

# **WHARTON INDEPENDENT SCHOOL DISTRICT**



## **EMPLOYEE COMPENSATION GUIDE**

**2025-2026**

Updated Board Approval – August 21, 2025

WISD wbs 2

## PREFACE

The 2025-26 Staff Compensation Plan addresses each position in a manner comparable to the *Teacher Model* and is based on years of experience and pay steps. Currently, Wharton Independent School District expands years of experience for teachers, librarians, registered nurses and counselors to 30 years and then aligns all other salary guides to this model. For non-teaching professional and administrative staff, the salary guides have a minimum, mid-point, and maximum daily rate. Based on the number of days assigned, the salary range for each paygrade is determined. Placement is based on experience.

For non-exempt staff, the salary guides have a minimum, mid-point, and maximum hourly rate. Based on the number of days assigned, the salary range for each paygrade is determined. Placement is based on experience.

The Superintendent shall propose a compensation plan for all district personnel. The compensation plan for the upcoming school will be reflected in the budget approved by the Board of Trustees and the administration shall be responsible for developing procedures and guidelines for proper implementation of the Board approved compensation plan.

The staff compensation goal is to make Wharton a district where employees are valued for their efforts and compensated competitively. The salary guides are intended to be informational and not contractual in nature.

Respectfully,

*Sonya Sonia*

Executive Director of Special Population & Human Resources

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# Section I: ADMINISTRATIVE AND PROFESSIONAL STAFF SALARY GUIDES

## *NOTES ON ADMINISTRATIVE AND PROFESSIONAL SALARY GUIDES*

**PURPOSE** The pay systems for certified and professional personnel shall be approved by the Board of Trustees and shall comply with all minimum pay entitlements established by state and federal law. In order to pay employees fairly and attract and retain qualified employees, local pay systems shall be based on the assessed worth of jobs and shall be administered to support the following objectives:

- To stay competitive with appropriate labor markets for the various categories of personnel
- To recognize the levels of skill, effort, and responsibility required of different jobs
- To reward continued length of service to the district and
- To be fiscally controlled and cost effective

**PAY STRUCTURE** The pay structure for all personnel shall be established and maintained by daily or hourly base rates to promote consistent treatment of employees who have different work year periods. The pay structure for each position shall be based on a "Teacher Model" to recognize years of work history and updated based on a thorough review of the job's worth when compared with similar jobs at other school districts within the region. Information provided by an outside agency, personnel staff, and other district officials is carefully reviewed before determining pay structure for positions. The Superintendent or designee shall determine job classification or reclassification of positions based on an assessment of job requirements and comparability to other positions within the district and region. The only administrator authorized to make deviations to the Administrative and Professional Staff Salary Guides is the Superintendent. Contracted employees' pay will never change until contract is renewed or promotion or demotion.

**PAY RANGE ADVANCEMENT** Pay ranges are established to provide opportunities to increase salaries of employees for continued satisfactory service to the district. Employee salaries shall be reviewed on an annual basis. Employees may advance within the pay range according to the amount of increase established from year to year by the Board of Trustees.

**NEW HIRE SALARY PLACEMENT** New employees must provide evidence of job-related professional work experience at the time of employment in order to be appropriately placed in a pay range. The salary guides shall determine salary placement based on experience allotted.

**PROMOTION** Employees within the district may be promoted to a new job position with a higher salary guide. When being placed in a higher salary guide, the salary will be based on the employee's experience in the same or similar job, or years of experience in education.

**DEMOTION** A voluntary demotion in position will require that the employee earn the salary associated with the salary guide of the new position. When being placed in a lower salary guide, the salary will be based on years of service for that salary guide. An involuntary demotion or reassignment determined by WISD may result in the employee retaining his/her existing salary, but not necessarily. The demotion may cause an employee's salary to be frozen until the salary is within the current salary guide or, more appropriately, to change to the correct amount or days between school years to align with the new position.

**RETIRE-REHIRE** All retire/rehire employees' salaries will be established and maintained by daily or hourly base rates according to the position and years of work history.

**HEALTH INSURANCE PAY** WISD pays \$300 per month for Health Insurance. For those not taking coverage, WISD does not pay an amount to be applied toward a supplemental insurance or a qualified retirement plan.

**EXTRA-DUTY ASSIGNMENTS** The salary for teachers with certain extra-duty assignments shall be teacher's annual base salary plus a stipend. The campus principal / department director will assign persons accordingly. Stipends are provided for performing extra duties beyond the regular campus workday schedule. Individuals should not be assigned extra duties that will overlap each other. Exceptions may be made on an individual basis by the Superintendent upon receipt of a written recommendation submitted by the employee's campus principal / department director. When appropriate, and with the approval of the Superintendent, stipends may be shared.

**CREDITABLE YEARS OF SERVICE** Calculated in accordance to rules set by the Commissioner of Education.

**DOCUMENTATION OF SERVICE CREDIT FOR EXPERIENCE**

To receive service credit for prior work experience, personnel must provide documentation of service to Human Resources Department on an official Texas Education Agency (TEA) approved record and must be validated by the appropriate institutional official. Direct service and related experience for new hires must be documented prior to the determination of salary credit. The following forms of documentation are acceptable for review by the Human Resources Department:

- Service records from previous school employment (required for all service covered by TEA regulations)
- Contracts or Letters of Appointment
- Tax returns (for private practice)
- Completed "Verification of Prior Work Experience" Form, submitted from previous employers specifying position held, dates of employment and hours worked.

It is the responsibility of the employee to provide all official documentation.

**CAREER AND TECHNOLOGY EDUCATION (CATE) TEACHERS**

For CATE Teachers, prior work experience (not to exceed two years) will be considered in determining initial salary as if it were teaching experience with the following limitations:

- Work experience must have been required for certification;
- The teacher must have been employed in a CATE position within the 1982-1983 school year for at least 50% of the time in an approved CATE position, and thereafter;
- Prior (non-school, professional) work experience is not creditable towards Teacher Retirement System.

CATE teachers without degrees, may be employed if they possess comparable career or technological work, provided they possess an appropriate certificate. In the absence of a bachelor's degree, eight years of specifically related work experience will be credited for compensation determinations. Prior work experience not accredited by TEA should be documented on a statement of qualifications form.

**CREDIT FOR TEACHERS WITH PRIOR TEACHER ASSISTANT EXPERIENCE**

Effective May 5, 2005, a teacher assistant receiving a standard Texas teaching certificate during the 2004-2005 academic year, or any subsequent year, will be credited with up to two years of full-time student instruction equivalency for salary increment purposes when employed as a teacher (experience must be verified on the teacher service record (Amendment 19 TAC §153.1021m)). One year of teacher salary credit will be given for each creditable year of teacher assistant experience. A maximum of two years will be credited.

## Section II: NON-EXEMPT STAFF SALARY GUIDES

### *NOTES ON NON-EXEMPT SALARY GUIDES*

**PURPOSE** The pay systems for non-exempt staff shall be approved by the Board of Trustees and shall comply with all minimum pay entitlements established by state and federal law. In order to pay employees fairly and attract and retain qualified employees, local pay systems shall be based on the assessed worth of jobs and shall be administered to support the following objectives:

- To stay competitive with appropriate labor markets for the various categories of personnel
- To recognize the levels of skill, effort, and responsibility required of different jobs
- To reward continued length of service to the district and
- To be fiscally controlled and cost effective

**PAY STATUS** All non-teaching support employees are considered non-exempt employees, and therefore, eligible for compensation of overtime at time and a half for all work performed in excess of 40 hours in a work week. **All overtime requires the campus principal or supervisor's prior approval.** Disciplinary action may be taken against employees who claim overtime without the supervisor's prior approval.

**PAY STRUCTURE** The pay structure for all personnel shall be established and maintained by daily or hourly base rates to promote consistent treatment of employees who have different work year periods. The pay structure for each position shall be based on a "Teacher Model" to recognize years of work history and updated based on a thorough review of the job's worth when compared with similar jobs at other school districts within the region. Information provided by an outside agency, personnel staff, and other district officials is carefully reviewed before determining pay structure for positions. The Superintendent or designee shall determine job classification or reclassification of positions based on an assessment of job requirements and comparability to other positions within the district and region. The only administrator authorized to make deviations to the Non-Exempt Salary Guides is the Superintendent.

**PAY RANGE ADVANCEMENT** Pay ranges are established to provide opportunities to increase salaries of employees for continued satisfactory service to the district. Employee salaries shall be reviewed on an annual basis. Employees may advance within the pay range according to the amount of increase established from year to year by the Board of Trustees.

**NEW HIRE SALARY PLACEMENT** New employees must provide evidence of job-related professional work experience at the time of employment in order to be appropriately placed in a pay range. The salary guides shall determine salary placement based on experience allotted.

**PROMOTION** Employees within the district may be promoted to a new job position with a higher salary guide. When being placed in a higher salary guide, the salary will be based on the employee's experience in the same or similar job, or years of experience in education.

**DEMOTION** A voluntary demotion in position will require that the employee earn the salary associated with the salary guide of the new position. When being placed in a lower salary guide, the salary will be based on years of service for that salary guide. An involuntary demotion or reassignment determined by Wharton ISD may result in the employee retaining his/her existing salary, but not necessarily. The demotion may cause an employee's salary to be frozen until the salary is within the current salary guide or, more appropriately, to change to the correct amount or days between school years to align with the new position.

**RETIRE-REHIRE** All retire/rehire employees' salaries will be established and maintained by daily or hourly base rates according to the position and years of work history minus.

**HEALTH INSURANCE PAY** WISD pays \$300 per month for Health Insurance. For those not taking coverage, WISD does not pay an amount to be applied toward a supplemental insurance or a qualified retirement plan.

## *NOTES ON PARAPROFESSIONAL SALARY GUIDE*

**EXTRA-DUTY ASSIGNMENTS** The pay for paraprofessionals with certain extra-duty assignments shall be based on the hourly rate not to exceed the allocated stipend. Stipends are provided for performing extra duties beyond the regular campus workday schedule. Individuals should not be assigned extra duties that will overlap each other. All time spent working must be recorded using WISD's timekeeping system. Any work in excess of 40 physically worked hours during a work week will be accrued as overtime at time and a half and tracked. If compensation earned exceeds the stipend amount, then the non-exempt paraprofessional will be paid the difference at the end of the school year. Written prior approval must be obtained by the campus principal / department director and authorized by the Superintendent for a stipend amount to be increased in order to cover anticipated overtime. When appropriate, and with the approval of the Superintendent, stipends may be shared.

### **OVERTIME PAY**

- Exemption status is a legal determination based on a comparison of job duties to a series of Fair Labor Standards Act (FLSA) tests and the applicable case law. An "exempt" or "nonexempt" designation is then assigned to the job and applies to all employees who perform that job. The Legal department has final determination of a job's FLSA status. FLSA status is a legal compliance decision, not a measure of job worth.
- In addition to these federal and local laws, WISD has District and department requirements for advanced approval of overtime hours; regardless of approvals, if a job has been determined to be nonexempt and an employee in that job works overtime, the employee must be compensated or receive compensatory time.
- The general rule under the Fair Labor Standards Act is that all covered employees must be paid at least 1.5 times their regular rate of pay, which may be a blended rate, for all hours physically worked over forty in a workweek. A nonexempt employee must receive an overtime premium of one-half their regular rate of pay for all overtime hours worked. Paid time off (sick, personal leave, paid holiday, and vacation) does not count towards the 40 hour calculation with the exception of jury duty. Nonexempt employees and hourly nonexempt employees may be given 1.5 hours of paid compensatory time off for each hour of overtime worked rather than paying a premium rate for the overtime.
- Principals/Managers are responsible for documentation of approval to work overtime and the number of hours each employee worked.
- Earning of either compensatory time or overtime must be approved in advance by the supervisor or designee. All of the above compensatory time must be properly reported. Nonexempt employees are compensated for all hours worked.
- Exempt employees are ineligible for overtime pay. Administrators and exempt administrative support employees are often expected to work beyond a "typical" forty (40) hour workweek. Exempt employees are compensated with a salary versus an hourly wage. For exempt staff, completion of work assignments is the emphasis.
- Overtime will be monitored.

## Section III: DUTY DAYS

Position	Duty Days	Starting Month
<b>District Administration</b>		
Superintendent of Schools	226	July
Deputy Superintendent	226	July
Assistant Superintendent	226	July
Executive Director of Curriculum & Instruction	226	July
Executive Director Technology	226	July
Executive Director of Special Population & Human Resources	226	July
Director of Accountability & Professional Development	226	July
Coordinator, District Librarian	215	Sept.
Coordinator, Special Programs	226	July
Coordinator, Restorative Discipline/PBIS	226	July
Director of Student Services	226	July
<b>Campuses</b>		
Campus Principals	226	July
Associate Principals	226	July
Assistant Principals - Sivells, WES, WJH, WHS	215, 226	July
Instructional Facilitator/Coach	192	July
Campus Receptionist/Attendance - Sivells, WES, WHS & WHS	197	Sept.
Sivells, WES & WJH PEIMS	197	Sept.
WHS Registrar	215	Sept.
Campus Secretary	226	Sept.
Counselor	215	Sept.
Classroom Teachers	187	Sept.
Instructional Aides	187	Sept.
Librarian	190	Sept.
District Nurse RN	202	Sept.
LVN	187	Sept.
Nurse's Aide	187	Sept.
<b>Athletic Department</b>		
Athletic Director	226	July
Athletic Trainer	202	Sept.
Athletic Secretary	226	Sept.
<b>Business Department</b>		
Chief Financial Officer	226	July
Business Manager	226	July
PEIMS Coordinator	226	July
Accounts Payable/ Bookkeeper	226	July
Payroll Specialist	226	Sept.
Payroll Clerk	226	Sept.
<b>Human Resources Department</b>		
HR Director	226	July
HR Coordinator	226	July
HR Benefits/Payroll Specialist	226	Sept.
HR Clerk	226	Sept.

**District Security**

Chief of Police	226	Sept.
School Resource Officer	169, 202	Sept.
Security/Truancy Secretary	226	Sept.
Wellness/Truancy Officer	193	Sept.

**Technology Department**

Executive Director of Technology	226	July
Director of Technology	226	July
Assistant Director of Technology	226	July
Senior User Device Administrator	226	July
Technology Integration Specialist	226	July
Technology Support	226	Sept.

**Education Support Center**

Director of Professional Development	226	July
Secretary to Superintendent	226	July
ESC Secretary	226	Sept.
ESC Custodian	260	Sept.

**Special Education Department**

Director of Special Education	226	July
Secretary	226	Sept.
Receptionist/Secretary	197	Sept.
Diagnostician	193	Sept.
School Psychologist (LSSP)	193	Sept.
Speech Pathologist	193	Sept.
ARD Facilitator	193	Sept.
Assistant Speech Therapist	193	Sept.

**Food Service Department**

Director of Food Services	226	Sept.
Assist Director of Food Service	226	Sept.
Food Service Secretary	196	Sept.
Food Service Delivery Driver	192	Sept.
Food Service Managers	185	Sept.
Food Service Workers	180	Sept.

**Maintenance & Operations Department**

Executive Director, Maintenance and Transportation	226	July
Maintenance & Operations Supervisor	260	Sept.
Maintenance Staff	260	Sept.
Custodial Staff	260	Sept.
Custodial Services Supervisor	260	Sept.
Maintenance Secretary	226	Sept.

**Transportation Department**

Transportation Director/Supervisor	260	July
Transportation Secretary	197	Sept.
Bus Drivers	171	Sept.
Bus Riders/Monitors	171	Sept.
Dawson Bus Ramp Monitor	171	Sept.
Transportation Shop Helper	230	July
Mechanic	260	Sept.

## Section IV: TEACHER HIRING SCHEDULE

### Wharton ISD 2025-2026

#### Salary Guide for New Teachers - 187 Days

0	\$55,000
1	\$55,510
2	\$56,020
3	\$59,530
4	\$60,040
5	\$64,550
6	\$65,060
7	\$65,570
8	\$66,080
9	\$66,590
10	\$67,100
11	\$67,610
12	\$68,120
13	\$68,630
14	\$69,140
15	\$69,650
16	\$70,160
17	\$70,670
18	\$71,180
19	\$71,690
20	\$72,200
21	\$72,710
22	\$73,220
23	\$73,730
24	\$74,240
25	\$74,750
26	\$75,260
27	\$75,770
28	\$76,280
29	\$76,790
30	\$77,300
31	\$77,810
32	\$78,320
33	\$78,830
34	\$79,340
35+	\$79,850

*The salaries listed above are based on 10-month employment for the 2025-2026 school year. Salary plans are determined on an annual basis and salary advancement is not guaranteed. Pay increases are based on the annual pay raise budget approved by the Board of Trustees.*

## Section V: ADMINISTRATIVE PROFESSIONAL PAY PLAN

Pay Grade	Job Title	Calendars	Minimum	Midpoint	Maximum	
<b>1</b>			<b>Daily</b>	<b>\$258.97</b>	<b>\$298.50</b>	<b>\$338.03</b>
	Speech Language Pathologist Assistant	193	<b>193 Days</b>	49,981	57,611	65,240
	Athletic Trainer	202	<b>202 Days</b>	52,312	60,297	68,282
	Coordinator – Public Relations	226	<b>226 Days</b>	58,527	67,461	76,395
	Director – Food Service	226				
	Senior User Device Administrator	226				
<b>1A</b>			<b>Daily</b>	<b>\$261.96</b>	<b>\$301.49</b>	<b>\$341.02</b>
	School Resource Officer	169	<b>169 Days</b>	44,270	50,951	57,632
	School Resource Officer	202	<b>202 Days</b>	52,915	60,900	68,885
<b>2</b>			<b>Daily</b>	<b>\$283.50</b>	<b>\$335.08</b>	<b>\$386.66</b>
	Instructional Specialist, K-8	200	<b>200 Days</b>	56,700	67,016	77,332
	Coordinator – Human Resources	226	<b>226 Days</b>	64,071	75,728	87,385
	Coordinator – Restorative Discipline/PBIS	226				
	Coordinator – SPED Assessment	226				
	Coordinator – Instructional Technology	226				
	Coordinator – Special Programs	226				
	Chief of Police	226				
<b>2A</b>			<b>Daily</b>	<b>\$288.68</b>	<b>\$340.26</b>	<b>\$391.84</b>
	ARD Facilitator	193	<b>193 Days</b>	55,719	65,670	75,625
	Diagnostician	193	<b>215 Days</b>	61,953	73,042	84,132
	Licensed Specialist in School Psychology	193				
	Speech Language Pathologist	193				
	Counselor – Elementary	215				
	Counselor – Secondary	215				
	District Librarian - Coordinator	215				
<b>2B</b>			<b>Daily</b>	<b>\$302.74</b>	<b>\$354.25</b>	<b>\$405.76</b>
	Assistant Principal – Elem	215	<b>215 Days</b>	65,089	76,164	87,238
	Director - Transportation	260	<b>226 Days</b>	68,419	80,061	91,702
	Director - Maintenance	260	<b>260 Days</b>	78,712	92,105	105,498
	Director - Professional Dev	226				
<b>3</b>			<b>Daily</b>	<b>\$305.05</b>	<b>\$361.87</b>	<b>\$418.69</b>
	Assistant Principal - JH	215	<b>215 Days</b>	65,586	77,802	90,018
	Assistant Principal - HS	215	<b>226 Days</b>	68,940	81,782	94,624
	Director Accountability & Student Services	226				
	Associate Prin. – HS (Dean of Instruction)	226				
<b>4</b>			<b>Daily</b>	<b>\$319.09</b>	<b>\$379.94</b>	<b>\$439.60</b>
	Principal - Elem	226	<b>226 Days</b>	72,114	85,866	99,620
<b>5</b>			<b>Daily</b>	<b>\$349.12</b>	<b>\$414.76</b>	<b>\$479.17</b>
	Business Manager	226	<b>226 Days</b>	78,901	93,736	108,292
	Director - Special Education	226				
	Director - Technology	226				
	Principal – JH	226				
	Director – Human Resources	226				

<b>6</b>	
Director - Athletics	226
Principal – HS	226
Ex Director - Curr/Inst & Accountability	226
Executive Director - Professional Dev	226
Executive Director - Human Resources	226
Executive Director – Maint, Ops, Trans	226
Executive Director, Technology	226
Chief Financial Officer	226

<b>Daily</b>		<b>\$384.02</b>	<b>\$455.56</b>	<b>\$527.09</b>
<b>226</b>	<b>Days</b>	86,789	102,957	119,123

<b>7</b>	
Assistant Superintendent	226

<b>Daily</b>		<b>\$422.43</b>	<b>\$501.11</b>	<b>\$579.80</b>
<b>226</b>	<b>Days</b>	95,468	113,250	131,034

<b>8</b>	
Deputy Superintendent	226

<b>Daily</b>		<b>\$462.71</b>	<b>\$546.91</b>	<b>\$631.10</b>
<b>226</b>	<b>Days</b>	104,573	123,603	142,629

## Section VI: CLERICAL PARAPROFESSIONAL PAY PLAN

Pay							
<b>1</b>			<b>Hourly</b>		<b>\$11.73</b>	<b>\$13.77</b>	<b>\$15.81</b>
	Educational Aide I - General Support*	187	<b>187</b>	<b>Days</b>	17,543	20,594	23,646
<b>2</b>			<b>Hourly</b>		<b>\$12.67</b>	<b>\$14.87</b>	<b>\$17.07</b>
	Educational Aide II - Specialized Support**(Inclusion, Music, Art)	187	<b>187</b>	<b>Days</b>	18,950	22,241	25,533
	Secretary I (Receptionist/Attendance/ File Clerk/Gradebook)	197	<b>197</b>	<b>Days</b>	19,964	23,431	26,898
<b>3</b>			<b>Hourly</b>		<b>\$14.51</b>	<b>\$17.03</b>	<b>\$19.57</b>
	Educational Aide III - Differential Support*** (Bilingual, Lifeskills, Librarian)	187	<b>187</b>	<b>Days</b>	21,705	25,475	29,275
	Nurse Aide	187					
	Truancy Wellness Officer	193	<b>193</b>	<b>Days</b>	22,401	26,292	30,214
	Secretary II	197	<b>197</b>	<b>Days</b>	22,866	26,837	30,840
	(PEIMS- SIV, WES, WJH, WHS, SPED/Bilingual, Food Service, Trans, Maint., & Attendance WHS)		<b>226</b>	<b>Days</b>	26,234	30,790	35,383
	Secretary II (ESC)	226					
<b>4</b>			<b>Hourly</b>		<b>\$16.04</b>	<b>\$18.83</b>	<b>\$21.62</b>
	School Nurse - LVN	187	<b>187</b>	<b>Days</b>	23,990	28,164	32,338
	Secretary III (Campus Secretary )	226	<b>226</b>	<b>Days</b>	28,994	34,038	39,082
<b>5</b>			<b>Hourly</b>		<b>\$17.21</b>	<b>\$20.30</b>	<b>\$23.39</b>
	Aspiring Teacher (W.A.F.T.)	187	<b>187</b>	<b>Days</b>	25,748	30,370	34,993
	Secretary IV (Athletic, C&I, SPED, Security/Truancy)	226	<b>226</b>	<b>Days</b>	31,117	36,704	42,291
	Technology Support Technician	226					
<b>6</b>			<b>Hourly</b>		<b>\$18.76</b>	<b>\$22.12</b>	<b>\$25.56</b>
	Accounts Payable / Purchasing Specialist	226	<b>226</b>	<b>Days</b>	33,925	40,000	46,219
	HR Specialist	226					
<b>7</b>			<b>Hourly</b>		<b>\$20.64</b>	<b>\$24.39</b>	<b>\$28.14</b>
	Accountant/Bookkeeper	226	<b>226</b>	<b>Days</b>	37,314	44,094	50,874
	District PEIMS/Student Data Specialist	226	<b>260</b>	<b>Days</b>	42,927	50,727	58,527
	Payroll Specialist	226					
<b>8</b>			<b>Hourly</b>		<b>\$23.88</b>	<b>\$24.63</b>	<b>\$28.38</b>
	Custodial Services Supervisor	260	<b>226</b>	<b>Days</b>	43,439	51,239	59,039
<b>9</b>			<b>Hourly</b>		<b>\$23.31</b>	<b>\$27.71</b>	<b>\$32.07</b>
	Secretary V - Superintendent	226	<b>226</b>	<b>Days</b>	42,152	50,108	57,991
	*General Support						
	**Specialized Support						
	***Differential Support						

## Section VII: AUXILIARY PAY PLAN

Pay Grade	Job Title						
<b>1</b>				<b>Hourly</b>	<b>\$10.26</b>	<b>\$12.07</b>	<b>\$13.88</b>
	Food Service Worker	180	<b>180</b>	<b>Days</b>	14,774	17,380	19,986
	Food Service Support / Driver	192	<b>192</b>	<b>Days</b>	15,759	18,539	21,319
	Custodian	215	<b>215</b>	<b>Days</b>	17,646	20,760	23,873
	Custodian	260	<b>260</b>	<b>Days</b>	21,340	25,105	28,869
	Groundskeeper I	260					
<b>2</b>				<b>Hourly</b>	<b>\$12.34</b>	<b>\$14.48</b>	<b>\$16.62</b>
	Food Service Manager	185	<b>185</b>	<b>Days</b>	18,268	21,435	24,603
	General Maintenance Worker I	260	<b>260</b>	<b>Days</b>	25,674	30,125	34,577
	Groundskeeper II	260					
<b>3</b>				<b>Hourly</b>	<b>\$14.28</b>	<b>\$16.77</b>	<b>\$19.26</b>
	General Maintenance Worker II	260	<b>260</b>	<b>Days</b>	29,694	34,873	40,052
	GM Worker - Electrical	260					
	GM Worker - HVAC	260					
	GM Worker - Plumbing	260					
<b>4</b>				<b>Hourly</b>	<b>\$15.91</b>	<b>\$18.78</b>	<b>\$21.64</b>
	Transportation Support Helper / Mechanic	230	<b>230</b>	<b>Days</b>	29,267	34,548	39,810
	HVAC - Controls	260	<b>260</b>	<b>Days</b>	33,084	39,054	45,003
<b>5</b>				<b>Hourly</b>	<b>\$19.42</b>	<b>\$22.84</b>	<b>\$26.26</b>
	HVAC - Licensed Technician	260	<b>260</b>	<b>Days</b>	40,387	47,507	54,614
<b>BD</b>							
	CDL Bus Driver - \$21.54/ hour	171					
	White Fleet Van-No CDL -17.87/hour						
	Sub CDL Bus Driver - \$21.54 / hour						
<b>BM</b>							
	Bus Monitor - \$13.94/ hour	171					
	Sub Bus Monitor - \$13.94/ hour						
<b>BMS</b>							
	Bus Monitor - Specialized Route - \$15.54 / hour	229					
	Sub Bus Monitor - Specialized Route - \$ 15.54 / hour						

## Section VIII: SUPPLEMENTAL DUTY STIPENDS

The following information provides the framework for Wharton ISD Supplemental Compensation:

1. Supplemental compensation is not guaranteed wages and may be amended or eliminated at any time.
2. Supplemental compensation is not included in individual base salaries quoted by the Human Resources Department.
3. Authorization to pay approved supplemental compensation requires permission from the Assistant Superintendent of the Campus/Department prior to actual work being performed.
4. The Superintendent of Schools has the authority to authorize ad hoc stipends.
5. Supplemental pay duties **may not** be conducted from home and will be ended until employee resumes the duties (FML, Medical leave, extended leave).
6. It is the responsibility of the campus or department to notify the Human Resources Department when all extra duties have been performed and to ensure overtime guidelines for non-exempt employees have been followed.
7. An employee who has separated from the district (or is no longer active) is not eligible to accrue additional earnings past their effective separation date. A new employee is not eligible to earn supplemental pay prior to their effective start date.
8. Long-term Substitute Teachers that remain in the same classroom, with the same students, and have no break in service are eligible to receive supplemental pay for before, after, and Saturday school tutoring only, not to exceed 10 hours per week. Additionally, long-term substitute teachers are eligible to maintain long-term status following an absence for personal/family illness or bereavement, not to exceed three-days.
9. Supplemental duties should take place outside of an employee's normal work hours or calendar days and should be considered voluntary, infrequent and distinctly different from the employee's normal job description. Nonexempt employees should not receive supplemental pay outside of the exceptions outlined in this guide.
10. All supplemental earnings are subject to the employee and employer's statutory deductions. Earnings may qualify for Teachers Retirement System (TRS) eligibility.
11. Any recurring stipend allotted to an active employee will be paid on a prorated basis if the employee does not work the complete work days for their respective contract.

**NOTE:** Item 4 in the Educator's Term Contract states, "Supplemental duties, as defined by the District, and any payment and/or stipend that may be paid for such duties and/or assignments are not covered by this contract. Any such payments are not included as part of the annual salary under this contract. This contract does not create a property interest or right under this contract to the assignment of any such supplemental duties or any stipend or payment for such supplemental duties. No property right to continued employment exists in such supplemental duties."

ACADEMIC		
DESCRIPTION	AMOUNT	PAYMENT FREQUENCY
Academic Rodeo Sponsor – WJHS, WHS	\$200	Annually
Academic UIL Campus Coordinator - WES	\$1,000	Annually
Academic UIL Campus Coordinator - WHS	\$1,000	Annually
Academic UIL Campus Coordinator - WJH	\$1,000	Annually
Academic UIL District Coordinator	\$1,000	Annually
CTE Health Science	\$5,000/12	Monthly
FFA Lead Sponsor (1)	\$11,000/12	Monthly
FFA Sponsor (2)	\$5,000/12	Monthly
Rodeo Art Coordinator - District	\$400	Annually
WCYF Spelling Bee – WES, WJH	\$200	Annually
ROTC CO or Lead JROTC	\$10,000/12	Monthly
ROTC NCO	\$6,000/12	Monthly
Speech [ <i>Includes Speech/Debate/UIL Events</i> ]	\$2,500/12	Monthly
Theatre Arts [ <i>Includes One Act Play/Fall Play</i> ]	\$4,000/12	Monthly
Theatre Arts Assist [ <i>Includes all Productions</i> ]	\$1,000/12	Monthly
Dance Coordinator	\$10,000/12	Monthly
UIL Academic Event ( <i>pd per evnt/not grade/up to 5 events</i> )	\$200	Annually
Anchor Club Sponsor	\$300	Annually
Freshman Class Sponsor	\$250	Annually
Sophomore Class Sponsor	\$250	Annually
Junior Class Sponsor	\$500	Annually
Senior Class Sponsor	\$500	Annually
Power Set Sponsor ( <i>Nuclear Power Institute</i> )	Paid by A&M	Annually
Wit Sponsor ( <i>Nuclear Power Institute</i> )	Paid by A&M	Annually
Spanish Club	\$350	Annually
NJHS, NHS Sponsor	\$700	Annually
Student Council (WHS) Sponsor	\$700	Annually
Student Council (WJHS) Sponsor	\$700	Annually
Student Council (WES) Sponsor	\$500	Annually
Interact Sponsor	\$350	Annually
Yearbook (WHS) Sponsor	\$1,500	Annually
Yearbook (WJHS) Sponsor	\$800	Annually
Yearbook (WES) Sponsor	\$800	Annually
Yearbook (Sivells) Sponsor	\$800	Annually
ROAR Academy Coordinator	\$5000/12	Monthly
ROAR Academy Assistant	\$3000/12	Monthly
WES Clubs Sponsors (Up to 2 clubs)	\$500	Annually

<b>ATHLETICS</b>			
<b>DESCRIPTION</b>	<b>AMOUNT WITH CDL</b>	<b>AMOUNT WITHOUT CDL</b>	<b>PAYMENT FREQUENCY</b>
Athletic Coordinator (HS)	\$4,000/12	\$2,000/12	Monthly
Athletic Coordinator (MS)	\$2,000/12	\$1,000/12	Monthly
Athletic Academic Coordinator	\$2,000/12		Monthly
Athletic Trainer	\$10,000/12		Monthly
<b>BASEBALL</b>			
Baseball - Head	\$6,000/12	\$3,000/12	Monthly
Baseball - Assistant (2)	\$3,000/12	\$1,500/12	Monthly
<b>BASKETBALL</b>			
Basketball - Head - Boys	\$6,000/12	\$3,000/12	Monthly
Basketball - Head - Girls	\$6,000/12	\$3,000/12	Monthly
Basketball - Assistant (4)	\$3,000/12	\$1,500/12	Monthly
<b>CROSS COUNTRY</b>			
Cross Country - Head	\$4,000/12	\$2,000/12	Monthly
Cross Country - Assistant (1)	\$2,000/12	\$1,000/12	Monthly
<b>CHEERLEADING</b>			
Cheerleading – Head (HS)	\$6,000/12	\$3,000/12	Monthly
Cheerleading – Head (MS)	\$4,000/12	\$2,000/12	Monthly
<b>FOOTBALL</b>			
Football - First Assistant	\$2,000/12	\$1,000/12	Monthly
Football - Assistant	\$5,000/12	\$2,500/12	Monthly
Football - Defensive Coordinator	\$7,500/12	\$3,750/12	Monthly
Football - Offensive Coordinator	\$7,500/12	\$3,750/12	Monthly
Football - Special Teams Coordinator	\$500/12	\$250/12	Monthly
Football - Strength & Conditioning	\$4,000/12	\$2,000/12	Monthly
Football – Asst. Strength & Conditioning	\$2,000/12	\$1,000/12	Monthly
<b>GOLF</b>			
Golf - Head [Fall & Spring]	\$4,000/12	\$2,000/12	Monthly

<b>JUNIOR HIGH SCHOOL</b>			
Jr High Coach 1 Sport	\$1,700/12	\$850/12	Monthly
Jr High Coach 2 Sports	\$3,300/12	\$1,650/12	Monthly
Jr High Coach 3 Sports	\$5,000/12	\$2,500/12	Monthly

<b>SOCCER</b>			
Soccer - Boys - Head	\$6,000/12	\$3,000/12	Monthly
Soccer - Girls - Head	\$6,000/12	\$3,000/12	Monthly
Soccer - Assistant (2)	\$3,000/12	\$1,500/12	Monthly
<b>SOFTBALL</b>			
Softball - Head	\$6,000/12	\$3,000/12	Monthly
Softball - Assistant (2)	\$3,000/12	\$1,500/12	Monthly
<b>SWIMMING</b>			
Swim Team - Head	\$4,000/12	\$2,000/12	Monthly
<b>TENNIS</b>			
Tennis - Head (Fall and Spring)	\$7,000/12	\$3,500/12	Monthly
Tennis - Assistant (1)	\$2,500/12	\$1,250/12	Monthly
Tennis - Jr. High (1)	\$500/12	\$250/12	Monthly
<b>TRACK</b>			
Track - Boys - Head	\$6,000/12	\$3,000/12	Monthly
Track - Girls - Head	\$6,000/12	\$3,000/12	Monthly
Track - Assistant (4)	\$3,000/12	\$1,500/12	Monthly
<b>VOLLEYBALL</b>			
Volleyball - Head	\$6,000/12	\$3,000/12	Monthly
Volleyball - Assistant (2)	\$3,000/12	\$1,500/12	Monthly
<b>WEIGHT PROGRAM</b>			
Power Lifting - Head	\$4,000/12	\$2,000/12	Monthly
Power Lifting – Assistant	\$2,000/12	\$1,000/12	Monthly

DISTRICT		
DESCRIPTION	AMOUNT	PAYMENT FREQUENCY
ARD Facilitator	\$4,000/12	Monthly
Bilingual Certification <i>(Teaching bilingual students)</i>	\$5,000/12	Monthly
Counselor, District Coordinator	\$5,000/12	Monthly
Department Head (HS) <i>(ELAR/Math/Sci/SS/SpEd/CTE)</i>	\$1,500/12	Monthly
Department Head (JH) <i>(ELAR/Math/Sci/SS /SPED)</i>	\$900/12	Monthly
Diagnostician/LSSP/Speech Pathologist/Special Education Counselor	\$4,000/12	Monthly
ESL Certified - Assigned to ESL Students	\$500	Annually
Fitness Gram District Coordinator	\$400	Annually
Fitness Gram Campus Level Coordinator	\$400	Annually
G/T Coordinator (District)	\$4,000/12	Monthly
Grade Level Chair Elem (Pre-K)	\$300/12	Monthly
Grade Level Chair Elem (K-5)	\$700/12	Monthly
High Demand <i>(JH Math, HS: Math, Science, Sign-Language, Spanish)</i>	\$5,000/12	Monthly
High Demand <i>(HS ELAR)</i>	\$3,000/12	Monthly
High Demand <i>(Life Skills, ECSE)</i>	\$4,000/12	Monthly
High Demand <i>(Behavior, SPED Co-teach)</i>	\$1,500/12	Monthly
Instructional Coach	\$4,000/12	Monthly
Master's Degree	\$1,000/12	Monthly
Doctorate's Degree	\$2,000/12	Monthly
New Teacher Mentor	\$1,000	Annually
Nurse, District Coordinator	\$5,000/12	Monthly
SHAC Coordinator	\$600	Annually
Speech Therapy Lead	\$2,500/12	Monthly
Speech Therapy Assistant	\$1,250/12	Monthly
Testing Coordinator Stipend (JH)	\$2,000/12	Monthly
Testing Coordinator Stipend (WES)	\$2,000/12	Monthly
Testing Coordinator Stipend (HS)	\$2,250/12	Monthly
Webmaster, District	\$2,000/12	Monthly

FINE ARTS		
DESCRIPTION	AMOUNT	PAYMENT FREQUENCY
Band Director - Head	\$12,000/12	Monthly
Band Director - Assist / Head JH Band Director	\$6,000/12	Monthly
Band - Color Guard	\$1,200/12	Monthly
Choir Director - JH	\$3,500/12	Monthly
Fine Arts Coordinator - District	\$1,000/12	Monthly

## Section IX: EXTRA DUTIES

OTHER SUPPLEMENTAL PAY	
DESCRIPTION	AMOUNT
Summer School Instructional Aides/Clerks/Receptionist	\$15/Hour
Summer School Nurse Aides	\$15/Hour
Summer School Teacher	\$30/Hour
Summer School Bus Rider	Position Rate
Summer School Bus Driver	Position Rate
Summer School Counselor	\$30/Hour
Summer School Food Service	Position Rate
Summer School Nurse	\$30/Hour
Summer School Principal/Coordinator	\$2,500
Summer School Assistant Principal	\$1,000
Summer School Resource Officer	\$25/Hour
Homebound	\$25/Hour
Tutorials (Professionals)	\$25/Hour
Strengthening & Conditioning	\$20/Hour
Graduation Worker	\$15/Hour

ATHLETIC EVENTS			
FOOTBALL	VARSITY	SUB VARSITY	PLAY-OFF/UII EVENTS
Clock/Scoreboard Keeper	\$40	\$15/Game	\$45
Coordinator	\$65		\$70
Home Tickets	\$50	\$20/Game	\$55
Visitor Tickets	\$50		\$55
Visitor Band Gate	\$50		\$55
Home Pass Gate	\$50		\$55

VOLLEYBALL	VARSITY	SUB VARSITY	
Clock/Scoreboard Keeper	\$10/Match	\$10/Match	\$15/Match
Gate Worker	\$20/Match	\$20/Match	\$25/Match

<b>BASKETBALL</b>	<b>Varsity</b>	<b>Sub Varsity</b>	
Clock/Scoreboard Keeper	\$15/Game	\$15/Game	
Gate Worker	\$20/Game	\$20/Game	

<b>SOCCER</b>	<b>Varsity</b>	<b>Sub Varsity</b>	
Clock/Scoreboard Keeper	\$10/Game	\$10/Game	
Gate Worker	\$20/Game	\$20/Game	

<b>BASEBALL/SOFTBALL</b>	<b>1 GAME</b>	<b>2 GAMES</b>	<b>3 GAMES</b>	<b>4 GAMES</b>
Clock/Scoreboard Keeper	\$15	\$30	\$40	\$50
Gate Worker	\$25/Game	\$40	\$50	\$60

<b>JUNIOR HIGH FOOTBALL</b>	<b>1 GAME</b>	<b>2 GAMES</b>	
Clock/Scoreboard Keeper	\$15	\$30	
Gate Worker	\$20	\$35	

<b>JUNIOR HIGH VOLLEYBALL</b>	<b>1 GAME</b>	<b>2 GAMES</b>	<b>3 GAMES</b>	<b>4 GAMES</b>
Clock/Scoreboard Keeper	\$10	\$20		
Gate Worker	\$15	\$25		

<b>JUNIOR HIGH BASKETBALL</b>	<b>1 GAME</b>	<b>2 GAMES</b>	<b>3 GAMES</b>	<b>4 GAMES</b>
Clock/Scoreboard Keeper	\$15	\$25	\$35	
Gate Worker	\$15	\$25	\$35	

<b>Track</b>	<b>JV/Varsity</b>		
Gate Worker	\$40		

## Section X: DAILY WORK SCHEDULES

The following policies pertain to daily work schedules in WISD:

- All WISD contract and regular personnel in the following categories and jobs are required to work an eight (8) hour day, exclusive of the lunch period, unless assigned to a position established for a different number of hours. Applicable categories and jobs include the following: administrators, counselors, specialists, non-instructional, and administrative support (including, but not limited to instructional aides, clerks, school secretaries, custodians, maintenance, instructional coaches, and coordinators).
- The Superintendent of Schools has the authority to change the length of the duty day and/or the work schedule for various summer programs as needed and as long as it is consistent with state law.

Campus / Department	Campus/Office Hours	Support Staff Non-Exempt	Professional Staff Exempt
WISD Education Support Center	8:00 am - 4:30 pm	8:00 am - 4:30 pm	8:00 am - 4:30 pm
Sivells Elementary	7:40 am - 3:30 pm	7:30 am - 3:40 pm	7:30 am - 3:40 pm
Wharton Elementary	7:40 am - 3:30 pm	7:20 am - 3:50 pm	7:20 am - 3:50 pm
Wharton Junior High School	7:50 am - 3:40 pm	7:30 am - 4:15 pm	7:30 am - 4:15 pm
Wharton High School	7:50 am - 3:40 pm	7:30 am - 4:15 pm	7:30 am - 4:15 pm
Child Nutrition Staff	7:30 am – 3:30 pm	Varies	Varies
Custodial	8:00 am – 4:00 pm	Varies	Varies
Maintenance	8:00 am – 4:30 pm	7:00 am - 4:00 pm	7:00 am – 4:00 pm
Transportation	7:00 am – 5:00 pm	Varies	Varies

**\*Campuses will “flex” start and stop times to cover arrival and dismissal while creating an 8-hour workday.** Administration shall determine the distribution of work among members of the staff. The Superintendent and principals shall require each staff member to be on duty before and after regular school hours long enough to plan and carry out individual professional responsibilities. These responsibilities shall include planning, supervision, guidance, instruction, and other routine duties or assignments made by the Superintendent or the principal, such as work related to extracurricular activities, car duty, and cafeteria duty. All full-time non-exempt employees will be on a 40-hour workweek. All non-exempt employees will document time worked through the *Time and Attendance* software program.

## Section XI: SUBSTITUTE WORKERS SALARY GUIDE

SUBSTITUTE TEACHER			
NUMBER OF DAYS	CERTIFIED	DEGREED RATE	NON-DEGREED RATE
1-7 DAYS	\$90	\$80	\$70
LONG TERM	\$110	\$100	\$85

SUBSTITUTE TEACHER AIDE	
NUMBER OF DAYS	DEGREED/NON-DEGREED
1-7 DAYS	\$60
LONG TERM	\$70
LIFE SKILLS (AUTHORIZED BY SPED DIRECTOR)	\$80

SUBSTITUTE TRANSPORTATION	
BUS DRIVER	CURRENT RATE
BUS RIDER	CURRENT RATE

SUBSTITUTE FOOD SERVICE/CUSTODIAN	
FOOD SERVICE WORKER/CUSTODIAN	\$10/Hour

SUBSTITUTE NURSE	
LVN	\$95/DAY
RN	\$100/DAY
AIDE	\$65/DAY

**Note:**

\*\* All eligible substitute workers must attend an annual Substitute Worker orientation and meet all District required compliance training updates.

\* Paychecks are through Direct Deposit.

## **Section XII: HEALTH INSURANCE BENEFITS**

Wharton ISD participates in TRS-Active Care Health Insurance. See the TRS-Active Care Enrollment Guide or HMO Evidence of Coverage for more details.

District Contribution Full-time employees participating in group health insurance will receive \$300 per month toward their cost of health insurance.

## **Section XIII: BENEFITS**

The Wharton Independent School District provides a \$10,000 life insurance policy for all current full-time employees. Other benefit options are available for employees through US Employee Benefits.

## **Section XIV: OTHER IMPORTANT INFORMATION**

Please see Wharton Independent School District Employee Handbook for Payroll cut-off dates and paydays for 2025-26.

Please see Wharton Independent School District Financial Procedures Manual for other information pertaining to compensation.

## **Appendix A: DUTY CALENDARS**

<https://www.whartonisd.net/departments/human-resources/2023-2024-work-calendars>