



*Highline Public Schools Board Action Report*

DATE: June 25, 2024

FROM: Dr. Ivan Duran, Superintendent

LEAD STAFF: Dr. Christina Larsen, Executive Director Human Resources

For Introduction: July 10, 2024      For Action: July 10, 2024

**I. TITLE:** Approval of Revisions to Highline School District Salary Schedules for Represented and Non-Represented Staff.

Select one:    New Item    Renewed Item    Annual Item    Revised Item

**II. WHY BOARD ACTION IS NECESSARY**

The School Board is authorized to approve salary changes for all staff.

**III. BACKGROUND INFORMATION**

The proposed salary schedule changes to represented staff in alignment with current collective bargaining agreements and non-represented staff have been adjusted to reflect the annual inflationary increase of 3.7% identified by the state as well as the revised cabinet leadership structure. The cabinet leadership restructuring resulted in saving \$152,559. Introduction and action are recommended for the same meeting to enable impacted teams and individual employees to be notified, engaged and compensated in a timely manner.

**IV. RECOMMENDED MOTION**

I move that the Highline School Board approve the proposed salary schedule changes for represented and non-represented staff.

**V. FISCAL IMPACT/REVENUE SOURCE**

Fiscal impact to this action will be:

Administrative Salary Schedule 1 - \$180,587

Athletic Coaches - \$45,000

Building Administrators - \$444,430

Executive Assistants - \$25,289

Teamsters III - \$1,355,996

The revenue source for this motion is BEA, General Fund and Categorical.

Expenditure:    One-time    Annual

**VI. APPLICABLE POLICY(S)**

This action is in compliance with the following:

**VII. ALTERNATIVES**

School Board disapproval of the proposed changes to represented and non-represented salary schedules will result in continuation of current salary schedules for represented and non-represented staff; however, this will hinder a competitive compensation structure for these positions and fail to adhere to current bargaining agreements.

**VIII. COMMUNITY ENGAGEMENT**

Community Engagement Required:  Yes  No

If yes, list community engagement conducted for this issue

**IX. ATTACHMENTS**

2024-25 Administrative Salary Schedule 1 strikethrough for reference

2024-25 Administrative Salary Schedule 1 clean for approval

2024-25 Athletic Coach Salary Schedule strikethrough for reference

2024-25 Athletic Coach Salary Schedule clean for approval

2024-25 Building Administrator Salary Schedule strikethrough for reference

2024-25 Building Administrator Salary Schedule clean for approval

2024-25 Executive Assistant Salary Schedule strikethrough for reference

2024-25 Executive Assistant Salary Schedule clean approval

2024-25 Teamsters III Salary Schedule strikethrough for reference

2024-25 Teamsters III Salary Schedule clean for approval

**HIGHLINE PUBLIC SCHOOLS #401**  
**15675 Ambaum Boulevard Southwest**  
**Burien, WA 98166**

**Administrative Salary Schedule 1**

**Effective: July 1, 2023-2024**

<b>Schedule A</b>		<b>Years 1 and 2</b> BASE ANNUAL (260 days; 8 hrs/day)	<b>Years 3 and 4</b> BASE ANNUAL (260 days; 8 hrs/day)	<b>Years 5 and 6</b> BASE ANNUAL (260 days; 8 hrs/day)	<b>Years 7 and 8</b> BASE ANNUAL (260 days; 8 hrs/day)	<b>Years 9+</b> BASE ANNUAL (260 days; 8 hrs/day)
A.	Manager/Supervisor	\$121,619	\$124,660	\$127,776	\$130,971	\$134,245
		\$117,280	\$120,212	\$123,217	\$126,298	\$129,455
B.	Assistant Director	\$149,618	\$153,358	\$157,192	\$161,122	\$165,150
		\$144,280	\$147,887	\$151,584	\$155,373	\$159,258
C.	Director	\$167,782	\$171,977	\$176,276	\$180,683	\$185,200
		\$161,796	\$165,840	\$169,986	\$174,236	\$178,592

<b>Schedule B</b>		<b>Salary</b> (260 days; 8 hrs/day)
D.	Executive Directors	\$215,608
		\$207,915
E.	Superintendent's Cabinet – Cabinet Officer Level 1	\$219,919
		\$212,072
F.	Cabinet Officer Level 2	\$226,388
G.	Assistant Superintendent	\$237,169
H.	Associate Superintendent	\$247,949
I.	Deputy Superintendent	\$258,729

Approved by the Board: Pending

## ADMINISTRATIVE SALARY SCHEDULE 1

1. **Salary Placement:** The individual will be placed on the specific salary range and step appropriate for the position. Step increases will be provided according to the approved schedule unless otherwise determined. Upon hire, credit for previous work history will be evaluated for relevance and job related work experience. Appropriate placement on the Administrative Salary Schedule shall be made by the Executive Director of Human Resources or designee.
2. **Insurance Benefits:** The District shall provide to eligible employees all non-optional life, dental, health and disability insurance programs available under the rules and regulations of the Washington School Employee Benefit Board.
3. **Professional Dues:** The district will provide for one membership in a professional organization at both the state level and its national affiliate. Memberships in more than one organization must be approved by the Superintendent or designee.
4. **Education and Professional Development:** The district will reimburse an employee for work related educational coursework, programs, workshops, and/or conferences. Such education must be approved by Human Resources and will be reimbursed up to a not-to-exceed amount of \$1,800.00 annually.
5. **Extra Duty:** Extra stipends of up to 5% of the administrator's annual salary can be provided by the Superintendent for responsibilities assigned which are beyond the regular duties as defined by the job description.
6. **Performance Pay:** An incentive merit amount may be provided as determined by the Superintendent for each employee represented on the Administrators' Salary Schedule B. A pool equivalent to 2% of the base salary will be used in determining the performance pay and will not exceed 5% of an individual's base pay.
7. **Vacation:** Each full-time individual will be provided twenty-five (25) paid contract days of vacation per year. Up to thirty-five days of unused vacation may be carried over to an ensuing year. No more than four weeks of vacation may be taken at one time unless approved by the Superintendent or designee. Vacation days shall be deemed used in the order in which they were earned. In circumstances where an employee's responsibilities limit the annual utilization of vacation as determined by the immediate supervisor, employees represented by Schedule A can elect to receive compensation for up to three (3) days of unused vacation; employees represented by Schedule B can elect to receive compensation for up to five (5) days of unused vacation.
8. **Doctoral Stipend:** \$3,600.00 for Doctoral Degree. Qualification of such stipend is determined by Human Resources. Stipend will be prorated based on annualized FTE.
9. **Travel/Auto Reimbursement:** Employees represented by Schedule B are entitled to a \$3,000 stipend for local travel and auto reimbursement. Stipend will be prorated based on annualized FTE.
10. **Per Diem:** Days not worked, additional days worked (at direction of the Superintendent) and cash-out of unused leaves (at separation) shall be paid at 1/221st of the administrator's annual salary.
11. **Adjustments:** Any adjustment in an individual's salary schedule is to be permitted only to the extent such adjustment does not render the district inconsistent or non-compliant with State compensation laws, appropriation acts, or administrative regulations now in existence and hereafter mended.
12. ~~**Stipend:** Employees represented by Schedule B, Level J are entitled to a \$2,700 stipend for a Tax Shelter Annuity.~~
12. Administrators, with approval of their direct supervisor and the Superintendent, may undertake consulting work, speaking engagements, writing, lecturing, or other professional activities which do not conflict with their duties as an Administrator and are in accordance with the law. Such activities when done for compensation, shall be considered non-contractual time (vacation, holidays, on non-duty evenings or weekends).

**HIGHLINE PUBLIC SCHOOLS #401**  
**15675 Ambaum Boulevard Southwest**  
**Burien, WA 98166**

**Administrative Salary Schedule 1**

**Effective: July 1, 2024**

Schedule: AD1A			STEPS 01 - 02	STEPS 03 - 04	STEPS 05-06	STEPS 07 - 08	STEP 09
Schedule A		LEVEL	Years 1 and 2 BASE ANNUAL (260 days; 8 hrs/day)	Years 3 and 4 BASE ANNUAL (260 days; 8 hrs/day)	Years 5 and 6 BASE ANNUAL (260 days; 8 hrs/day)	Years 7 and 8 BASE ANNUAL (260 days; 8 hrs/day)	Years 9+ BASE ANNUAL (260 days; 8 hrs/day)
A.	Manager/Supervisor/Administrator	<b>A</b>	\$121,619	\$ 124,660	\$ 127,776	\$ 130,971	\$ 134,245
B.	Assistant Director	<b>B</b>	\$149,618	\$ 153,358	\$ 157,192	\$ 161,122	\$ 165,150
C.	Director	<b>C</b>	\$167,782	\$ 171,977	\$ 176,276	\$ 180,683	\$ 185,200

Schedule: AD1B		
	Schedule B	Salary Range (260 days; 8 hrs/day)
D.	Executive Directors	\$215,608
E.	Chief Communications Officer	\$219,919
	Chief of Staff	
	Chief Policy & Strategy Officer	
F.	Chief of Digital Transformation & Innovation	\$226,388
	Chief Financial Officer	
G.	Assistant Superintendent	\$237,169
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I.	Deputy Superintendent	\$258,729

Board Approval: Pending

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**HIGHLINE PUBLIC SCHOOLS**  
**Athletic Coaches Salary Schedule**  
**2024-25 School Year**

<b>Category I - High School Level</b>			Stipends may not be split			
<b>Basketball; Football; Wrestling</b>						
Position	Hours	Pay Type	Years of Coaching Experience			
			Years 1 & 2	Years 3 & 4	Years 5 & 6	Year 7 & up
Head Coach	350	Stipend	<b>\$7,052</b>	<b>\$7,545</b>	<b>\$8,073</b>	<b>\$8,558</b>
		Hourly	<b>\$20.15</b>	<b>\$21.56</b>	<b>\$23.07</b>	<b>\$24.45</b>
		Stipend	\$6,800	\$7,276	\$7,785	\$8,252
		Hourly	\$19.43	\$20.79	\$22.24	\$23.58
Assistant Coach	280	Stipend	<b>\$4,992</b>	<b>\$5,342</b>	<b>\$5,716</b>	<b>\$6,059</b>
		Hourly	<b>\$17.83</b>	<b>\$19.08</b>	<b>\$20.41</b>	<b>\$21.64</b>
		Stipend	\$4,814	\$5,151	\$5,512	\$5,842
		Hourly	\$17.19	\$18.40	\$19.68	\$20.87

<b>Category II - High School Level</b>			Stipends may not be split			
<b>Baseball; Softball; Gymnastics; Soccer; Track and Field; Volleyball; District Pole Vault</b>						
Position	Hours	Pay Type	Years of Coaching Experience			
			Years 1 & 2	Years 3 & 4	Years 5 & 6	Year 7 & up
Head Coach	290	Stipend	<b>\$5,843</b>	<b>\$6,252</b>	<b>\$6,689</b>	<b>\$7,091</b>
		Hourly	<b>\$20.15</b>	<b>\$21.56</b>	<b>\$23.07</b>	<b>\$24.45</b>
		Stipend	\$5,634	\$6,029	\$6,451	\$6,838
		Hourly	\$19.43	\$20.79	\$22.24	\$23.58
Assistant Coach	245	Stipend	<b>\$4,368</b>	<b>\$4,674</b>	<b>\$5,001</b>	<b>\$5,301</b>
		Hourly	<b>\$17.83</b>	<b>\$19.08</b>	<b>\$20.41</b>	<b>\$21.64</b>
		Stipend	\$4,212	\$4,507	\$4,823	\$5,112
		Hourly	\$17.19	\$18.40	\$19.68	\$20.87

<b>Category III - High School Level</b>			Stipends may not be split			
<b>Cross Country; Golf; Swimming; Tennis; District Dive; Bowling</b>						
Position	Hours	Pay Type	Years of Coaching Experience			
			Years 1 & 2	Years 3 & 4	Years 5 & 6	Year 7 & up
Head Coach	242	Stipend	<b>\$4,876</b>	<b>\$5,217</b>	<b>\$5,582</b>	<b>\$5,917</b>
		Hourly	<b>\$20.15</b>	<b>\$21.56</b>	<b>\$23.07</b>	<b>\$24.45</b>
		Stipend	\$4,702	\$5,031	\$5,383	\$5,706
		Hourly	\$19.43	\$20.79	\$22.24	\$23.58
Assistant Coach	200	Stipend	<b>\$3,566</b>	<b>\$3,816</b>	<b>\$4,083</b>	<b>\$4,328</b>
		Hourly	<b>\$17.83</b>	<b>\$19.08</b>	<b>\$20.41</b>	<b>\$21.64</b>
		Stipend	\$3,439	\$3,679	\$3,937	\$4,173
		Hourly	\$17.19	\$18.40	\$19.68	\$20.87

<b>Category IV - High School Level</b>			Stipends may not be split			
<b>Cheer; Dance; Drill (One cheer per high school campus plus one dance or drill)</b>						
Position	Hours	Pay Type	Years of Coaching Experience			
			Years 1 & 2	Years 3 & 4	Years 5 & 6	Year 7 & up
Head Coach Fall*	150	Stipend	<b>\$3,022</b>	<b>\$3,234</b>	<b>\$3,460</b>	<b>\$3,668</b>
		Hourly	<b>\$20.15</b>	<b>\$21.56</b>	<b>\$23.07</b>	<b>\$24.45</b>
		Stipend	\$2,914	\$3,118	\$3,337	\$3,537
		Hourly	\$19.43	\$20.79	\$22.24	\$23.58
Head Winter*	150	Stipend	<b>\$3,022</b>	<b>\$3,234</b>	<b>\$3,460</b>	<b>\$3,668</b>
		Hourly	<b>\$20.15</b>	<b>\$21.56</b>	<b>\$23.07</b>	<b>\$24.45</b>
		Stipend	\$2,914	\$3,118	\$3,337	\$3,537
		Hourly	\$19.43	\$20.79	\$22.24	\$23.58
Head Spring*	100	Stipend	<b>\$2,015</b>	<b>\$2,156</b>	<b>\$2,307</b>	<b>\$2,445</b>
		Hourly	<b>\$20.15</b>	<b>\$21.56</b>	<b>\$23.07</b>	<b>\$24.45</b>
		Stipend	\$1,943	\$2,079	\$2,224	\$2,358
		Hourly	\$19.43	\$20.79	\$22.24	\$23.58

\*Fall, winter, spring seasons as defined by WIAA

Category V - Middle School			Stipends may not be split			
Basketball; Football; Soccer; Track and Field; Volleyball; Wrestling, Softball, Cross Country						
Position	Hours	Pay Type	Years of Coaching Experience			
			Years 1 & 2	Years 3 & 4	Years 5 & 6	Year 7 & up
Head Coach	200	Stipend	<b>\$4,029</b>	<b>\$4,312</b>	<b>\$4,613</b>	<b>\$4,890</b>
		Hourly	<b>\$20.15</b>	<b>\$21.56</b>	<b>\$23.07</b>	<b>\$24.45</b>
		Stipend	<del>\$3,886</del>	<del>\$4,158</del>	<del>\$4,449</del>	<del>\$4,716</del>
		Hourly	<del>\$19.43</del>	<del>\$20.79</del>	<del>\$22.24</del>	<del>\$23.58</del>
Assistant Coach	175	Stipend	<b>\$3,120</b>	<b>\$3,339</b>	<b>\$3,572</b>	<b>\$3,787</b>
		Hourly	<b>\$17.83</b>	<b>\$19.08</b>	<b>\$20.41</b>	<b>\$21.64</b>
		Stipend	<del>\$3,009</del>	<del>\$3,219</del>	<del>\$3,445</del>	<del>\$3,652</del>
		Hourly	<del>\$17.19</del>	<del>\$18.40</del>	<del>\$19.68</del>	<del>\$20.87</del>

Hourly rates will be blended for classified employees working more than 40 hours per week.

Approved by the Board of Directors: pending

## Highline Public Schools COACH STIPEND NOTES

### 1. General Notes

- A. A coach with no experience will be placed in the years 1 & 2 category.
- B. A maximum of one year of coaching experience will be allowed per school year.
- C. One or more seasons coached in a school year will count as one year coached.
- D. Years of experience at grades 7-12 or college level will count toward experience years.
- E. Coaching of grades K-6 for school or community programs does not apply toward experience.
- F. Grades 7-12 community or club coaching experience may count at discretion of Director of Athletics.
- G. Track and field distance coaching will be accepted for cross country years of experience.
- H. Cross country experience will be accepted for an individual hired to coach track and field distance.
- I. Baseball experience will be accepted for fast pitch experience.
- J. Softball experience will be accepted for baseball experience.

### 2. Professional Development Stipend

Coaches completing the following courses at their own expense and passing the course test where required will receive \$250 per school year per sport in addition to the designated stipend amount. Currently accepted courses: NFHS Coaches Fundamentals (must pass test), ASEP Coaching Principles (must pass test), WIAA Coaches School or other Coaches Schools approved by WIAA (must attend all sessions). Completion of a physical education major or minor also qualifies for the Professional Development stipend.

### 3. Weight Room/ Open Gym/ After School Academic Study Hall Supervision Hourly Pay

Building Athletic Directors may assign paid coaches and/or other qualified Highline Public School staff members to provide open gym/ weight room/ study-hall supervision and instruction consistent with the chart below. Hours may be shared.

Weight Room Supervisors must be certified at the strength and conditioning specialist level or above through the NSCA or CSCCa, or complete the strength and conditioning course through NFHS to supervise the weight room out of season.

Weight Room/ Open Gym/ Study-Hall Supervision hours will be paid at the hourly rate noted on Coaches Stipend Schedule, Category I, Head Coach for Years 7 & up.

Hourly rates do not increase with years of experience.

Seasons	Hours/Day	Hours/Week	# Weeks	
Sep, Oct, Nov	2 hours/day	10	12	120 Hours Total
Dec, Jan, Feb	2 hours/day	10	12	120 Hours Total
Mar, Apr, May	2 hours/day	10	12	120 Hours Total
Jun, Jul, Aug	2 hours/day	10	12	120 Hours Total

### 4. Coach and A.D.\* Post-Season Pay Notes

Category	Post-Season Pay Per Week
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Team Sport	\$236.00
Individual Sport	\$296.00

\*AD is paid at the Individual Sport Rate , for a maximum of \$296.00 total per week, up to three weeks.

- A. Post-season pay begins the Monday after district-defined regular season stipends end.
- B. The last day of the regular season stipend by sport is Saturday of the last week of league play.
- C. If Highline district schools are in more than one league, the end of the regular season by sport is the last date played by the longest playing league. Post-season would start the following Monday.
- D. Post-season contests are also defined as those for which teams/individuals must qualify and where elimination takes place. For example, an event where all schools are allowed to send individuals or a team without qualifying are considered part of the regular season.
- E. A coach will be paid .5 of the post-season stipend if the program is eliminated on Monday, Tuesday or Wednesday of a post season week. The full post-season stipend will be earned and paid for weeks where the program competes beyond Wednesday.

**5. Other Stipends**

Freshman Class Advisor: \$1,054 per school year

(Classified hourly staff paid at Assistant Coach, Years 1 & 2 hourly rate to a maximum of \$1,054 annually.)

Sophomore Class Advisor: \$1,054 per school year

(Classified hourly staff paid at Assistant Coach, Years 1 & 2 hourly rate to a maximum of \$1,054 annually.)

Junior Class Advisor: \$1,550 per school year

(Classified hourly staff paid at Assistant Coach, Years 1 & 2 hourly rate to a maximum of \$1,550 annually.)

Senior Class Advisor: \$2,604 per school year

(Classified hourly staff paid at Assistant Coach, Years 1 & 2 hourly rate to a maximum of \$2,604 annually.)

**Class Advisor stipends listed above are for comprehensive H.S. campuses. Stipends for small H.S. campuses - multiply by 0.333333.**

Memory Book Advisor (Middle Schools): \$1,054 per school year

(Classified hourly staff paid at Assistant Coach, Years 1 & 2 hourly rate to a maximum of \$1,054 annually.)

H.S. Building Athletic Director Stipend: \$11,067; M.S. Athletic Coordinator Stipend: \$5,331

**HIGHLINE PUBLIC SCHOOLS**  
**Athletic Coaches Salary Schedule**  
**2024-25 School Year**

<b>Category I - High School Level</b>			Stipends may not be split			
<b>Basketball; Football; Wrestling</b>						
Position	Hours	Pay Type	Years of Coaching Experience			
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		Hourly	\$20.15	\$21.56	\$23.07	\$24.45
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		Hourly	\$17.83	\$19.08	\$20.41	\$21.64

<b>Category II - High School Level</b>			Stipends may not be split			
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Position	Hours	Pay Type	Years of Coaching Experience			
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Head Coach	290	Stipend	\$5,843	\$6,252	\$6,689	\$7,091
		Hourly	\$20.15	\$21.56	\$23.07	\$24.45
Assistant Coach	245	Stipend	\$4,368	\$4,674	\$5,001	\$5,301
		Hourly	\$17.83	\$19.08	\$20.41	\$21.64

<b>Category III - High School Level</b>			Stipends may not be split			
<b>Cross Country; Golf; Swimming; Tennis; District Dive; Bowling</b>						
Position	Hours	Pay Type	Years of Coaching Experience			
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Approved by the Board of Directors: pending

## Highline Public Schools COACH STIPEND NOTES

### 1. General Notes

- A. A coach with no experience will be placed in the years 1 & 2 category.
- B. A maximum of one year of coaching experience will be allowed per school year.
- C. One or more seasons coached in a school year will count as one year coached.
- D. Years of experience at grades 7-12 or college level will count toward experience years.
- E. Coaching of grades K-6 for school or community programs does not apply toward experience.
- F. Grades 7-12 community or club coaching experience may count at discretion of Director of Athletics.
- G. Track and field distance coaching will be accepted for cross country years of experience.
- H. Cross country experience will be accepted for an individual hired to coach track and field distance.
- I. Baseball experience will be accepted for fast pitch experience.
- J. Softball experience will be accepted for baseball experience.

### 2. Professional Development Stipend

Coaches completing the following courses at their own expense and passing the course test where required will receive \$250 per school year per sport in addition to the designated stipend amount. Currently accepted courses: NFHS Coaches Fundamentals (must pass test), ASEP Coaching Principles (must pass test), WIAA Coaches School or other Coaches Schools approved by WIAA (must attend all sessions). Completion of a physical education major or minor also qualifies for the Professional Development stipend.

### 3. Weight Room/ Open Gym/ After School Academic Study Hall Supervision Hourly Pay

Building Athletic Directors may assign paid coaches and/or other qualified Highline Public School staff members to provide open gym/ weight room/ study-hall supervision and instruction consistent with the chart below. Hours may be shared.

Weight Room Supervisors must be certified at the strength and conditioning specialist level or above through the NSCA or CSCCa, or complete the strength and conditioning course through NFHS to supervise the weight room out of season.

Weight Room/ Open Gym/ Study-Hall Supervision hours will be paid at the hourly rate noted on Coaches Stipend Schedule, Category I, Head Coach for Years 7 & up.

Hourly rates do not increase with years of experience.

Seasons	Hours/Day	Hours/Week	# Weeks	
Sep, Oct, Nov	2 hours/day	10	12	120 Hours Total
Dec, Jan, Feb	2 hours/day	10	12	120 Hours Total
Mar, Apr, May	2 hours/day	10	12	120 Hours Total
Jun, Jul, Aug	2 hours/day	10	12	120 Hours Total

### 4. Coach and A.D.\* Post-Season Pay Notes

Category	Post-Season Pay Per Week
Team Sport	\$236.00
Individual Sport	\$296.00

\*AD is paid at the Individual Sport Rate, for a maximum of \$296.00 total per week, up to three weeks.

- A. Post-season pay begins the Monday after district-defined regular season stipends end.
- B. The last day of the regular season stipend by sport is Saturday of the last week of league play.
- C. If Highline district schools are in more than one league, the end of the regular season by sport is the last date played by the longest playing league. Post-season would start the following Monday.
- D. Post-season contests are also defined as those for which teams/individuals must qualify and where elimination takes place. For example, an event where all schools are allowed to send individuals or a team without qualifying are considered part of the regular season.
- E. A coach will be paid .5 of the post-season stipend if the program is eliminated on Monday, Tuesday or Wednesday of a post season week. The full post-season stipend will be earned and paid for weeks where the program competes beyond Wednesday.

### 5. Other Stipends

Freshman Class Advisor: \$1,054 per school year

(Classified hourly staff paid at Assistant Coach, Years 1 & 2 hourly rate to a maximum of \$1,054 annually.)

Sophomore Class Advisor: \$1,054 per school year

(Classified hourly staff paid at Assistant Coach, Years 1 & 2 hourly rate to a maximum of \$1,054 annually.)

Junior Class Advisor: \$1,550 per school year

(Classified hourly staff paid at Assistant Coach, Years 1 & 2 hourly rate to a maximum of \$1,550 annually.)

Senior Class Advisor: \$2,604 per school year

(Classified hourly staff paid at Assistant Coach, Years 1 & 2 hourly rate to a maximum of \$2,604 annually.)

**Class Advisor stipends listed above are for comprehensive H.S. campuses. Stipends for small H.S. campuses - multiply by 0.333333.**

Memory Book Advisor (Middle Schools): \$1,054 per school year

(Classified hourly staff paid at Assistant Coach, Years 1 & 2 hourly rate to a maximum of \$1,054 annually.)

H.S. Building Athletic Director Stipend: \$11,067; M.S. Athletic Coordinator Stipend: \$5,331

# Highline Public Schools

15675 Ambaum Boulevard Southwest, Burien, Washington 98166

## Administrative Salary Schedule 2

EFFECTIVE: July 1, 2023 2024 - Final

**Base Annual Salary**  
260 Days @ 8 hours per Day

Title/Category	First Step	Second Step	Third Step
	1-2 Years in Category	3-4 Years in Category	5+ Years in Category
(I) Elementary School Assistant Principal	\$161,349 <del>\$155,592</del>	\$164,710 <del>\$158,833</del>	\$168,071 <del>\$162,075</del>
(II) Middle School Assistant Principal	\$172,948 <del>\$166,777</del>	\$176,551 <del>\$170,252</del>	\$180,154 <del>\$173,726</del>
(III) High School Assistant Principal	\$182,047 <del>\$175,552</del>	\$185,840 <del>\$179,209</del>	\$189,633 <del>\$182,867</del>
(III-B) High School Assistant Principal (Small School)	\$167,440 <del>\$161,466</del>	\$170,928 <del>\$164,830</del>	\$174,417 <del>\$168,194</del>
(IV) Elementary School Principal	\$184,465 <del>\$177,884</del>	\$188,309 <del>\$181,590</del>	\$192,152 <del>\$185,296</del>
(V) Middle School Principal	\$191,456 <del>\$184,625</del>	\$195,444 <del>\$188,471</del>	\$199,433 <del>\$192,317</del>
(VI) High School Principal (Comprehensive)	\$204,795 <del>\$197,488</del>	\$209,062 <del>\$201,603</del>	\$213,328 <del>\$205,717</del>
(VI-A) High School Principal (Small School)	\$189,395 <del>\$182,637</del>	\$193,341 <del>\$186,443</del>	\$197,286 <del>\$190,247</del>
Category A (see note 4 below)			
(VI-B) Category B (see note 5 below)	\$150,182	\$153,311	\$156,440

- Salary Placement: The individual will be placed on the specific salary range and step appropriate for the position. Step increases will be provided according to the approved schedule unless otherwise determined. Upon hire, credit for previous work history will be evaluated for relevance and job related work experience. Appropriate placement on the Administrative Salary Schedule shall be made by the Executive Director of Human Resources or designee.
- The District shall provide to eligible employees all life, dental, health and disability insurance programs available under the rules and regulations of the Washington School Employee Benefit Board.
- Doctoral Stipend: \$3,600.00 for Doctoral Degree. Qualification of such stipend is determined by Human Resources. Stipend will be prorated based on annualized FTE.
- High School Principal (Small School - ~~Category A~~) small schools located on a high school campus or autonomous small schools ~~servng more than 150 students.~~
- ~~High School Principal (Small School - Category B) autonomous small school serving less than 150 students.~~
- First Step (years 1& 2) is 96% of Third Step; Second Step (years 3&4) is 98% of Third Step.
- In circumstances where a building administrator's responsibilities limit the annual utilization of vacation as determined by the immediate supervisor, building administrators may elect to receive compensation for up to six (6) days of unused vacation. Beginning in school year 2022-23, building administrators may elect to receive compensation for up to six (6) days of unused vacation or the amount authorized for central administration employees represented by schedule A, whichever is higher.

Approved by the Board of Directors: Pending

# Highline Public Schools

15675 Ambaum Boulevard Southwest, Burien, Washington 98166

## Administrative Salary Schedule 2

EFFECTIVE: July 1, 2024 - Final

### Base Annual Salary

260 Days @ 8 hours per Day

Title/Category	First Step	Second Step	Third Step
	1-2 Years in Category	3-4 Years in Category	5+ Years in Category
(I) Elementary School Assistant Principal	\$161,349	\$164,710	\$168,071
(II) Middle School Assistant Principal	\$172,948	\$176,551	\$180,154
(III) High School Assistant Principal	\$182,047	\$185,840	\$189,633
(III-B) High School Assistant Principal (Small School)	\$167,440	\$164,830	\$162,193
(IV) Elementary School Principal	\$184,465	\$188,309	\$192,152
(V) Middle School Principal	\$191,456	\$195,444	\$199,433
(VI) High School Principal (Comprehensive)	\$204,795	\$209,062	\$213,328
(VI-A) High School Principal (Small School)	\$189,395	\$193,341	\$197,286

1. Salary Placement: The individual will be placed on the specific salary range and step appropriate for the position. Step increases will be provided according to the approved schedule unless otherwise determined. Upon hire, credit for previous work history will be evaluated for relevance and job related work experience. Appropriate placement on the Administrative Salary Schedule shall be made by the Executive Director of Human Resources or designee.
2. The District shall provide to eligible employees all life, dental, health and disability insurance programs available under the rules and regulations of the Washington School Employee Benefit Board.
3. Doctoral Stipend: \$3,600.00 for Doctoral Degree. Qualification of such stipend is determined by Human Resources. Stipend will be prorated based on annualized FTE.
4. High School Principal small schools located on a high school campus or autonomous small schools.
5. First Step (years 1& 2) is 96% of Third Step; Second Step (years 3&4) is 98% of Third Step.
6. Building administrators may elect to receive compensation for up to eight (8) days of unused annual vacation hours at the applicable salary rate, 1/221st of the current salary if they have used eight (8) days of vacation between July 1 and May 30 of the current contract year

Approved by the Board of Directors: Pending

**HIGHLINE PUBLIC SCHOOLS #401**  
**EXECUTIVE ASSISTANTS SALARY SCHEDULE**  
**Effective: September 1, 2023 2024**

TITLE	Longevity Steps				
	Step 1 & 2	Step 3 & 4	Step 5 & 6	Step 7 & 8	Step 9 & up
Executive Assistant I 2080 hrs	<b><u>\$42.11568</u></b>	<b><u>\$42.74739</u></b>	<b><u>\$43.60235</u></b>	<b><u>\$44.69240</u></b>	<b><u>\$45.92145</u></b>
	<b><u>\$87,601</u></b>	<b><u>\$88,915</u></b>	<b><u>\$90,693</u></b>	<b><u>\$92,960</u></b>	<b><u>\$95,517</u></b>
	\$40,61299	\$41,22217	\$42,04663	\$43,09779	\$44,28298
	\$84,475	\$85,742	\$87,457	\$89,643	\$92,109
Executive Assistant II 2080 hrs	<b><u>\$44.12437</u></b>	<b><u>\$44.78624</u></b>	<b><u>\$45.68196</u></b>	<b><u>\$46.82402</u></b>	<b><u>\$48.11166</u></b>
	<b><u>\$91,779</u></b>	<b><u>\$93,155</u></b>	<b><u>\$95,018</u></b>	<b><u>\$97,394</u></b>	<b><u>\$100,072</u></b>
	\$42,55002	\$43,18828	\$44,05204	\$45,15334	\$46,39504
	\$88,504	\$89,832	\$91,628	\$93,919	\$96,502
Executive Assistant to Superintendent 2080 hrs	<b><u>\$49.96226</u></b>	<b><u>\$50.71169</u></b>	<b><u>\$51.72593</u></b>	<b><u>\$53.01906</u></b>	<b><u>\$54.47710</u></b>
	<b><u>\$103,922</u></b>	<b><u>\$105,480</u></b>	<b><u>\$107,590</u></b>	<b><u>\$110,280</u></b>	<b><u>\$113,312</u></b>
	\$48,17962	\$48,90230	\$49,88035	\$51,12735	\$52,53337
	\$100,214	\$101,717	\$103,751	\$106,345	\$109,269

1. Medical, Dental and Vision: The District shall provide to eligible employees all non-optional life, dental, health and disability insurance programs available under the rules and regulations of the Washington School Employee Benefit Board (SEBB).
2. Vacation Days: Employees earn fifteen vacation days during their first year of employment with the Highline School District. Employees earn one additional vacation day for each additional year of Highline School District service through Step 4. Employees at Step 5 with 8+ years receive 25 days of vacation.
3. Personal Leave Days: Employees receive annually two personal leave days to be deducted from the employee's sick leave balance.
4. Professional Growth Funds: Employees will be allowed \$500.00 annually plus three days at \$175.00 per day to cover costs related to approved professional growth activities.
5. Extra Duty: Extra stipends of up to 5% of the annual salary must be authorized by the Superintendent for responsibilities assigned which are beyond the regular duties as defined by the job description.
6. Step increments are given at the beginning of each fiscal year payable beginning with the September paycheck. To receive a step increment, employees must have worked at least one-half of the previous fiscal year.
7. Employees will be paid at 1.5 times their hourly rate for all hours worked beyond forty (40) hours per week. All overtime hours must be pre-approved by the employee's immediate supervisor.

APPROVED BY THE BOARD OF DIRECTORS: pending

**HIGHLINE PUBLIC SCHOOLS #401**  
**EXECUTIVE ASSISTANTS SALARY SCHEDULE**  
**Effective: September 1, 2024**

TITLE	Longevity Steps				
	Step 1 & 2	Step 3 & 4	Step 5 & 6	Step 7 & 8	Step 9 & up
Executive Assistant I 2080 hrs	\$42.11568	\$42.74739	\$43.60235	\$44.69240	\$45.92145
	\$87,601	\$88,915	\$90,693	\$92,960	\$95,517
Executive Assistant II 2080 hrs	\$44.12437	\$44.78624	\$45.68196	\$46.82402	\$48.11166
	\$91,779	\$93,155	\$95,018	\$97,394	\$100,072
Executive Assistant to Superintendent 2080 hrs	\$49.96226	\$50.71169	\$51.72593	\$53.01906	\$54.47710
	\$103,922	\$105,480	\$107,590	\$110,280	\$113,312

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APPROVED BY THE BOARD OF DIRECTORS: Pending



**HIGHLINE PUBLIC SCHOOLS #401  
TEAMSTERS LOCAL 763  
INSTRUCTIONAL AND ADMINISTRATIVE SUPPORT STAFF  
SCHEDULE A-1  
Effective: September 1, 2023 2024**

	Step 01	Step 02	Step 03	Step 04	Step 05	Step 06	Step 07	Step 08	Step 09	Step 10
Level 13	<u>\$25.93</u> \$25.00	<u>\$26.18</u> \$25.24	<u>\$26.43</u> \$25.49	<u>\$26.69</u> \$25.74	<u>\$26.95</u> \$25.99	<u>\$27.21</u> \$26.24	<u>\$27.47</u> \$26.49	<u>\$27.74</u> \$26.75	<u>\$28.01</u> \$27.01	<u>\$28.55</u> \$27.54
Level 14	<u>\$26.55</u> \$25.60	<u>\$26.81</u> \$25.85	<u>\$27.07</u> \$26.10	<u>\$27.33</u> \$26.36	<u>\$27.60</u> \$26.61	<u>\$27.86</u> \$26.87	<u>\$28.14</u> \$27.13	<u>\$28.41</u> \$27.40	<u>\$28.69</u> \$27.66	<u>\$29.24</u> \$28.20
Level 15	<u>\$27.38</u> \$26.40	<u>\$27.64</u> \$26.66	<u>\$27.91</u> \$26.92	<u>\$28.18</u> \$27.18	<u>\$28.46</u> \$27.44	<u>\$28.73</u> \$27.71	<u>\$29.01</u> \$27.98	<u>\$29.30</u> \$28.25	<u>\$29.58</u> \$28.53	<u>\$30.16</u> \$29.08
Level 16	<u>\$28.28</u> \$27.28	<u>\$28.56</u> \$27.54	<u>\$28.84</u> \$27.81	<u>\$29.12</u> \$28.08	<u>\$29.40</u> \$28.35	<u>\$29.69</u> \$28.63	<u>\$29.98</u> \$28.91	<u>\$30.27</u> \$29.19	<u>\$30.57</u> \$29.47	<u>\$31.16</u> \$30.05
Level 17	<u>\$29.10</u> \$28.06	<u>\$29.39</u> \$28.34	<u>\$29.67</u> \$28.61	<u>\$29.96</u> \$28.89	<u>\$30.25</u> \$29.17	<u>\$30.55</u> \$29.46	<u>\$30.85</u> \$29.74	<u>\$31.15</u> \$30.03	<u>\$31.45</u> \$30.33	<u>\$32.06</u> \$30.92
Level 18	<u>\$30.50</u> \$29.41	<u>\$30.79</u> \$29.70	<u>\$31.09</u> \$29.99	<u>\$31.40</u> \$30.28	<u>\$31.70</u> \$30.57	<u>\$32.01</u> \$30.87	<u>\$32.33</u> \$31.17	<u>\$32.64</u> \$31.48	<u>\$32.96</u> \$31.78	<u>\$33.60</u> \$32.41
Level 19	<u>\$31.68</u> \$30.55	<u>\$31.99</u> \$30.84	<u>\$32.30</u> \$31.15	<u>\$32.61</u> \$31.45	<u>\$32.93</u> \$31.76	<u>\$33.25</u> \$32.07	<u>\$33.58</u> \$32.38	<u>\$33.91</u> \$32.70	<u>\$34.24</u> \$33.02	<u>\$34.91</u> \$33.66
Level 20	<u>\$32.60</u> \$31.43	<u>\$32.91</u> \$31.74	<u>\$33.24</u> \$32.05	<u>\$33.56</u> \$32.36	<u>\$33.89</u> \$32.68	<u>\$34.22</u> \$33.00	<u>\$34.55</u> \$33.32	<u>\$34.89</u> \$33.65	<u>\$35.23</u> \$33.98	<u>\$35.92</u> \$34.64
Level 21	<u>\$35.07</u> \$33.82	<u>\$35.41</u> \$34.15	<u>\$35.76</u> \$34.48	<u>\$36.11</u> \$34.82	<u>\$36.46</u> \$35.16	<u>\$36.82</u> \$35.51	<u>\$37.18</u> \$35.85	<u>\$37.54</u> \$36.20	<u>\$37.91</u> \$36.56	<u>\$38.65</u> \$37.28
Level 22	<u>\$36.77</u> \$35.46	<u>\$37.13</u> \$35.81	<u>\$37.49</u> \$36.16	<u>\$37.86</u> \$36.51	<u>\$38.23</u> \$36.87	<u>\$38.61</u> \$37.23	<u>\$38.99</u> \$37.60	<u>\$39.37</u> \$37.96	<u>\$39.75</u> \$38.34	<u>\$40.53</u> \$39.09
Level 23	<u>\$38.34</u> \$36.97	<u>\$38.71</u> \$37.33	<u>\$39.09</u> \$37.70	<u>\$39.48</u> \$38.07	<u>\$39.86</u> \$38.44	<u>\$40.25</u> \$38.82	<u>\$40.65</u> \$39.20	<u>\$41.05</u> \$39.58	<u>\$41.45</u> \$39.97	<u>\$42.26</u> \$40.76
Level 24	<u>\$39.78</u> \$38.36	<u>\$40.17</u> \$38.73	<u>\$40.56</u> \$39.11	<u>\$40.96</u> \$39.50	<u>\$41.36</u> \$39.89	<u>\$41.77</u> \$40.28	<u>\$42.18</u> \$40.67	<u>\$42.59</u> \$41.07	<u>\$43.01</u> \$41.48	<u>\$43.86</u> \$42.29
Level 25	<u>\$39.85</u> \$38.42	<u>\$40.24</u> \$38.80	<u>\$40.63</u> \$39.18	<u>\$41.03</u> \$39.57	<u>\$41.43</u> \$39.95	<u>\$41.84</u> \$40.35	<u>\$42.25</u> \$40.74	<u>\$42.66</u> \$41.14	<u>\$43.08</u> \$41.55	<u>\$43.93</u> \$42.36

**New Rates** include 3.7% IPD. Approved by the Board: pending

HIGHLINE PUBLIC SCHOOLS #401  
TEAMSTERS LOCAL 763  
**INSTRUCTIONAL AND ADMINISTRATIVE SUPPORT STAFF**  
SCHEDULE A-1

**INSTRUCTIONAL POSITIONS**

LEVEL	GENERAL JOB CLASSIFICATION/TITLES	LEVEL	GENERAL JOB CLASSIFICATION/TITLES	LEVEL	GENERAL JOB CLASSIFICATION/TITLES
<b>13</b>	<b>PARAEDUCATOR</b> Paraeducator I School Library Assistant <b>SPECIALIST</b> Child Care Specialist	<b>17</b>	<b>PARAEDUCATOR</b> <b>SPECIALIST</b>	<b>21</b>	<b>SPECIALIST</b>
<b>14</b>	<b>PARAEDUCATOR</b> <b>SPECIALIST</b>	<b>18</b>	<b>PARAEDUCATOR</b> <b>SPECIALIST</b> Dropout Prevention Specialist	<b>22</b>	<b>SPECIALIST</b> Behavior Specialist Sign Language Interpreter I
<b>15</b>	<b>PARAEDUCATOR</b> Paraeducator II Paraeducator (Vocational Education) <b>SPECIALIST</b>	<b>19</b>	<b>PARAEDUCATOR</b> Bilingual Paraeducator Special Education Alternate Communications <b>SPECIALIST</b> Brailist Preschool Instructor Deaf/Blind Intervenor	<b>23</b>	<b>SPECIALIST</b> Family Service Representative Certified Occupational Therapist Assistant (COTA) Family Support Specialist - ECEAP Physical Therapist Assistant Speech Language Pathology Specialist
<b>16</b>	<b>PARAEDUCATOR</b> Paraeducator (Career Information) Paraeducator - CBS <b>SPECIALIST</b> Reengagement Student Specialist	<b>20</b>	<b>PARAEDUCATOR</b> Bilingual Teaching Fellow <b>SPECIALIST</b> Indian Education Specialist	<b>24</b>	<b>SPECIALIST</b> Licensed Practice Nurse Sign Language Interpreter II
				<b>25</b>	<b>SPECIALIST</b> Mental Health Specialist Sign Language Interpreter III

**ADMINISTRATIVE POSITIONS**

LEVEL	GENERAL JOB CLASSIFICATION/TITLES	LEVEL	GENERAL JOB CLASSIFICATION/TITLES	LEVEL	GENERAL JOB CLASSIFICATION/TITLES
<b>13</b>	<b>OFFICE SUPPORT</b> Office Assistant I Office Assistant II Office Assistant, Secondary School I Office Assistant, Secondary School II Secretary II <b>TECHNICIAN</b> Cashier Science Resource Center Technician Duplicating Technician Mail Distribution Technician	<b>17</b>	<b>OFFICE SUPPORT</b> Facilities Use Specialist Secretary VI Transportation Payroll Secretary  <b>TECHNICIAN</b> Accounting Technician Federal Program Specialist Library Automation Technician Occupational Information Coordinator	<b>21</b>	<b>OFFICE SUPPORT</b>   <b>TECHNICIAN</b>
<b>14</b>	<b>OFFICE SUPPORT</b> Child Care Program Facilitator Family Support Liaison Office Assistant III Office Assistant, Elementary School Office Assistant, Small High School Receptionist Receptionist - District (ERAC) Secondary School Attendance Secretary III <b>TECHNICIAN</b> Cataloger I	<b>18</b>	<b>OFFICE SUPPORT</b>  <b>TECHNICIAN</b> Finance Technician I Nutrition Services Student Assessment and Evaluation Technician	<b>22</b>	<b>OFFICE SUPPORT</b>  <b>TECHNICIAN</b> CTE Program Technician Finance Technician IV Language Learning Program Technician Payroll Technician World Language Translator
<b>15</b>	<b>OFFICE SUPPORT</b> Secretary IV  <b>TECHNICIAN</b>	<b>19</b>	<b>OFFICE SUPPORT</b> Administrative Secretary Enrollment Support Specialist Home School Program Assistant Home School Program Specialist <b>TECHNICIAN</b> Finance Technician II	<b>23</b>	<b>OFFICE SUPPORT</b>  <b>TECHNICIAN</b>
<b>16</b>	<b>OFFICE SUPPORT</b> Bookkeeper Human Resources Assistant Receptionist/Mail Distribution Technician Registrar <b>TECHNICIAN</b>	<b>20</b>	<b>OFFICE SUPPORT</b> Office Manager, Elementary School Office Manager, Secondary School <b>TECHNICIAN</b> Cataloger II Finance Technician III Human Resources Technician Lead Accounting Technician Substitute Office	<b>24</b>	<b>OFFICE SUPPORT</b> Family Center Translation - Interpreter Services Specialist  <b>TECHNICIAN</b>

**HIGHLINE PUBLIC SCHOOLS #401  
TEAMSTERS LOCAL 763  
INSTRUCTIONAL AND ADMINISTRATIVE SUPPORT STAFF  
SCHEDULE A-1  
Effective: September 1, 2024**

	Step 01	Step 02	Step 03	Step 04	Step 05	Step 06	Step 07	Step 08	Step 09	Step 10
<b>Level 13</b>	\$25.93	\$26.18	\$26.43	\$26.69	\$26.95	\$27.21	\$27.47	\$27.74	\$28.01	\$28.55
<b>Level 14</b>	\$26.55	\$26.81	\$27.07	\$27.33	\$27.60	\$27.86	\$28.14	\$28.41	\$28.69	\$29.24
<b>Level 15</b>	\$27.38	\$27.64	\$27.91	\$28.18	\$28.46	\$28.73	\$29.01	\$29.30	\$29.58	\$30.16
<b>Level 16</b>	\$28.28	\$28.56	\$28.84	\$29.12	\$29.40	\$29.69	\$29.98	\$30.27	\$30.57	\$31.16
<b>Level 17</b>	\$29.10	\$29.39	\$29.67	\$29.96	\$30.25	\$30.55	\$30.85	\$31.15	\$31.45	\$32.06
<b>Level 18</b>	\$30.50	\$30.79	\$31.09	\$31.40	\$31.70	\$32.01	\$32.33	\$32.64	\$32.96	\$33.60
<b>Level 19</b>	\$31.68	\$31.99	\$32.30	\$32.61	\$32.93	\$33.25	\$33.58	\$33.91	\$34.24	\$34.91
<b>Level 20</b>	\$32.60	\$32.91	\$33.24	\$33.56	\$33.89	\$34.22	\$34.55	\$34.89	\$35.23	\$35.92
<b>Level 21</b>	\$35.07	\$35.41	\$35.76	\$36.11	\$36.46	\$36.82	\$37.18	\$37.54	\$37.91	\$38.65
<b>Level 22</b>	\$36.77	\$37.13	\$37.49	\$37.86	\$38.23	\$38.61	\$38.99	\$39.37	\$39.75	\$40.53
<b>Level 23</b>	\$38.34	\$38.71	\$39.09	\$39.48	\$39.86	\$40.25	\$40.65	\$41.05	\$41.45	\$42.26
<b>Level 24</b>	\$39.78	\$40.17	\$40.56	\$40.96	\$41.36	\$41.77	\$42.18	\$42.59	\$43.01	\$43.86
<b>Level 25</b>	\$39.85	\$40.24	\$40.63	\$41.03	\$41.43	\$41.84	\$42.25	\$42.66	\$43.08	\$43.93

*Reflects 3.7% IPD Increase*

Approved by the Board: PENDING

HIGHLINE PUBLIC SCHOOLS #401  
TEAMSTERS LOCAL 763  
**INSTRUCTIONAL AND ADMINISTRATIVE SUPPORT STAFF**  
SCHEDULE A-1

**INSTRUCTIONAL POSITIONS**

LEVEL	GENERAL JOB CLASSIFICATION/TITLES	LEVEL	GENERAL JOB CLASSIFICATION/TITLES	LEVEL	GENERAL JOB CLASSIFICATION/TITLES
<b>13</b>	<b>PARAEDUCATOR</b> Paraeducator I School Library Assistant <b>SPECIALIST</b> Child Care Specialist	<b>17</b>	<b>PARAEDUCATOR</b> <b>SPECIALIST</b>	<b>21</b>	<b>SPECIALIST</b>
<b>14</b>	<b>PARAEDUCATOR</b> <b>SPECIALIST</b>	<b>18</b>	<b>PARAEDUCATOR</b> <b>SPECIALIST</b> Dropout Prevention Specialist	<b>22</b>	<b>SPECIALIST</b> Behavior Specialist Sign Language Interpreter I
<b>15</b>	<b>PARAEDUCATOR</b> Paraeducator II Paraeducator (Vocational Education) <b>SPECIALIST</b>	<b>19</b>	<b>PARAEDUCATOR</b> Bilingual Paraeducator Special Education Alternate Communications <b>SPECIALIST</b> Brailist Preschool Instructor Deaf/Blind Intervenor	<b>23</b>	<b>SPECIALIST</b> Family Service Representative Certified Occupational Therapist Assistant (COTA) Family Support Specialist - ECEAP Physical Therapist Assistant Speech Language Pathology Specialist
<b>16</b>	<b>PARAEDUCATOR</b> Paraeducator (Career Information) Paraeducator - CBS <b>SPECIALIST</b> Reengagement Student Specialist	<b>20</b>	<b>PARAEDUCATOR</b> Bilingual Teaching Fellow <b>SPECIALIST</b> Indian Education Specialist	<b>24</b>	<b>SPECIALIST</b> Licensed Practice Nurse Sign Language Interpreter II
				<b>25</b>	<b>SPECIALIST</b> Mental Health Specialist Sign Language Interpreter III

**ADMINISTRATIVE POSITIONS**

LEVEL	GENERAL JOB CLASSIFICATION/TITLES	LEVEL	GENERAL JOB CLASSIFICATION/TITLES	LEVEL	GENERAL JOB CLASSIFICATION/TITLES
<b>13</b>	<b>OFFICE SUPPORT</b> Office Assistant I Office Assistant II Office Assistant, Secondary School I Office Assistant, Secondary School II Secretary II <b>TECHNICIAN</b> Cashier Science Resource Center Technician Duplicating Technician Mail Distribution Technician	<b>17</b>	<b>OFFICE SUPPORT</b> Facilities Use Specialist Secretary VI Transportation Payroll Secretary  <b>TECHNICIAN</b> Accounting Technician Federal Program Specialist Library Automation Technician Occupational Information Coordinator	<b>21</b>	<b>OFFICE SUPPORT</b>     <b>TECHNICIAN</b>
<b>14</b>	<b>OFFICE SUPPORT</b> Child Care Program Facilitator Family Support Liaison Office Assistant III Office Assistant, Elementary School Office Assistant, Small High School Receptionist Receptionist - District (ERAC) Secondary School Attendance Secretary III <b>TECHNICIAN</b> Cataloger I	<b>18</b>	<b>OFFICE SUPPORT</b>   <b>TECHNICIAN</b> Finance Technician I Nutrition Services Student Assessment and Evaluation Technician	<b>22</b>	<b>OFFICE SUPPORT</b>     <b>TECHNICIAN</b> CTE Program Technician Finance Technician IV Language Learning Program Technician Payroll Technician World Language Translator
<b>15</b>	<b>OFFICE SUPPORT</b> Secretary IV    <b>TECHNICIAN</b>	<b>19</b>	<b>OFFICE SUPPORT</b> Administrative Secretary Enrollment Support Specialist Home School Program Assistant Home School Program Specialist <b>TECHNICIAN</b> Finance Technician II	<b>23</b>	<b>OFFICE SUPPORT</b>     <b>TECHNICIAN</b>
<b>16</b>	<b>OFFICE SUPPORT</b> Bookkeeper Human Resources Assistant Receptionist/Mail Distribution Technician Registrar <b>TECHNICIAN</b>	<b>20</b>	<b>OFFICE SUPPORT</b> Office Manager, Elementary School Office Manager, Secondary School <b>TECHNICIAN</b> Cataloger II Finance Technician III Human Resources Technician Lead Accounting Technician Substitute Office	<b>24</b>	<b>OFFICE SUPPORT</b> Family Center Translation - Interpreter Services Specialist     <b>TECHNICIAN</b>