

Board Approved: November 12, 2019

Donna Independent School District
“The District”

**Compensation
Plan
&
Procedures**

2019 – 2020

| | | |
|------------|---|---|
| I. | Compensation Policy | 1 |
| II. | Administrative Guidelines and Regulations | |
| 1.1 | Description of Pay System | |
| 1.2 | Purpose and Authority | 2 |
| 1.3 | Description of Systems | 2 |
| 1.4 | Pay Periods | 2 |
| 2.1 | Job Classifications | |
| 2.2 | Process and Authority | 2 |
| 2.3 | Reclassification of Current Positions | 2 |
| 2.4 | Salary Adjustments for Job Reclassifications | 3 |
| 2.5 | Procedures for Job Classification Review..... | 3 |
| 2.6 | Classification of New Positions | 3 |
| 3.1 | Base Pay for Exempt/Nonexempt Employees | |
| 3.2 | Classification of Positions..... | 3 |
| 3.3 | Base Pay for Exempt Employees | 4 |
| 3.4 | Base Pay for Nonexempt Employees | 4 |
| 3.5 | Fractional Pay or Deductions (<i>Method</i>) | 4 |
| 4.1 | Overtime Compensation | |
| 4.2 | Overtime Compensation | 4 |
| 4.3 | Use of Compensatory Time | 4 |
| 4.4 | Authorization of Overtime | 4 |
| 4.5 | Weekly Time Records..... | 4 |
| 5.1 | General Pay Increases | |
| 5.2 | Eligibility for General Pay Increase | 4 |
| 5.3 | Pay Increase Budget..... | 5 |
| 5.4 | General Pay Increase Calculations..... | 5 |
| 5.5 | Equity Adjustments..... | 5 |
| 6.1 | Promotion Increases | |
| 6.2 | Promotion Defined..... | 5 |
| 6.3 | Promotion Increase for the Exempt Administrative/ Professional Pay Structure | 5 |
| 7.1 | Hiring New Employees | |
| 7.2 | Teachers | 5 |
| 7.3 | Administrative/Professional (AP) Pay Structure | 5 |
| 7.4 | Clerical Support, Instructional Support and Auxiliary (MT) Pay Structure | 6 |
| 7.5 | Credit for Job-Related Experience – Nurses, RN..... | 6 |
| 7.6 | Hard to Fill Position Placement | 7 |
| 8.1 | Demotion | |



| | | |
|------|--|---|
| 8.2 | Demotion Defined..... | 7 |
| 9.1 | Adjusting Pay-Range Structures | |
| 9.2 | Structure Reviews | 7 |
| 9.3 | Structure Adjustment Procedure | 7 |
| 10.1 | Supplemental Duty Pay | |
| 10.2 | Exempt Personnel..... | 7 |
| 10.3 | Nonexempt Personnel..... | 8 |
| 10.4 | Method of Payment | 8 |
| 10.5 | Additional Days..... | 8 |
| 10.6 | Auxiliary Substitute Pay | 8 |
| 11.1 | Paid Leave – FULL-TIME Auxiliary Employees | |
| 11.2 | Vacations | 8 |
| 11.3 | Holidays | 8 |
| 12.1 | Vacation for 12-month Exempt Employees | |
| 12.2 | For 12 Month Exempt Staff..... | 9 |
| 13.1 | Travel Pay in lieu of Reimbursement | |
| 13.2 | Administrative Personnel | 9 |
| 13.3 | Principals | 9 |

III. Job Classifications

| | |
|--|----|
| Administrative Programs Job Group..... | 10 |
| Instructional Support Job Group..... | 15 |
| Clerical Support Job Group..... | 17 |
| Auxiliary Job Group | 21 |

IV. Supplemental Pay

| | |
|---|----|
| A. Special Stipends | |
| • Bilingual/ESL..... | 24 |
| • Special Education | 26 |
| • Subject Areas..... | 27 |
| • Other..... | 28 |
| B. Department Head/Grade Level Chairperson..... | 29 |
| C. Curriculum Writing (After School) | 29 |
| D. Extracurricular Sponsor..... | 29 |
| E. Spelling Bee Coach | 29 |
| F. Special Olympics | 29 |
| G. AVID Coordinator..... | 29 |
| H. Student Council/NHS/NJHS | 29 |
| I. UIL/ACES Sponsors..... | 29 |
| UIL (High School)..... | 30 |
| J. Athletic Stipend..... | 31 |
| K. Fine Arts Stipend | 33 |
| L. Teacher Attendance Incentive..... | 33 |
| M. Extended Day/Year, Professional Development..... | 34 |
| M. 1 Professional Development (Certified Only)..... | 34 |



N. Extra-Duty Pay for Games.....35

V. Teacher Salary Information

New Teacher Hiring Schedule 38



**DONNA ISD
COMPENSATION POLICY
for DEA (LOCAL)
Compensation and Benefits: Salaries, Wages, and Stipends
Revised: 6/23/2016**

| | |
|--|--|
| AUTHORITY FOR PAY SYSTEMS | The Superintendent shall recommend an annual compensation plan for all District employees. The compensation plan may include wage and salary structures, stipends, benefits, and incentives. [See also DEEA] The recommended plan shall support District goals for hiring and retaining highly qualified employees. The Board shall review and approve the compensation plan to be used by the District. The Board shall also determine the total compensation package for the Superintendent. |
| PAY ADMINISTRATION | The Superintendent shall implement the compensation plan and establish procedures for plan administration consistent with the budget. The Superintendent or designee shall classify each job title within the compensation plan based on the qualifications, duties, and market value of the position. |
| ANNUALIZED SALARY | The District shall pay all salaried employees over 12 months in equal monthly or bimonthly installments, regardless of the number of months employed during the school year. Salaried employees hired during the school year shall be paid in accordance with administrative regulations. |
| PAY INCREASES | The Superintendent shall recommend to the Board an amount for employee pay increases as part of the annual budget. The Superintendent or designee shall determine pay adjustments for individual employees, within the approved budget following established procedures. |
| MID-YEAR PAY INCREASES CONTRACT EMPLOYEES | A contract employee's pay may be increased after performance on the contract has begun only if authorized by the compensation plan of the District or there is a change in the employee's job assignment or duties during the term of the contract that warrants additional compensation. Any such changes in pay that do not conform with the compensation plan shall require Board approval. [See DEA(LEGAL) for provisions on pay increases and public hearing requirements] |
| NON-CONTRACT EMPLOYEES | The Superintendent may grant a pay increase to a noncontract employee after duties have begun because of a change in the employee's job assignment or to address pay equity. The Superintendent shall report any such pay increases to the Board at the next regular meeting. |
| PAY DURING CLOSING | If the Board chooses to pay employees during an emergency closure for which the workdays are not scheduled to be made up at a later date, then that authorization shall be by resolution or other Board action and shall reflect the purpose served by the expenditure. [See EB for the authority to close schools] |



Donna ISD
PAY SYSTEMS ADMINISTRATION
GUIDELINES
Revised: 2019-2020

1.1 Description of Pay Systems

1.2 Purpose and Authority

Employee pay systems are designed and administered for the purpose of attracting and retaining qualified employees to achieve the goals of the District. The Superintendent is responsible for the development, maintenance, and administration of employee pay systems in accordance with Board policies and administrative regulations.

1.3 Description of Systems

Certified classroom teachers and librarians will be paid no less than the state minimum salary schedule based on years of experience. The local salary schedule for teachers and librarians will be determined annually after Board approval of the pay increase budget.

For all other employees, the Superintendent will assign positions to pay ranges that set the minimum and maximum base pay for the position. Jobs are classified for pay purposes on the basis of qualifications and duties as defined by the District, and market surveys of competitive pay rates. All employees will be paid within the assigned pay range unless exceptions are granted by the Board. Pay ranges are reviewed annually and adjusted as needed. Employees will advance through the pay range according to the annual pay increase budget approved by the Board.

1.4 Pay Periods

Employees will receive paychecks or bank deposits according to the District's payroll schedule distributed on monthly or biweekly basis. Annual salaries for ten, eleven, and twelve month employees will be prorated over a twelve month pay period.

2.1 Job Classification

2.2 Process and Authority

Job classification determines the assigned pay range for a position and is based on an assessment of job qualifications and assigned duties. All jobs are classified on the basis of common factors that assess the level of skill, effort, and responsibility of assigned duties and working conditions. The Human Resources office will collect job information, evaluate jobs for classification purposes, and recommend pay-grade assignments. The Superintendent has final authority concerning job classifications.

2.3 Reclassification of Current Positions

Pay-grade assignments may be changed based on changes in the job duties assigned (increased or reduced) or changes in the competitive job market. A job reclassification occurs when the same position is moved to a higher or lower pay grade or to a different job group. A job reclassification is not the same as an employee promotion to a new job. Normally no immediate pay change will result from a job reclassification if the employee(s) are already paid within the new pay range. There are conditions which merit prospective adjustment and are spelled out in 2.3. No employee will be paid less than the minimum of the new pay range. An upward or downward job reclassification will result in greater or lesser potential for pay advancement over time.



2.4 Salary Adjustments for Job Reclassification

- ❖ If the job is reclassified to improve internal equity with other related jobs and there is no significant and sustained increase in assigned duties, there will be no immediate pay increase. Future earnings will be higher as a result of placement in a higher pay range.
- ❖ If the job is reclassified upward due to a significant and sustained increase in assigned job duties and responsibilities, the reclassification will be treated as a promotion. Refer to procedures on promotion increases.
- ❖ If the job is reclassified due to a change in the external job market, special equity adjustments may be made at the direction of the Superintendent. Refer to procedures on individual equity adjustments.
- ❖ If the job is reclassified downward due to a decrease in duties and responsibilities assigned, the employee's pay may be reduced at the direction of the Superintendent. In this case the reclassification will be treated as a demotion. Refer to procedures on pay adjustments for demotion.

2.5 Procedures for Job Classification Review

Review of a job's classification must be initiated by the job supervisor. A job review initiated by a supervisor can be considered for review only once in 24 months. Reviews will be conducted as follows:

- (1) The supervisor of a position may request a classification review during the time period designated by the Human Resources Office or Superintendent designee.
- (2) The supervisor must submit a completed reclassification request form and a new job analysis questionnaire to the Human Resources Office or Superintendent designee.
- (3) The Human Resources Office or Superintendent designee is responsible for reviewing the questionnaire, obtaining additional job information if needed, and evaluating the compensable job factors.
- (4) The Human Resources Office or Superintendent designee will prepare a recommendation for final approval by the Superintendent. The Human Resources Office or Superintendent designee will notify the supervisor and employee(s) of any action taken and the effective date.

2.6 Classification of New Positions.

New positions must be classified in the pay system prior to hiring new employees. New positions must have a written job description. Job titles should align with the scheme outlined in the pay guidelines reference section. The Human Resources Office will recommend to the Superintendent the pay-grade classification of new positions based on the job description and consultation with the job supervisor. Newly classified jobs will not be reviewed for at least 24 calendar months after first new job employee is assigned.

3.1 Base Pay for Exempt/Nonexempt Employees

3.2 Classification of Positions

All jobs will be classified as exempt or nonexempt in accordance with the requirements of the federal Fair Labor Standards Act. The Human Resources Office will determine the classification of each position based on a description of assigned job duties and the method of compensation. Generally, an employee is exempt if the employee's primary duties are executive, administrative, or professional in nature, as defined in the federal Fair Labor Standards Act, and the employee is compensated on a salary basis.



3.3 Base Pay for Exempt Employees

Exempt employees are paid on a monthly salary basis for the number of months in their annual employment period. Exempt employees are not entitled to overtime compensation.

3.4 Base Pay for Nonexempt Employees

Nonexempt employees are paid on an hourly wage basis for all hours worked each week and are entitled to overtime compensation.

3.5 Fractional Pay or Deductions (*Method*)

To calculate fractional portions of salary for addition or deduction for exempt employee's monthly salary rate divided by 4 (typical weeks/month) and to further reduce the amount to a daily rate, divided the weekly salary by 5 (days/week).

4.1 Overtime Compensation

4.2 Overtime Compensation

Nonexempt employees who work more than 40 hours (*43 hours for certified police officers*) in any workweek will receive overtime compensation at time-and-a-half rates in compensatory time off or pay. Nonexempt employees shall not be allowed to work beyond their regular schedule without prior authorization from their supervisor. Required overtime will be compensated with compensatory time off whenever possible.

An employee's regular work schedule may be adjusted during the week to prevent overtime. The District's workweek begins at 12:00 a.m. on Saturday and ends at 11:59 p.m. on Friday. Official time records of all hours worked, including overtime, and all compensatory time earned and used each week shall be maintained in the central payroll office for all nonexempt employees.

4.3 Use of Compensatory Time.

Compensatory time may be accumulated up to a maximum limit of 120 hours at time-and-a-half rates. Compensatory time accrued should be used or paid before the end of the fiscal year.

4.4 Authorization of Overtime

All overtime worked must be approved by a supervisor in advance. Supervisors are responsible for preventing unauthorized overtime. Supervisors of nonexempt employees must ensure an agreement or understanding with the employees regarding the form of compensation for overtime (compensatory time off or cash) prior to the employee working overtime hours.

4.5 Weekly Time Records

Time records will be maintained on all nonexempt personnel on forms approved by the District. Records will indicate all hours worked each week, including compensatory time earned and used. Failure to maintain accurate records of hours worked may result in disciplinary actions. Weekly time records must be verified by the supervisor and submitted to payroll on designated dates. Official weekly time records shall be maintained in the central payroll office for all nonexempt personnel.

5.1 General Pay Increases

5.2 Eligibility for General Pay Increase

Employee salaries and wages will be reviewed annually for adjustment. General pay increases are given to employees to reward continued service to the District. An employee's performance must be satisfactory to receive a pay increase unless exceptions are granted by the Board. Employees **must**



have worked for the District for at least 90 days to be eligible for a general pay increase. In any event, classroom teachers and librarians will be paid at least the minimum salary on the state salary schedule.

5.3 Pay Increase Budget

The Superintendent will recommend an amount for general pay increases, expressed as a percent of salary cost, as part of the annual budget process. Budget recommendations for general pay increases will be based on available revenue, changes in minimum pay laws, competitive job markets, and District compensation objectives. Employee pay increases will be based on the budget approved by the Board.

5.4 General Pay Increase Calculations

The general pay increase will be calculated for each employee by applying the percent increase approved by the Board to the midpoint or control point of each employee's pay range and may vary with employee's position in range. No employee may be paid over the maximum of the assigned pay range without Board approval. An employee who is already at maximum pay will not receive a pay increase unless an adjustment to the pay range is made or an exception is granted by the Board. Pay increases for classroom teachers, librarians, and other certain professionals will comply with the state minimum salary schedule.

5.5 Equity Adjustments.

With Board approval, the Superintendent may make special adjustments to individual employee's compensation to correct identified pay equity problems. Equity adjustments may be made to retain incumbent(s) in jobs at risk due to dramatic market shifts or remedy internal pay alignment based on relevant compensable factors.

6.1 Promotion Increases

6.2 Promotion Defined

A promotion occurs when an employee is selected for a different job in a higher pay grade. Pay adjustments for promotions will begin with the effective date of the new assignment. Reclassification of an existing job does not constitute a promotion unless significant job responsibilities have been added to the position.

6.3 Promotion Increase for the exempt Administrative / Professional Pay Structures

A promotion increase is based on an employee's current base pay less any stipends paid for supplemental duties. Promotion increases will be based on rates of pay for the assigned duty calendar.

7.1 Hiring New Employees

7.2 Teachers

For these job titles: teacher or nurse (RN). Hiring chart(s) will be prepared annually to facilitate placements by total years of creditable service as defined by state regulations and documented by the employee. Salary charts for these positions are subject to change each year and should not be used to predict future salaries. Experience is counted based on the authorized date of the placement chart. Salary schedules are used only for pay determination for new employees and will designate a maximum year of new-hire placement. The maximum new to the District placement is 20 years.

7.3 Administrative / Professional Program (AP) Pay Structure



Placement of new hires in the AP pay structure will be determined on an individual basis considering the person's job qualifications, salary history, salaries for other District employees in the same position, and the number of job applicants.

The guidelines for placement in the AP pay structure are as follows:

- (a) New hires may be placed up to the pay range midpoint based on relevant job experience. Exceptions may be made by the Superintendent in special circumstances.
- (b) Placement of a new hire may not exceed pay rates of other employees in the same job title with similar experience.
- (c) Recommended placement for new hires will be estimated by the Human Resource Department as follows:
 - 1. 0.5 percent above minimum for each year of creditable teaching experience up to 20 years
 - 2. 2 percent above minimum for each year of administrative or job-specific experience up to the hiring limit (a)
- (d) No employee may be placed below the minimum of the range.

7.4 Clerical Support, Instructional Support, and Auxiliary (MT) Pay Structure

Placement of new hires will be determined by the minimum requirements of the job and pay rates of other employees in the same job title with similar experience.

The guidelines for placement are as follows:

- (a) New hires in jobs that require previous job-specific experience may be placed up to midpoint. The Human Resource Department will determine each new hire's level of job-specific experience based on documentation submitted by the new hire within 30 calendar days from the first work day.
- (b) Placement of a new hire may not exceed pay rates of other employees in the same job title with similar experience.
- (c) New hires for positions that require previous job related experience will be placed in the pay range as follows except for the job of bus driver that may have annually prepared placement chart to facilitate efficient pay determination:
 - 1. 1 percent above minimum for each year of verified job experience up to the hiring limit (b).
 - 2. Bus driver placement will be according to placement chart years of prior bus driving experience.
- (d) No employee may be placed below the minimum of the range.
- (e) New hires may not be placed above the midpoint unless approved by the Superintendent and reported to the Board in the following regular Board meeting

7.5 Credit for Job-Related Experience - Nurses, RN

Verifiable experience in a nursing assignment requiring a Registered Nurse license will be allowed on a one-for-one full time basis based on the current teacher salary schedule. Note that this experience is not credited for Teacher Retirement System purposes, according to Commissioner's Rules on Creditable Service (*TAC 153.1021*).



7.6 Hard-to-fill Position Placement

New hire placement may be adjusted from these guidelines as deemed necessary by the Human Resources Department for hard-to-fill positions (advertised positions vacant more than 30 days).

8.1 Demotion

8.2 Demotion Defined

A demotion occurs when an employee is reassigned to a different job with a reduction in their base pay. Demotions may be voluntary or involuntary. Position reclassification or general salary structure changes that do not result in reassignment to a new position or reduction of pay are not considered demotions.

9.1 Adjusting Pay-Range Structures

9.2 Structure Reviews

The Superintendent will review pay-range structures annually and make adjustments as needed to keep pay ranges competitive with other employers.

9.3 Structure Adjustment Procedure

Pay ranges should be adjusted by a percent factor that is less than the percent of salary costs budgeted for pay raises. To prevent salary compression problems between new employees and experienced employees, employees must advance in pay within the range faster than the range itself is being adjusted. After the pay increase budget is established, the Superintendent will determine the appropriate adjustment factor for pay-range structures in the District.

To adjust a pay-range structure, the adjustment factor will be applied to the midpoint of each pay range. The minimum and maximum rates of each range will then be recalculated off of the adjusted midpoint to preserve the structure. Adjustments to pay ranges should be made prior to the calculation of general pay increases.

Illustrated procedure:

| | | | |
|-------------------------|--|---|---|
| Unadjusted Pay range | Unadjusted Minimum <i>(80% of midpoint)</i> \$2,400 | Unadjusted Midpoint \$3,000 | Maximum <i>(120% of midpoint)</i> \$3,600 |
| | Adjusted Minimum <i>(80% of midpoint)</i> \$2,448 | Adjusted Midpoint <i>(by 2%)</i> \$3,060 | Adjusted Maximum <i>(120% of midpoint)</i> \$3,672 |

10.1 Supplemental Duty Pay

10.2 Exempt Personnel

The Board will approve a schedule of salary stipends for extra duties. Exempt employees who are assigned supplemental duties that accrue extra pay will be compensated according to the District’s schedule for extra duty stipends.



10.3 Nonexempt Personnel

Nonexempt employees who are assigned supplemental duties will be paid on an hourly basis including overtime compensation when hours exceed 40 in a workweek.

10.4 Method of Payment

Salary stipends will be paid in a lump sum in the May scheduled payroll distribution. Athletic and Fine Arts stipends shall be distributed in the employee’s regular paycheck throughout the year.

10.5 Additional Days/Hours – Outside of Assignment/On Call Pay

Additional days will be paid at state minimum salary schedule if individual is paid from the teacher pay scale. Nonexempt Auxiliary employees will be paid the hourly rate of **\$ 9.00 per hour**. See Section N. for tutorial and summer program pay.

Nonexempt employees performing “on-call” duties receive a **minimum of two hours** at the regular hourly rate of pay for being on call during weekends and holidays. Time worked in excess of a 40-hour week will be paid at 1.5 times the regular hourly rate of pay.

10.6 Auxiliary Substitute Pay

All auxiliary substitutes shall be paid the hourly rate of **\$9.00 per hour**. Substitutes for bus drivers will be paid **\$12.00 per hour**.

11.1 Paid Leave - FULL-TIME Auxiliary Employees

11.2 Vacations

A one week (5 days) vacation shall be granted to all auxiliary employees (full-time) who have completed 12- months of employment. Vacation time is to apply only to auxiliary employees working on a 12-month basis (work year round). A two-week vacation, which is the limit, shall be granted to employees who have completed 24 months’ employment. Employees shall not extend their one- or two-week vacation allotment through other forms of leave. No part-time employee is eligible. Vacation time is not to accrue from year to year. Auxiliary employees must use vacation time with-in their designated yearly assignment or lose it. Employees who are placed on a non-compensated suspension or administrative leave period and receive disciplinary action shall be disqualified from receiving vacation pay during the period of suspension or administrative leave.

11.3 Holidays

If the approved calendar shows a holiday during a work week, the auxiliary employee will get the day off with pay. If any holiday falls on a weekend, there will be no holiday pay. The employee is only guaranteed a 40-hour week for payment during holiday periods. No part-time employee is eligible.

| Auxiliary Paid Holidays 2019-2020 | |
|--|---|
| 253 Calendar Days – 12 Month (Custodial/Maintenance/Transportation) | 185 Calendar Days – 10 Month (Child Nutrition/Transportation) |
| Thanksgiving Day - Nov. 28 Friday After Thanksgiving - Nov. 29 Christmas Eve – Dec. 24 Christmas Day – Dec. 25 New Year’s Eve – Dec. 31 New Year’s Day – Jan 1 Good Friday – April 10 Independence Day – July 4 | Thanksgiving Day - Nov. 28 Friday After Thanksgiving - Nov. 29 Christmas Day – Dec. 25 New Year’s Day – Jan. 1 Good Friday – April 10 |



12.1 Vacation for 12-month Exempt Employees

12.2 For 12 Month Exempt Staff

The definition and use of paid-time-off (PTO) is defined in District policy DED (Local).

13.1 Travel Pay In lieu of Reimbursement

13.2 Administrative Personnel

Cabinet Members shall receive \$300 monthly in District travel expense.

Central Office Administrators shall receive \$100 monthly for District travel expenses and Curriculum Strategists and Instructional Coaches shall receive \$200 monthly for District travel expense.

13.3 Principals

Secondary Principals will receive \$600 yearly (paid July to June) in District travel expense.

Elementary Principals will receive \$600 yearly (paid August to June) in District travel expense.



Donna ISD - 2019-2020
Administrative Program Job Group

Pay Grade 1

| | Minimum \$188.60 | Midpoint \$230.00 | Maximum \$271.40 |
|---|-----------------------------------|------------------------------------|---|
| 202 | \$38,097 | \$46,460 | \$54,823 |
| 207 | \$39,040 | \$47,610 | \$56,180 |
| 217 | \$40,926 | \$49,910 | \$58,894 |
| 221 | \$41,681 | \$50,830 | \$59,979 |
| Buyer - 221 Coordinator, 21 st Century – 217 Family Engagement Leader – Grant - 207 Facilitator, Gear Up – 197 Liaison, Officer - 202 Liaison, Community (3-D) – 192, 202 | | | Liaison, Parent/Comm. Migrant - 202 Specialist I, Instructional Tech. - 212 Specialist, Accounting CNP – 221 Specialist, Energy Management – 221 Truancy Officer - 202 Lead Maintenance Supervisor - 221 |

Pay Grade 2

| | Minimum \$224.43 | Midpoint \$273.70 | Maximum \$322.97 |
|--|-----------------------------------|------------------------------------|--|
| 182 | \$40,846 | \$49,814 | \$58,781 |
| 192 | \$43,091 | \$52,550 | \$62,010 |
| 193 | \$43,315 | \$52,824 | \$62,333 |
| 202 | \$45,335 | \$55,287 | \$65,240 |
| 207 | \$46,457 | \$56,656 | \$66,855 |
| 212 | \$47,579 | \$58,024 | \$68,470 |
| 221 | \$49,599 | \$60,488 | \$71,376 |
| Accountant – 221 Accountant, Safety & Risk Mgmt. – 221 Collaborative Learning Facilitator-Grant-193, 207 Supervisor, Child Nutrition – 212 Coordinator, PEIMS – 221 | | | Dietitian - 221 Instructor, Master Technology – 212 Programmer/Analyst - 221 Social Worker - 182/192/202 Specialist, Multi-Media Communication – 221 Speech Lang. Pathology Asst. - 182 Strategist, Migrant – 202 |



Pay Grade 3

| | Minimum \$267.07 | Midpoint \$325.70 | Maximum \$384.33 |
|--|-----------------------------------|---|-----------------------------------|
| 192 | \$51,277 | \$62,534 | \$73,791 |
| 202 | \$53,948 | \$65,791 | \$77,635 |
| 212 | \$56,619 | \$69,048 | \$81,478 |
| 217 | \$57,954 | \$70,677 | \$83,400 |
| 221 | \$59,022 | \$71,980 | \$84,937 |
| Collaborative Learning Leader-Grant-217 Coordinator, Attendance – 221 Coordinator, Federal Programs – 221 Coordinator, Migrant Family Services - 212 Counselor, 3-D Academy - 202 Counselor, Alternative Ed. Program - 202 Counselor, Elementary - 202 Counselor, Middle School – 202 | | Early College High School Counselor - 202 Fine Arts Integration Facilitator - 202 Licensed Professional Counselor(MS) – 202 Librarian – 192 Licensed Specialist, Child Mental Health – 202 Network Administrator – 221 Specialist in School Psychology – 212 Strategist, Instructional/Bilingual – 202 Trainer - Athletic - 202 | |

Pay Grade 4

| | Minimum \$288.44 | Midpoint \$351.76 | Maximum \$415.08 |
|---|-----------------------------------|--|-----------------------------------|
| 192 | \$55,380 | \$67,538 | \$79,695 |
| 202 | \$58,265 | \$71,056 | \$83,846 |
| 221 | \$63,745 | \$77,739 | \$91,733 |
| Assistant Principal, Elementary - 202 Coordinator, Payroll - 221 Counselor, High School – 202 Dean of Instruction, 3D & DAEP - 221 Diagnostician – 192 Early Childhood Coordinator - 221 | | Manager, PEIMS – 221 Specialist, Curriculum Elem. – 202 Supervisor, Accounting - 221 Supervisor, Accounts Payable -221 Supervisor, Purchasing – 221 Supervisor, Warehouse/Fixed Assets -221 | |



Pay Grade 5

| | Minimum | Midpoint | Maximum |
|--|-----------------|--|-----------------|
| | \$311.52 | \$379.90 | \$448.28 |
| 182 | \$56,697 | \$69,142 | \$81,587 |
| 202 | \$62,927 | \$76,740 | \$90,553 |
| 212 | \$66,042 | \$80,539 | \$95,038 |
| 221 | \$68,846 | \$83,958 | \$99,070 |
| Assistant Principal, Middle School - 202 Dean of Instruction (MS) – 221 | | Director, Migrant - 221 Supervisor, Human Resources - 221 LSSP – 212 Police Chief – 221 Speech Language Pathologist-182 Therapist, Occupational – 182 | |

Pay Grade 6

| | Minimum | Midpoint | Maximum |
|--|-----------------|---|-----------------|
| | \$336.44 | \$410.29 | \$484.14 |
| 187 | \$62,914 | \$76,724 | \$90,534 |
| 202 | \$67,961 | \$82,879 | \$97,796 |
| 221 | \$74,353 | \$90,674 | \$106,995 |
| 226 | \$76,035 | \$92,726 | \$109,416 |
| Assistant Principal, High School - 202 Director – Instructional – 187, 221 Dean of Instruction, High School – 221 Director, 21st Century/Grant Officer – 226 Director, Health Services - 221 Director/Fine Arts Coord., H.S. Band – 221 | | Director, Parental Involvement – 221 Public Relations Officer - 221 Supervisor, Special Education - 221 | |



Pay Grade 7

| | Minimum | Midpoint | Maximum |
|--|-----------------|-----------------|-----------------|
| | \$363.35 | \$443.11 | \$522.87 |
| 212 | \$77,030 | \$93,939 | \$110,848 |
| 221 | \$80,300 | \$97,927 | \$115,554 |
| Director, Advanced Academics Services – 221 Director, Bilingual - 221 Director, Career & Technology – 221 Director, Child Nutrition Services – 221 Director, Federal Programs – 221 Director, Human Resources - 221 Director, Intake/Student Engagement – 221 Director, Maintenance - 221 Director, Safety & Risk Management - 221 Director, Technology – 221 Director, Testing/Evaluation – 221 Director, Transportation - 221 Head Coach - Football – 221 Principal, 3D Academy – 221 Principal, Disciplinary Alternative Education Program – 221 Principal, Elementary – 212 Director, Custodial & Warehouse/Fixed Assets – 221 | | | |

Pay Grade 8

| | Minimum | Midpoint | Maximum |
|--|-----------------|-----------------|-----------------|
| | \$392.42 | \$478.56 | \$564.70 |
| 221 | \$86,725 | \$105,762 | \$124,799 |
| Director, Special Education – 221 Principal, Middle School – 221 Early College High School Principal - 221 | | | |

Pay Grade 9

| | Minimum | Midpoint | Maximum |
|------------------------------|-----------------|-----------------|-----------------|
| | \$423.81 | \$516.84 | \$609.87 |
| 221 | \$93,662 | \$114,222 | \$134,781 |
| Principal, High School – 221 | | | |



Pay Grade 10

| | Minimum | Midpoint | Maximum |
|---|-----------------|-----------------|-----------------|
| | \$470.43 | \$573.69 | \$676.95 |
| 221 | \$103,965 | \$126,785 | \$149,606 |
| Assistant Superintendent for Business & Finance – 221 | | | |
| Assistant Superintendent for Curriculum & Instruction – 221 | | | |
| Assistant Superintendent for District Operations – 221 | | | |
| Assistant Superintendent for Human Resources – 221 | | | |
| Assistant Superintendent for Leadership - 221 | | | |



Donna ISD - 2019-2020
Instructional Support Job Group

Pay Grade 1

| | Minimum | Midpoint | Maximum |
|---|----------------|---|----------------|
| | \$11.00 | \$13.75 | \$16.50 |
| 182 | \$16,016 | \$20,020 | \$24,024 |
| 187 | \$16,456 | \$20,570 | \$24,684 |
| Caregiver, PEP – 182 Instructional Aide, Special Education – 182 | | Instructional Aide – 182, 187 Parent Center Educator - 182 | |

Pay Grade 2

| | Minimum | Midpoint | Maximum |
|---|----------------|---|----------------|
| | \$11.77 | \$14.71 | \$17.65 |
| 182 | \$17,137 | \$21,418 | \$25,698 |
| 187 | \$17,608 | \$22,006 | \$26,404 |
| Library Aide - 187 Instructional Aide, Computer Lab – 182, 187 | | Instructional Aide, Sp. Ed. Inclusion - 182 Instructional Aide, Resource - 182 | |

Pay Grade 3

| | Minimum | Midpoint | Maximum |
|--|----------------|-----------------|----------------|
| | \$12.59 | \$15.74 | \$18.89 |
| 182 | \$18,331 | \$22,917 | \$27,504 |
| Instructional Aide, Early Childhood/PPCD - 182 Instructional Aide, Self-Contained – 182 Nurse Aide – 182 | | | |

Pay Grade 4

| | Minimum | Midpoint | Maximum |
|--|----------------|-----------------|----------------|
| | \$14.23 | \$17.79 | \$21.35 |
| 182 | \$20,719 | \$25,902 | \$31,086 |
| 187 | \$21,288 | \$26,614 | \$31,940 |
| Instructional Aide, Bachelor’s Degree – 182, 187 Instructional Aide, Special Ed. Bachelor’s Degree – 182, 187 Library Aide, Bachelor’s Degree – 187 Parent Center Educator, Bachelor’s Degree - 182 | | | |



Pay Grade 5

| | Minimum | Midpoint | Maximum |
|--|----------------|----------------------------------|----------------|
| | \$16.51 | \$20.64 | \$24.77 |
| 182 | \$24,039 | \$30,052 | \$36,065 |
| 187 | \$24,699 | \$30,877 | \$37,056 |
| Drill Instructor, Non Military, HS – 182 Drill Instructor, Non Military, MS - 182 | | Nurse, Licensed Vocational - 187 | |

Pay Grade 6

| | Minimum | Midpoint | Maximum |
|--|----------------|--|----------------|
| | \$19.82 | \$24.77 | \$29.72 |
| 182 | \$28,858 | \$36,065 | \$43,272 |
| Instructional Aide, Fine Arts (Mariachi) - 182 | | Certified Occupational Therapy Assistant - 182 | |



**Donna ISD - 2019-2020
Clerical Support Job Group**

Pay Grade 1

| | Minimum \$11.14 | Midpoint \$13.50 | Maximum \$15.86 |
|---|----------------------------------|---|----------------------------------|
| 202 | \$18,002 | \$21,816 | \$25,630 |
| 221 | \$19,696 | \$23,868 | \$28,040 |
| Clerk, File/Records Sp. Ed. – 182/202 Receptionist, Campus (High School) - 221 | | Receptionist, Child Nutrition Program-221 | |

Pay Grade 2

| | Minimum \$12.64 | Midpoint \$15.32 | Maximum \$18.00 |
|---|----------------------------------|---|----------------------------------|
| 182 | \$18,404 | \$22,306 | \$26,208 |
| 192 | \$19,415 | \$23,532 | \$27,648 |
| 193 | \$19,516 | \$23,654 | \$27,792 |
| 202 | \$20,426 | \$24,757 | \$29,088 |
| 217 | \$21,943 | \$26,596 | \$31,248 |
| 221 | \$22,348 | \$27,086 | \$31,824 |
| Clerk, Student Engagement – 193 Clerk, Assistant Principal H.S.- 202 Clerk, Assistant Principal M.S. – 202 Clerk, Attendance H.S.- 192 Clerk, Attendance M.S. - 192 Clerk, Campus H.S. - 202 Clerk, Counselor E.S.- 192 Clerk, Counselor H.S. – 202 Clerk, Counselor M.S. – 192/202 Clerk, Curriculum M.S. - 202 | | Clerk, Curriculum Specialist - 202 Clerk, Dean of Instruction M.S.– 202 Clerk, Liaison Attendance H.S. - 182 Clerk, Dispatcher - 221 (Police Department) Clerk, Special Education (Campus) - 202 Liaison, Family Engagement - 217 Liaison, Parent/Community (Migrant) – 221 Migrant Recruiter - 221 Receptionist, Administration - 221 Receptionist, Business Office - 221 | |



Pay Grade 3

| | Minimum \$13.90 | Midpoint \$16.85 | Maximum \$19.80 |
|---|--------------------|---------------------|--------------------|
| 202 | \$22,462 | \$27,230 | \$31,997 |
| 212 | \$23,574 | \$28,578 | \$33,581 |
| 221 | \$24,575 | \$29,791 | \$35,006 |
| Assistant Registrar H.S. - 221 Clerk, Administrative Information Systems (AIS) - 221 Clerk, Athletics - 221 Clerk, Attendance/PEIMS - 202 Clerk, Attendance/PEIMS Sp. Ed. - 202 Clerk, Bilingual - 212 Clerk, Data Entry - 221 Clerk, Federal Programs - 202/221 Clerk, Fine Arts - 221 Clerk, Inventory (Child Nutrition Program) - 221 Clerk, Meal Accountability (CNP) - 221 Clerk, PEIMS - 202 Clerk, PEIMS/Community Liaison - 212 Clerk, Production Paper - 221 Clerk, Records - 221 Clerk, Safety & Risk Management - 221 Clerk, Technology - 221 Specialist, Inventory Control (CNP) - 221 Clerk, Testing/Evaluation - 212 Clerk, Textbook/Warehouse - 221 Clerk, Food Production (CNP) - 221 Specialist, Data (NGS Migrant) - 221 | | | |

Pay Grade 4

| | Minimum \$15.30 | Midpoint \$18.54 | Maximum \$21.78 |
|---|--------------------|---------------------|--------------------|
| 202 | \$24,725 | \$29,961 | \$35,196 |
| 221 | \$27,050 | \$32,779 | \$38,507 |
| Bookkeeper, Campus - 221 Clerk, Payroll (CNP) - 221 Clerk, Purchasing - 221 Registrar - (High School) - 221 Secretary, Administrative Information Sys. - 221 Secretary, Athletics - 221 Secretary, Attendance/Intake Center - 221 Secretary, Curriculum (High School) - 221 Secretary, Custodial - 221 Secretary, Advanced Academics - 221 Secretary, Student Engagement - 221 Secretary, Health Related Services - 221 Secretary, Migrant Programs - 221 Secretary, Parental Involvement - 221 Secretary, PEP - 202 Secretary, Records - 221 Secretary, ROTC - 221 | | | |



Pay Grade 5

| | Minimum | Midpoint | Maximum |
|---|----------------|-----------------|---|
| | \$16.52 | \$20.02 | \$23.52 |
| 207 | \$26,696 | \$32,352 | \$38,008 |
| 212 | \$28,018 | \$33,954 | \$39,890 |
| 221 | \$29,207 | \$35,395 | \$41,583 |
| 226 | \$29,868 | \$36,196 | \$42,524 |
| Attendance Officer HS- 202 | | | Secretary, Fine Arts, 221 |
| Bookkeeper Transportation- 221 | | | Secretary, Maintenance- 221 |
| Data Analyst – 221 | | | Secretary, Special Education- 221 |
| Secretary, Academic Officer- 221 | | | Secretary, Technology- 221 |
| Secretary, Athletics- 221 | | | Secretary, Transportation- 221 |
| Secretary, Bilingual- 221 | | | Secretary, Federal/SCE Programs - 221 |
| Secretary, Career & Technology- 221 | | | Secretary, Maintenance - 221 |
| Secretary, Child Nutrition Services – 221 | | | Secretary, Police Department - 221 |
| Secretary, Curriculum & Instruction- 221 | | | Secretary, Purchasing - 221 |
| Secretary, Campus (3-D Academy) – 221 | | | Secretary, Testing/Evaluation - 221 |
| Secretary, Campus (Elementary) – 212 | | | Secretary, 21 st Century – 226 |
| Secretary, Campus (Middle School) - 221 | | | Secretary, Human Resources, 221 |

Pay Grade 6

| | Minimum | Midpoint | Maximum |
|-------------------------------|----------------|-----------------|-----------------------------------|
| | \$17.94 | \$21.62 | \$25.30 |
| 221 | \$31,718 | \$38,224 | \$44,730 |
| Clerk, Accounts Payable - 221 | | | Secretary, Principal HS – 221 |
| Clerk, Payroll - 221 | | | Specialist, Child Nutrition - 221 |

Pay Grade 7

| | Minimum | Midpoint | Maximum |
|--------------------------------------|----------------|-----------------|---------------------------|
| | \$19.38 | \$23.35 | \$27.32 |
| 202 | \$31,318 | \$37,734 | \$44,149 |
| 221 | \$34,264 | \$41,283 | \$48,302 |
| Coordinator, PEP- 202 | | | Specialist, Payroll- 221 |
| Specialist, Accounting Local - 221 | | | Technician, Computer- 221 |
| Specialist, Accounting Business- 221 | | | Technician, Help Desk |
| Specialist, Accounts Payable- 221 | | | |
| Specialist, Benefits- 221 | | | |
| Specialist, HR- 221 | | | |



Pay Grade 8

| | Minimum | Midpoint | Maximum |
|---|----------------|------------------------------|----------------|
| | \$21.70 | \$26.15 | \$30.60 |
| 221 | \$38,366 | \$46,233 | \$54,101 |
| Safety Rep., Safety & Risk Management - 221 Secretary, Asst. Superintendent- 221 | | Sr. Computer Technician- 221 | |

Pay Grade 9

| | Minimum | Midpoint | Maximum |
|---|----------------|-----------------------------------|----------------|
| | \$24.67 | \$29.55 | \$34.43 |
| 221 | \$43,617 | \$52,244 | \$60,872 |
| Network Technician- 221 Secretary, Superintendent- 221 | | Secretary, Board of Trustees- 221 | |



**Donna ISD - 2019-2020
Auxiliary Job Group**

Pay Grade 1

| | Minimum | Midpoint | Maximum |
|--|----------------|-----------------|--|
| | \$10.20 | \$12.75 | \$15.30 |
| 185 | \$15,096 | \$18,870 | \$22,644 |
| 253 | \$20,645 | \$25,806 | \$30,967 |
| Bus Aide- 185 Bus Aide (Year Round) - 253 Cafeteria Worker - 185 Custodian - 253 Mail Runner - 253 | | | |
| | | | AUXILIARY SUBSTITUTES: \$9.00 BUS DRIVER SUBSTITUTES: \$12.00 |

Pay Grade 2

| | Minimum | Midpoint | Maximum |
|--|----------------|-----------------|----------------|
| | \$11.02 | \$13.77 | \$16.52 |
| 182 | \$16,045 | \$20,049 | \$24,053 |
| 185 | \$16,310 | \$20,380 | \$24,450 |
| 187 | \$16,486 | \$20,600 | \$24,714 |
| 202 | \$17,808 | \$22,252 | \$26,696 |
| 253 | \$22,304 | \$27,870 | \$33,436 |
| Cafeteria, Driver – 185 Clerk/Driver, Warehouse- 185 Custodian, Assistant Head – 253 Maintenance, General - 253 Groundskeeper, Athletics - 253 Groundskeeper/General Maint - 253 Lead Grounds Keeper- 253 | | | |
| Non-CDL Driver/Bus Aide, 185 Security Officer, Campus- 182, 187 Security Officer, Night- 253 Worker, Warehouse- 253 | | | |



Pay Grade 3

| | Minimum | Midpoint | Maximum |
|--|----------------|-----------------|---|
| | \$11.90 | \$14.87 | \$17.84 |
| 182 | \$17,326 | \$21,650 | \$25,975 |
| 253 | \$24,086 | \$30,097 | \$36,108 |
| Custodian, Head ES- 253 Groundskeeper, Stadium- 253 Daytime Supervisor, Security - 182 | | | Night Supervisor, Security- 253 Parts Clerk- 253 |

Pay Grade 4

| | Minimum | Midpoint | Maximum |
|--|----------------|-----------------|---|
| | \$12.85 | \$16.06 | \$19.27 |
| 185 | \$19,018 | \$23,769 | \$28,520 |
| 253 | \$26,008 | \$32,505 | \$39,002 |
| Cafeteria, Manager AEP/3D- 185 Cafeteria, Manager ES- 185 Custodian, Head Secondary- 253 | | | Inventory Clerk/Dispatcher- 253 Oil Lube/Mechanic- 253 |

Pay Grade 5

| | Minimum | Midpoint | Maximum |
|---|----------------|-----------------|----------------|
| | \$13.87 | \$17.34 | \$20.81 |
| 185 | \$20,528 | \$25,663 | \$30,799 |
| 253 | \$28,073 | \$35,096 | \$42,119 |
| Cafeteria, Manager MS - 185 Painter- 253 | | | |

Pay Grade 6

| | Minimum | Midpoint | Maximum |
|--|----------------|-----------------|---|
| | \$14.98 | \$18.73 | \$22.48 |
| 185 | \$22,170 | \$27,720 | \$33,270 |
| 207 | \$26,485 | \$33,115 | \$39,745 |
| 253 | \$30,320 | \$37,910 | \$45,500 |
| Auto Body Repair - 253 Cafeteria, Mgr HS - 185 Carpenter - 253 Welder - 253 | | | Clerk, Fixed Assets - 221 Route Dispatcher - 253 Vehicle Mechanic, White Fleet- 253 |



Pay Grade 7

| | Minimum \$16.78 | Midpoint \$20.98 | Maximum \$25.18 |
|---|----------------------------------|--|----------------------------------|
| 221 | \$29,667 | \$37,093 | \$44,518 |
| 253 | \$33,963 | \$42,464 | \$50,964 |
| Electrician (Journeyman)- 253 HVAC Technician- 253 Locksmith- 253 | | Plumber- 253 Technician, Audio/Sound- 221 Technician, Waste Water- 253 | |

Pay Grade 8

| | Minimum \$18.80 | Midpoint \$23.50 | Maximum \$28.20 |
|--|----------------------------------|---|----------------------------------|
| 182 | \$27,373 | \$34,216 | \$41,059 |
| 207 | \$31,133 | \$38,916 | \$46,699 |
| 221 | \$33,238 | \$41,548 | \$49,858 |
| 253 | \$38,051 | \$47,564 | \$57,077 |
| Coordinator, Inst Materials - 221 Coordinator, Pest Control - 253 Electrician (Certified)- 253 Electrician (Master)- 253 HVAC Technician (Licensed)- 253 Plumber (Master)- 253 Police Officer- 182, 207, 221 | | Supervisor, Custodial- 221 Supervisor, Asst. Warehouse- 221 Supervisor, Warehouse (CNP)- 221 Transportation, Shop Foreman- 253 Vehicle Mechanic - Diesel - 253 Police Officer, Investigator- 221 Maint. Project Manager - 221 | |

Pay Grade 9

| | Minimum \$22.56 | Midpoint \$28.20 | Maximum \$33.84 |
|--|----------------------------------|-----------------------------------|----------------------------------|
| 221 | \$39,886 | \$49,858 | \$59,829 |
| 253 | \$45,661 | \$57,077 | \$68,492 |
| Supervisor, Maintenance – 253 Supervisor, Transportation -253 | | Police Sergeant - 221 | |

Pay Grade BD

| | Minimum \$14.00 | Midpoint \$16.74 | Maximum \$19.98 |
|------------|----------------------------------|-----------------------------------|----------------------------------|
| 185 | \$19,980 | \$24,775 | \$29,570 |
| 253 | \$27,324 | \$32,882 | \$40,440 |
| Bus Driver | | | |



A. Special Stipends

All stipends in this section are payable in May, unless otherwise stated.

BILINGUAL/ESL

Self-Contained/Departmentalized/Team Teaching: (Pre-K to 5th) 1,000.00

1. Teacher must be assigned to a Bilingual Core Content [Reading (*inclusive of guided reading, Spanish Literacy Development, and/or English Language Development*), Writing, Math, Science or Social Studies] classroom requiring Bilingual certification/endorsement. Teacher must be the teacher of record for EL students (does not include Bilingual Program Denials) per subject/per section (coded in PEIMS). ****NOTE: Electives, Inclusion, PE, Music, Lab, and HOSTS Teachers do not qualify.**
2. Teacher must hold a Bilingual certificate/supplement/endorsement or a permit for such assignment. A person is not certified/endorsed in a Bilingual program until the entire certification process has been successfully completed and certification has been posted on SBEC website.

**** NOTE:** Teachers on a Bilingual education permit or teaching through an Alternative Certification Program (ACP with Bilingual certification) and assigned to a Bilingual classroom are eligible for full or partial stipend.

Teachers must fulfill contractual obligations in regards to employment to be eligible for the Bilingual stipend. Certain situations will require prorating the supplement for which the teacher qualifies.

Bilingual Supplement Scale

Amount will be determined by prorating the total number of students served vs total number of identified LEP students and then matching to range below. **Ex:** Total students served is 22 and the total number of identified LEP students is 15. Percentage of LEP students served is $15/22 = 68\%$. 68% falls under range 50%-100%, which equals \$1,000.

| Percent of LEP Students Served | Amount Qualified For |
|--------------------------------|----------------------|
| 50% – 100% Students | \$1,000 |
| 40% - 49% Students | \$600 |
| 30% – 39% Students | \$400 |
| 20% – 29% Students | \$200 |
| 1% – 19% Students | \$100 |



Team Teaching/Departmentalized (Elementary) 1,000.00
Team teachers must be **certified** bilingual in classrooms with at least 50% ELL students. Does not apply to an Inclusion Special Education Teacher; *or*

Certified/Endorsed ESL Teacher (Middle School) 1,000.00
An ESL-certified/endorsed language arts teacher of record for identified ELL students. Applies to all ESL, Reading, Writing or ELD teachers (including Special Education teachers of record in self-contained settings). Does not apply to Special Education inclusion teachers or Special Education Co-teachers not of record; *or*

Certified/Endorsed ESL Teacher (High School) 150.00
(*per period*)
An ESL-certified/endorsed language arts teacher of record for identified ELL students. Applies to all ESOL, English, or ELD teachers (including Special Education teachers of record in self-contained settings). Does not apply to Special Education inclusion teachers or Special Education Co-teachers not of record.

The above listed stipends may not be combined.



SPECIAL EDUCATION

Certified/Endorsed Special Education Teacher - Elementary

Special Education Teacher who is fully certified in the area of special education and who provides direct instruction or related services to handicapped students. (Inclusion and Self Contained – Life Skills) 1,250.00

Certified/Endorsed Special Education Teacher – Secondary-

Special Education Teacher who is fully certified in the area of special education and who provides direct instruction or related services to handicapped students for at least 50% of the time or more in a Self-Contained or Life Skills environment. 1,250.00

Certified/Endorsed Special Education Teacher – Secondary-

Special Education Teacher who is fully certified in the area of special education and who provides direct instruction or related services to handicapped students in an Inclusion or—Co-Teaching environment. “Period” does not include conference, planning, athletic, or any non-core period. 208.00/period (HS)
179.00/period (MS)

Orientation and Mobility (V.I. Related Services)

3,000.00

School Psychologist

Individuals not certified in area of assignment but on permit. (Assigned to the Special Education Department as a School Psychologist) 500.00

Teacher for the Visually-Impaired(Paid on a monthly basis) (Assigned to the Special Education Department as a V. I. Teacher)

5,250.00



SUBJECT AREAS -

NOT TO INCLUDE: SPECIAL EDUCATION - INCLUSION TEACHERS

Career and Technical Education

| | |
|---|-----------|
| Cosmetology Teacher | 5,000.00 |
| Culinary Teacher | 5,000.00 |
| Health Science Teacher | 10,000.00 |
| Precision Manufacturing Technology (PMT) | 6,500.00 |
| Welding Teacher (Dual Enrollment Only) | 7,000.00 |
| Architectural Design (Dual Enrollment) | 3,000.00 |
| CTSO Sponsor (Must meet guidelines) | 1,200.00 |
| CTSO 2nd Sponsorship (Meeting guidelines) | 500.00 |
| CTSO State Qualifiers | 300.00 |
| CTSO National Qualifiers | 500.00 |

Math (Secondary)

Grades 6 - 12, Math teacher of record, certified in Math and assigned to **three or more** periods of math per day. 2,500.00

Grades 6-8, Math teacher of record, holds a Standard Generalist Certificate and assigned to **three or more** periods of math per day. 1,250.00

Science (Secondary)

Grades 6-12, Science teacher of record, holds a **Science Composite or Standard Science certificate and is** assigned to **three or more** periods of Science per day. 2,500.00

Grades 6-8, Science teacher of record, holds a Standard Generalist Certificate and assigned to **three or more** periods of Science per day. 1,250.00

Science (Secondary)

Grades 6-12, Science teacher of record, holds any Science **certificate and is** assigned to **three or more** periods of Science per day. (*Certified teachers not holding a Science Composite Certificate*). 1,250.00

Sign-on Bonus for Secondary Math and Secondary Science Teachers (*New hires to the District only, distributed in 2 payments of \$750 each. First payment at the end of the Fall semester and the second payment at the end of the Spring semester. Must possess a Standard Certificate and not enrolled in an Alternative Certification Program.*) 1,500.00



OTHER

| | |
|---|-----------|
| <u>Master's Degree</u> | |
| Teachers with degree major in the area of teaching assignment. (General Degrees in Educational Administration, Curriculum & Instruction, Diagnostician, etc. do not qualify.) | 3,000.00 |
| <u>Master Technology Trainers (Campus Based)</u> | 500.00 |
| <u>National Board Certified</u> | |
| Classroom teacher of record who is National Board Certified. | 3,000.00 |
| <u>Doctorates</u> | |
| Classroom teachers of record with a Doctorate in the area of assignment above Masters | 2,000.00 |
| <u>Regular English Language Arts, Math, Science, and Social Studies Teacher who is paired with a Special Education or ESL Co-Teacher or Special Education Instructional Aide at the Middle School</u> | 1,000.00 |
| <u>Athletic Academic Liaison (College Readiness) - High School</u> | 5,000.00 |
| <u>Mentor Teachers</u> | 600.00 |
| Classroom teachers who serve as a mentor for a new to the District teacher. This stipend is dependent upon availability of funding. Mentor teachers will mentor a maximum of two teachers per year. | |
| <u>Mentor Principal</u> | |
| Experienced principal who serves as a mentor for a novice and/or new to the District principal. This stipend is dependent upon availability of funding. Mentor principals will mentor a maximum of two principals per year. | 1,000.00 |
| <u>State Accountability Stipend</u> | 1,000.00 |
| For a Principal in good standing and whose campus is reported to have “Met Standard” or “Met Alternative Standard” in the Texas Education Agency Department of Assessment and Accountability Division of Performance Reporting – Accountability Ratings. (paid in December each school year) | |
| <u>A Rating Campus</u> | 2,000.00 |
| Principal | 1,000.00 |
| Assistant Principal(s) | 1,000.00 |
| Curriculum Specialists | 1,000.00 |
| Deans | 500.00 |
| Teachers | |
| | 10,000.00 |
| <u>Turnaround Principal Stipend (as assigned)</u> | |
| | 400.00 |
| <u>Wellness Program Campus Facilitator</u> | |
| To facilitate employee wellness and fitness for all DISD employees. 1 site per campus | |



B. Department Head (Sec.)/Grade Level Chairpersons (Elem.)

Elementary

- \$400

Middle School

- \$900

High School

- \$1,600

C. Curriculum Writing (After School & Summer)

Teacher \$30.00/per hour

D. Extracurricular Sponsor

High School

Yearbook Sponsor \$1,500
Ambassadors or Equivalent \$1,000.00

Middle School

Yearbook Sponsor \$200.00

E. Spelling Bee Coach \$300.00

(2 per campus)

Coaches must conduct at least 6 – 30-45 minute practices. Documentation required.

F. Special Olympics (ONLY Professional Staff)

Assistant Coach (Special Ed. Certified) \$400.00 *
Coach (PE Certified) \$500.00 *
Coordinator (PE Certified) \$2,500.00

Coordinator must be PE Certified and must be selected by a committee.

Head Coach (PE Certified) \$1,000.00/level (Elementary, Middle School, & High School)

* Must attend all certification training sessions and attend all events to receive the stipend.

G. AVID Coordinator

AVID Coordinator (HS) \$1,500.00
AVID Coordinator (MS) \$1,500.00

H. Student Council/NHS/NJHS \$1,000.00

(30 plus - student numbers)

I. U. I. L. / A.C.E.S. Sponsors

Elementary (1 per campus)

- \$500.00

First Lego League Elementary/Middle School (co-sponsors \$500)

Must attend event to receive stipend



Middle Schools

- U.I.L. Coordinator – Middle School - \$1,500.00
(*Must coordinate all U.I.L. Events*)
- First Tech Challenge (FTC) \$ 1,200
- \$750 Must attend all meets to receive stipend

- \$350.00 One act play/duet acting (*event*)

- STIPEND IS LIMITED TO ONE (1) EVENT PER SPONSOR. IN THE EVENT OF SHORTAGE, NO MORE THAN TWO (2) EVENTS PER SPONSOR WILL BE ALLOWED WITH PAY.

High School

- U.I.L. Coordinator – High School - \$3,500.00
(*Must coordinate all U.I.L. events*)

- Assistant Drama Director One Act Play - \$3,500.00

- \$1,200 per event (All Listed/Unlisted Events)
- \$100.00 per tournament

| | |
|--|--|
| Accounting | Mathematics |
| Calculator Applications | *Newspaper Writing |
| Computer Applications | Number Sense |
| Computer Science | Persuasive Speaking |
| Cross Examination Debate | Poetry |
| Current Issues and Events | Prose-Poetry |
| Dramatics: (Duet, Solo, Group Act & One Act Play) | Ready Writing |
| Informative Speaking | **Composite Science: (Biology, Chemistry & Physics) |
| Journalism-I | Social Studies |
| Journalism-II | Spelling |
| Lincoln-Douglas Debate | Robotics |
| Literary Criticism | |

**Newspaper Writing: The four [4] categories of newspaper writing [editorial, news, feature, and headline] will be considered as one as far as coaching and stipends are concerned.*

***Composite Science: Approved amount paid per event – Biology, Chemistry & Physics*

COMMENTS:

- The Director stipends include any extra or Saturday tournaments and attendance with the students.

- Stipend events are limited to **TWO (2)** events per sponsor. In the event of a shortage, the campus principal must request **WRITTEN** permission from the District U.I.L. Coordinator in order to assign another event.

- Additional stipend amounts may be paid from the campus allotment at the discretion of the campus administrator



J. Athletic Stipends

| Positions | | | | |
|--|--|-------------------|-------------------|-------------------|
| FOOTBALL | | 1st Assignment | 2nd Assignment | 3rd Assignment |
| Varsity Football Offensive Coordinator | | 15,000 | | |
| Varsity Football Defensive Coordinator | | 15,000 | | |
| Special Teams Coordinator | | 15,000 | | |
| Varsity/JV Football Assistant | | 9,000 | | |
| 9th Grade Head Football | | 7,400 | 5,400 | 5,400 |
| 9th Grade Assistant Football | | 4,750 | 2,750 | 2,750 |
| Middle School Football Assistants | | 2,800 | 2,200 | 2,200 |
| Volleyball | | | | |
| Head Varsity Volleyball | | 10,000 | 7,000 | |
| Varsity Assistant Volleyball | | 5,750 | 2,750 | |
| Sub-Varsity Assistants Volleyball | | 5,150 | 2,150 | |
| Middle School | | 2,150 | 1,550 | 1,550 |
| Basketball | | | | |
| Head Basketball | | 7,600 | 7,000 | 7,000 |
| Varsity Assistant Basketball | | 3,350 | 2,750 | 2,750 |
| Sub-Varsity Assistant Basketball | | 2,750 | 2,150 | 2,150 |
| Middle School | | 2,150 | 1,550 | 1,550 |
| Soccer | | | | |
| Head Soccer | | 7,600 | 7,000 | 7,000 |
| Varsity Assistant Soccer | | 3,350 | 2,750 | 2,750 |
| Sub-Varsity Assistant Soccer | | 2,750 | 2,150 | 2,150 |
| Middle School | | 2,150 | 1,550 | 1,550 |
| Baseball | | | | |
| Head High School Baseball | | 7,600 | 7,000 | 7,000 |
| Varsity Assistant High School Baseball | | 3,350 | 2,750 | 2,750 |
| Sub-Varsity Assistant High School Baseball | | 2,750 | 2,150 | 2,150 |
| Middle School Baseball | | 2,150 | 1,550 | 1,550 |
| Softball | | | | |
| Head High School Softball | | 7,600 | 7,000 | 7,000 |
| Varsity Assistant High School Softball | | 3,350 | 2,750 | 2,750 |
| Sub-Varsity Assistant High School Softball | | 2,750 | 2,150 | 2,150 |
| Middle School Softball | | 2,150 | 1,550 | 1,550 |



| Track & Field | | | | |
|---|--|--------|-------|-------|
| Head High School Track & Field | | 7,600 | 7,000 | 7,000 |
| Varsity Assistant High School Track & Field | | 3,350 | 2,750 | 2,750 |
| Middle School | | 2,150 | 1,550 | 1,550 |
| Cross Country Boys & Girls | | | | |
| Head High School CC | | 10,000 | 7,000 | |
| Varsity Assistant High School CC | | 5,750 | 2,750 | |
| Middle School | | 2,150 | 1,550 | 1,550 |
| Tennis B & G All Year | | | | |
| Head Coach Tennis | | 11,500 | 8,500 | |
| Varsity Assistant Coach Team/Individual Tennis | | 5,750 | 2,750 | 2,750 |
| Golf B & G All Year | | | | |
| Head Coach Golf | | 11,500 | 8,500 | |
| Varsity Assistant Coach Team/Individual Golf | | 5,750 | 2,750 | 2,750 |
| Power Lifting B & G | | | | |
| Head Coach Power Lifting | | 7,600 | 7,000 | 7,000 |
| Varsity Assistant Power Lifting Boys & Girls | | 3,350 | 2,750 | 2,750 |
| Wrestling B & G | | | | |
| Head Coach Wrestling | | 7,600 | 7,000 | 7,000 |
| Varsity Assistant Coach Wrestling | | 3,350 | 2,750 | 2,750 |
| Other Athletic Personnel | | | | |
| Athletic Coordinator (Middle School) | | 2,800 | 2,200 | 2,200 |
| PE Coordinator (All Levels) | | 4,200 | 3,600 | 3,600 |
| High School Varsity Cheerleader Sponsor (1) | | 10,500 | 7,500 | |
| High School JV - 9 th Grade Cheerleader Sponsors | | 6,750 | 3,750 | 3,750 |
| Middle School Cheerleader Sponsor | | 2,200 | 1,200 | 1,200 |
| Middle School Cheerleader Co-Sponsor | | 600 | 600 | 600 |
| Equipment (2) | | 2,750 | 2,750 | 2,750 |
| Video | | 1,000 | 1,000 | 1,000 |
| Strengthening & Conditioning Coordinator | | 3,500 | 3,500 | 3,500 |
| Athletic Trainer Coordinator | | 3,500 | 3,500 | 3,500 |
| Stadium Coordinator | | 2,750 | 2,750 | 2,750 |



K. Fine Arts Stipends

EXTRA DAYS: Paid at the appropriate step on the State Minimum Salary Schedule.

| Positions | Department | 1st Assignment | 2nd Assignment | 3rd Assignment |
|---|------------|----------------|----------------|----------------|
| 1st Assistant Director | Band | 16,000 | | |
| Middle School Head Director x2 | Band | 15,000 | | |
| Woodwind Coordinator | Band | 12,000 | | |
| 2nd Assistant Director | Band | 12,000 | 9,000 | 9,000 |
| Middle School 1st Assistant Director x2 | Band | 12,000 | 9,000 | 9,000 |
| Assistant Directors x 2-3 | Band | 11,500 | 8,500 | 8,500 |
| Jazz Band Director | Band | 4,000 | 3,000 | 3,000 |
| Director of Choir | Choir | 8,100 | | |
| Assistant Director of Choir | Choir | 5,000 | 3,000 | 3,000 |
| Head Choir Director (Middle School) | Choir | 5,000 | 3,000 | 3,000 |
| Dance/D'ette/Spearettes/Folk | Dance | 14,000 | | |
| Dance Instructor (Middle School) | Dance | 5,000 | 3,000 | 3,000 |
| Director of Mariachi | Mariachi | 8,100 | 5,100 | 5,100 |
| Conjunto Director | Mariachi | 4,000 | 3,000 | 3,000 |
| H.S. Theater Arts Director | Theatre | 10,100 | | |
| Assistant Theater Arts Director | Theatre | 8,100 | | |
| Lead Elementary Music Teacher | Choir | -1,000 | 1,000 | 1,000 |

L. Teacher Attendance Incentive Stipend

Professional employees working in an instructional setting will be given an incentive for perfect attendance for each semester of consecutive work. Stipends shall be paid in December and May. No exceptions will be made.

Zero Absences \$ 400.00/Fall Semester
 \$400.00/Spring Semester
 \$400.00 All Year Bonus (Spring & Fall)



M. Extended Day/Year, Professional Development, & Other Federally Funded Part-Time Positions
(After School & Saturday Tutorial, Summer School & Other Programs)

| Position | Summer School | Extended Day/ Saturday Tutorial Programs/Departmental |
|---|--------------------|---|
| Director/Principal | \$40.00 | N/A |
| Counselor | \$35.00 | N/A |
| Registered Nurse | \$30.00 | \$20.00 |
| Teacher | \$30.00 | \$30.00 |
| Secretary | \$12.00 | *Regular Rate |
| Licensed Vocational Nurse (LVN) | \$12.00 | *Regular Rate |
| Clerk | \$10.00 | *Regular Rate |
| Teacher Assistant | \$12.00 | *Regular Rate |
| Tutors | | |
| <ul style="list-style-type: none"> • Teacher Certified • College Student (48 + hours) | \$25.00 \$10.00 | \$30.00 \$10.00 |
| Bus Drivers | \$15.00 | *Regular Rate |
| Child Nutrition Program | \$10.00 | *Regular Rate |
| Security Guard | \$8.00 | *Regular Rate |
| Parent Attendance Helpers | \$9.00 | N/A |

*Extended Day and Saturday programs will pay regular rate and time and a half after a 40-hour work week.

Summer pay for all hourly employees will be a flat rate.

Summer School Includes: PK-K Bilingual, Summer School Programs (1st-12th), Project Smart-Math Plus and ELDA Program

Grants: Pay must be based on above pay schedule.

M.1 Professional Development (Certified Only)

Saturday full day \$100 / Saturday half day \$50

T-TIPS Incentive Pay

| | |
|-----------------------------|------------------|
| Core Teachers: | Up to \$3,750.00 |
| Professional Support Staff: | Up to \$2,000.00 |
| Instructional Coaches: | Up to \$2,000.00 |
| Para-Professionals: | \$500.00 |
| School Leaders: | Up to \$2,500 |

Project RISE Stipend/Incentive/Comp Plan

| | |
|------------------------|--------------------------------------|
| Master Teacher: | \$7,000.00 (\$3,500.00 per semester) |
| Mentor Teacher: | \$5,000.00 (\$2,500.00 per semester) |
| Grant Contact/Liaison: | \$2,000.00 |



Professional Development: \$150.00 full day/\$75 half day
 Counselor Micro-Credential: \$2,000.00
 Teacher Leaders (7 teachers) \$1,428.57

Teachers Performance Based Compensation System (PBCS): Up to \$3,000.00
 Principal: \$3,000.00

Other Campus Professional Personnel

Assistant Principal: Up to \$1,500.00
 Curriculum Specialist: Up to \$1,500.00
 Instructional Leaders: Up to \$1,500.00
 Librarians: Up to \$1,500.00
 Counselors: Up to \$1,500.00
 Instructional Aides: Up to \$1,500.00

Project Rise Grant Incentives (3D)

Grant Manager: \$2,000.00
 Facilitator for Professional Development: \$1,000.00
 Math & Reading Intervention Teachers: \$1,500.00
 TSI Enrichment Coaches: \$1,500.00

N. Extra Duty Pay/Stadium Workers/Gate Keepers/Tickets and Police/Security

| | | | |
|--------------------------|----------------------|---|---------------|
| Police Coverage | Prof. Police | Varsity Football | *Regular Rate |
| Police Coverage | Prof. Police | Varsity Basketball | *Regular Rate |
| Police Coverage | Prof. Police | Varsity Soccer | *Regular Rate |
| Police Coverage | Prof. Police | Varsity Baseball | *Regular Rate |
| Police Coverage | Prof. Police | Varsity Softball | *Regular Rate |
| Police Coverage | Prof. Police | Varsity & JV Volleyball | *Regular Rate |
| Police Coverage | Prof. Police | Tournaments-Track, Cross-Country, & Powerlifting | *Regular Rate |
| Security Coverage | Para-Security | Varsity Football | *Regular Rate |
| Security Coverage | Para-Security | Varsity & JV Team Sports | *Regular Rate |
| Security Coverage | Para-Security | Middle School Team Sports | *Regular Rate |
| Security Coverage | Para-Security | Tournaments at all levels - Track, Cross-Country, & Powerlifting | *Regular Rate |



| | | | |
|---------------------------|---|--|---|
| Football Stadium Workers | Announcer/Spotter Contracted Service | Varsity Football | \$125/\$50 Flat Rate |
| Football Stadium Workers | Game Clock Operator Prof. or Para or Contracted Service | Varsity Football | \$75.00 Flat Rate |
| Football Stadium Workers | 25 Sec./40 Sec Clock Operator | Varsity Football | \$60.00 Flat Rate |
| Football Stadium Workers | Ticket Booth Seller | Varsity Football | \$100.00 Flat Rate |
| Football Stadium Workers | Ticket Takers at Gate | Varsity Football | \$45.00 Flat Rate |
| Football Stadium Workers | Stadium Ushers | Varsity Football | \$45.00 Flat Rate |
| Football Stadium Workers | Gate Keepers in Stadium | Varsity Football | \$45.00 Flat Rate |
| Football Stadium Workers | Elevator Operator | Varsity Football | \$45.00 Flat Rate |
| Football Stadium Workers | Electrician | Varsity Football | *Regular Rate |
| Football Stadium Workers | Plumber | Varsity Football | *Regular Rate |
| Football Stadium Workers | Football Game Accountants | Varsity Football | \$125.00 Flat Rate |
| Football Stadium Workers | Head Video Operator | Varsity Football | \$115.00 Flat Rate |
| Football Stadium Workers | Video Crew | Varsity Football | \$100.00 Flat Rate |
| Football Stadium Workers | Ground Keeper | Varsity Football | \$25.00 per hour |
| Game Workers | Ticket/Gate Keepers, Depositor | All other Middle School, Varsity, or Sub-Varsity | \$20.00 per game * Regular Rate 2 hr. max |
| Game Workers | Bookkeeper/clock | All other Varsity or Sub-Varsity Teams | \$16.00 per game |
| Game Workers | Ground Keeper | All other Varsity or Sub-Varsity Teams | \$150.00 per game |
| Meet Workers | Referee Video Operator Starters Gate/Ticket Plumber/Electrician | Track/Cross Country | \$125.00 flat rate \$300.00 flat rate \$150.00 flat rate \$10.00 per hour *Regular Rate |
| Game Workers | Clock/Book Gate/Tickets | Team Sports Tournaments Softball, Varsity & JV- Basketball, Volleyball | \$10.00 per game* \$10.00 per game* *Not to exceed \$100.00 |
| Wrestling Dual Workers | Clock Operator Gate/Ticket | Wrestling /Powerlifting Meets | \$10.00 per hour |
| Powerlifting Meet workers | Gate/Ticket Judges Scorers | | \$10.00 per hour \$100.00 flat rate \$125.00 flat rate |



| | | | |
|---------------------------------------|-----------------------|--------------------------------------|---|
| Middle School Game Workers | Clock Operator | Teams Sports in Middle School | A & B Games \$20.00 per game C Games \$15.00 |
|---------------------------------------|-----------------------|--------------------------------------|---|

***Regular rates will apply at time and a half after a 40-hour work week.**

OUT OF CALENDAR or WEEKEND PAY

Out of calendar and weekend pay requests must be submitted and approved before work commences. No employee is to accumulate more than 40 hours per week without extra pay approval.



**Teacher Hiring Guide
2019-2020**

| Years of Experience | Starting Salary |
|---------------------|-----------------|
| 0 | \$50,000 |
| 1 | \$50,250 |
| 2 | \$50,500 |
| 3 | \$50,800 |
| 4 | \$51,473 |
| 5 | \$51,773 |
| 6 | \$52,568 |
| 7 | \$52,820 |
| 8 | \$53,070 |
| 9 | \$53,339 |
| 10 | \$53,789 |
| 11 | \$54,539 |
| 12 | \$54,989 |
| 13 | \$55,489 |
| 14 | \$56,337 |
| 15 | \$56,887 |
| 16 | \$57,387 |
| 17 | \$57,887 |
| 18 | \$58,439 |
| 19 | \$59,050 |
| 20 + | \$59,700 |

Note:

Registered Nurse - 187days

Instructional Coach (Math & ELA) – 192 days

Instructional Coach (Math & ELA) – Grant Position – 197 days

This schedule illustrates minimum salaries only. Some employees are paid more than these amounts for additional duty days or stipends.

Salary schedules are developed for one year only. Future salaries cannot be predicted from this schedule.

It is the policy of the Donna Independent School District, as an equal opportunity educational provider and employer, not to discriminate on the basis of age, color, handicap, or disability, national origin, marital status, race, religion, or sex in its educational programs and activities.