

# SAN ANTONIO INDEPENDENT SCHOOL DISTRICT 

## COMPENSATION RESOURCE MANUAL <br> 2018-2019

# SAN ANTONIO INDEPENDENT SCHOOL DISTRICT COMPENSATION RESOURCE MANUAL 

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## SAN ANTONIO INDEPENDENT SCHOOL DISTRICT

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# SAN ANTONIO INDEPENDENT SCHOOL DISTRICT COMPENSATION RESOURCE MANUAL 

## MISSION STATEMENT

The San Antonio Independent School District's mission is to transform the District into a national model urban school district where every child graduated is educated so that he or she is prepared to be a contributing member of the community.

## AUTHORITY FOR COMPENSATION

The Superintendent of Schools shall propose to the Board for approval pay structures and compensation plans for all district personnel; and shall administer and maintain the pay systems in accordance with Board policies and administrative procedures. The compensation plan for the 2018-2019 school year will be reflected in the budget approved by the Board of Trustees and the Administration shall be responsible for developing the guidelines and procedures necessary to properly implementation the Board-approved compensation plans.

The Compensation Department is responsible for directing the strategic planning, design, implementation, administration and communication of the District's compensation program. The department assesses market trends to ensure the compensation program continues to align and support the District's mission.

## COMPENSATION PROGRAM

The San Antonio Independent School District has designed a Compensation Program to attract, motivate and retain qualified employees in support of the District's mission. The Program was designed with the assistance of the Texas Association of School Board's Human Resources Services and is based on recognized pay principals that strive for equitable pay based on the competitive market value of District jobs. The San Antonio Independent School District is an equal opportunity educational provider and employer and does not discriminate on the basis of race, color, gender, religion, national origin, age, disability, or any other basis prohibited by law.

The Compensation Program is comprised of a base salary competitive within the applicable markets for talent. On an as needed basis, other elements may be used to provide additional compensation in the form of stipends or supplemental pay for specific, defined bodies of work performed beyond the normal responsibilities of the job. When appropriate, allowances will be assigned as reimbursement for travel or phone expenses.

The value of a position is assessed annually, based on a review of benchmark positions in the external market as well as internal comparisons. Job categories and pay levels are used to group positions that have similar relative internal value based on a multitude of elements such as job qualifications, required skills, job duties and responsibilities, market data, internal equity, district impact and administrative input. A job classification level will be assigned to a position by the Human Resources department, based on its functional area and derived value. Each position will also be categorized as either exempt or nonexempt in accordance with the requirements of the Fair Labor Standards Act FLSA).

## SAN ANTONIO INDEPENDENT SCHOOL DISTRICT COMPENSATION RESOURCE MANUAL

## NON-EXEMPT VS EXEMPT CLASSIFICATION

For a position to qualify as exempt, it must meet certain tests regarding their job duties and be paid on a salary basis at not less than $\$ 455$ per week. The job duties and salary must meet all the requirements of the Department of Labor's regulations in order for a position to be classified as exempt; job titles alone do not determine the exempt status.

The Department of Labor's exemption tests include separate tests for Administrative, Professional, Executive and Computer Employees. All employees whose position does not meet the legal requirements for exemption will be classified as non-exempt.

## Basis of Pay-Exempt

Exempt employees are paid on a salary basis for the number of months in their annual employment period. Payment on a salary basis means that employees are paid a fixed sum for the job. Annual salaries may be adjusted for different duty assignments but salaried employees are not entitled to pay on daily or hourly basis. Exempt employees do not receive overtime compensation.

## Basis of Pay-Non-Exempt

Non-Exempt employees are paid on an hourly wage basis for all hours worked each week. Employees who are non-exempt will receive compensation for additional hours worked in the form of compensation time or pay. Non-exempt employees who work in excess of 40 hours within the defined District's workweek are subject to overtime regulations in accordance with the Fair Labor Standards Act.

The District's workweek begins at 12:00 a.m. on Saturday and ends at 11:59 p.m. Friday. Overtime must be paid or accrued as compensatory time; it cannot be waived by voluntary agreement between the District and the employee nor can it be 'donated' or paid at a reduced rate.

Supervisors must ensure employees understand how they will be compensated for overtime (compensatory time or pay) prior to the employee working overtime hours. A supervisor must approve ALL overtime in advance of work being performed. Supervisors are responsible for preventing unauthorized overtime. Employees who work unauthorized overtime may be subject to disciplinary action.

Overtime is one and a half ( $11 / 2$ ) times the employee's regular rate of pay and is paid for hours worked beyond 40 hours in a workweek; anything less than 40 hours in a workweek is paid at the regular rate of pay.

Employees who have accrued compensation time must use that time before using other accrued leave, unless approved by the Department Head prior to the absence.

For specific information regarding the computation of overtime at a premium or standard rate, or compensatory time in lieu of monies, refer to Administrative Procedure C3.

# SAN ANTONIO INDEPENDENT SCHOOL DISTRICT COMPENSATION RESOURCE MANUAL 

## COMPENSATION BASE PAY STRUCTURES

The District will maintain position classification and pay range structures for all jobs. Jobs will be grouped into position classification and pay ranges in the following categories:

Job classifications include:
o Teachers, Librarians and Nurses (RNs) (teacher pay schedules)
o Auxiliary (levels M1-10; F2-7; and S1-5)
o Clerical / Paraprofessional (levels D1-8)
o Instructional / Paraprofessional (levels E1 - 9)
o Police Service (levels P1-4)
o Technology (levels T2-10)
o Administrative Program (levels W1-10)
o Administrative Management (levels X3-9 and XX1-4)
Teacher Pay Schedules
The Teacher pay schedules apply to CERTIFIED classroom teachers, librarians and nurses. As required by law, the pay schedules will not be less than the minimum monthly salary on the state salary schedule based on years of experience.

Teachers with a master's degree, who signed with the District on or after August 1, 2002, are on a pay schedule with an annualized rate $\$ 2,000$ higher than the standard teacher pay schedule.

The pay schedules are communicated in annualized pay rates. The daily pay rates are calculated based on a 187-day work calendar and rounded to three decimal places.

Non-Teaching Job Classification Pay Ranges
The pay range elements include a minimum or entry pay rate value, a midpoint value which is representative of the average market value and a maximum pay rate value.

The pay range spread is targeted at $40 \%$. The minimum is established at a compa-ratio of $80 \%$; and the maximum value at a compa-ratio of $120 \%$. Due to prior compensation practices, the current pay ranges may have a minimum value greater than an $80 \%$ compa-ratio. Over-time, those minimum values will align with $80 \%$. (Note, 'compa-ratio' is the term used for the comparison ratio of the salary divided by the midpoint of the pay range.)

Employees are paid according to the pay range assigned to their position; and the pay rate penetration in the range is based on their years of related experience in comparison to the peer group. Employees' annual salary is based on the number of work days and is paid on a 12month basis.

Employees being promoted or hired into Administrative Management job classifications XX1, XX2, XX3, XX4 and Chief of Police must be approved by the Board of Trustees.

# SAN ANTONIO INDEPENDENT SCHOOL DISTRICT COMPENSATION RESOURCE MANUAL 

## NEW HIRE PAY RATE DETERMINATION

New Hire Non-Teaching District Position Pay Rate
The new hire pay rate for District positions is determined by aligning the new hire's related work experience to the pay rate of the internal peer group (incumbents in the same job and classification pay level) with similar years of experience.

A salary offer should not exceed $100 \%$ of the midpoint of the pay range. Salary offers between $100 \%$ and $110 \%$ compa-ratio will require the approval of the Associate Superintendent of Human Resources/Deputy Superintendent Talent Management. The Superintendent's approval is required for any offers that exceed $110 \%$ compa-ratio.

Years of experience for new hires must be documented prior to the final determination of salary credit. New employees are required to submit to Human Resources with 30 days of hire, a completed "Experience Affidavit" form specifying information such as previous employer, position held, dates of employment, hours worked and contact information of person that can verify employment (for each employer).

To receive credit for prior work experience, years of experience must be verified. If the new hire was previously employed in education, documentation of service must be provided to the Human Resources Department on an official Texas Education Agency (TEA) approved record and must be validated by the appropriate institutional official. [See TEA Chapter 153 subchapter CC]

The following are acceptable forms of documentation:
o Service records from previous school employment
o Contracts or letters of appointment
o First and last pay stub from employer (private employer only)
o Tax record or W2 from employer (private employer only)
o Verification of prior work experience from prior employer
Additional documentation may be necessary to complete the verification of prior experience before salary credit is assigned.

Salary credit for 'creditable years of service' will be granted upon receipt of an official service record. Employee's should provide the official service records within 30 calendar days from the assignment start date. The applicable salary adjustment will be made effective retroactive to the date of hire or date of new assignment (not to exceed beyond the employee's reporting date of the current school year calendar). Until such time, the new hire's pay rate shall be set at the entry rate for the position.

THE EMPLOYEE IS REPONSIBLE FOR PROVIDING
THE PROPER DOCUMENTATION FOR CREDITABLE YEARS OF EXPERIENCE

## SAN ANTONIO INDEPENDENT SCHOOL DISTRICT COMPENSATION RESOURCE MANUAL

New Hire Teacher, Librarian and Nurse (RN) Pay Rate
All teachers excluding JROTC, CATE and Vocational Instructors, are required to possess a bachelor's degree and certification as required by the Texas Education Agency (TEA) and the State Board of Educator Certification (SBEC).

The salary of a newly hired teacher, librarian or nurse is based upon the creditable years of (TEA) validated experience related to the position in which hired; and the level of degree achieved. Experience is credited for teachers and librarians according to the commissioner's rules on creditable service (19 TAC 153.1021). Registered nurses are assigned a daily associated with the number years of experience and related degree. Annualized pay rates may vary based on the number of workdays in the Workday Calendar assigned to the position.

The maximum number of creditable years of (TEA) validated experience shall be capped at 27 years of experience for newly hired Teachers, Librarians and Nurses.

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| 2018-2019 New Teacher Pay Schedule |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: |
| Years of Experience | Bachelor's Degree Pay Schedule |  | Master's Degree Pay Schedule |  |
|  | Annualized Rate (187 Days) | Daily <br> Rate | Annualized Rate (187 Days) | Daily <br> Rate |
| 00 | \$52,350 | \$279.95 | \$54,350 | \$290.64 |
| 01 | \$52,350 | \$279.95 | \$54,350 | \$290.64 |
| 02 | \$52,530 | \$280.91 | \$54,530 | \$291.60 |
| 03 | \$52,683 | \$281.73 | \$54,683 | \$292.42 |
| 04 | \$52,836 | \$282.55 | \$54,836 | \$293.24 |
| 05 | \$52,989 | \$283.36 | \$54,989 | \$294.06 |
| 06 | \$53,142 | \$284.18 | \$55,142 | \$294.88 |
| 07 | \$53,295 | \$285.00 | \$55,295 | \$295.70 |
| 08 | \$53,448 | \$285.82 | \$55,448 | \$296.51 |
| 09 | \$53,601 | \$286.64 | \$55,601 | \$297.33 |
| 10 | \$53,856 | \$288.00 | \$55,856 | \$298.70 |
| 11 | \$54,111 | \$289.36 | \$56,111 | \$300.06 |
| 12 | \$54,366 | \$290.73 | \$56,366 | \$301.42 |
| 13 | \$54,621 | \$292.09 | \$56,621 | \$302.79 |
| 14 | \$54,882 | \$293.49 | \$56,882 | \$304.18 |
| 15 | \$55,142 | \$294.88 | \$57,142 | \$305.57 |
| 16 | \$55,407 | \$296.29 | \$57,407 | \$306.99 |
| 17 | \$55,667 | \$297.68 | \$57,667 | \$308.38 |
| 18 | \$55,922 | \$299.05 | \$57,922 | \$309.74 |
| 19 | \$56,182 | \$300.44 | \$58,182 | \$311.13 |
| 20 | \$56,447 | \$301.86 | \$58,447 | \$312.55 |
| 21 | \$56,702 | \$303.22 | \$58,702 | \$313.91 |
| 22 | \$56,967 | \$304.64 | \$58,967 | \$315.33 |
| 23 | \$57,222 | \$306.00 | \$59,222 | \$316.70 |
| 24 | \$57,488 | \$307.42 | \$59,488 | \$318.12 |
| 25 | \$57,743 | \$308.79 | \$59,743 | \$319.48 |
| 26 | \$58,008 | \$310.20 | \$60,008 | \$320.90 |
| 27 | \$58,268 | \$311.59 | \$60,268 | \$322.29 |

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## Junior Reserve Officers Training Corps (JROTC) Instructors

JROTC instructors will be paid JROTC personnel will be paid in compliance with active duty Armed Forces pay requirements stated on his/her Military Instructor Pay (MIP) letter assignment. Military pay schedule consists of levels 1 through 4, (R1-4). Both school experience and active duty experience may be counted for local salary credit (Texas Admin Code §153.1021(d)(2). Should the JROTC instructor transfer into a full-time teaching position, military experience will not be credited unless it meets the TEA guidelines.

## Campus Professionals: Administrators

Assistant Principal and Principal positions are assigned to the Administrative Programs job classification; and newly hired salaries will be based on total years of experience as well as years of experience in an Assistant Principal or Principal position.

Other Professional Positions

Other Administrator positions will be credited with one year of creditable years of service for each year of experience in accordance with the following guidelines; one year of service will be awarded for each 12-month period of directly related full-time experience.

Returning Employees

Former San Antonio ISD employees who return to the district will be placed at the appropriate pay level for the position in which they are newly hired, which may differ from the job classification and pay level they previously occupied at the time of their departure from the district. Teachers will receive creditable years of services not to exceed the cap of 27 years of service.

## SAN ANTONIO INDEPENDENT SCHOOL DISTRICT COMPENSATION RESOURCE MANUAL

MANUAL TRADES JOB CLASSIFICATIONS (M,F,S)


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## MANUAL TRADES JOB CLASSIFICATIONS (M,F,S)

| GRADE | MIN | MDPT | MAX | GPI | CODE | TITLE | HRS |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| M/F/S 07 | \$19.31 | \$24.14 | \$28.97 | \$0.00 | M925 | ASBESTOS ABATEMENT TECHNICIAN | 8.0 |
|  |  |  |  |  | M944 | ASSISTANT BAND REPAIR | 8.0 |
|  |  |  |  |  | M305 | ASSISTANT FOREMAN, WAREHOUSE | 8.0 |
|  |  |  |  |  | M307 | ASSISTANT FOREMAN, PAINTER/GLAZER | 8.0 |
|  |  |  |  |  | M922 | BURGLAR ALARM TECHICIAN | 8.0 |
|  |  | Eliminating Through Attrition |  |  | M519 | CARPENTER II | 8.0 |
|  |  |  |  |  | M204 | COORDINATOR, ATHLETIC FIELDS/GROUND | 8.0 |
|  |  |  |  |  | F110 | FOOD SERVICE MANAGER, CERTIFIED | 8.0 |
|  |  |  |  |  | M501 | JAPPL REPRESENTATIVE | 8.0 |
|  |  |  |  |  | M933 | LEAD PRESS OPERATOR | 8.0 |
|  |  |  |  |  | M505 | WATER TREATMENT SPECIALIST | 8.0 |
|  | \$19.58 | \$24.14 | \$28.97 | \$0.00 | M516 | ELECTRICIAN/APPLIANCE REPAIR | 8.0 |
|  | \$19.58 | \$24.14 | \$28.97 | \$0.00 | M504 | JOURNEYMAN, ELECTRONICS | 8.0 |
|  | \$19.58 | \$24.14 | \$28.97 | \$0.00 | M503 | JOURNEYMAN, ELECTRICIAN | 8.0 |
|  | \$19.58 | \$24.14 | \$28.97 | \$0.00 | M502 | JOURNEYMAN, HVAC | 8.0 |
|  | \$19.58 | \$24.14 | \$28.97 | \$0.00 | M506 | JOURNEYMAN, PLUMBER | 8.0 |
| M/F/S 08 | \$20.85 | \$26.07 | \$31.28 | \$0.00 | M303 | ASSISTANT FOREMAN, PLUMBING | 8.0 |
|  |  |  |  |  | M308 | ASSISTANT FORMAN, HVAC | 8.0 |
|  |  |  |  |  | B37S | COORDINATOR, CUSTODIAN TRAINING | 8.0 |
|  |  |  |  |  | M205 | COORDINATOR, HAZ/MAT \& IAQ | 8.0 |
| M/F/S 09 | \$23.64 | \$28.15 | \$33.78 | \$0.00 | M929 | A/C CONTROL MONITOR | 8.0 |
|  |  |  |  |  | T216 | FIELD SUPERVISOR | 8.0 |
|  |  |  |  |  | M117 | FOREMAN, CARPENTRY/MILL | 8.0 |
|  |  |  |  |  | M110 | FOREMAN, HEAVY CONST | 8.0 |
|  |  |  |  |  | M106 | FOREMAN, PAINTR/GLZR | 8.0 |
|  |  |  |  |  | M116 | FOREMAN, PRINTSHOP | 8.0 |
|  |  |  |  |  | M115 | FOREMAN, ROOFING | 8.0 |
|  |  |  |  |  | M108 | FOREMAN, WAREHOUSE | 8.0 |
|  |  |  |  |  | T217 | ROUTING SUPERVISOR | 8.0 |
|  |  |  |  |  | M403 | SUPERVISOR, ACCESS CONTROL | 8.0 |
|  |  |  |  |  | T210 | VEHICLE MAINT SUPV | 8.0 |
| M/F/S 10 | \$26.01 | \$30.97 | \$37.16 | \$0.00 | M113 | FOREMAN, ELECTRICIAN | 8.0 |
|  |  |  |  |  | M118 | FOREMAN, HVAC | 8.0 |

## POLICE SERVICE JOB CLASSIFICATIONS (P)

| GRADE | MIN | MDPT | MAX | GPI | CODE | TITLE | HRS |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| P01 | \$14.64 | \$18.12 | \$21.74 | \$0.00 | P131 | POLICE DISPATCHER | 8.0 |
| P02 | \$16.84 | \$20.84 | \$25.01 | \$0.00 | P126 | SUPERVISOR, POLICE DISPATCH | 8.0 |
| P03 | \$19.19 | \$22.92 | \$27.50 | \$0.00 | P120 | POLICE, OFFICER | 8.0 |
| P04 | \$23.88 | \$28.19 | \$33.82 | \$0.00 | P110 | POLICE, SERGEANT | 8.0 |

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CLERICAL / PARAPROFESSIONAL JOB CLASSIFICATIONS (D)

| GRADE | MIN | MDPT | MAX | GPI | CODE | TITLE | HRS |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| D01 | \$13.00 | \$14.75 | \$17.70 | \$0.00 | S21B | CLERK, CAMPUS | 8.0 |
| eff: 1/1/19 | \$13.25 | \$14.75 | \$17.70 |  | S224 | CLERK, MAILROOM | 8.0 |
|  |  |  |  |  | S225 | CLERK, OFFICE | 8.0 |
|  |  |  |  |  | S232 | CLERK, SPECIAL EDUCATION MS/RS | 8.0 |
|  |  |  |  |  | S231 | CLERK, TEXTBOOK | 8.0 |
| D02 | \$13.25 | \$15.64 | \$18.77 | \$0.00 | S216 | CLERK, ATTENDANCE | 8.0 |
| eff: 1/1/19 | \$13.50 | \$15.64 | \$18.77 |  | S212 | CLERK, HIGH SCHOOL | 8.0 |
|  |  |  |  |  | S55F | PARENT \& FAMILY SUPPORT | 8.0 |
|  |  |  |  |  | S553 | PARENT LIAISON,SPECIAL EDUCATION | 8.0 |
|  |  |  |  |  | S552 | PARENT FACILITATOR-HEAD START | 8.0 |
|  |  |  |  |  | S141 | SECRETARY, ASSISTANT PRINCIPAL | 8.0 |
|  |  |  |  |  | S151 | SECRETARY, COUNSEL-HS | 8.0 |
| D03 | \$13.75 | \$16.73 | \$20.08 | \$0.00 | S236 | CLERK, CUSTOMER SERVICE | 8.0 |
|  |  |  |  |  | S221 | CLERK, DEPARTMENT | 8.0 |
|  |  |  |  |  | S233 | CLERK, DEPARTMENT SERS | 8.0 |
|  |  |  |  |  | S248 | CLERK, MAINTENANCE | 8.0 |
|  |  |  |  |  | S239 | CLERK, NCLB SCHOOL IMPROVEMENT | 8.0 |
|  |  |  |  |  | S247 | CLERK, DISPATCH TRANSPORTATION | 8.0 |
|  |  |  |  |  | S530 | SWITCHBOARD OPERATOR | 8.0 |
|  | \$14.00 | \$16.73 | \$20.08 | \$0.00 | S219 | CLERK, DATA ENTRY | 8.0 |
| D04 | \$15.18 | \$18.93 | \$22.71 | \$0.00 | S514 | ACCOUNTING CLERK PRINTING | 8.0 |
|  |  |  |  |  | S600 | BOOKKEEPER | 8.0 |
|  |  |  |  |  | S215 | CLERK, ADMIN | 8.0 |
|  |  |  |  |  | S245 | CLERK, BILINGUAL | 8.0 |
|  |  |  |  |  | S246 | CLERK, ADMIN INSTR |  |
|  |  |  |  |  | S222 | CLERK, FIXED ASSETS | 8.0 |
|  |  |  |  |  | S226 | CLERK, PAYROLL | 8.0 |
|  |  |  |  |  | S21A | CLERK, PAYROLL DEPT | 8.0 |
|  |  |  |  |  | S55G | GED PROGRAM EXAMINER | 8.0 |
|  |  |  |  |  | S605 | REGISTRAR | 8.0 |
|  |  | Supports Director (Level 9) |  |  | S120 | SECRETARY, DEPARTMENT | 8.0 |
|  |  |  |  |  | S131 | SECRETARY, ELEMENTARY | 8.0 |
|  |  |  |  |  | S160 | SECRETARY, HEAD START | 8.0 |
|  |  |  |  |  | S132 | SECRETARY, MIDDLE SCHOOL | 8.0 |
|  |  |  |  |  | S134 | SECRETARY, SPECIAL SCHOOL | 8.0 |
|  |  |  |  |  | S161 | SECRETARY,COMMUNITY SCHOOL | 8.0 |
| D05 | \$17.06 | \$21.01 | \$25.21 | \$0.00 | S51D | ADMINISTRATIVE SPECIALIST, PURCHASING | 8.0 |
|  |  |  |  |  | S51P | ASSISTANT, FEDERAL PROGRAMS BUDGET ANALYST | 8.0 |
|  |  |  |  |  | S213 | CLERK, ACCOUNTS PAYABLE | 8.0 |
|  |  |  |  |  | S244 | CLERK, APPL ANALYST | 8.0 |
|  |  |  |  |  | S217 | CLERK, BID | 8.0 |
|  |  |  |  |  | S230 | CLERK, DATA ANALYST | 8.0 |
|  |  |  |  |  | S241 | CLERK, FEDERAL PROGRAMS | 8.0 |
|  |  |  |  |  | S243 | CLERK, PURCHASING | 8.0 |
|  |  |  |  |  | S55Q | DATA PROGRAM SPECIALIST | 8.0 |
|  |  |  |  |  | S51C | EXECUTIVE ASSISTANT, FOOD \& CHILD | 8.0 |
|  |  |  |  |  | S51N | EXECUTIVE ASSISTANT, INET SCO | 8.0 |
|  |  |  |  |  | S517 | EXECUTIVE ASSISTANT, CNTRL REC | 8.0 |
|  |  |  |  |  | S503 | EXECUTIVE ASSISTANT, EMPLOYEE BENEFITS | 8.0 |
|  |  |  |  |  | S501 | EXECUTIVE ASSISTANT, ITCCS | 8.0 |
|  |  | Supports Executive Director |  |  | S110 | SECRETARY, ADMINISTRATIVE | 8.0 |
|  |  |  |  |  | S133 | SECRETARY, HIGH SCHOOL | 8.0 |
|  |  |  |  |  | S55R | TECHNICIAN, ACCOUNTING | 8.0 |

> SAN ANTONIO INDEPENDENT SCHOOL DISTRICT COMPENSATION RESOURCE MANUAL

CLERICAL / PARAPROFESSIONAL JOB CLASSIFICATIONS (D)


## SAN ANTONIO INDEPENDENT SCHOOL DISTRICT COMPENSATION RESOURCE MANUAL

PARAPROFESSIONAL / INSTRUCTIONAL ASSISTANTS JOB CLASSFICIATIONS (E)

| GRADE | MIN | MDPT | MAX | GPI | CODE | TITLE | HRS |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| E01 | \$13.00 | \$14.75 | \$17.70 | \$0.00 | 1117 | INSTRUCTIONAL ASSISTANT, PK ED SUP | 7.5 |
| eff: 1/1/19 | \$13.25 | \$14.75 | \$17.70 |  | 1101 | INSTRUCTIONAL ASSISTANT, BILNGUAL | 7.5 |
|  |  |  |  |  | 1115 | INSTRUCTIONAL ASSISTANT, GENERAL | 7.5 |
|  |  |  |  |  | 1106 | INSTRUCTIONAL ASSISTANT, PRE-K | 7.5 |
|  |  |  |  |  | 1119 | INSTRUCTIONAL ASSISTANT, PRE-K/BILINGUAL | 7.5 |
|  |  |  |  |  | 1146 | INSTRUCTIONAL ASSISTANT, HEAD START | 7.5 |
|  |  |  |  |  | 1105 | INSTRUCTIONAL ASSISTANT, PE | 7.5 |
|  |  |  |  |  | 1108 | INSTRUCTIONAL ASSISTANT, TITLE I | 7.5 |
| E02 | \$13.25 | \$15.64 | \$18.77 | \$0.00 | 1154 | INSTRUCTIONAL ASSISTANT, CHILD CARE PROV | 8.0 |
| eff: 1/1/19 | \$13.50 | \$15.64 | \$18.77 |  | 1111 | INSTRUCTIONAL ASSISTANT, DAEP | 7.5 |
|  |  |  |  |  | 1155 | INSTRUCTIONAL ASSISTANT, HALL MONITOR | 7.5 |
|  |  |  |  |  | S534 | INSTRUCTIONAL ASSISTANT, HEALTH ASSISTANT | 7.5 |
|  |  |  |  |  | 1107 | INSTRUCTIONAL ASSISTANT, ST COMP | 7.5 |
| E03 | \$13.75 | \$16.58 | \$19.90 | \$0.00 | 1104 | INSTRUCTIONAL ASSISTANT, LIBRARY | 8.0 |
|  |  |  |  |  | 1126 | INSTRUCTIONAL ASSISTANT, PPCD | 7.5 |
|  |  |  |  |  | 1144 | INSTRUCTIONAL ASSISTANT, PPCD INCLUSION | 7.5 |
|  |  |  |  |  | 1122 | INSTRUCTIONAL ASSISTANT, SPED-BAC | 7.5 |
|  |  |  |  |  | 1121 | INSTRUCTIONAL ASSISTANT, SPED-GEC | 7.5 |
|  |  |  |  |  | 1137 | INSTRUCTIONAL ASSISTANT, SPED-JC | 7.5 |
|  | \$14.38 | \$16.58 | \$19.90 | \$0.00 | I13A | INSTRUCTIONAL ASSISTANT, SPECIAL EDUCATION - ACE | 7.5 |
| E04 | \$14.41 | \$17.57 | \$21.08 | \$0.00 | 1103 | INSTRUCTIONAL ASSISTANT, COMPUTER LAB | 8.0 |
|  |  |  |  |  | 1109 | INSTRUCTIONAL ASSISTANT, MARIACHI | 8.0 |
|  |  |  |  |  | 1128 | INSTRUCTIONAL ASSISTANT, MENTAL HEALTH | 8.0 |
| E05 | \$16.22 | \$20.27 | \$24.32 | \$0.00 | 1153 | INSTRUCTIONAL ASSISTANT, DEAF SUPPORT SPECIALIST | 8.0 |
|  |  |  |  |  | S533 | LVN | 8.0 |
| E06 | \$18.78 | \$22.63 | \$27.16 | \$0.00 | 1135 | DEAF INTERP-CERTIF I \& II | 8.0 |
|  |  |  |  |  | 1133 | INSTRUCTIONAL ASSISTANT, BRAILLER | 8.0 |
| E07 | \$22.96 | \$25.80 | \$30.96 | \$0.00 | I13B | DEAF INTERP-CERT ADV III | 8.0 |
| E08 | \$25.72 | \$28.90 | \$34.68 | \$0.00 | I13C | DEAF INTERP-CERT MSTR IV \& V | 8.0 |
| E09 | \$29.07 | \$32.66 | \$39.19 | \$0.00 | 1151 | INSTRUCTIONAL ASSISTANT, OCCUPATIONAL THERAPIST ASST | 8.0 |

## SAN ANTONIO INDEPENDENT SCHOOL DISTRICT COMPENSATION RESOURCE MANUAL

TECHNOLOGY BASED JOB CLASSIFICATIONS (T) - HOURLY POSITIONS

| GRADE | MIN | MDPT | MAX | GPI CODE | TITLE | HRS |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| T02 | \$19.21 | \$23.00 | \$27.60 | \$0.00 S55B | DATA SPECIALIST, PEIMS | 8.0 |
|  |  |  |  | S55C | DATA SPECIALIST, SEMS/SERS | 8.0 |
|  |  |  |  | B63A | TECHNICIAN, HELP DESK | 8.0 |
|  |  |  |  | S558 | TECHNICIAN, COMPUTER | 8.0 |
| T03 | \$21.70 | \$25.99 | \$31.19 | \$0.00 C635 | TECHNICAL SUPPORT SPECIALIST I | 8.0 |
|  |  |  |  | S55W | TECHNICIAN, TELE/VOIP/WIRELESS | 8.0 |
|  |  |  |  | S561/C638/B638 | TECHN II, COMPUTER/NETWORK | 8.0 |
|  |  |  |  | S55A | TECHNICIAN, TELEC/VOIP | 8.0 |
| T04 | \$28.70 | \$35.41 | \$42.49 | \$0.00 C390 | COORDINATOR, TECHNICAL SUPPORT | 8.0 |
| T05 | \$31.00 | \$38.24 | \$45.89 | \$0.00 B63F | TECH III, COMPUTER/NETWORK | 8.0 |

TECHNOLOGY BASED JOB CLASSIFICATIONS (T) - SALARIED POSITIONS

| GRADE | MIN | MDPT | MAX | GPI | CODE | TITLE |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| T03 | \$173.60 | \$207.92 | \$249.50 | \$0.00 | B706 | INSTRUCTIONAL TECHNICAL SPECIALIST,SPED |
| T04 | \$229.63 | \$283.25 | \$339.90 | \$0.00 | $\begin{array}{r} \hline \text { B45D } \\ \text { B46T } \\ \text { B474 } \\ \text { B37M } \\ \text { B648 } \\ \text { B644 } \\ \text { B64D } \\ \text { B64E } \\ \text { B64B } \end{array}$ | ANALYST, COLLEGE DATA <br> ANALYST, DATABASE <br> ANALYST, GRAPHIC INFORMATION <br> COORDINATOR, WEB DESIGN <br> MULTI MEDIA SPECIALIST <br> PROGRAMMER/ANALYST I <br> SYSTEMS SPECIALIST, OPERATIONS \& INTEGRATIONS <br> SYSTEMS SPECIALIST, BUS/TECH <br> SYSTEMS SPECIALIST, TESTING |
| T05 | \$248.00 | \$305.91 | \$367.09 | \$0.00 | $\begin{gathered} \hline \text { B45A } \\ \text { B475 } \\ \text { B46N } \\ \text { B46W } \\ \text { B46M } \\ \text { B63G } \\ \text { B551 } \\ \text { B64F } \\ \text { B64D } \\ \text { B312 } \end{gathered}$ | ANALYST, RES DATA II <br> ANALYST, SAMS ACR <br> ANALYST, STDNT GRDBK <br> ANALYST, SYSTEMS VOIP <br> ANLYST, DQ-PEIMS <br> PROJ SUPPORT SPECIALIST (Bond, Erate and Project Management) <br> SUPERVISOR, HELP DESK <br> SYSTEMS SP II <br> SYSTEMS SP, OP/INTG <br> WEB ADMINISTRATOR |
| T06 | \$272.65 | \$330.38 | \$396.46 | \$0.00 | C188/B45C B46P B46Q B46R B46U C386 B35Q B497 B63D B513 B63C B63B | ANALYST, EDUCATION SYSTEM BUSINESS ANALYST, FIN/HR <br> BUSINESS ANALYST, FIN/TECH <br> BUSINESS ANALYST, HR/RISK <br> BUSINESS ANALYST, TECHNLGY <br> COORDINATOR, CAST <br> COORDINATOR, DLED <br> EXEC PROG EVALUATOR <br> PROJECT MGR, TECH <br> SYSTEM ADM, FED PROGRAM <br> SYSTEMS ADMIN <br> SYSTEMS ADM,STDNT APP |
| T07 | \$329.90 | \$388.12 | \$465.74 | \$0.00 | $\begin{aligned} & \text { B454 } \\ & \text { B46S } \\ & \text { B46X } \\ & \text { B487 } \end{aligned}$ | ANALYST, SENIOR NETWORK <br> ANALYST, SENIOR PROGRAMMER <br> ANALYST, INFORMATION TECHNOLOGY SECURITY <br> DATABASE ADMINISTRATOR |
| T08 | \$399.19 | \$469.63 | \$563.56 | \$0.00 | $\begin{aligned} & \text { B388 } \\ & \text { B387 } \\ & \text { B31H } \\ & \text { B31A } \\ & \text { B31B } \\ & \text { B31C } \\ & \text { B31D } \\ & \text { B31F } \end{aligned}$ | COORDINATOR, ACCOUNTABILITY \& COMPLIANCE <br> COORDINATOR, INSTITUTION \& COMMUNITY BASED RESEARCH <br> MANAGER, BOND PROJECT <br> MANAGER, COMPUTER OPERATIONS/SYSTEM INTEGRATION <br> MANAGER, DATA WAREHOUSE <br> MANAGER, NETWORK/TECHNICAL OPERATIONS SUPPORT <br> MANAGER, PEIMS/DATA SERVICES <br> MANAGER, TELECOMMUNICATIONS/SYSTEM SECURITY |
| T09 | \$427.13 | \$502.50 | \$603.00 | \$0.00 | B332 | SENIOR MANAGER, TECHNOLOGY, BUSINESS \& STUDENT SVCS |
| T10 | \$444.31 | \$522.60 | \$627.12 | \$0.00 | B18G | EXECUTIVE DIRECTOR, TECHNOLOGY \& INTEGRATION |

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## SAN ANTONIO INDEPENDENT SCHOOL DISTRICT COMPENSATION RESOURCE MANUAL

ADMINISTRATIVE PROGRAM JOB CLASSIFICATIONS (W)


## SAN ANTONIO INDEPENDENT SCHOOL DISTRICT COMPENSATION RESOURCE MANUAL

ADMINISTRATIVE PROGRAM JOB CLASSIFICATIONS (W)


## SAN ANTONIO INDEPENDENT SCHOOL DISTRICT COMPENSATION RESOURCE MANUAL

ADMINISTRATIVE PROGRAM JOB CLASSIFICATIONS (W)

| GRADE | MIN | MDPT | MAX | GPI | CODE | TITLE |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| W07 | \$317.87 | \$379.57 | \$455.48 | \$0.00 | B281 | ASSISTANT DIRECTOR, ATHLETICS |
|  |  |  |  |  | B271 | ASSISTANT DIRECTOR, BOYS ATHLETICS |
|  |  |  |  |  | B272 | ASSISTANT DIRECTOR, GIRLS ATHLETICS |
|  |  |  |  |  | C111 | ASSISTANT PRINCIPAL, HIGH SCHOOL |
|  |  |  |  |  | C108 | ASSOC PRINCIPAL, HIGH SCHOOL |
|  |  |  |  |  | C389 | COORDINATOR, P-TECH |
|  |  |  |  |  | C119 | DEAN, INSTRUCTIONAL (secondary) |
|  |  |  |  |  | B212 | DIRECTOR, ATHLETICS |
|  |  |  |  |  | B22H | DIRECTOR, TEEN PARENTING |
|  |  |  |  |  | B770 | DISTRICT MANAGER, INSTRUCTIONAL SUPPORT |
|  |  |  |  |  | B58K | FACILITATOR, DISTRICT EPN |
|  |  |  |  |  | B58Q | FACILITATOR, SENIOR |
|  |  |  |  |  | B58C | FACILITATOR, GEAR UP PROJECT |
|  |  |  |  |  | B580 | FACILITATOR, PROJECT |
|  |  |  |  |  | B578 | FACILITATOR, STUDENT \& COMMUNITY |
|  |  |  |  |  | B34N | SENIOR COORDINATOR, BILINGUAL |
|  |  |  |  |  | B34L | SENIOR COORDINATOR, FAMILY/STUDENT |
|  |  |  |  |  | B34B | SENIOR COORDINATOR, HEALTH \& PE |
|  |  |  |  |  | B34M | SENIOR COORDINATOR, LEADERSHIP INSTRUCTION |
| W08 | \$356.28 | \$420.49 | \$504.59 | \$0.00 | C 10 H | ASSOC PRINCIPAL, ELEMENTARY |
|  |  |  |  |  | C108 | ASSOC PRINCIPAL, HIGH SCHOOL |
|  |  |  |  |  | B255 | DIRECTOR, ADULT COMMUNITY EDUCATION |
|  |  |  |  |  | B228 | DIRECTOR, BILINGUAL/ESL |
|  |  |  |  |  | B26T | DIRECTOR, COLLEGE \& CAREER |
|  |  |  |  |  | B26B | DIRECTOR, DYSLEXIA/504 |
|  |  |  |  |  | B26Q | DIRECTOR, EXTENDED DAY/SUMMER SCHOOL |
|  |  |  |  |  | B26R | DIRECTOR, ON LINE LEARNING |
|  |  |  |  |  | B217 | DIRECTOR, SATELLITE CAMPUS |
|  |  |  |  |  | B26L | DIRECTOR, STUDENT SUPPORT |
|  |  |  |  |  | B26F | DIRECTOR, SPECIAL EDUCATION |
|  |  |  |  |  | TBD | DIRECTOR, MTSS \& SEL |
|  |  |  |  |  | B58R | FACILITATOR, LEAD |
|  |  |  |  |  | B570 | HEARING OFFICER |
|  |  |  |  |  | C109 | PRINCIPAL, ECHC |
|  |  |  |  |  | C103 | PRINCIPAL, ELEMENTARY |
|  |  |  |  |  | C104 | PRINCIPAL, SP SCHOOL |
| W09 | \$386.44 | \$445.73 | \$534.87 | \$0.00 | B234 | DIRECTOR, ADVANCED ACADEMICS |
|  |  |  |  |  | B212 | DIRECTOR, ATHLETICS |
|  |  |  |  |  | B22M | DIRECTOR, EARLYCHILD/HS |
|  |  |  |  |  | B26J | DIRECTOR, LEADERSHIP DEVELOPMENT |
|  |  |  |  |  | B22L | DIRECTOR, SCHOOL IMPROVEMENT |
|  |  |  |  |  | B26N | DIRECTOR, TIF MAC OFFICE OF ACADEMICS |
|  |  |  |  |  | B23A | DIRECTOR, ELAR |
|  |  |  |  |  | B218 | DIRECTOR, MATH |
|  |  |  |  |  | B233 | DIRECTOR, SCIENCE |
|  |  |  |  |  | B231 | DIRECTOR, SOCIAL STUDIES |
|  |  |  |  |  | C107 | PRINCIPAL, LARGE ELEMENTARY |
|  |  |  |  |  | C102 | PRINCIPAL, MIDDLE SCHOOL |
|  |  |  |  |  | C104 | PRINCIPAL, SPECIAL SCHOOL |
|  |  |  |  |  | TBD | PRINCIPAL, NETWORK |
| W10 | \$483.70 | \$551.63 | \$661.96 | \$0.00 | C10A | PRINCIPAL, CAST |
|  |  |  |  |  | C101 | PRINCIPAL, HIGH SCHOOL |
|  |  |  |  |  | TBD | PRINCIPAL, NETWORK HS |

# SAN ANTONIO INDEPENDENT SCHOOL DISTRICT COMPENSATION RESOURCE MANUAL 

ADMINISTRATIVE MANAGEMENT JOB CLASSIFICATIONS (X) - SALARIED POSITIONS

| GRADE | MIN | MDPT | MAX | GPI | CODE | TITLE |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| X03 | \$181.03 | \$216.17 | \$259.41 | \$0.00 | B470 | ANALYST, ASSISTANT BUDGET |
|  |  |  |  |  | B515 | BAND REPAIR, CHIEF |
|  |  |  |  |  | B798 | BOARD SERVICES MANAGER |
|  |  |  |  |  | B505 | CONSTRUCTION INSPECTOR |
|  |  |  |  |  | B799 | HR MANAGER |
|  |  |  |  |  | B529 | SAFETY SPECIALIST |
|  |  |  |  |  | B494 | SPECIALIST, GRAPHIC DESIGN |
|  |  |  |  |  | B761 | STUDENT RECRUITMENT SPECIALIST |
|  |  |  |  |  | B554 | SUPERVISOR, CUSTODIAL |
|  |  |  |  |  | TBD | GRANTS ASSOCIATE |
| X04 | \$235.77 | \$265.90 | \$319.08 | \$0.00 | B436 | ACCT, FACILITIES SRV |
|  |  |  |  |  | B46V | ANALYST, BUDGET |
|  |  |  |  |  | B462 | ANALYST, BUDGT/FUNDS |
|  |  |  |  |  | B46Y | ANALYST, TIF GRANT |
|  |  |  |  |  | B405 | ASSISTANT COMPTROLLER |
|  |  |  |  |  | B482 | AUDITOR, INTERNAL |
|  |  |  |  |  | B708 | COMPLIANCE MONITOR |
|  |  |  |  |  | B393 | COORDINATOR, ERSEA |
|  |  |  |  |  | B38Q | COORDINATOR, FOOD SERVICE PURCHASING |
|  |  |  |  |  | B755 | SPECIALIST,WORKERS COMPENSATION/LEAVE |
|  |  |  |  |  | B58N | FACILITATOR, HIRING |
|  |  |  |  |  | B507 | GRANT WRITER |
|  |  |  |  |  | B771 | PROJECT MANAGER |
|  |  |  |  |  | B546 | SUPERVISOR, FOOD SERVICE |
|  |  |  |  |  | B718 | TRAINER/SUPV TRANS |
|  |  |  |  |  | B485 | VIDEOGRAPHER |
| X05 | \$262.81 | \$303.13 | \$363.76 | \$0.00 | B330 | ACCOUNTANT, SENIOR |
|  |  |  |  |  | B456 | ANALYST, SENIOR BUDGET |
|  |  |  |  |  | B45B | ANALYST, SENIOR SP PRJ/ADM |
|  |  |  |  |  | B667 | ATHL FACILITIES SPECIALIST |
|  |  |  |  |  | B734 | COMMUNITY RELSPECIALIST |
|  |  |  |  |  | B484 | CONT ADM, MAT/PUR/WT |
|  |  |  |  |  | B36W | COORDINATOR, COMPLIANCE |
|  |  |  |  |  | B37P | COORDINATOR, FOOD SERVICE NUTRITION |
|  |  |  |  |  | B391 | COORDINATOR, HEAD START HLTH |
|  |  |  |  |  | B37J | COORDINATOR, HEAD START NUTR |
|  |  |  |  |  | B38F | COORDINATOR, PRJ HVAC SYST |
|  |  |  |  |  | B36S | COORDINATOR, SPECIALIST SYS PROJ |
|  |  |  |  |  | B809 | CULINARY SPECIALIST |
|  |  |  |  |  | B810 | FOOD SERVICE COMPLIANCE SPECIALIST |
|  |  |  |  |  | B811 | FOOD SERVICE SANITATION SPECIALIST |
|  |  |  |  |  | B31N | MANAGER, CONSTRUCTION PROJECTS |
|  |  |  |  |  | B521 | MILITARY PROP MGR |
|  |  |  |  |  | B410 | PUBLIC RELATIONS MARKETING SPECIALIST |
|  |  |  |  |  | B491 | PUBLICATIONS EDITOR |
|  |  |  |  |  | B512 | TESTING SPECIALIST |

## SAN ANTONIO INDEPENDENT SCHOOL DISTRICT COMPENSATION RESOURCE MANUAL

ADMINISTRATIVE MANAGEMENT JOB CLASSIFICATIONS (X) - SALARIED POSITIONS

| GRADE | MIN | MDPT | MAX | GPI | CODE | TITLE |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| X06 | \$285.73 | \$325.87 | \$391.04 | \$0.00 | B438 | ACCT, SR-HEAD START |
|  |  |  |  |  | B27M | ASSISTANT DIRECTOR, CHILD NUTRITION |
|  |  |  |  |  | B27G | ASSISTANT DIRECTOR, COMMUNICATIONS |
|  |  |  |  |  | B279 | ASSISTANT DIRECTOR, DISBURSEMENT |
|  |  |  |  |  | B27B | ASSISTANT DIRECTOR, ELECTRICAL |
|  |  |  |  |  | B282 | ASSISTANT DIRECTOR, ENVIRO PGM |
|  |  |  |  |  | B289 | ASSISTANT DIRECTOR, FIXED ASSET |
|  |  |  |  |  | B283 | ASSISTANT DIRECTOR, FOOD SERVICE CONSTR |
|  |  |  |  |  | B275 | ASSISTANT DIRECTOR, FOOD SERVICE OPER |
|  |  |  |  |  | B274 | ASSISTANT DIRECTOR, FUNDS MGT |
|  |  |  |  |  | B27E | ASSISTANT DIRECTOR, MECHANICAL |
|  |  |  |  |  | B271 | ASSISTANT DIRECTOR, NUTRITION ED/STF |
|  |  |  |  |  | B277 | ASSISTANT DIRECTOR, OPERATIONS |
|  |  |  |  |  | B280 | ASSISTANT DIRECTOR, PAYROLL |
|  |  |  |  |  | B27D | ASSISTANT DIRECTOR, PLM/HC/ROF |
|  |  |  |  |  | B273 | ASSISTANT DIRECTOR, PURCHASING |
|  |  |  |  |  | B27J | ASSISTANT DIRECTOR, QUALITY ASSURANCE |
|  |  |  |  |  | B27R | ASSISTANT DIRECTOR, RECRUITMENT |
|  |  |  |  |  | B27L | ASSISTANT DIRECTOR, SP PROJ |
|  |  |  |  |  | B286 | ASSISTANT DIRECTOR, TESTING |
|  |  |  |  |  | B299 | ASSISTANT DIRECTOR,FACILTY MNT |
|  |  |  |  |  | B481 | AUDITOR, SENIOR |
|  |  |  |  |  | B36T | COORD,DIST CLIN MEDI |
|  |  |  |  |  | B36Q | COORD,MEDICAID REIMB |
|  |  |  |  |  | B35B | COORDINATOR, COMMUNITY REL |
|  |  |  |  |  | B382 | COORDINATOR, INSTRUCTIONAL SUPPORT |
|  |  |  |  |  | B509 | LAND SUPPORT ADMIN |
|  |  |  |  |  | B409 | MARKETING MANAGER |
|  |  |  |  |  | B20C | POLICE, LIEUTENANT |
| X07 | \$321.45 | \$366.60 | \$439.92 | \$0.00 | B437 | ACCT, GENERAL MANAGER |
|  |  |  |  |  | B21Q | DIRECTOR, FLEET MAINTENANCE |
|  |  |  |  |  | B266 | DIRECTOR, FOOD SERVICE OPERATION |
|  |  |  |  |  | B21R | DIRECTOR, CHILD NUTRITION SUPPORT |
|  |  |  |  |  | B21F | DIRECTOR, PRINTING SERVS |
|  |  |  |  |  | B25A | DIRECTOR, TRANSPORTATION - LOCAL |
|  |  |  |  |  | B262 | DIRECTOR, TRANSPORTATION - SPECIAL ED |
|  |  |  |  |  | B647 | DISTRT MASTER SCHEDULER |
|  |  |  |  |  | B31L | MANAGER, DISTRICT GRANTS |
|  |  |  |  |  | B327 | SENIOR COMPLIANCE OFFICER |
| X08 | \$343.95 | \$392.26 | \$470.71 | \$0.00 | B311 | ADMIN OFFICER |
|  |  |  |  |  | TBD | TALENT PARTNER |
|  |  |  |  |  | B31P | ADMIN OFFICER, RISK MANAGEMENT |
|  |  |  |  |  | B26C | DIRECTOR, GRANTS |
|  |  |  |  |  | B26Y | DIRECTOR, LEGISLATURE \& STRATEGY |
|  |  |  |  |  | B26M | DIRECTOR, PROJECT MANAGEMENT |
|  |  |  |  |  | B20A | CHIEF OF POLICE |
| X09 | \$383.00 | \$450.00 | \$540.00 | \$0.00 | B223 | DIRECTOR, AUDITING |
|  |  |  |  |  | B221 | DIRECTOR, CASH/TREASURY MANAGEMENT |
|  |  |  |  |  | B26W | DIRECTOR, EBRMS |
|  |  |  |  |  | B24J | DIRECTOR, EDUCATOR QUALITY |
|  |  |  |  |  | B257 | DIRECTOR, FACILITY MAINT |
|  |  |  |  |  | B21G | DIRECTOR, FEDERAL PROGRAM |
|  |  |  |  |  | B211 | DIRECTOR, FINANCIAL ACCOUNTING |
|  |  |  |  |  | B26X | DIRECTOR, FOOD SERVICES |
|  |  |  |  |  | B226 | DIRECTOR, FUNDS MANAGEMENT |
|  |  |  |  |  | B264 | DIRECTOR, HEALTH SERVICES |
|  |  |  |  |  | B261 | DIRECTOR, HUMAN RESOURCES |
|  |  |  |  |  | B236 | DIRECTOR, MEDICAID REIMBURSEMENT |
|  |  |  |  |  | B24F | DIRECTOR, MEDICARE / HEALTH SERVICES |
|  |  |  |  |  | B20M | DIRECTOR, OFFICE OF ENROLLMENT |
|  |  |  |  |  | B240 | DIRECTOR, OPERATIONS |
|  |  |  |  |  | B21A | DIRECTOR, PAYROLL/ACCOUNTS PAYABLE |
|  |  |  |  |  | B224 | DIRECTOR, PLANNING/BUDGET |
|  |  |  |  |  | B238 | DIRECTOR, PLANNING/CONSTRUCTION |
|  |  |  |  |  | B222 | DIRECTOR, PURCHASING |
|  |  |  |  |  | B26U | DIRECTOR, STRATEGIC SCHOOLS |
|  |  |  |  |  | B213 | DIRECTOR, TESTING |
|  |  |  |  |  | B26P | DIRECTOR, TIF GPM (HR) |
|  |  |  |  |  | B21C | DIRECTOR, TRANSPORTATION |

# SAN ANTONIO INDEPENDENT SCHOOL DISTRICT COMPENSATION RESOURCE MANUAL 

ADMINISTRATIVE MANAGEMENT JOB CLASSIFICATIONS (XX) - SALARIED POSITIONS

| GRADE | MIN | MDPT | MAX | GPI | CODE | TITLE |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| XX1 | \$420.08 | \$479.08 | \$574.90 | \$0.00 | B19B | EXECUTIVE DIRECTOR 21ST CENTURY |
|  |  |  |  |  | B18R | EXECUTIVE DIRECTOR RSCH,EVAL\&AC |
|  |  |  |  |  | B18H | EXECUTIVE DIRECTOR FINE ARTS |
|  |  |  |  |  | B18L | EXECUTIVE DIRECTOR GOV\&COM RL |
|  |  |  |  |  | B18W | EXECUTIVE DIRECTOR ORGANIZATIONAL LEARNING |
|  |  |  |  |  | B18K | EXECUTIVE DIRECTOR STUDENT SUPPORT |
|  |  |  |  |  | B19C | EXECUTIVE DIRECTOR TALENT MANAGEMENT |
|  |  |  |  |  | TBD | EXECUTIVE DIRECTOR ADVANCED ACADEMICS |
| XX2 | \$462.09 | \$526.99 | \$632.39 | \$0.00 | B209 | CHIEF COMMUNICATIONS OFFICER |
|  |  |  |  |  | B326 | CHIEF OF STAFF |
|  |  |  |  |  | B17G | SENIOR EXECUTIVE DIRECTOR ACAD SUPP |
|  |  |  |  |  | B16S | SENIOR EXECUTIVE DIRECTOR ATHLETICS |
|  |  |  |  |  | B17C | SENIOR EXECUTIVE DIRECTOR SPECIAL EDUCATION |
|  |  |  |  |  | B17F | SENIOR EXECUTIVE DIRECTOR TRANSPORTATION |
|  |  |  |  |  | B17E | SENIOR EXECUTIVE DIRECTOR FACILITIES |
|  |  |  |  |  | B17D | SENIOR EXECUTIVE DIRECTOR FOOD SERVICE |
| XX3 | \$500.82 | \$558.61 | \$670.33 | \$0.00 | B160 | ASSISTANT SUPERINTENDENT, ADMINSTRN |
|  |  |  |  |  | B16X | ASSISTANT SUPERINTENDENT, BIL,ESL,M |
|  |  |  |  |  | B16I | ASSISTANT SUPERINTENDENT, DTLI/UVA |
|  |  |  |  |  | B16G | ASSISTANT SUPERINTENDENT, ELEMENTARY |
|  |  |  |  |  | B16H | ASSISTANT SUPERINTENDENT, SECONDARY |
|  |  |  |  |  | B128 | CHIEF INNOVATION OFFICER |
|  |  |  |  |  | B129 | CHIEF TECHNOLOGY OFFICER |
| XX4 | \$595.98 | \$664.74 | \$797.69 | \$0.00 |  | ASSOCIATE SUPERINTENDENT, C\&I |
|  |  |  |  |  | B147 | ASSOCIATE SUPERINTENDENT, CONSTRUCTION |
|  |  |  |  |  | B141 | ASSOCIATE SUPERINTENDENT, FIN/BUS |
|  |  |  |  |  | B142 | ASSOCIATE SUPERINTENDENT,HUMAN RESOURCES |
|  |  |  |  |  | B127 | CHIEF OPERATIONS OFFICER |
|  |  |  |  |  | B138 | DEPUTY SUPERINTENDENT, SCHOOLS |
|  |  |  |  |  | B137 | DEPUTY SUPERINTENDENT, TALENT MANAGEMENT |

## SAN ANTONIO INDEPENDENT SCHOOL DISTRICT COMPENSATION RESOURCE MANUAL

## DIFFERENTIAL PAY

An employee may be asked to assume the role and/or responsibilities of a higher level position for an intermittent period of time due to a vacancy or an extended absence of an existing employee. Typically, the responsibilities are in addition to his/her current assignment.

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Time Period of Differential Pay
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If awarded, differential pay begins on the eleventh $\left(11^{\text {th }}\right)$ day of the assignment and the situation must result from an extended vacancy. The length of the differential pay may not exceed a period of sixty (60) working days except in unusual circumstances approved by the Associate Superintendent of Human Resources.

## Differential Pay Rate

The rate of differential pay will be calculated by determining the pay rate had the employee been assigned the position and subtracting his/her current pay rate. The net amount is the differential pay rate. For a position that is three (3) or more job groups above his/her current position, the employee shall receive a differential rate of a minimum of $20 \%$ of the pay rate calculated had the employee been regularly assigned to the position.

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Approval Process for Differential Pay
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The following forms must be completed and submitted to the Human Resources Department for review and approval:

- Request for Differential Pay [FORM D24-A]; and
- Memo of Understanding Regarding Differential Pay [FORM D24-B]

Authorization to approve 'differential pay' for an employee is limited to the Associate Superintendent of Human Resources or the Superintendent.

## Communication to Employees

No commitment should be made to an employee by a supervisor, regarding 'differential pay', prior to receiving written approval from the Associate Superintendent of Human Resources.

# SAN ANTONIO INDEPENDENT SCHOOL DISTRICT <br> COMPENSATION RESOURCE MANUAL 

## SALARY ADJUSTMENTS

General Pay Increase (GPI)
Employee salaries and wages will be reviewed annually. General pay increases may be given to employees to reward continued service to the District.

The Superintendent of Schools may recommend an amount for employee salary adjustments as a part of the annual budget. Budget recommendations for general pay increases will be based on available revenue, changes in minimum pay laws, competitive job markets and district compensation objectives. The Superintendent of Schools or designee shall approve salary adjustments for employees within the Board approved budgeted amounts and in accordance with the Compensation Guidelines.

To receive a Board-approved annual pay adjustment, an employee must be in an active status or on an approved leave of absence at the time of the issuance of the first payroll reflecting the annual pay adjustment. The general pay increase will be calculated for each employee by applying the percent of the salary increase approved by the Board to the midpoint or control point of each employee's pay range such that all employees in the pay range receive the same rate of increase. Pay increases for classroom teachers, librarians and other certain professionals will comply with the state requested minimum salary standards.

Employees that have a salary at or over the maximum of the respective pay grade, may receive the annual employee pay adjustment as part of their base pay rate.

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Job Reclassifications
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Once the employment contract has begun, an employee's salary shall not be adjusted. In situations where the employee's job changes based on significant and sustained changes in the job duties assigned (increased or decreased) or changes in the competitive job market, a pay grade assignment may be changed. This type of change is considered a 'job reclassification'. An upward or downward job reclassification may result in greater or lesser potential for pay advancement over time. Exempt position job reclassifications require Board approval; and the Board must be informed of job reclassifications of hourly positions. Administrative Procedure D20 addresses position reclassification.

Vacant position, if considered for reclassification, will use the midpoint of the ranges to determined approximately change in compensation. The position will be identified as 'vacant' on the reclassification documentation submitted to the Board for approval.

## Promotion Adjustments

A promotion occurs when an employee moves to a new assignment in a pay range with a midpoint value greater than their current position. Typically, this movement is associated with the employee being selected for the position in response to a job posting. The amount of the increase to the daily or hourly rate will be determined by the Compensation Department and shall not be less than the minimum rate of pay range. To determine the employee's new salary, his/her years of experience for pay, is aligned with the pay rate of the peer group (incumbents in the same job and/or same classification pay level) with similar or the same years of experience.

# SAN ANTONIO INDEPENDENT SCHOOL DISTRICT COMPENSATION RESOURCE MANUAL 

## Demotion Adjustments

A demotion occurs when an employee moves to a new assignment in a pay range with a midpoint of lesser value than their current position. Typically, this movement is associated with the employee being selected for the position in response to a job posting or an involuntary action. The amount of the decrease to the daily or hourly rate will be determined by the Compensation Department. To determine the employee's new pay rate, his/her years of experience for pay will be aligned with the pay rate of the peer group (incumbents in the same job and classification pay level) with the same or similar years of experience.

## Lateral Transfer and Adjustment

A lateral move occurs when the employee is assigned to a position within the same or similar pay range and midpoint value as the employee's previous position's pay range. Typically, this move would not require a compensation adjustment. An equity adjustment may be given for lateral transfers if a review of the peer salaries significantly exceeds the employee's salary.

Transfers Between Job Classification Pay Groups

The compensation structure for each Job Classification Pay Group are unique and are not interchangeable. The Compensation Department will determine the base salary when an employee transfer occurs between Job Classification Pay Groups.

## Equity Adjustments

The superintendent may make special adjustments to individual employee's compensation to correct identified pay equity problems. Equity adjustments may be made to retain incumbents in jobs at risk due to dramatic market shifts or remedy internal pay alignment based on relevant compensable factors. All equity adjustments will be made and reported to the Board in accordance with the DEA (Local).

Transfers Between Workday Calendars

An overlap in employee calendars occurs with transfers between campuses/department positions. Due to varied contract beginning and ending dates there may be a reduction or increase in compensable days for the remainder of the respective school year. When days are increased or reduced, the employee's pay may be adjusted.

Reassignment

An administrative decision to reassign and employee to a lower grade level position shall be accompanied by a letter of assignment signed by the Associate Superintendent of Human Resources. This letter will include the new job title, change in compensation, number of workdays and the effective date.

## PAYMENT OF COMPENSATION

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Payroll Period
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In order to provide employees with year-round income, employees' annualized income shall be prorated over a twelve (12) month calendar period. The exceptions are bus drivers, bus assistants and bus monitors who are on a 22 payment schedule.

## Proration of Pay for Reduced Number of Workdays

If an employee is working less workdays than the full workday calendar for the position, the employee's pay will be prorated. The number of workdays remaining in the work year calendar shall be multiplied by the daily rate to determine the prorated salary. The prorated salary will then be divided by the number of paychecks remaining in the school calendar year, this will determine the prorated monthly rate of pay.

Release of Paychecks

Paychecks will not be released to any person other than the district employee named on the check without prior written authorization.

## Back Payments

A back payment occurs when an employee is paid less than the amount the employee should have been paid under the assigned pay grade and/or any relevant supplemental pay. If a request for back payment is presented in the current school year, the Compensation Department will rectify the issue by paying the difference back to the employee's start in the position for the current school year.

## Overpayment

An overpayment occurs when an employee is paid more than the amount the employee should have been paid under the assigned pay grade and/or any relevant supplemental pay. If discovered and/or reported in the current school year, the Compensation Department will rectify the issue by recovering the funds for the current year. Typically, the Compensation Department will deduct the overpayment from the remaining paychecks in the contract year by recalculating the monthly or biweekly pay rate. In some situations, an employee may work with the Payroll Department for an alternative repayment plan.

## Movement Between Pay Cycles

Movement between pay cycles, due to a change in position, may result in a lump sum payout of the current position prior to moving into the new position; this is more typical of movement between a monthly and biweekly pay schedule. Movement may also affect the number of paychecks the employee would receive. Employees paid on a monthly pay cycle typically receive 12 paychecks, biweekly 26.

# SAN ANTONIO INDEPENDENT SCHOOL DISTRICT COMPENSATION RESOURCE MANUAL 

## COMPENSATION REVIEWS

Request for Individual Compensation Review

A manager may request a job reclassification review by following the administrative procedure for reclassification, D20. After a review has been conducted, if a change in pay grade assignment and/or compensation is warranted, the change shall be submitted to the Board for approval via the 'job reclassification' process. Reclassifications are typically presented to the Board in March.

If an individual employee believes their position has been improperly classified or if the content and scope of responsibilities has substantially changed, they should discuss their concerns with their supervisor or manager. The manager should be the initiator of compensation review requests.

Request for Department Compensation Review

If a manager believes two or more positions are improperly classified, the content and scope of responsibilities have substantially changed, or that retention or recruitment issues exist, they may make a request for a re-evaluation of the department from the Compensation Department. Department Reviews are performed once during the school year. After a review has been conducted, if a change in pay grade assignment and/or compensation is warranted, the change shall be submitted to the Board for approval via the 'job reclassification' process.

If a group of employees believe their position(s) are improperly classified or if the content and scope of responsibilities has substantially changed, they should discuss their concerns with their supervisor or manager. The manager should be the initiator of compensation review requests.

## SAN ANTONIO INDEPENDENT SCHOOL DISTRICT COMPENSATION RESOURCE MANUAL

## SUBSTITUTE PAY RATES

Substitute rates apply to positions that are vacant or an employee is absent (planned or otherwise) for a single day, multiple days or an extended period of time. Substitute assignments are determined by the Human Resources Department. For more information on leaves of absences, please refer to Administrative Procedures, D7.

The substitute rates are listed below by position. Any deviation from these rates must be pre-approved by the Human Resources Department before the substitute is communicated a rate of pay.

Teacher Substitutes

| Type of Substitute | Starting Pay | Beginning Day 6 | Beginning Day 16 |
| :--- | :---: | :---: | :---: |
| Retired Certified <br> [2) | $\$ 100.00$ | - | $\$ 200.00^{(1)}$ |
| ${\text { Certified in assignment }{ }^{(2)}}^{(2)}$ certified for the assignment] | $\$ 90.00$ | $\$ 100.00^{(1)}$ | $\$ 140.00^{(1)}$ |
| Certified but not in assignment $^{(2)}$ | $\$ 90.00$ | $\$ 100.00^{(1)}$ | - |
| Degreed | $\$ 80.00$ | $\$ 90.00$ | - |
| Non-Degreed | $\$ 77.00$ | $\$ 87.00$ | - |

${ }^{(1)}$ Long term pay begins on the $6^{\text {th }}$ consecutive day for certified teachers and the $16^{\text {th }}$ consecutive day for retired certified teachers in the same assignment for the same teacher. Long term pay is discontinued if the substitute is out for all or part of one scheduled work day, resulting in a break in service of continuous days worked.
${ }^{(2)}$ Certification must be from the State of Texas.

## Registered Nurse (RN) Substitutes

| Type of Substitute | Starting Pay | Beginning Day 6 | Beginning Day 16 |
| :--- | :---: | :---: | :---: |
| Licensed $^{(2)}$ | $\$ 90.00$ | $\$ 100.00^{(1)}$ | $\$ 140.00^{(1)}$ |

${ }^{(1)}$ Long term pay beginnings on the $6^{\text {th }}$ consecutive day for certified RNs in the same assignment for the same RN. It discontinues if the substitute is out for all or part of one scheduled work day, resulting in a break in service of continuous days worked.
${ }^{(2)}$ License must be from the State of Texas.

## Librarian Substitutes

| Type of Substitute | Starting Pay | Beginning Day 6 | Beginning Day 16 |
| :--- | :---: | :---: | :---: |
| Certified in assignment ${ }^{(2)}$ | $\$ 90.00$ | $\$ 100.00^{(1)}$ | $\$ 140.00{ }^{(1)}$ |
| Degreed | $\$ 80.00$ | $\$ 90.00$ | - |
| Non-Degreed | $\$ 77.00$ | $\$ 87.00$ | - |

${ }^{(1)}$ Long term pay beginnings on the $6^{\text {th }}$ consecutive day for certified Librarians in the same assignment for the same Librarian. It discontinues if the substitute is out for all or part of one scheduled work day, resulting in a break in service of continuous days worked.
${ }^{(2)}$ Certification must be from the State of Texas.

# SAN ANTONIO INDEPENDENT SCHOOL DISTRICT COMPENSATION RESOURCE MANUAL 

Paraprofessional Substitutes
(Applies to Clerks, Secretaries, Instructional Assistants, Health Assistants, etc.)

| Type of Substitute | Starting Pay | Beginning Day 6 | Beginning Day 16 |
| :--- | :---: | :---: | :---: |
| All Levels | $\$ 75$ daily rate ${ }^{(2)}$ | $\$ 85$ daily rate ${ }^{(1,2)}$ | - |

${ }^{(1)}$ Does not apply to department clerical substitutes regardless of the number of days in assignment
${ }^{(2)}$ Weekly hours not to exceed 40 hours in a work week.

## LVN Substitutes

| Type of Substitute | Starting Pay | Beginning Day 6 | Beginning Day 16 |
| :--- | :---: | :---: | :---: |
| Licensed $^{(2)}$ | $\$ 77.00$ | $\$ 87.00$ | - |

${ }^{(1)}$ Long term pay beginnings on the $6{ }^{\text {th }}$ consecutive day in the same assignment. It discontinues if the substitute is out for all or part of one scheduled work day, resulting in a break in service of continuous days worked.
${ }^{(2)}$ License must be from the State of Texas.

Food Service Substitutes

| Type of Substitute | Starting Pay | Beginning Day 6 | Beginning Day 16 |
| :--- | :---: | :---: | :---: |
| Food Service Worker | $\$ 9.25$ per hour | - | - |
| Food Service Manager | $\$ 18.25$ per hour | - | - |

## Professional Administrative \& Administrative Support Substitutes

| Type of Substitute | Starting Pay | Beginning Day 16 |
| :--- | :---: | :---: |
| All | Entry Rate of position |  |
| TRS Retirees who are working part-time in a <br> full-time vacant position |  |  |
| Entry Rate of position |  |  |
| Retired from higher position | Entry Rate of position | Midpoint pay rate <br> OR |
| Rate at Retirement ${ }^{(2)}$ |  |  |

${ }^{(1)}$ Must be pre-approved through the Human Resources Department.
${ }^{(2)}$ The pay rate increase to midpoint daily rate or rate at retirement whichever is lower.

## Principal Substitutes

| Type of Substitute | Starting Pay | Beginning Day 16 |
| :--- | :---: | :---: |
| Retired Principal | Entry Rate of position | Rate at Retirement ${ }^{4)}$ |

${ }^{(4)}$ The pay rate increases to the daily rate at retirement unless the entry rate is higher.

## SAN ANTONIO INDEPENDENT SCHOOL DISTRICT COMPENSATION RESOURCE MANUAL

## INTERIM ASSIGMENT PAY RATES

Interim assignments are determined by the Human Resources Department.
The interim assignment rates are listed below, any deviation from these rates must be pre-approved by the Human Resources Department before the rate of pay is communicated.

Professional Administrative \& Administrative Support Assignments

| Type of Interim Assignment | Starting Pay | Beginning Day 16 |
| :--- | :---: | :---: |
| All | Entry Rate of position ${ }^{(1)}$ | - |

${ }^{(1)}$ Consideration may be given for directly related experience not to exceed the midpoint without the Associate Superintendent of Human Resources approval and not to exceed $110 \%$ of the midpoint without the Superintendent approval.

Principal Interim - Assistant Principal Assumes Responsibilities

| Type of Interim Assignment | $1^{\text {st }}$ to $10^{\text {th }}$ Day | Beginning Day 11 |
| :--- | :---: | :---: |
| All | AP Current Daily Rate | Differential Pay |

Master / Mentor Principal Assignments

| Type of Interim Assignment | Elementary / Middle Schools | High Schools |
| :--- | :---: | :---: |
| Master Principal (Retired Principal) <br> Provides guidance and assists campus <br> administrative team. Has decision-making <br> authority. | W9 Midpoint Hourly Rate | W10 Midpoint Hourly Rate |
| Mentor Principal (Retired Principal) <br> Advises and guides current principal. Provides <br> insight and recommendations for the principal's <br> consideration. | W9 Midpoint Hourly Rate | W10 Midpoint Hourly Rate |

## SAN ANTONIO INDEPENDENT SCHOOL DISTRICT COMPENSATION RESOURCE MANUAL

## PART-TIME PAY RATES

Part-time employees are temporary employees hired by the Human Resources Department for campuses and departments. Part-time positions are valid for one school year only, from July $1^{\text {st }}$ through June $30^{\text {th }}$; as a result, all part-time personnel must reapply each year. Any deviation from these rates must be pre-approved by the Human Resources Department. Weekly hours for part-time positions should not exceed 25 hours per week. Part-timers may not accrue compensatory time.

| Part-Time Classified Positions | Hourly Rate |
| :--- | :---: |
| All classifications and grades | $\$ 9.25$ |


| Part-Time Athletic Event Positions | Hourly Rate |
| :--- | :---: |
| Athletic / Stadium Parking Attendant | $\$ 10.00$ |
| Cleaners | $\$ 10.00$ |
| Ticket Takers | $\$ 10.00$ |


| Part-Time Paraprofessional Positions | Hourly Rate |
| :--- | :---: |
| Clerk ( high school student) | $\$ 7.25$ |
| Paraprofessional (pay grades 1 through 4) | $\$ 9.25$ |
| Clerical (pay grades 5 and 6) | $\$ 12.00$ |
| Clerical (pay grade 7 only) <br> must have prior approval from the Human Resources Department | $\$ 18.00$ |


| Part-Time Professional/Administrative / Administrative Support Positions | Hourly Rate |
| :--- | :---: |
| College Student Tutor | $\$ 12.00$ |
| Teacher Adult Education (degreed / non-certified) | $\$ 20.00$ |
| Teacher Adult Education (degreed / certified) | $\$ 30.00$ |
| Teacher | $\$ 30.00$ |
| Non-Administrative Personnel in Administrative Program job groups W4 - W7 | $\$ 30.00$ |
| Non-Administrative Personnel in Administrative Management job groups X4 - X7 | $\$ 30.00$ |
| Administrator positions | $\$ 35.00$ |

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\end{gathered}
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Part-Time Pay Rates - Special Education Services

| Part-Time Position | Service Provided | Hourly Rate |
| :---: | :---: | :---: |
| Child Care Contracts | Provide child care and supervision services to children during Parent Support Group Meetings | \$12 |
| Counseling Services (Master Level) | Provide counseling to students as a related service Qualifications: LPC / LSW | \$52 |
| In Home Training Teacher | Conduct training to parents of children with autism or pervasive developmental disorder | \$30 |
| Education Diagnostician | Provide individual evaluations | \$35 |
| LSSP | Provide individual evaluations | \$55 |
| LSSP Intern | Provide evaluation, counseling, consultation with parents and staff under the supervision of an LSSP | $\begin{gathered} \$ 122 / \text { day } \\ \$ 24,644 / 202 \text { days } \end{gathered}$ |
| Administrative Personnel: Program Review Team (PRT) | Monitor program compliance to ensure special education services to students | \$35 |
| Translators/Interpreter | Translate i.e., foreign language or sign language | \$25 |
| Braillist | Provide braille service | \$17 |
| Parent Support Group Facilitator | Co-facilitate parent support group and sign language classes for parents of special education students | \$25 |
| Psychologist-PhD Level | Provide supervision of LSSP interns, consultation and evaluations as needed | \$85 |
| Drug Counseling - LCDC | Substance abuse counseling @ AEP campus | \$25 |
| Visual/Auditory Impaired Teacher | Provide adaptive visual skills instruction, conduct evaluations with VI or AI students and consultation services to parents / students / staff | \$55 |
| Adaptive Equipment Tech | Makes or adjusts adaptive equipment for students | \$15 |
| Clerical (grade 5 \& 6) | Clerk to assist with RF Tracker data and other special education data reports | \$12 |
| Degreed Certified Personnel |  |  |
| Homebound Teacher | Provide homebound services | \$30 |
| Teacher or Educational Specialist | Consult with privates school staff; provide individual academic intervention services to non-public school students identified with disabilities or provide training on program development and coaching support to special education staff | \$30 |
| Therapists |  |  |
| Music Therapist | Provide assessment and services for music therapy | \$30 |
| Art Therapist | Provide assessment and services for art therapy as related services | \$55 |
| Physical Therapist | Provide physical therapy to special education students | \$55 |
| Occupational Therapist | Provide occupational therapy to special education students | \$55 |
| Speech Therapist | Provide speech therapy services to special education students | \$55 |
| Speech Assistant Therapist | Provide speech services | \$30 |

NOTE: Special Education Crisis Substitute - same daily rate as substitute - no corresponding position

## SAN ANTONIO INDEPENDENT SCHOOL DISTRICT COMPENSATION RESOURCE MANUAL

## EXTRA DUTY PAY RATES

Extra duty rates are dependent upon the duties performed.
The following rates apply to full-time permanent professional employees which includes teachers, nurses, librarians, counselors, LSSPs, social workers, diagnosticians, instructional coaches, teacher specialists and assistant principals when NOT on contract days.

| Duties Performed | Degreed <br> NON-Certified Personnel | Degreed <br> Certified Personnel |
| :--- | :---: | :---: |
| Tutoring Students | $\$ 20$ per hour | \$25 per hour |
| Professional Development <br> [attendance required only] | $\$ 20$ per hour | \$25 per hour |
| Preparation time for Professional Development <br> [during non-contract days] | \$20 per hour | \$20 per hour |
| Facilitator Professional Development <br> [during non-contract days] | $\mathrm{n} / \mathrm{a}$ | $\$ 35$ per hour |
| Curriculum Writing | \$20 per hour | \$25 per hour |
| Work beyond contract days <br> [i.e., during the summer] | $\mathrm{n} / \mathrm{a}$ | \$30 per hour |
| Non-Administrative Professional <br> [i.e., counselors, instructional coaches, campus <br> instructional specialists, etc.] | $\mathrm{n} / \mathrm{a}$ | \$35 per hour |
| Assistant Principals who work beyond contract days <br> [prior approval required from campus principal and the <br> Human Resources Department] | $\$ 25$ per hour | $\$ 35$ per hour |
| Registration |  | $\$ 25$ per hour |

## Not Eligible for Extra Duty Pay

o Professional Development - attendance not required
o Administrative Program pay group 5 and above
o Receiving a stipend for extra duty
o Receiving a stipend for extended day
0 All organizational learning, professional learning or staff development presented during the contract period do not receive preparation time compensation
0 Work performed on contract workdays

The following rates apply to paraprofessionals working prior to their reporting date or after their end date.

| Duties Performed | Hourly Rate |  |
| :---: | :---: | :---: |
| Registration <br> (paraprofessional) | \$9.25 per hour | - Cannot accrue compensatory time <br> - Hours may not exceed 25 hours per week <br> - Individuals working post-retirement need to be approved each <br> school year |
| Clerical | Refer to <br> Part-Time <br> Rates | Non-exempt employees (paraprofessional and classified staff) <br> may NOT volunteer their time for registration - they must be paid |

## SUMMER SCHOOL PAY RATES

Summer School pay rates apply to positions directly related to the administration of summer school.

| Summer School Position / Service | Rate |
| :--- | :---: |
| Professional who provides before / after school supervision | $\$ 10.00$ per day |
| Student support provider | $\$ 12.00$ per hour |
| Cafeteria Manager | $\$ 12.00$ per hour |
| Cafeteria Cook | $\$ 9.25$ per hour |
| Summer Braillers | Hourly rate ${ }^{(1)}$ |
| Deaf Interpreters | Hourly rate ${ }^{(1)}$ |
| Summer School Teacher, degreed \& certified | $\$ 30.00$ per hour |
| Professional Non-Administrative <br> [includes counselors, instructional coaches, campus instructional specialists, etc.] | $\$ 35.00$ per hour |
| Summer School Administrator / Principal | $\$ 35.00$ per hour |

(1) See part-time rates for special education services

## SAN ANTONIO INDEPENDENT SCHOOL DISTRICT COMPENSATION RESOURCE MANUAL

## STIPENDS

Employees may receive compensation, in addition to their salaries, through the assignment of additional supplemental duties. Stipends are assigned by the Principal, Department, or Human Resources. The additional compensation is typically prorated and paid in monthly increments throughout the school year. Otherwise, a stipend may be paid as supplemental pay annually or biannually.

Athletic Stipends

| DISCIPLINE | POSITION | ACADEMY | MIDDLE <br> SCHOOL | HIGH <br> SCHOOL | SPECIAL CAMPUS ${ }^{(1)}$ |
| :---: | :---: | :---: | :---: | :---: | :---: |
| TRAINER | Trainer |  |  | 10100 |  |
|  | Assistant Trainer |  |  | 7300 |  |
| ATHLETIC COORDINATOR | Athletic Coordinator | 750 | 1300 | 7000 | 4100 |
| BASEBALL | Head Coach |  |  | 5500 |  |
|  | Assistant Coach |  |  | 3500 |  |
| BASKETBALL | Head Coach | 2500 | 3200 | 13900 | 6900 |
|  | Assistant Coach | 1300 | 1300 | 4000 | 4000 |
| CROSS COUNTRY | Head Coach | 1400 | 1400 | 4000 | 1400 |
| DIVING | Instructor |  |  | 3000 |  |
| FOOTBALL | Head Coach |  | 3200 | 15600 |  |
|  | 1st Assistant Coach |  |  | 9700 |  |
|  | Assistant Coach |  | 1600 | 7300 |  |
|  | Coach 7 on 7 | 2500 |  | 2500 |  |
| GOLF | Head Coach | 1400 | 1400 | 6400 |  |
| SOCCER | Head Coach | 2500 | 2700 | 5500 | 2700 |
|  | Assistant Coach | 1000 | 1300 | 3500 | 1300 |
| SOFTBALL | Head Coach |  |  | 5500 |  |
|  | Assistant Coach |  |  | 3500 |  |
| SWIM/WATERPOLO ${ }^{(2)}$ | Coach |  |  | 6400 |  |
| TENNIS | Head Coach | 1400 | 1400 | 6400 | 1400 |
|  | Assistant Coach |  |  | 4000 |  |
| TRACK | Head Coach | 2500 | 2700 | 5500 | 5500 |
|  | Assistant Coach | 1075 | 1300 | 3500 | 1300 |
| VOLLEYBALL | Head Coach | 2500 | 3200 | 6900 | 6900 |
|  | Assistant Coach | 1600 | 1600 | 4400 | 1600 |
| WRESTLING | Head Coach |  |  | 5000 |  |
|  | Assistant Coach |  |  | 3200 |  |

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Fine Arts Stipends

| DISCIPLINE | POSITION | $\begin{gathered} \text { ELEM } \\ \text { SCHOOL } \end{gathered}$ | ACADEMY | MIDDLE SCHOOL | $\begin{gathered} \hline \text { HIGH } \\ \text { SCHOOL } \\ \hline \end{gathered}$ |
| :---: | :---: | :---: | :---: | :---: | :---: |
| BAND | Director |  | $\begin{aligned} & \$ 3,000 \\ & \text { (non-UIL) } \end{aligned}$ | \$7,000 | \$15,000 |
|  | Director - No Marching Band |  |  |  | \$11,000 |
|  | Assistant Director |  |  | \$5,000 | \$9,000 |
|  | Director - Twirler |  |  |  | $\begin{gathered} \$ 4,700 \\ \text { (Jefferson) } \end{gathered}$ |
| ORCHESTRA/ STRINGS | Director | $\begin{gathered} \$ 1,500 \\ (4 \& 5) \\ \hline \end{gathered}$ | $\begin{aligned} & \hline \$ 1,500 \\ & \text { (non-UIL) } \\ & \hline \end{aligned}$ | \$3,500 | \$6,000 |
|  | Assistant Director |  |  | \$2,000 | \$3,500 |
| CHOIR | Director |  | $\begin{aligned} & \$ 1,500 \\ & \text { (non-UIL) } \end{aligned}$ | \$3,500 | \$6,000 |
|  | Assistant Director |  |  | \$2,000 | \$3,500 |
| DANCE/ SPIRIT | Fine Arts Dance (No Spirit) |  | \$3,000 | \$3,000 | \$3,000 |
|  | Director - Dance Team/FA Dance |  |  |  | \$11,100 |
|  | Director - Dance Team/ FA Dance (004) |  |  |  | \$7,770 |
|  | Director - Cheer |  |  |  | \$7,000 |
|  | Assistant Dir Dance/ Pep Squad |  |  |  | \$7,000 |
|  | Assistant Dir Dance /Pep Squad (004) (No Football Season) |  |  |  | \$4,900 |
| THEATRE ARTS | Director |  | $\begin{gathered} \$ 1,500 \\ \left(6^{\text {th }} \text { Grade only) }\right) \end{gathered}$ | \$3,500 | \$6,000 |
|  | Assistant Director |  |  | \$2,000 | \$3,500 |
| MARIACHI | Director |  | $\begin{gathered} \$ 1,500 \\ \left(6^{\text {th }} \text { Grade only) }\right) \\ \hline \end{gathered}$ | \$5,700 | \$7,100 |
|  | Assistant Director |  |  | \$2,000 | \$3,500 |
|  | Lead Instructor |  |  |  | \$5,000 |

Campus Based Stipends

| DISCIPLINE | POSITION | ELEM <br> SCHOOL | ACADEMY | MIDDLE <br> SCHOOL | HIGH <br> SCHOOL | SPECIAL <br> CAMPUS |
| :--- | :--- | :---: | :---: | :---: | :---: | :---: |
| CLASS SPONSOR | Sponsor |  |  |  | 1200 | $800^{(1)}$ |
| NEWSPAPER | Sponsor |  | 400 | 400 | 1400 |  |
| NATIONAL HONORS SOCIETY | Sponsor |  | 500 | 500 | 500 | $500^{(1)}$ |
| SPEECH \& DEBATE | Sponsor |  |  |  | 2700 |  |
| STUDENT COUNSEL | Sponsor |  | 600 | 600 | 1200 | $800^{(1)}$ |
| YEARBOOK | Sponsor |  | 800 | 800 | 1500 | $800^{(3)}$ |
| MASTER SCHEDULER ${ }^{(2)}$ |  |  |  | 900 | 1500 |  |

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## SAN ANTONIO INDEPENDENT SCHOOL DISTRICT COMPENSATION RESOURCE MANUAL

Academic Based Stipends

| DISCIPLINE | POSITION | $\begin{gathered} \hline \text { ECHC \& } \\ \text { ELEM } \\ \text { SCHOOL } \\ \hline \end{gathered}$ | ACADEMY | MIDDLE <br> SCHOOL | $\begin{aligned} & \text { HIGH } \\ & \text { SCHOOL } \end{aligned}$ |
| :---: | :---: | :---: | :---: | :---: | :---: |
| AP-LEAD <br> TEACHER ${ }^{(1)}$ | ELA, Fine Arts, LOTE, Math, Science, Social Studies |  |  |  | 2000 |
| ACADEMIC COORDINATOR | Pre-K through 8th Grade, Elementary SP ED | 1000 | 1000 |  |  |
|  | Core Studies <br> (English, Math, Science, Social Studies) | 1000 | 1600 | 1200 | 4000 |
|  | Non-Core Studies (Fine Arts, Multi-Language, SP ED, Vocational) | 1000 | 1200 | 1200 | 1600 |
| SECONDARY <br> SUPPLEMENT ${ }^{(1)}$ | Math |  |  | 2000 | 2000 |
|  | Science |  |  | 2000 | 2000 |

${ }^{(1)}$ Recommended by Principal, Approved by Department

Consulting / Mentoring Stipends

| DISCIPLINE | ELEM <br> SCHOOL | MIDDLE <br> SCHOOL | HIGH <br> SCHOOL |
| :--- | :---: | :---: | :---: |
| MENTORING ASPIRING PRINCIPAL | 7000 | 8000 | 10000 |
| MENTOR TEACHER 1 ${ }^{\text {ST }}$ YEAR |  | 500 |  |
| MENTOR TEACHER 2 ${ }^{\text {ND }}$ YEAR | 250 |  |  |
| CONSULTING TEACHER | 7500 |  |  |

${ }^{(1)}$ Fox Tech Only
${ }^{(2)}$ Recommended by Principal, Approved by Department

Campus Specific Stipends

| DISCIPLINE | POSITION | AMOUNT |
| :--- | :--- | :---: |
|  | Campus Technology Facilitator | 500 |
|  | Recruiting Coordinator / Chair | 3500 |
|  | School Strategy (AP Eligible Only) | 3500 |
| ESTRADA | R4 Supplement (Professional Extra Duty) | 1000 |
| DAVIS MIDDLE SCHOOL | Extended Day | Up to 3500 |
| LAMAR ELEMENTARY SCHOOL | Extended Day | Up to 3500 |
| OGDEN ELEMENTARY SCHOOL | Extended Day | Up to 3500 |
| STORM ELEMENTARY SCHOOL | Extended Day | Up to 3500 |
| (4 campuses assigned) | Verizon Instructional Coach | 7500 |

## SAN ANTONIO INDEPENDENT SCHOOL DISTRICT COMPENSATION RESOURCE MANUAL

Special Education Stipends

| DISCIPLINE | AMOUNT |
| :--- | :---: |
| ESL | 2000 |
| Reading Specialist | 2000 |
| Special ED Supplement (ACE, BAC, PPCD, DSP, VI, BSC) | 2000 |
| Speech Pathologist CCC's (Cert of Clinical Competence) /Equivalent | 2000 |
| Speech Pathologist - Bilingual | 2000 |
| Special ED Assessment - Bilingual | 2000 |

Bilingual Stipends

| DISCIPLINE | AMOUNT |
| :--- | :---: |
| Bilingual Stipend (paid two times a year) | 1000 |
| Bilingual Lead | 500 |

Position Based Stipends

| DISCIPLINE | AMOUNT |
| :---: | :---: |
| PRINCIPALS |  |
| PK/K-8 PRINCIPAL STIPEND | 4000 |
| TIF CAMPUS PRINICIPAL POSITION STIPEND | 10000 |
| TIF CAMPUS PRINCIPAL PERFORMANCE STIPEND | Up to 10000 |
| MASTER TEACHERS |  |
| MASTER TEACHER - ADDITIONAL DAYS 20 additional days (excluding Ogden/Storm) | 7500 |
| MASTER TEACHER - ADDITIONAL DAYS 15 additional days (Ogden/Storm Only) | 5000 |
| MASTER TEACHER - EXTENDED DAY (5 hours per instructional week) | 7500 |
| ROTC / LOTC TEACHERS |  |
| ROTC | 3500 |
| LOTC | 1750 |
| NON-TEACHER POSITIONS |  |
| BEHAVIOR PROGRAM SPECIALIST | 7000 |
| IINSTRUCTIONAL SPECIALISTS/COACHES (formerly Implementation Specialists) | 7500 |


[^0]:    (1) YWLA
    (2) Swim $=4400$; Water Polo $=2000$

[^1]:    ${ }^{(1)}$ St Phillips ECHS, Travis ECHS, YWLA
    ${ }^{(2)}$ Recommended by Principal, approved by District Master Scheduler
    (3) YWLA

