



Highline Public Schools Board Action Report

DATE: December 2, 2022

FROM: Dr. Ivan Duran, Superintendent

LEAD STAFF: Steve Grubb, Chief Talent Officer

For Introduction: January 4, 2023 **For Action:** January 18, 2023

I. TITLE Revision of Highline School District Classified Substitute Employees' Salary Schedule, Effective January 1, 2023

Select one: New Item Renewed Item Annual Item Revised Item

II. WHY BOARD ACTION IS NECESSARY

Board approval is needed for hourly rate adjustments required for some of the positions listed on the Classified Substitute Employees' salary Schedule to comply with Washington State minimum wage laws.

III. BACKGROUND INFORMATION

The proposed changes to the Classified Substitute Employees' Salary Schedule will bring hourly rates above the state minimum wage so that, provided annual state COLA's are passed through to this employee group each year, the district should not have to adjust this schedule every January to meet state minimum wage compliance.

IV. RECOMMENDED MOTION

I move that the Highline School Board approve the proposed changes to the Classified Substitute Employees' Salary Schedule, effective January 1, 2023

V. FISCAL IMPACT/REVENUE SOURCE

Fiscal impact to this action will be \$14,207

The revenue source for this motion is BEA.

Expenditure: One-time Annual

VI. APPLICABLE POLICY(S)

This action is in compliance with the following:
School Board Policy 5310, Salary Compensation and 5310P, Salary Compensation Procedure

VII. ALTERNATIVES

School Board disapproval of the proposed changes to the Classified Substitute Employees' Salary Schedule will result in a violation of Washington State minimum wage requirements.

VIII. COMMUNITY ENGAGEMENT

Community Engagement Required: Yes No
If yes, list community engagement conducted for this issue

IX. ATTACHMENTS

Classified Substitute Employees' Salary Schedule

HIGHLINE SCHOOL DISTRICT
CLASSIFIED SUBSTITUTE EMPLOYEES' SALARY SCHEDULE
EFFECTIVE January 1, 2023 September 1, 2022

Teamsters 3 (PCN: GUESTTM3)	JOB TITLE	HOURLY RATE
GS3CSHR	Lunchroom Cashier	\$19.18
GS3LV10	Teamster III Level 10	\$19.18
GS3LV11	Teamster III Level 11	\$19.94
GS3LV12	Teamster III Level 12	\$20.32
GS3LV13	Teamster III Level 13	\$21.06
GS3LV14	Teamster III Level 14	\$21.58
GS3LV17	Teamster III Level 17	\$23.72
GS3LV19	Teamster III Level 19	\$25.88
GS3LV20	Teamster III Level 20	\$26.64
GS3SLI	Sign Lang Interpreter	\$32.65
GS3EA	Enrollment Assistant	\$25.88
Teamsters 2 (PCN: GUESTTM2)	JOB TITLE	HOURLY RATE
	Bus:	
GS2BDTN	Driver Trainee	\$21.75
GS2BSDR	Guest Driver	\$27.56
GS2BSMN	Monitor	\$20.72
GS2ADISP	Bus Dispatch Assistant	\$31.73
	Custodians:	
GS2CUST	Substitute W/O Training	\$25.91
	Camp Waskowitz:	
GS2CPCK1	Camp Cook I	\$22.76
GS2CPCKH	Camp Cook Helper (Adult)	\$17.52
	Food Service:	
	Lunchroom Cashier (See above under Teamsters 3)	
GS2KTHP	Kitchen Helper	\$17.52
GS2LNDRY	Laundry	\$17.52
	Mechanics:	
GS2MCHNC	Vehicle Mechanic	\$34.55
	Warehouse/Delivery:	
GS2WRHHP	Warehouse Helper	\$22.73
GS2WDDWP	Delivery Driver/Warehouse Person	\$28.04
Teamsters 1 (PCN: GUESTTM1)	JOB TITLE	HOURLY RATE
GS1SCROF	Patrol (Safety Officer - current step 1 rate Teamsters I)	
Non-Represented (PCN: GUESTNR)	JOB TITLE	HOURLY RATE
GS7AUDM	Audiometrists	\$17.56
GS7PT	Professional Technical	\$18.28 - \$73.15
	Language Access Interpreter	\$28.75 - \$39.30
	Camp Counselor (34 weeks):	
GS7CC1	Step 1	\$17.12
GS7CC2	Step 2	\$19.18
GS7CC3	Step 3	\$21.48
	Athletics:	
GS7STEVSTF	Student Event Staff	\$16.45
		\$16.24

Non-Represented (PCN: GUESTNR)	JOB TITLE	HOURLY RATE	
GS7ADEVSTF	Adult Event Staff	\$17.98	
GS7CUFA	Community Use Field Attendant	\$17.98	
GS7BLGMMNG	HS Building Gym Manager	\$20.06	
GS7STTKMNG	Stadium Ticket Manager	\$20.06	
GS7STEMMNG	Stadium Event Manager	\$20.06	
GS7ATHTEC	Athletics Technician	\$24.64	
	Executive Assistants:		
GS7EXAS	Executive Assistant	\$35.25	
	Student:		
GS7NFICA	General (non-FICA)	<u>\$16.45</u>	\$15.29
GS7HSINT	H.S. Student Intern (Highline PS students only Non-FICA)	<u>\$16.45</u>	\$15.29
GS7GDST	Graduate Student Trainee (FICA)	<u>\$16.45</u>	\$15.29
GS7SKST1	Skilled Student I	<u>\$16.94</u>	\$15.75
	Skilled Student II	<u>\$17.45</u>	\$16.22
	Skilled Student III	<u>\$17.97</u>	\$16.70
	Performing Arts Center PAC		
GS7USH	Usher/Event Staff I	<u>\$17.00</u>	\$16.26
	Usher/Event Staff II	<u>\$17.85</u>	\$16.34
GS7HDUSH	Usher/Event Staff III	<u>\$18.85</u>	\$17.34
GS7NFICA43	Non-FICA Student I at the PAC	<u>\$16.45</u>	\$15.29
GS7NFICA2	Non-FICA Student II at the PAC	<u>\$17.20</u>	\$16.04