAL MIDDLE SCHOOL II                                | C                | 10 |
| 0447            | PRINCIPAL ON DISTRICT ASSIGNMENT                          | C                | 09 |
| 0451            | PRINCIPAL SECONDARY DISCIPLINE PROG                       | C                | 08 |
| 0486            | PROGRAM MANAGER GRANT-FUNDED PROGRAMS                     | C                | 06 |
| 7075            | PROGRAMMER ANALYST  | C                | 04 |
| 7109            | REAL PROPERTY FACILITIES SPECIALIST                       | C                | 06 |
| 0380            | RESEARCH SPECIALIST                                       | C                | 04 |
| 7113            | RETIREMENT SPECIALIST                                     | C                | 02 |
| 7129            | SAFETY & LOSS PREVENTION SPECIALIST                       | C                | 04 |
| 0495            | SCHOOL BOARD ARCHITECT                                    | C                | 09 |
| 0160            | SCHOOL BOARD ATTORNEY                                     | C                | 00 |
| 7403            | SENIOR APPLICATION SPECIALIST                             | C                | 05 |
| 6435            | SENIOR AUDITOR  | C                | 04 |
| 6438            | SENIOR COMPENSATION ANALYST                               | C                | 04 |
| 7283            | SENIOR CONSTRUCTION COORDINATOR                           | C                | 05 |
| 7284            | SENIOR HUMAN RESOURCES SPECIALIST (RECRUITMENT/RETENTION) | C                | 04 |
| 6686            | SENIOR INSTRUCTIONAL USER SUPPORT ANALYST                 | C                | 05 |
| 6689            | SENIOR USER SUPPORT ANALYST                               | C                | 04 |
| 0513            | SPECIALIST ESOL (ENGLISH FOR SPEAKERS OF OTHER LANGUAGES) | C                | 05 |
| 0517            | STAFF ATTORNEY  | C                | 10 |
| 6687            | STRUCTURAL ENGINEER                                       | C                | 05 |
| 7333            | STUDENT INFORMATION SPECIALIST-PTEC                       | C                | 04 |
| 0005            | SUPERINTENDENT OF SCHOOLS                                 | C                | 00 |
| 0559            | SUPERVISOR ADULT COMMUNITY & WORKFORCE EDUCATION          | C                | 07 |
| 6045            | SUPERVISOR AREA MAINTENANCE                               | C                | 04 |
| 0560            | SUPERVISOR BUSINESS TECHNOLOGIES & WORKFORCE EDUCATION    | C                | 07 |
| 7060            | SUPERVISOR CENTRAL PRINTING SERVICES                      | C                | 04 |
| 7327            | SUPERVISOR COMMUNICATION SYSTEMS                          | C                | 07 |
| 6398            | SUPERVISOR COMPUTER OPERATIONS                            | C                | 04 |
| 0543            | SUPERVISOR DROPOUT PREVENTION                             | C                | 07 |

# PINELLAS COUNTY SCHOOL BOARD

2007/08

“C”

## EXEMPT JOB CLASSIFICATIONS

| <i>Job Code</i> | <i>Job Title</i>  | <i>Pay Grade</i> |    |
|-----------------|---|------------------|----|
| 0580            | SUPERVISOR ELEMENTARY MATH                                | C                | 07 |
| 0585            | SUPERVISOR ELEMENTARY READING & LANGUAGE ARTS             | C                | 07 |
| 0586            | SUPERVISOR ELEMENTARY SCIENCE                             | C                | 07 |
| 0578            | SUPERVISOR EMPLOYEE BENEFITS WORKERS' COMPENSATION        | C                | 07 |
| 0597            | SUPERVISOR EXCEPTIONAL STUDENT EDUCATION                  | C                | 07 |
| 0662            | SUPERVISOR FAMILY & COMMUNITY RELATIONS                   | C                | 07 |
| 0645            | SUPERVISOR FAMILY & CONSUMER SCIENCES                     | C                | 07 |
| 0613            | SUPERVISOR FLORIDA DIAGNOSTIC & LEARNING RESOURCES SYSTEM | C                | 07 |
| 0417            | SUPERVISOR FOOD SERVICES                                  | C                | 06 |
| 7367            | SUPERVISOR HELP DESK                                      | C                | 02 |
| 0655            | SUPERVISOR INDUSTRIAL TECHNOLOGY/AGRI BUSINESS EDUC       | C                | 07 |
| 0760            | SUPERVISOR INSTRUCTIONAL MATERIALS                        | C                | 07 |
| 0625            | SUPERVISOR K-12 GUIDANCE                                  | C                | 07 |
| 0729            | SUPERVISOR K-12 SOCIAL STUDIES                            | C                | 07 |
| 6445            | SUPERVISOR MANAGEMENT INFO SYSTEMS PRODUCTION CONTROL     | C                | 07 |
| 0755            | SUPERVISOR MEDICAID                                       | C                | 07 |
| 6446            | SUPERVISOR PAYROLL  | C                | 06 |
| 6975            | SUPERVISOR PERSONNEL RECORDS                              | C                | 03 |
| 0631            | SUPERVISOR PK-12 CURRICULUM & APPLICATIONS                | C                | 07 |
| 0630            | SUPERVISOR PK-12 HEALTH EDUCATION                         | C                | 07 |
| 0632            | SUPERVISOR PK-12 LIBRARY MEDIA/TECHNOLOGY                 | C                | 07 |
| 0628            | SUPERVISOR PK-12 PERFORMING ARTS                          | C                | 07 |
| 0627            | SUPERVISOR PK-12 VISUAL ARTS                              | C                | 07 |
| 7352            | SUPERVISOR PRODUCTION CONTROL                             | C                | 02 |
| 7103            | SUPERVISOR PROPERTY RECORDS                               | C                | 03 |
| 0695            | SUPERVISOR PSYCHOLOGICAL SERVICES                         | C                | 07 |
| 7108            | SUPERVISOR PURCHASING                                     | C                | 04 |
| 0697            | SUPERVISOR QUALITY ACADEMY                                | C                | 04 |
| 7112            | SUPERVISOR RECORDS MANAGEMENT                             | C                | 06 |
| 0763            | SUPERVISOR SAFE/DRUG FREE SCHOOLS                         | C                | 07 |
| 0761            | SUPERVISOR SCHOOL HEALTH SERVICES                         | C                | 07 |
| 7363            | SUPERVISOR SCHOOL LUNCH/GENERAL ACCOUNTING                | C                | 05 |
| 0621            | SUPERVISOR SCHOOL SOCIAL WORK/FULL SERVICE SCHOOLS        | C                | 07 |
| 0725            | SUPERVISOR SECONDARY LANGUAGE ARTS                        | C                | 07 |
| 0665            | SUPERVISOR SECONDARY MATH                                 | C                | 07 |
| 0728            | SUPERVISOR SECONDARY READING & LANGUAGE ARTS              | C                | 07 |
| 0726            | SUPERVISOR SECONDARY SCIENCE                              | C                | 07 |
| 0078            | SUPERVISOR TELECOMMUNICATIONS                             | C                | 07 |
| 0600            | SUPERVISOR TITLE I  | C                | 07 |

# PINELLAS COUNTY SCHOOL BOARD

2007/08

“C”

## EXEMPT JOB CLASSIFICATIONS

*Job Code*

*Job Title*

*Pay Grade*

| <i>Job Code</i> | <i>Job Title</i>                                    | <i>Pay Grade</i> |    |
|-----------------|---|------------------|----|
| 7364            | SUPERVISOR TRANSPORTATION FIELD OPERATIONS          | C                | 03 |
| 7365            | SUPERVISOR TRANSPORTATION PROCESS & QUALITY CONTROL | C                | 05 |
| 0765            | SUPERVISOR VEHICLE MAINTENANCE                      | C                | 07 |
| 7450            | SUPERVISOR WAREHOUSE                                | C                | 01 |
| 0620            | SUPERVISOR WORLD LANGUAGES                          | C                | 07 |
| 7401            | SYSTEMS ADMINISTRATOR                               | C                | 06 |
| 7420            | TRANSPORTATION ROUTE & SAFETY AUDITOR               | C                | 04 |
| 7404            | USER SUPPORT ANALYST                                | C                | 02 |
| 7452            | WORKFORCE EDUCATION OPERATIONS SPECIALIST           | C                | 04 |

**PINELLAS COUNTY SCHOOL BOARD**

**2007/08**

**NON-EXEMPT SALARY SCHEDULE "D"**

**HOURLY RATES**

| <b>Pay<br/>Grade</b> | <b><u>Minimum</u></b> | <b><u>Midpoint</u></b> | <b><u>Maximum</u></b> |
|----------------------|-----------------------|------------------------|-----------------------|
| <b>2</b>             | <b>\$7.05</b>         | <b>\$8.65</b>          | <b>\$10.25</b>        |
| <b>3</b>             | <b>\$7.76</b>         | <b>\$9.52</b>          | <b>\$11.28</b>        |
| <b>4</b>             | <b>\$8.54</b>         | <b>\$10.48</b>         | <b>\$12.41</b>        |
| <b>5</b>             | <b>\$9.39</b>         | <b>\$11.52</b>         | <b>\$13.65</b>        |
| <b>6</b>             | <b>\$10.33</b>        | <b>\$12.68</b>         | <b>\$15.02</b>        |
| <b>7</b>             | <b>\$11.36</b>        | <b>\$13.94</b>         | <b>\$16.52</b>        |
| <b>8</b>             | <b>\$12.50</b>        | <b>\$15.34</b>         | <b>\$18.17</b>        |
| <b>9</b>             | <b>\$13.75</b>        | <b>\$16.87</b>         | <b>\$19.99</b>        |
| <b>10</b>            | <b>\$15.13</b>        | <b>\$18.56</b>         | <b>\$21.99</b>        |
| <b>11</b>            | <b>\$16.64</b>        | <b>\$20.42</b>         | <b>\$24.19</b>        |
| <b>12</b>            | <b>\$18.30</b>        | <b>\$22.46</b>         | <b>\$26.61</b>        |
| <b>13</b>            | <b>\$20.13</b>        | <b>\$24.70</b>         | <b>\$29.27</b>        |
| <b>14</b>            | <b>\$22.14</b>        | <b>\$27.17</b>         | <b>\$32.20</b>        |

Jobs classified as substitute or temporary are paid at the minimum of the designated pay grade.

Rates to be used for:

- Computation of annual salaries for biweekly payroll
- Hours in excess of the normally scheduled work week up to and including 40 hours
- Computation of overtime

Note: In most cases, hourly rates received in bi-weekly paychecks are slightly less than those published above. This is due to the equalized pay process that provides pay for time not worked on school Board-designated "no work/no pay" days.

# PINELLAS COUNTY SCHOOL BOARD

2007/08

“D”

## NON-EXEMPT JOB CLASSIFICATIONS

| <i>Job Code</i> | <i>Job Title</i>                                       | <i>Pay Grade</i> |    |
|-----------------|--|------------------|----|
| 6021            | ACCOUNT CLERK  | D                | 09 |
| 6025            | ACCOUNTS PAYABLE COORDINATOR                           | D                | 11 |
| 6035            | AGRICULTURAL DOCENT                                    | D                | 07 |
| 6040            | AIR COMPRESSOR/EMERGENCY SYSTEMS TECHNICIAN-JOURNEYMAN | D                | 11 |
| 6220            | APPLIANCE/REFRIGERATION TECHNICIAN-JOURNEYMAN          | D                | 11 |
| 6048            | AREA OFFICE MANAGER                                    | D                | 13 |
| 6060            | ASSISTANT TO BOOKKEEPER                                | D                | 07 |
| 6067            | ATTENDANCE PROGRESS ASSISTANT                          | D                | 08 |
| 6070            | ATTENDANCE SPECIALIST                                  | D                | 11 |
| 6105            | AUDIOVISUAL TECHNICIAN                                 | D                | 09 |
| 6075            | AUDITOR  | D                | 13 |
| 6090            | AUTOMOTIVE DIESEL MECHANIC-JOURNEYMAN                  | D                | 11 |
| 6725            | AUTOMOTIVE DIESEL MECHANIC-LEAD                        | D                | 11 |
| 6080            | AUTOMOTIVE EQUIPMENT OPERATOR                          | D                | 08 |
| 6112            | BENEFITS ANALYST                                       | D                | 13 |
| 6113            | BENEFITS ASSISTANT                                     | D                | 10 |
| 6120            | BILINGUAL ASSISTANT I                                  | D                | 05 |
| 6125            | BILINGUAL ASSISTANT II                                 | D                | 07 |
| 6130            | BILINGUAL SPECIALIST                                   | D                | 11 |
| 6115            | BILINGUAL TRANSLATOR                                   | D                | 10 |
| 6135            | BINDERY OPERATOR                                       | D                | 07 |
| 6145            | BOILER MECHANIC-JOURNEYMAN                             | D                | 11 |
| 6150            | BOOKSTORE ASSISTANT                                    | D                | 07 |
| 6155            | BROADCAST TECHNICIAN                                   | D                | 12 |
| 6160            | BUDGET ASSISTANT I                                     | D                | 09 |
| 6165            | BUDGET ASSISTANT II                                    | D                | 11 |
| 6170            | BUS DRIVER   | D                | 08 |
| 6177            | BUS DRIVER RELIEF/TRAINING ASSISTANT                   | D                | 09 |
| 6176            | BUS DRIVER STAVROS INSTITUTE                           | D                | 09 |
| 6175            | BUS DRIVER SUBSTITUTE                                  | D                | 07 |
| 6178            | BUS DRIVER TRAINER/CDL EXAMINER                        | D                | 11 |
| 6185            | BUS SERVICE RECORDER                                   | D                | 10 |
| 6190            | BUYER I  | D                | 10 |
| 6195            | BUYER II   | D                | 11 |

# PINELLAS COUNTY SCHOOL BOARD

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“D”

## NON-EXEMPT JOB CLASSIFICATIONS

| <i>Job Code</i> | <i>Job Title</i>                                | <i>Pay Grade</i> |    |
|-----------------|---|------------------|----|
| 6200            | CABINETMAKER                                    | D                | 10 |
| 6205            | CAFETERIA ATTENDANT                             | D                | 05 |
| 6206            | CAFETERIA ATTENDANT - SUB                       | D                | 05 |
| 6225            | CAMPUS ACTIVITIES MONITOR                       | D                | 11 |
| 6230            | CARPENTER                                       | D                | 10 |
| 6235            | CARPENTER-JOURNEYMAN                            | D                | 11 |
| 6242            | CARPET & EQUIPMENT MAINTENANCE FOREMAN NIGHTS   | D                | 11 |
| 6245            | CARPET & EQUIPMENT MAINTENANCE TECHNICIAN       | D                | 08 |
| 6243            | CARPET INSTALLATION TECHNICIAN                  | D                | 10 |
| 6260            | CENTRAL INFORMATION RECEPTIONIST                | D                | 07 |
| 6266            | CENTRAL PRINTING SERVICES ASSISTANT             | D                | 09 |
| 6267            | CENTRAL PRINTING SERVICES FOREMAN               | D                | 11 |
| 6274            | CERTIFICATION CLERK                             | D                | 10 |
| 6880            | CERTIFIED NURSING ASSISTANT                     | D                | 07 |
| 6277            | CERTIFIED OCCUPATIONAL THERAPY ASSISTANT        | D                | 12 |
| 6278            | CHILD DEVELOPMENT ASSOCIATE                     | D                | 08 |
| 6293            | CLASSROOM ASSISTANT - SUB                       | D                | 06 |
| 6295            | CLERICAL ASSISTANT                              | D                | 05 |
| 6296            | CLERICAL SUBSTITUTE-CLASS I                     | D                | 09 |
| 6297            | CLERICAL SUBSTITUTE-CLASS II                    | D                | 11 |
| 6310            | CLERK SPECIALIST I                              | D                | 07 |
| 6320            | CLERK SPECIALIST II                             | D                | 08 |
| 6335            | CLERK TYPIST EVENING                            | D                | 07 |
| 6350            | CLERK TYPIST I                                  | D                | 05 |
| 6365            | CLERK TYPIST II                                 | D                | 07 |
| 6393            | COLLEGE CO-OP                                   | D                | 07 |
| 6395            | COMMUNICATIONS TECHNICIAN-JOURNEYMAN            | D                | 10 |
| 6405            | COMPUTER OPERATOR                               | D                | 10 |
| 6414            | COMPUTER SUPPORT ANALYST                        | D                | 12 |
| 6413            | COMPUTER SUPPORT ASSISTANT                      | D                | 09 |
| 6415            | COMPUTER TECHNICIAN                             | D                | 11 |
| 6420            | CONSTRUCTION INSPECTOR                          | D                | 12 |
| 6426            | COORDINATOR TRANSPORTATION ROUTING & SCHEDULING | D                | 13 |
| 6428            | CUSTOMER SERVICE REPRESENTATIVE                 | D                | 08 |
| 6432            | DATA CONTROL CLERK                              | D                | 08 |
| 6450            | DATA PREPARATION CLERK                          | D                | 08 |
| 6470            | DISPATCHER                                      | D                | 08 |
| 7465            | DOCUMENT SYSTEMS OPERATOR                       | D                | 09 |
| 6485            | DOCUMENTS CLERK                                 | D                | 06 |







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## NON-EXEMPT JOB CLASSIFICATIONS

| <i>Job Code</i> | <i>Job Title</i>                        | <i>Pay Grade</i> |    |
|-----------------|---|------------------|----|
| 7145            | SCHOOL BOOKKEEPER I                     | D                | 08 |
| 7155            | SCHOOL BOOKKEEPER II                    | D                | 10 |
| 7162            | SCHOOL OFFICE CLERK I                   | D                | 07 |
| 7163            | SCHOOL OFFICE CLERK II                  | D                | 08 |
| 7246            | SECRETARY ASSISTANT SUPERINTENDENT      | D                | 12 |
| 7255            | SECRETARY ASSOCIATE SUPERINTENDENT      | D                | 13 |
| 7230            | SECRETARY BOOKKEEPER                    | D                | 09 |
| 7165            | SECRETARY I                             | D                | 06 |
| 7175            | SECRETARY II                            | D                | 07 |
| 7195            | SECRETARY III                           | D                | 08 |
| 7210            | SECRETARY IV                            | D                | 11 |
| 7249            | SECRETARY SCHOOL BOARD OFFICE           | D                | 13 |
| 7251            | SECRETARY TO CHIEF BUSINESS OFFICER     | D                | 14 |
| 7250            | SECRETARY TO DEPUTY SUPERINTENDENT      | D                | 14 |
| 7248            | SECRETARY TO DIRECTOR SCHOOL OPERATIONS | D                | 12 |
| 6434            | SENIOR ACCOUNT CLERK                    | D                | 10 |
| 6410            | SENIOR COMPUTER OPERATOR                | D                | 12 |
| 6436            | SENIOR DATA PREPARATION CLERK           | D                | 10 |
| 7475            | SENIOR DOCUMENT SYSTEMS OPERATOR        | D                | 11 |
| 7289            | SENIOR MATERIEL CONTROL CLERK           | D                | 10 |
| 7287            | SENIOR PAYROLL TECHNICIAN               | D                | 10 |
| 6476            | SENIOR POLICE DISPATCHER                | D                | 12 |
| 6685            | SENIOR RISK MANAGEMENT TECHNICIAN       | D                | 12 |
| 7288            | SENIOR TECHNICAL PROJECTS COORDINATOR   | D                | 14 |
| 7286            | SENIOR USER SUPPORT TECHNICIAN          | D                | 11 |
| 7290            | SENIOR WORD PROCESSING OPERATOR         | D                | 08 |
| 7295            | SHEET METAL MECHANIC                    | D                | 08 |
| 7300            | SHEET METAL MECHANIC-JOURNEYMAN         | D                | 11 |
| 6870            | SMALL ENGINE MECHANIC-JOURNEYMAN        | D                | 11 |
| 6002            | STAFF ACCOUNTANT                        | D                | 11 |
| 7315            | STOCK CLERK I                           | D                | 06 |
| 7320            | STOCK CLERK II                          | D                | 07 |
| 7325            | STOREKEEPER                             | D                | 08 |
| 6328            | STUDENT REPORTING ASSISTANT             | D                | 10 |
| 7329            | STUDENT TESTING COORDINATOR             | D                | 10 |
| 6265            | SUBSTITUTE PLACEMENT SPECIALIST         | D                | 10 |

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## NON-EXEMPT JOB CLASSIFICATIONS

| <i>Job Code</i> | <i>Job Title</i>                        | <i>Pay Grade</i> |    |
|-----------------|---|------------------|----|
| 7355            | TEACHER ASSISTANT                       | D                | 05 |
| 7356            | TEACHER ASSISTANT-ESE I                 | D                | 05 |
| 7359            | TEACHER ASSISTANT-ESE II                | D                | 07 |
| 6196            | TECHNICAL BUYER                         | D                | 12 |
| 7387            | TECHNICAL PROJECTS COORDINATOR          | D                | 13 |
| 7435            | TECHNOLOGY TECHNICIAN                   | D                | 10 |
| 7395            | TIRE REPAIR MECHANIC                    | D                | 09 |
| 7405            | TRADES FOREMAN                          | D                | 12 |
| 7414            | TRANSCRIBER ASSISTANT VISUALLY IMPAIRED | D                | 09 |
| 7418            | TRANSPORTATION DISPATCHER               | D                | 11 |
| 7416            | TRANSPORTATION ROAD SAFETY SPECIALIST   | D                | 13 |
| 7425            | TRUCK DRIVER I                          | D                | 07 |
| 7430            | TRUCK DRIVER II                         | D                | 08 |
| 7433            | TURF MAINTENANCE TECHNICIAN             | D                | 11 |
| 7432            | UPHOLSTERER GLAZIER-JOURNEYMAN          | D                | 11 |
| 7437            | USER SUPPORT TECHNICIAN                 | D                | 10 |
| 7438            | VEHICLE MAINTENANCE COORDINATOR         | D                | 13 |
| 7440            | VEHICLE MAINTENANCE SYSTEMS TECHNICIAN  | D                | 10 |
| 7449            | VIDEO PRODUCTION COORDINATOR            | D                | 12 |
| 7446            | VIDEO PRODUCTION SPECIALIST             | D                | 11 |
| 7443            | VISION AUDITORY SCREENING ASSISTANT     | D                | 05 |
| 7445            | WAREHOUSE FOREMAN                       | D                | 11 |
| 7451            | WEBMASTER                               | D                | 14 |
| 7460            | WELDER-JOURNEYMAN                       | D                | 11 |
| 7469            | WORD PROCESSING OPERATOR                | D                | 07 |

# PINELLAS COUNTY SCHOOL BOARD

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## ABBREVIATIONS USED IN JOB TITLES

|            |   |
|------------|---|
| Acad       | Academic                                  |
| Advan      | Advanced                                  |
| Assmt      | Assignment                                |
| Baccal     | Baccalaureate                             |
| CCP        | Child Care Program                        |
| CDL        | Commercial Driver's License               |
| Comp       | Compensation                              |
| Coord      | Coordinator                               |
| Curric     | Curriculum                                |
| Dir        | Director                                  |
| E/M        | Elementary/Middle                         |
| Educ or Ed | Education                                 |
| Elem       | Elementary                                |
| ESE        | Exceptional Student Education             |
| ESOL       | English for Speakers of Other Languages   |
| ESY        | Extended School Year                      |
| Excel      | Excellence                                |
| Excur      | Extracurricular                           |
| FTE        | Full Time Equivalent                      |
| GED        | Graduate Equivalency Diploma              |
| HS         | High School                               |
| Info       | Information                               |
| Integr     | Integrated                                |
| ITV        | Instructional Television                  |
| K-12       | Kindergarten – 12 <sup>th</sup> Grade     |
| Phys       | Physical                                  |
| PK-12      | Pre-Kindergarten – 12 <sup>th</sup> Grade |
| PTEC       | Pinellas Technical Education Center       |
| Sch        | School                                    |
| SNAP       | School Nutrition Accountability Program   |
| Stu        | Student                                   |
| Sub        | Substitute                                |
| Succ       | Success                                   |
| Sup        | Support                                   |
| Supv       | Supervisor                                |
| Sys        | Systems                                   |
| Targ       | Targeted                                  |
| Tech       | Technician/Technical/Technology           |
| Transp     | Transportation                            |
| Vo Ed      | Vocational Education                      |
| Wkfc       | Workforce                                 |

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*Largo, FL 33770*