

**HANFORD ELEMENTARY SCHOOL DISTRICT  
2024-25 CLASSIFIED SALARY SCHEDULE**

Range	Position		Step 1	Step 2	Step 3	Step 4	Step 5
1		*per Month per Hour	2,866 16.53	3,009 17.36	3,160 18.23	3,318 19.14	3,484 20.10
2		per Month per Hour	3,009 17.36	3,160 18.23	3,318 19.14	3,484 20.10	3,658 21.10
3	Clerk Trainee	per Month per Hour	3,160 18.23	3,318 19.14	3,484 20.10	3,658 21.10	3,841 22.16
4		per Month per Hour	3,318 19.14	3,484 20.10	3,658 21.10	3,841 22.16	4,033 23.27
5	Clerk Typist I Food Service Worker I Instructional Aide	per Month per Hour	3,484 20.10	3,658 21.10	3,841 22.16	4,033 23.27	4,234 24.43
6	Bilingual Aide Bilingual Clerk Typist I Food Service Worker II Alternative Education Program Aide READY Program Tutor	per Month per Hour	3,658 21.10	3,841 22.16	4,033 23.27	4,234 24.43	4,446 25.65
7	Account Clerk I Custodian I Educational Tutor, K-8 Groundskeeper I Paraprofessional (TK/K) Signing Aide Special Circumstances Aide Special Education Aide Substitute Telephone Clerk	per Month per Hour	3,841 22.16	4,033 23.27	4,234 24.43	4,446 25.65	4,668 26.93
8	Account Clerk II Clerk Typist II Cook/Baker Food Service Utility Worker Library/Media Technician	per Month per Hour	4,033 23.27	4,234 24.43	4,446 25.65	4,668 26.93	4,902 28.28
9	Bilingual Clerk Typist II Bilingual Translator/Clerk Custodian II Delivery Worker Groundskeeper II Lead Food Service Worker Maintenance Worker I	per Month per Hour	4,234 24.43	4,446 25.65	4,668 26.93	4,902 28.28	5,147 29.69
10	Bus Driver Bus Driver/Service Worker Health Care Assistant Help Desk Technician Secretary READY Site Lead	per Month per Hour	4,446 25.65	4,668 26.93	4,902 28.28	5,147 29.69	5,404 31.18
11	Bilingual Health Care Assistant Dispatcher Irrigation Specialist Licensed Vocational Nurse Lead Custodian	per Month per Hour	4,668 26.93	4,902 28.28	5,147 29.69	5,404 31.18	5,674 32.74
12	Account Technician I Licensed Vocational Nurse (Bilingual) Warehouse/Reprographics & Mail Technician	per Month per Hour	4,902 28.28	5,147 29.69	5,404 31.18	5,674 32.74	5,958 34.37

Range	Position		Step 1	Step 2	Step 3	Step 4	Step 5
13	Bus Driver/Mechanic	per Month	5,147	5,404	5,674	5,958	6,256
	Head Custodian	per Hour	29.69	31.18	32.74	34.37	36.09
	Maintenance Worker II						
	Mechanic						
	Parent Liaison Specialist						
	Painter/Maintenance Worker II						
	Teacher Resource Center Specialist						
14	Administrative Secretary I	per Month	5,404	5,674	5,958	6,256	6,569
		per Hour	31.18	32.74	34.37	36.09	37.90
15	Account Technician II - Accounts Payable	per Month	5,674	5,958	6,256	6,569	6,897
	Administrative Secretary II	per Hour	32.74	34.37	36.09	37.90	39.79
	Child Welfare and Attendance Specialist						
	Computer Maintenance Technician						
	Database Specialist I						
16	Account Technician III	per Month	5,958	6,256	6,569	6,897	7,242
	Community Day School Specialist	per Hour	34.37	36.09	37.90	39.79	41.78
	DSF Work Control Technician						
	Educational Interpreter						
	Student Specialist						
17	Bilingual Student Specialist	per Month	6,256	6,569	6,897	7,242	7,604
	Bilingual Community Day School Specialist	per Hour	36.09	37.90	39.79	41.78	43.87
	Heating, Ventilation & Air Conditioning Specialist						
	Locksmith						
18	Account Technician IV	per Month	6,569	6,897	7,242	7,604	7,985
	Database Specialist II	per Hour	37.90	39.79	41.78	43.87	46.06
	Lead Mechanic (Automotive)						
	Network Engineer						
	Systems Engineer						
19		per Month	6,897	7,242	7,604	7,985	8,384
		per Hour	39.79	41.78	43.87	46.06	48.37
20		per Month	7,242	7,604	7,985	8,384	8,803
		per Hour	41.78	43.87	46.06	48.37	50.79

\*Monthly rate is based on an 8-hour per day, 12-month employee

Each range is based on meeting minimum requirements. Persons not meeting minimum requirements will stay on current range.

Translator - Employees who are assigned translation duties (verbal or written) outside their regularly assigned shift shall be paid at the current rate of pay for their regular position. Any time worked by an employee as a Translator shall not count toward benefit accrual within his/her regularly assigned position, including but not limited to health and welfare benefits, increased hours, or vacation and leave credit.

Yard Duty - Employees who assume yard supervision duties in addition to their regular position shall be paid for such extra duties at their current rate of pay for their regular position.

Longevity - Full-time Employees shall receive annual longevity pay when they complete milestone years of service as indicated below:

- 15 Years - \$1,125
- 20 Years - \$2,250
- 30 Years - \$3,375

Employees shall receive longevity pay on July 1 if they reached one of the above milestones on or before December 31 of the current year.

Part-time employees shall receive the appropriate pro rata share when they complete milestone years of service.

### **ADDITIONAL COMPENSATION FOR CLASSIFIED EMPLOYEES**

**Bilingual Stipend:** Employees who are required to use a second language from time to time in his/her regular assignment and who has demonstrated competency in the second language as established by the District shall receive a stipend in accordance with the following schedule. Payments will be made each month based upon work year as outlined in Article 23 Pay and Allowances of the CSEA/HESD Collective Bargaining Agreement.

#### **BILINGUAL STIPEND SCHEDULE**

8 hour employee	\$400 per year
7 hour but less than 8 hour employee	\$350 per year
6 hour but less than 7 hour employee	\$300 per year
5 hour but less than 6 hour employee	\$250 per year
4 hour but less than 5 hour employee	\$200 per year
3 hour but less than 4 hour employee	\$150 per year
2 hour but less than 3 hour employee	\$100 per year
1 hour but less than 2 hour employee	\$ 50 per year

**Out of Classification Work:** An employee who temporarily performs the essential functions of a higher classification shall be entitled to the lowest step in the higher range which exceeds the employee's rate of pay by a minimum of five percent (5%) (Article 23 Section H of the CSEA/HESD CBA Agreement)

**Professional Growth** increments will be awarded as follows:

Increments	No. of Semester		Increments	No. of Semester	
	Units			Units	
1 <sup>st</sup>	6		12 <sup>th</sup>	72	
2 <sup>nd</sup>	12		13 <sup>th</sup>	78	
3 <sup>rd</sup>	18		14 <sup>th</sup>	84	
4 <sup>th</sup>	24		15 <sup>th</sup>	90	
5 <sup>th</sup>	30		16 <sup>th</sup>	96	
6 <sup>th</sup>	36		17 <sup>th</sup>	102	
7 <sup>th</sup>	42		18 <sup>th</sup>	108	
8 <sup>th</sup>	48		19 <sup>th</sup>	114	
9 <sup>th</sup>	54		20 <sup>th</sup>	120	
10 <sup>th</sup>	60		21 <sup>st</sup>	126	
11 <sup>th</sup>	66				

Employees will be paid, in addition to their regular rate of pay, ten dollars and zero cents (\$10.00) per month per increment. (See Article 11 Professional Growth).

## ADDITIONAL COMPENSATION FOR CLASSIFIED EMPLOYEES (cont.)

**Split Shift Differential Compensation:** All employees whose regularly assigned shift contains one or more periods of unpaid time which exceeds ninety (90) minutes shall be paid a shift differential premium of seven (7%) above the regular rate of pay for all hours worked. (See Article 12, Section K of the CSEA/HESD Collective Bargaining Agreement).

**Night Differential:** Any employee who works a regularly District-assigned shift between the hours of 5:00 p.m. and 6:00 a.m. shall receive a seven (7%) differential for each hour worked within that time frame. (See Article 12, Section L of the CSEA/HESD Collective Bargaining Agreement).

### **Work Week:**

An employee with a regular work week other than Monday through Friday shall receive a fifteen percent (15%) shift differential for work days other than Monday through Friday. (See Article 12, Section T.3 of the CSEA/HESD Collective Bargaining Agreement).

**On-Call Bus Driver Stipend:** For a limited number of classified employees who work within the District and who serve in classifications other than Bus Driver or Bus Driver/Service Worker, but who are willing to obtain the required training and licenses to operate a school bus and serve as an on-call bus driver as needed, the District will pay a stipend of One Thousand Dollars and No Cents (\$1,000) per year to each employee. The number of On-Call Bus Drivers needed and eligibility for the stipend shall be evaluated and determined by the District at the commencement of each school year. (See Article 23, Section J of the CSEA/HESD Collective Bargaining Agreement).

### **HVAC Specialist Stipends:**

The District will pay the following stipends annually to employees in the HVAC Specialist position, provided the District has determined a continuing need:

- QAC-A Certificate - \$1,500 annually
- NATE-HVAC Certificate - \$1,200 annually

Verification of the QAC-A and NATE-HVAC Certificates must be provided to the Office of Human Resources by May 15th of each year

Adopted: 10/23/24

Effective: 07/01/24