



2020-2021

Salary Schedules

Department of Human Resources

2600 North Hand Avenue

Bay Minette, AL 36507

Board Approved

June 25, 2020

BALDWIN COUNTY BOARD OF EDUCATION
Bay Minette, Alabama

2020-2021 SALARY SCHEDULES

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2020-2021
BALDWIN COUNTY BOARD OF EDUCATION
 INTRODUCTION

The 2020-2021 Salary Schedule provides a uniform and equitable payment of wages for services rendered by certificated and classified employees. Certificated employees must possess a valid Alabama Teacher’s Certificate or be eligible for a waiver from the State Department of Education. Classified personnel include all support employees who do not work as certificated employees.

The salary schedule of the Baldwin County Board of Education as set forth herein is predicated upon a school calendar that includes 180 instructional days or the hourly equivalent and the number of employee work days as set forth in contract days below. In the event the number of instructional days is reduced as a result of legislative enactment, the Board reserves the right and ability to make corresponding reductions to the number of work days for Board employees together with a prorated reduction in compensation. Similarly, if as a consequence of legislative enactment the number of employee work days is reduced, the Board reserves the right and ability to reduce compensation on a prorated basis for all affected employees. In no event will any employee whose pay is subject to a state minimum salary schedule be paid less than the applicable state minimum salary schedule.

No supervising administrator shall be paid a salary less than an employee under his/her supervision. In the event the supervising administrator is paid a base salary less than an employee under his/her supervision, the base salary of the supervising administrator shall be temporarily increased by the amount of \$1 per month. Temporary adjustments, made in accordance herewith, will apply only for as long as the circumstances triggering the increase remain in place. Salary supplements shall not be taken into consideration for purposes of this provision. At the school level, the supervising administrator shall be the principal. Central Office administrators, other than the Superintendent and Assistant Superintendent, are not supervisors of principals.

The employee shall be responsible for insuring the correctness of his/her records. Errors attributable to the board may be corrected for the current school term and the two preceding years, as appropriate. Errors not attributable to the board may be corrected for the current school term only.

CONTRACT DAYS & PAY SCHEDULES

Annual salaries for the indicated months of employment are based on the following numbers of working days per scholastic year:

	Monthly Pay Schedules	Semi-Mo Pay Schedules
Nine-Month Employees 182/185/187	September 30 – August 31	September 15 – August 31
Ten-Month Employees..... 202	August 31 – July 31	August 31 – August 15
Eleven-Month Employees..... 222	August 31 – July 31	August 15 – July 31
Twelve-Month Employees 242	July 31 – June 30	July 15 – June 30

For payroll purposes, annual salaries will be divided into twelve (12) equal payments [for certain job types, annual salaries will be divided into twenty-four (24) payments].

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INFORMATION REGARDING CERTIFICATED SALARIES

Teachers will be placed on the appropriate step of the Teachers Salary Schedule.

Certificated employees will be paid at the level of their highest earned degree from a regionally accredited institution upon proper documentation of that degree (i.e. an **official** transcript showing the date of conferral) and verification of that degree by the Alabama State Department of Education. It should be noted that State Department reviews for higher degree are only performed for individuals with current valid Alabama certification.

Teachers holding career and technical education certificates endorsed in technical education or healthcare science and technology shall be paid at the appropriate degree equivalency in accordance with Rule 290-3-2.

EDD/PHD compensation for employees not paid from the teacher’s salary schedule is the AA salary at the appropriate level of experience plus \$4,059 annual supplement.

In cases of less than full time employment, an appropriate full-time annual salary may be adjusted by deriving an annual salary using the ratio of number of hours per day with 6.5 hours being a full day.

In cases where salaries are affected due to enrollment decrease, the enrollment will be reviewed in May of each year to determine if salaries for the upcoming school year will need to be redlined. In cases where enrollment has increased based on the 20-day attendance report, salaries will be reviewed and adjusted accordingly retroactive to the 1st day of the current school contract year.

INFORMATION REGARDING CLASSIFIED SALARIES

Employees with a bachelor’s degree on Ranks C, E, F, FP, G, GM, H, I, J, K L, or P will receive an additional \$222 monthly supplement for each month employed. Employees with a master’s degree or higher on Ranks C, E, F, FP, G, GM, H, I, J, K, L, or P will receive an additional \$242 monthly supplement for each month employed. In addition, employees with an earned bachelor’s degree or higher on Ranks C, E, F, FP, G, GM, or P will be paid at Step 6 of that salary schedule. All degrees must be earned from a regionally accredited institution and be verified with an **official** transcript reflecting the degree conferral. Supplements will be prorated for less than full time employment. Social Workers, Occupational & Physical Therapists & RNs, with earned master’s degree from a regionally accredited institution may be placed on the appropriate Social Worker, OT, PT & RN, Master’s salary schedule.

Employees moving from a lower salary schedule rank to a higher rank may begin at the first step that would not present an immediate within system decrease. New hires will be placed on Step NEW. Step placement will be lateral when moving from one salary schedule rank to another of equal or lower rank. RN/LPNs are placed on a step equal to applicable verified public K-12 experience as a school nurse. Coaching supplements will be assigned as stipulated herein. Ranks A – L are ordered lowest to highest with Rank P following Rank H.

In cases where salaries are affected due to enrollment decrease, the enrollment will be reviewed in May of each year to determine if salaries for the upcoming school year will need to be redlined. In cases where enrollment has increased based on the 20-day attendance report, salaries will be reviewed and adjusted accordingly retroactive to the 1st day of the current school contract year.

Full time equivalents for indicated positions are as follows:

Position	Hours/Day	Position	Hours/Day
Bus Driver	N/A	RN/LPN/Preschool Aide	7.5
CNP – Worker/Asst Manager/Manager	6.5	Bus Aide	4
Clerical/Custodial/Maintenance/Admin	8	Other Student Support Classified Personnel	7

2020-2021
BALDWIN COUNTY BOARD OF EDUCATION
TEACHER SALARY SCHEDULE

	Yrs Exp	Bachelor/Non-Degree				Master			
		9-Month	10-Month	11-Month	12-Month	9-Month	10-Month	11-Month	12-Month
NEW	0	42,701	46,127	50,695	55,261	49,106	53,044	58,295	63,549
Step 1-2	1-2	42,701	46,127	50,695	55,261	49,106	53,044	58,295	63,549
	3-5	46,970	50,736	55,761	60,784	54,017	58,349	64,125	69,903
	6-8	49,027	52,960	58,203	63,446	56,382	60,903	66,933	72,963
	9-11	49,684	53,668	58,983	64,298	57,137	61,720	67,831	73,943
	12-14	50,588	54,646	60,056	65,467	58,172	62,838	69,060	75,282
	15-17	51,740	55,891	61,426	66,958	59,504	64,275	70,639	77,003
	18-20	52,410	56,613	62,218	67,823	60,268	65,103	71,549	77,994
	21-23	53,077	57,335	63,012	68,689	61,041	65,936	72,465	78,994
	24-26	53,710	58,018	63,763	69,507	61,673	66,619	73,215	79,812
	27	54,343	58,704	64,513	70,327	62,305	67,305	73,968	80,631

	Yrs Exp	6-Year				Doctoral			
		9-Month	10-Month	11-Month	12-Month	9-Month	10-Month	11-Month	12-Month
NEW	0	52,952	57,198	62,860	68,524	56,792	61,350	67,423	73,498
Step 1-2	1-2	52,952	57,198	62,860	68,524	56,792	61,350	67,423	73,498
	3-5	58,242	62,914	69,143	75,372	62,471	67,482	74,164	80,845
	6-8	60,809	65,688	72,190	78,694	65,206	70,436	77,409	84,385
	9-11	61,610	66,551	73,141	79,732	66,081	71,381	78,449	85,517
	12-14	62,727	67,760	74,467	81,176	67,283	72,680	79,874	87,072
	15-17	64,159	69,305	76,168	83,028	68,813	74,331	81,690	89,050
	18-20	64,986	70,198	77,148	84,099	69,705	75,296	82,751	90,204
	21-23	65,816	71,095	78,135	85,175	70,593	76,257	83,807	91,357
	24-26	66,450	71,782	78,888	85,997	71,228	76,941	84,558	92,178
	27	67,083	72,464	79,637	86,813	71,860	77,625	85,310	92,995

This schedule applies to the following categories of employees in positions requiring current valid Alabama educator certification: Audiologists; Behavioral Consultants; Counselors; Curriculum Leader; Educational Diagnosticians; Evaluators; Librarians; Psychometrists; Reading Coaches; Speech Pathologists; Speech Path Assistants; Teachers; Technology Facilitators and other certificated personnel. This schedule reflects 100% (or more) of the State Minimum Salary Schedule for the corresponding years of experience.

Lead Psychometrist Annual Supplement - \$3,822

FOR INFORMATION REGARDING CERTIFICATED SALARY SCHEDULES, PLEASE SEE PAGES 2 & 3

2020-2021
BALDWIN COUNTY BOARD OF EDUCATION
GUIDELINES - EXPERIENCE CREDIT

Experience credit is provided in accordance with the following guidelines:

CERTIFICATED:

1. Experience credit shall be given for teaching full-time under contract in secondary and postsecondary public schools registered with their state's department of education or in regionally accredited private schools.
2. It shall be the sole responsibility of each employee to complete the experience credit verification process for all eligible prior employers. Upon employee request, verification forms will be furnished to the employee by the Human Resources Office. The Board does not track the processing of employment verification with prior employers.
3. Upon an employee's completion of the verification process, the employee shall receive experience credit for verified teaching experience toward step raises. In the event an employee begins employment with the Board prior to completing the verification process, the employee will, upon completion of the verification process, be given retroactive experience credit for the current school year only. In no event will an employee's failure to complete the verification process entitle the employee to receive experience credit for prior school years, nor will it be considered an error as provided for on page three (3) herein.

PRINCIPALS AND ASSISTANT PRINCIPALS:

1. Experience credit shall be given for full-time administrative experience in secondary and postsecondary public schools registered with their state's department of education or in regionally accredited private schools.
2. It shall be the sole responsibility of each employee to complete the experience credit verification process for all eligible prior employers. Upon employee request, verification forms will be furnished to the employee by the Human Resources Office. The Board does not track the processing of employment verification with prior employers.
3. Upon the principal's/assistant principal's completion of the verification process, the principal/assistant principal shall receive experience credit for verified administrative experience toward step raises. In the event the principal/assistant principal begins employment with the Board prior to completing the verification process, the principal/assistant principal will, upon completion of the verification process, be given retroactive experience credit for the current school year only. In no event will a principal's/assistant principal's failure to complete the verification process entitle the principal/assistant principal to receive experience credit for prior school years, nor will it be considered an error as provided for on page three (3) herein.

NURSING:

1. Credit shall be given for full-time nursing, in public K-12 schools and a nurse shall receive credit toward step raises for the school experience verified in accordance with the procedures set forth above.
2. Experience shall be credited only from those public schools registered with their state's department of education.
3. The nurse shall be responsible for furnishing proof to establish experience credit. Forms shall be furnished by the Human Resources Office.

COACHING:

1. New coaches with three or more years of public/private school coaching experience may be placed on Step 1 of the Extracurricular Supplement Salary Schedule. Verification of school coaching experience is required. It shall be the sole responsibility of each employee to complete the BCBOE Coaching Experience Verification Form for all eligible prior coaching experience. Coaching experience does not qualify for teaching experience credit.

FOR INFORMATION REGARDING CERTIFICATED & CLASSIFIED SALARY SCHEDULES, PLEASE SEE PAGES 2 & 3

2020-2021
BALDWIN COUNTY BOARD OF EDUCATION
JROTC SALARY SCHEDULE

	Non-Degree		Bachelor		Master	
	10-Month	11-Month	10-Month	11-Month	10-Month	11-Month
NEW	23,064	25,349	25,139	27,629	28,154	30,942
Step 1	23,064	25,349	25,139	27,629	28,154	30,942
2	23,064	25,349	25,139	27,629	28,154	30,942
3	25,370	27,881	28,005	30,778	31,363	34,469
4	25,370	27,881	28,210	31,002	31,570	34,695
5	25,370	27,881	28,413	31,225	31,773	34,919
6	26,478	29,100	29,466	32,384	32,926	36,185
7	26,478	29,100	29,677	32,615	33,139	36,421
8	26,478	29,100	29,889	32,846	33,349	36,651
9	26,837	29,493	30,099	33,079	33,558	36,880
10-14	28,670	31,509	30,743	33,788	34,253	37,646
15-17	29,449	32,365	31,523	34,643	35,034	38,504
18-19	29,839	32,794	31,913	35,074	35,427	38,933
20+	30,232	33,225	32,306	35,504	35,818	39,363

Although JROTC instructors are expected to conduct several simultaneous extracurricular activities such as drill teams, rifle teams, sabre teams, color guards, honor guards, model military and technological clubs, school service activities, community service activities, etc., no additional supplement will be paid for these activities. These activities are essential functions of the position.

The above salary schedule reflects only that portion of JROTC instructor pay set by Baldwin County Board of Education. The appropriate portion of JROTC salaries funded by the United States Armed Forces will be paid to the instructor monthly by the Board, anticipating reimbursement.

Adjustments will automatically occur annually if the computed salary fails to meet the minimum pay required by the United States Armed Forces or the Alabama State Minimum Salary Schedule.

FOR INFORMATION REGARDING CERTIFICATED SALARY SCHEDULES, PLEASE SEE PAGES 2 & 3

2020-2021

**BALDWIN COUNTY BOARD OF EDUCATION
EXTRACURRICULAR SUPPLEMENT SALARY SCHEDULE**

Supplements are for one year only and are not included when base salary is computed. The principal must recommend a particular individual for a specific supplement each school year or athletic season; no continuing service status in the supplement position is implied or should be assumed by the individual receiving a supplement. Paid leave days are neither earned, nor accrued in a supplemental position. Employees in administrative positions shall not receive athletic supplements. New coaches with three or more years of public/private school coaching experience may be placed on Step 1. Verification of school coaching experience is required in accordance with the verification process set forth on page five (5 of the Guidelines – Experience Credit for Coaching herein.

HIGH SCHOOLS

<u>Band Director</u>	\$9,204 Plus Ten Months Employment	<u>Asst. Band</u>	<u>NEW</u>	\$2,454
<u>Band Auxiliary</u>	\$9,450 – may be utilized as desired		<u>Step 1</u>	\$3,682

Athletic Director/Head Football Coach \$10,432 Plus Twelve Months Employment.
The Athletic Director/Head Football Coach shall carry year-round responsibilities, including the general coordination of the athletic program in keeping with responsibilities delegated by the principal.

<u>Assistant Athletic Coordinator</u>	\$5,259	<u>Football Coordinator</u>	<u>NEW</u>	\$4,909
	<u>Step 1</u>		<u>Step 1</u>	\$6,749
<u>Varsity - Assistant Football</u>	<u>NEW</u>	<u>Varsity – Basketball, Baseball,</u>	<u>NEW</u>	\$3,682
	<u>Step 1</u>	<u>Cheerleading, Soccer, Softball,</u>	<u>Step 1</u>	\$4,909
		<u>& Volleyball</u>		
<u>Bowling, Cross Country, Golf,</u>	<u>NEW</u>	<u>Varsity Assistant – Baseball, Soccer,</u>	<u>NEW</u>	\$1,229
<u>Swimming, Tennis, Wrestling &</u>	<u>Step 1</u>	<u>Basketball, Cheerleading, Softball,</u>	<u>Step 1</u>	\$1,841
<u>Outdoor Track</u>		<u>Outdoor Track, Volleyball & Wrestling</u>		
<u>Indoor Track</u>	<u>NEW</u>	<u>Assistant Indoor Track</u>	<u>NEW</u>	\$921
	<u>Step 1</u>		<u>Step 1</u>	\$1,229
<u>Dance, Drama & Chorus</u>	<u>NEW</u>	<u>JV – Baseball, Basketball, JH Track</u>	<u>NEW</u>	\$1,229
	<u>Step 1</u>	<u>Football, Soccer, Softball, & Volleyball</u>	<u>Step 1</u>	\$1,841
<u>Academic Advisor</u>	\$2,454	<u>JV Assistant – Baseball, Basketball,</u>	<u>NEW</u>	\$736
<u>Athletic Trainer</u>	\$1,638	<u>Soccer, Softball & Volleyball</u>	<u>Step 1</u>	\$921
<u>JV Cheerleading (1 Season)</u>	<u>NEW</u>	<u>JV Cheerleading (2 Seasons)</u>	<u>NEW</u>	\$1,841
	<u>Step 1</u>		<u>Step 1</u>	\$2,454

MIDDLE SCHOOLS

<u>Band</u>	<u>NEW</u>	\$2,454	<u>Football</u>	\$6,137 – may be utilized as desired
	<u>Step 1</u>	\$3,682		
<u>8th Gr Basketball & 8th Gr Volleyball</u>	<u>NEW</u>	\$1,229	<u>7th Gr Basketball & 7th Gr Volleyball</u>	<u>NEW</u>
	<u>Step 1</u>	\$1,841		<u>Step 1</u>
				\$ 736
<u>Wrestling & Soccer</u>	<u>NEW</u>	\$1,229	<u>Track & Cross Country</u>	<u>NEW</u>
	<u>Step 1</u>	\$1,841		<u>Step 1</u>
				\$736
<u>Cheerleading (1 Season)</u>	<u>NEW</u>	\$921	<u>Cheerleading (2 Seasons)</u>	<u>NEW</u>
	<u>Step 1</u>	\$1,229		<u>Step 1</u>
				\$1,841
<u>Chorus</u>	<u>NEW</u>	\$1,229	<u>Academic Advisor</u>	800+ students
	<u>Step 1</u>	\$1,841		500 – 799 students
				225 – 499 students
				\$1,104

Principals shall assign yearly coaching assignments on an equitable basis. Supplements may be utilized as desired based upon the percent of the total unit allocation upon the recommendation of the Athletic Director and approval of the principal. All coaching personnel are expected to coach in the sport in which they are assigned and perform athletic duties throughout the school year. All assistant coaches will be expected to have non-active coaching responsibilities in other sports, such as, but not limited to, timer, judges, ticket seller or taker, transportation of or supervision of non-players, etc., as the need or occasion may arise. In the event an employee is paid a supplement under circumstances where the employee fails to perform, in whole or in part, the related duties, the Board shall recoup from the employee's pay, all sums paid but not earned, as the circumstances require. Athletic Supplement allocation formulas can be found on page 8 of the salary schedule.

2020-2021

BALDWIN COUNTY BOARD OF EDUCATION
EXTRACURRICULAR SUPPLEMENT ALLOCATION FORMULA

HIGH SCHOOL		Units Allocated
All grade levels:	Athletic Director/Head Coach Asst Athletic Coordinator (girls) Football Offensive Coordinator Football Defensive Coordinator Cross Country Swimming Bowling Wrestling Academic Advisor Dance *Chorus *Drama Assistant Indoor Track Band Auxiliary	1 ea
Varsity:	Assistant Football	6
All grade levels:	Golf Tennis Athletic Trainer Indoor Track Outdoor Track	2 ea
Varsity:	Basketball Soccer Assistant Basketball, & Soccer & Outdoor Track	2 ea
Varsity:	Volleyball Baseball Softball Cheerleading Assistant Volleyball, Baseball, Softball, Cheerleading & Wrestling	1 ea
JV:	Football	3 ea
JV:	Basketball Soccer Assistant Basketball & Soccer	2 ea
JV:	Volleyball Baseball Softball Cheerleading Assistant Baseball, Softball & Volleyball	1 ea
JH:	Track	1
MIDDLE SCHOOL		Units Allocated
	Football 8 th Gr Volleyball 7 th Gr Volleyball Cross Country Cheerleading *Chorus Academic Advisor Wrestling	1 ea
	8 th & 7 th Gr Basketball Soccer Track	2 ea

*Minimum of 2 choral concerts/theatre productions per year plus additional hours outside the normal school day in preparation for such performance.

2020-2021
BALDWIN COUNTY BOARD OF EDUCATION
ASSISTANT PRINCIPAL SALARY SCHEDULE

ELEMENTARY SCHOOL		
	Master 12 Mo	6-Year 12 Mo
NEW	73,916	78,725
Step 1	74,261	79,072
2	74,609	79,418
3	74,955	79,763
4	75,300	80,111
5	75,650	80,459
6	75,997	80,804
7	76,340	81,153
8	76,690	81,499
9	77,036	81,847

MIDDLE/VIRTUAL/CAREER TECH SCHOOLS		
	Master 12 Mo	6-Year 12 Mo
NEW	76,044	80,854
Step 1	76,391	81,201
2	76,737	81,546
3	77,083	81,895
4	77,429	82,241
5	77,777	82,586
6	78,124	82,933
7	78,471	83,280
8	78,816	83,625
9	79,164	83,975

HIGH SCHOOL		
	Master 12 Mo	6-Year 12 Mo
NEW	80,226	85,037
Step 1	80,680	85,489
2	81,132	85,944
3	81,587	86,397
4	82,039	86,850
5	82,492	87,302
6	82,945	87,755
7	83,399	88,210
8	83,852	88,662
9	84,304	89,116

Supplements:

1. Add the following appropriate amount based on classroom experience:

Experience in years:

0 - <6	\$677
6 - <10	\$1,353
10+	\$2,165

FOR INFORMATION REGARDING CERTIFICATED SALARY SCHEDULES, PLEASE SEE PAGES 2 & 3

2020-2021
BALDWIN COUNTY BOARD OF EDUCATION
ELEMENTARY PRINCIPAL SALARY SCHEDULE

ELEMENTARY SCHOOL				
Enr<450			Enr 450-699	
	Master	6-Yr	Master	6-Yr
NEW	85,744	90,513	88,015	92,785
Step 1	86,633	91,402	88,904	93,674
2	87,522	92,293	89,794	94,564
3	88,411	93,182	90,683	95,453
4	89,301	94,070	91,572	96,341
5	90,191	94,960	92,462	97,232
6	91,079	95,850	93,350	98,121
7	91,968	96,738	94,240	99,009
8	92,858	97,628	95,130	99,899
9	93,749	98,518	96,020	100,790
10-11	94,638	99,408	96,909	101,680
12-14	95,529	100,299	97,801	102,570
15	96,419	101,189	98,691	103,460

ELEMENTARY SCHOOL				
Enr 700-999			Enr 1000+	
	Master	6-Yr	Master	6-Yr
NEW	91,422	96,192	93,694	98,463
Step 1	92,311	97,081	94,607	99,376
2	93,201	97,971	95,520	100,289
3	94,090	98,860	96,432	101,202
4	94,979	99,748	97,346	102,117
5	95,869	100,639	98,259	103,029
6	96,757	101,528	99,172	103,942
7	97,647	102,416	100,085	104,855
8	98,537	103,306	100,998	105,768
9	99,427	104,197	101,911	106,681
10-11	100,316	105,087	102,825	107,595
12-14	101,208	105,977	103,739	108,508
15	102,098	106,867	104,653	109,423

FOR INFORMATION REGARDING CERTIFICATED SALARY SCHEDULES, PLEASE SEE PAGES 2 & 3

2020-2021
BALDWIN COUNTY BOARD OF EDUCATION
SECONDARY PRINCIPAL SALARY SCHEDULE

MIDDLE & K-8 SCHOOL						
	Enr <700		Enr 700-999		Enr 1000+	
	Master	6-Yr	Master	6-Yr	Master	6-Yr
NEW	91,422	96,192	93,694	98,463	96,419	101,189
Step 1	92,311	97,081	94,607	99,376	97,333	102,102
2	93,201	97,971	95,520	100,289	98,245	103,015
3	94,090	98,860	96,432	101,202	99,158	103,928
4	94,979	99,748	97,346	102,117	100,072	104,841
5	95,869	100,639	98,259	103,029	100,985	105,754
6	96,757	101,528	99,172	103,942	101,898	106,668
7	97,647	102,416	100,085	104,855	102,810	107,581
8	98,537	103,306	100,998	105,768	103,723	108,692
9	99,427	104,197	101,911	106,681	104,636	109,406
10-11	100,316	105,087	102,825	107,595	105,551	110,320
12-14	101,208	105,977	103,739	108,508	106,465	111,234
15	102,098	106,867	104,653	109,423	107,379	112,148

	CAREER TECH/ ALTERNATIVE/VIRTUAL SCHOOL		HIGH SCHOOL			
	Master	6-Yr	Enr < 1000		Enr 1000+	
			Master	6-Yr	Master	6-Yr
NEW	91,422	96,192	96,419	101,189	98,691	103,460
Step 1	92,311	97,081	97,333	102,102	99,617	104,388
2	93,201	97,971	98,245	103,015	100,544	105,314
3	94,090	98,860	99,158	103,928	101,471	106,241
4	94,979	99,748	100,072	104,841	102,398	107,168
5	95,869	100,639	100,985	105,754	103,325	108,094
6	96,757	101,528	101,898	106,668	104,254	109,023
7	97,647	102,416	102,810	107,581	105,181	109,951
8	98,537	103,306	103,723	108,494	106,108	110,879
9	99,427	104,197	104,636	109,406	107,037	111,806
10-11	100,316	105,087	105,551	110,320	107,964	112,735
12-14	101,208	105,977	106,465	111,234	108,892	113,662
15	102,098	106,867	107,379	112,148	109,820	114,590

Athletic/Extracurricular Supplement: Add the following amount based on grade level:

Middle School & K-8	\$3,276
High School	\$5,460

FOR INFORMATION REGARDING CERTIFICATED SALARY SCHEDULES, PLEASE SEE PAGES 2 & 3

2020-2021
BALDWIN COUNTY BOARD OF EDUCATION
ADMINISTRATOR SALARY SCHEDULE

SUPERVISOR
CERTIFICATED

	6-Year	Master
	12 Mo	12 Mo
	<u>Annual</u>	<u>Annual</u>
NEW	88,714.00	84,293.00
Step 1	95,250.00	90,474.00

SUPERVISOR
DEGREED NON-CERTIFICATED

	Master	Bachelor
	12 Mo	12 Mo
	<u>Annual</u>	<u>Annual</u>
NEW	84,293.00	78,758.00
Step 1	90,474.00	86,486.00

COORDINATOR
CERTIFICATED

	6-Year	Master
	12 Mo	12 Mo
	<u>Annual</u>	<u>Annual</u>
NEW	97,991.00	93,651.00
Step 1	104,723.00	100,040.00

COORDINATOR
DEGREED NON-CERTIFICATED

	Master	Bachelor
	12 Mo	12 Mo
	<u>Annual</u>	<u>Annual</u>
NEW	93,651.00	89,145.00
Step 1	100,040.00	92,148.00

DIRECTOR
CERTIFICATED

	6-Year	Master
	12 Mo	12 Mo
	<u>Annual</u>	<u>Annual</u>
NEW	112,991.00	107,339.00
Step 1	116,682.00	110,846.00

DIRECTOR
DEGREED NON-CERTIFICATED

	Master	Bachelor
	12 Mo	12 Mo
	<u>Annual</u>	<u>Annual</u>
NEW	107,339.00	101,973.00
Step 1	110,846.00	105,305.00

DEAN OF ACADEMICS

	6-Year	Master
	12 Mo	12 Mo
	<u>Annual</u>	<u>Annual</u>
NEW	112,991.00	107,339.00
Step 1	116,682.00	110,846.00

ASSISTANT SUPERINTENDENT

	12 Mo
	<u>Annual</u>
NEW	117,495.00
Step 1	121,364.00

FOR INFORMATION REGARDING CERTIFICATED & CLASSIFIED SALARY SCHEDULES, PLEASE SEE PAGES 2 & 3

2020-2021
BALDWIN COUNTY BOARD OF EDUCATION
NURSE SALARY SCHEDULE

	Yrs Exp	9Mo LPN	9Mo RN	10Mo RN	9Mo RN MS	10Mo RN MS
NEW	0	22,448	42,701	46,127	49,106	53,044
Step 1-2	1-2	22,448	42,701	46,127	49,106	53,044
	3-5	24,670	46,970	50,736	54,017	58,349
	6-8	25,730	49,027	52,960	56,382	60,902
	9-11	26,064	49,684	53,668	57,137	61,720
	12-14	26,535	50,588	54,646	58,172	62,839
	15-17	27,118	51,740	55,891	59,504	64,275
	18-20	27,445	52,410	56,613	60,268	65,103
	21-23	27,772	53,077	57,335	61,041	65,936
	24-26	28,363	53,710	58,018	61,673	66,619
	27+	28,954	54,343	58,704	62,305	67,305

9 Mo = 187 Days

10 Mo = 202 Days

Nurse Team Leader Annual Supplement: \$3,822

Supplements are for one year only and are not included when base salary is computed. The Health Services Supervisor must recommend the yearly Nurse Team Leader assignments. No continuing service status in the supplement position is implied or should be assumed by the individual receiving the supplement.

FOR INFORMATION REGARDING CLASSIFIED SALARY SCHEDULES, PLEASE SEE PAGES 2 & 3

2020-2021
BALDWIN COUNTY BOARD OF EDUCATION
PROFESSIONAL SUPPORT PERSONNEL SALARY SCHEDULE

9 Mo = 187 Days

10 Mo = 202 Days

12 Mo = 242 Days

	Bachelor/Non-Degree			Master		
	9-Month	10-Month	12-Month	9-Month	10-Month	12-Month
NEW	42,701	46,127	55,261	49,106	53,044	63,549
Step 1-2	42,701	46,127	55,261	49,106	53,044	63,549
3-5	46,970	50,736	60,784	54,017	58,349	69,903
6-8	49,027	52,960	63,446	56,382	60,903	72,963
9-11	49,684	53,668	64,298	57,137	61,720	73,943
12-14	50,588	54,646	65,467	58,172	62,838	75,282
15-17	51,740	55,891	66,958	59,504	64,275	77,003
18-20	52,410	56,613	67,823	60,268	65,103	77,994
21-23	53,077	57,335	68,689	61,041	65,936	78,994
24-26	53,710	58,018	69,507	61,673	66,619	79,812
27	54,343	58,704	70,327	62,305	67,305	80,631

Career Technology Coach
 Social Worker
 Occupational Therapist
 Physical Therapist
 Transition Coach

FOR INFORMATION REGARDING CLASSIFIED SALARY SCHEDULES, PLEASE SEE PAGES 2 & 3

2020-2021
BALDWIN COUNTY BOARD OF EDUCATION
 BUS DRIVER, BUS AIDE & BUS DRIVER FIELD TRIP SALARY SCHEDULE
 182 Days

	Bus Driver Regular Route	Bus Driver Supplements			
Step	Regular 0-4 hours	CAT I 5 hours	CAT II 6 hours	CAT III 7 hours	CAT IV 8 hours
1	13,978	2,730	5,460	8,190	10,920
2	14,257	2,785	5,569	8,354	11,138
3	14,542	2,840	5,680	8,521	11,361
4	15,634	2,983	5,964	8,947	11,929
5	15,946	3,042	6,084	9,126	12,167
6	16,266	3,103	6,205	9,308	12,410
7	16,591	3,166	6,329	9,635	12,659
8	16,923	3,229	6,456	9,827	12,912
9	17,261	3,294	6,585	10,024	13,170
10	17,606	3,359	6,717	10,224	13,433
11-12	18,698	3,528	7,053	10,736	14,104
13-15	19,072	3,598	7,271	10,949	14,386
16-21	19,453	3,670	7,416	11,169	14,673
22-24	19,842	3,743	7,564	11,967	14,967
25-27	20,636	3,819	7,716	12,267	15,266
28+	21,728	4,010	8,102	12,880	16,030

The Transportation Department will determine the amount of time allotted for each route and each school to school trip. This will determine the appropriate category for placement on the salary schedule. Steps are compensation steps, not experience steps.

No continuing service status in the supplement position is implied or should be assumed by the individual receiving the supplement. **Supplements WILL be adjusted for change in route/trip assignments.**

RANK A – BUS AIDE

182-Days

	4hrs	7hrs
	Annual	Annual
NEW	7,312	12,795
Step 1	7,444	13,029
2	7,741	13,546
3	8,170	14,300
4	8,446	14,782
5	8,601	15,051
6	8,861	15,506

BUS DRIVER FIELD TRIPS

<u>Length of Trip</u>	<u>Rate of Pay</u>
Less than 3 hours	\$36.70
*3+	\$12.62per hour

*Field Trips of 8 hours or more will be paid a food/meal allowance in accordance to the in-state and out-of-state travel procedures set forth by the Business & Finance Accounts Payable Department. Food/meal allowance is not allowable for local travel. Pay for food/meal allowance is paid by the sponsoring organization and is in addition to the hourly rate of pay.

It is understood that on overnight trips, the sponsoring organization will pay for the driver's motel/hotel room. 8 hours of sleep time is not compensable for overnight field trips.

Athletic coaches driving field trips will not be paid from this schedule during the time they are performing their coaching duties.

FOR INFORMATION REGARDING CLASSIFIED SALARY SCHEDULES, PLEASE SEE PAGES 2 & 3

2020-2021
BALDWIN COUNTY BOARD OF EDUCATION
 SUPPORT PERSONNEL 12-MONTH SALARY SCHEDULE

	Rank I		Rank H	
	8hrs		8hrs	
	<u>Annual</u>		<u>Annual</u>	
NEW	49,948		40,099	
Step 1	50,652		41,507	
2	51,357		44,462	
3	52,060		46,148	
4	52,763		46,571	
5	53,466		47,557	
6	54,170		48,543	
	<u>Rank I</u>		<u>Rank H</u>	
	Accountant		Accounts Payable Bookkeeper	
	Environmental Services Foreman		Carpenter	
	High School Executive Secretary		Equipment Technician	
	**Maintenance Technician		High School Building & Grounds Manager	
	Mechanic II		Assistant Specialist	
	Specialist I		HVAC Technician	
			Job Coach	
			Painter II	
			Plumber	
			Utility Bookkeeper	
			Utility Registrar	
			Warehouse Foreman	
	Rank L	Rank K	Rank J	
	8hrs	8hrs	8hrs	
	<u>Annual</u>	<u>Annual</u>	<u>Annual</u>	
NEW	74,570	65,425	56,280	
Step 1	77,385	67,537	58,392	
2	80,199	71,757	62,329	
3	83,718	73,868	64,300	
	<u>Rank L</u>	<u>Rank K</u>	<u>Rank J</u>	
	Administrative Assistant	Accounts Payable Mgr	Administrative Secretary	
	*Business Mgr	Facilities & Mnt Manager	*Central Office Technician	
	Coordinator (Non-Degreed)	Technology Support Mgr	Facilities & Mnt Inspector	
		Supervisor (Non-Degreed)	Specialist II	
		Fleet Manager	Internal Auditor	
		Project Manager	Property/Fixed Assets Mgr	
			Shop Foreman	
			Network Technician	
			Help Desk Professional	
			Enterprise Systems Professional	

* Does not include previous salary established as certificated positions for Business Mgr and Central Office Technician.

** Position will be phased out. Previously designated employees in these positions will not receive a reduction in salary.

Local School clerical allocation formulas can be found on page 25-26 of the salary schedule.
 FOR INFORMATION REGARDING CLASSIFIED SALARY SCHEDULES, PLEASE SEE PAGES 2 & 3

2020-2021
BALDWIN COUNTY BOARD OF EDUCATION
 SUPPORT PERSONNEL 12-MONTH SALARY SCHEDULE

242-Days

	Rank C	Rank E	Rank F	Rank G
	8hrs	8hrs	8hrs	8hrs
	<u>Annual</u>	<u>Annual</u>	<u>Annual</u>	<u>Annual</u>
NEW	24,161	29,846	31,888	36,582
Step 1	24,665	30,149	33,353	37,163
2	25,168	30,426	33,655	37,741
3	27,181	31,033	34,236	38,350
4	27,685	31,612	34,815	38,928
5	28,188	33,074	36,582	40,972
6	29,698	33,958	38,928	43,180
7	30,202	35,119	39,509	43,760
8	30,705	36,278	40,090	44,202
9	31,208	37,741	40,668	44,780
10	33,222	39,206	41,855	45,943
11	33,725			
12	34,228			
13	34,732			
14	35,235			
15	35,739			
16	36,242			
17	37,249			

Rank C	Rank E	Rank F	Rank G
Custodian	Receptionist	Bldgs & Gr Mgr (Elem schools	Central Office Secretary
Groundskeeper	Bldgs & Gr Mgr (Elem	over 699, Vocational,	High School Registrar
	schools under 700)	Middle & K-8 schools)	Mechanic I
	Digital Resource Support Technician	Registrar	Painter I
	Technology Support Technician	ESL Liaison	Parts Technician
	Transportation Shop Assistant	Tire Technician	Preventive Mnt Technician
	Warehouseman		Bookkeeper
	After School Child Care Clerk		Transportation Route Specialist
			Voc School Executive Sec

Transportation Route Specialist Annual Supplement: \$4,500 – Supplements are for one year only and are not included when base salary is computed. The Transportation Coordinator must recommend the yearly Route Specialist supplement based upon the routes managed which exceed the state minimum recommendation.

Local school clerical allocation formulas can be found on pages 25-26 of the salary schedule.

FOR INFORMATION REGARDING CLASSIFIED SALARY SCHEDULES, PLEASE SEE PAGES 2 & 3

2020-2021
BALDWIN COUNTY BOARD OF EDUCATION
SUPPORT PERSONNEL 10-MONTH SALARY SCHEDULE

202-Days

	Rank C		Rank E		Rank F
	8hrs		8hrs		8hrs
	<u>Annual</u>		<u>Annual</u>		<u>Annual</u>
NEW	20,168	NEW	23,348	NEW	24,860
Step1	20,419	Step1	23,573	Step1	25,942
2	20,672	2	23,776	2	26,166
3	21,597	3	24,225	3	26,598
4	21,848	4	24,654	4	27,050
5	22,184	5	25,739	5	28,422
6	23,529	6	26,391	6	30,245
7	23,949	7	27,284	7	30,695
8	24,285	8	28,187	8	31,147
9	24,789	9	29,324	9	31,596
10	26,050	10	30,461	10	32,519
11	26,302				
12	26,806				
13	27,226				
14	27,731				
15	28,571				
16	28,991				
17	30,252				

Rank C	Rank E	Rank F
Custodian	Clerk	ESL Translator

Local school clerical allocation formulas can be found on page 25-26of the salary schedule.

FOR INFORMATION REGARDING CLASSIFIED SALARY SCHEDULES, PLEASE SEE PAGES 2 & 3

2020-2021
BALDWIN COUNTY BOARD OF EDUCATION
CHILD NUTRITION MANAGER SALARY SCHEDULE

RANK E

187-Day CNP Manager

(*schools with under 350 Avg Daily Meal Equivalents)

	8hrs
	<u>Annual</u>
NEW	22,802
Step 1	23,021
2	23,220
3	23,657
4	24,075
5	25,132
6	25,770
7	26,608
8	27,488
9	28,595
10	29,704

RANK F

187-Day CNP Manager

(*schools with over 349 Avg Daily Meal Equivalents)

	8hrs
	<u>Annual</u>
NEW	24,276
Step 1	25,331
2	25,551
3	25,968
4	26,386
5	27,718
6	29,496
7	29,935
8	30,375
9	30,813
10	31,713

RANK G

187-Day CNP Manager

(*schools with over 700 Avg Daily Meal Equivalents)

	8hrs
	<u>Annual</u>
NEW	29,635
Step 1	30,082
2	31,661
3	33,366
4	33,815
5	34,157
6	34,604
7	35,442
8	36,278
9	37,347
10	38,456

RANK GM

202- Day CNP Lead Manager

	8hrs
	<u>Annual</u>
NEW	39,696
Step 1	40,093
2	40,693
3	41,101
4	41,716
5	42,134
6	42,766
7	44,058
8	44,497
9	45,166
10	45,844

*The ADM is based on Average Daily Meal Equivalents for 3 consecutive months of the preceding or current school year.

FOR INFORMATION REGARDING CLASSIFIED SALARY SCHEDULES, PLEASE SEE PAGES 2 & 3

2020-2021
BALDWIN COUNTY BOARD OF EDUCATION
 CHILD NUTRITION WORKER/ASSISTANT MANAGER SALARY SCHEDULE

RANK C

185-Day CNP Worker		
	6.5hrs	7.5hrs
	Annual	Annual
NEW	14,225	16,051
Step 1	14,439	16,297
2	14,653	16,542
3	14,866	16,788
4	15,278	17,263
5	15,874	17,952
6	16,626	18,875
7	16,781	19,067
8	17,082	19,437
9	17,379	19,806
10	17,678	20,172
11	17,834	20,366
12	18,306	20,926
13	18,777	21,470
14	19,429	22,226
15	20,069	22,960
16	20,859	23,873
17	21,682	24,819

RANK E

185-Day CNP Assistant Manager

	7.5 hrs
	Annual
NEW	20,225
Step 1	20,418
2	20,593
3	20,981
4	21,347
5	22,278
6	22,838
7	23,575
8	24,311
9	25,242
10	26,172

FOR INFORMATION REGARDING CLASSIFIED SALARY SCHEDULES, PLEASE SEE PAGES 2 & 3

2020-2021
BALDWIN COUNTY BOARD OF EDUCATION
 STUDENT SUPPORT 9-MONTH SALARY SCHEDULE

182-days

	<u>RANK P</u>		<u>RANK FP</u>
	*Interpreter		Preschool Aide
	7 hours		7.5 hours
	<u>Annual</u>		<u>Annual</u>
NEW	26,583	NEW	22,379
Step 1	27,666	Step 1	22,569
2	30,050	2	22,740
3	31,065	3	23,121
4	31,436	4	23,482
5	31,825	5	24,398
6	32,180	6	24,951
7	32,905	7	25,674
8	33,628	8	26,399
9	34,545	9	27,315
10	35,459	10	28,229

*Interpreter starting salary: NEW – Holds permit & no experience (Levels I, II, III);
 Step 6 – Licensed (Levels IV & V)

	<u>RANK F</u>		<u>RANK E</u>
	Paraprofessional & OCS		Instructional Aide (Media, ESL & Driver Ed & Classroom)
	7hrs		7hrs
	<u>Annual</u>		<u>Annual</u>
NEW	19,866	NEW	18,674
Step 1	20,720	Step 1	18,851
2	20,897	2	19,013
3	21,235	3	19,367
4	21,574	4	19,704
5	22,604	5	20,558
6	23,972	6	21,074
7	24,310	7	21,750
8	24,649	8	22,427
9	24,988	9	23,280
10	25,680	10	24,133

FOR INFORMATION REGARDING CLASSIFIED SALARY SCHEDULES, PLEASE SEE PAGES 2 & 3

2020-2021
BALDWIN COUNTY BOARD OF EDUCATION
FACILITIES AND MAINTENANCE SUPPLEMENTAL PAY

Any employee working in the area of manual trades who has a certificate, special trade’s diploma, and license or two-year degree showing proficiency will be eligible for annual supplemental pay. The certificate or license must have been issued by a national or state board in which proficiency is determined by rigorous training and subsequent examination. In order to receive the supplemental pay each year, the employee must present the renewal to Human Resources within 60 days of the expiration date. If not received within 60 days, the supplement will be discontinued. The payment of the supplements will coincide with the contract year of July 1 to June 30.

Certification/License/Diploma	Supplemental Pay	Job/Trade
2 year Trade School Certificate or Associate Degree in Trades from a regionally accredited program related to the field in which the employee is working.	546.00	Any trade
Satisfactory scores on NOCTI Test *	546.00	Any trade not covered under other trades that have a Journeyman or Master Certification
Freon Certification (state card)	546.00	HVAC
Current Journeyman (renewable annually)	820.00	Any trade
Alabama Refrigeration Contractors Certification (renewable annually)	1092.00	HVAC
Heating & Air Conditioning Contractors Certification (renewable annually)	1092.00	HVAC
Master (renewable annually)	1092.00	Any trade
If an employee holds two Master or Journeyman Licenses in different areas and furnishes proof of payment to the official licensing entity for said licenses, the employee will be eligible for additional compensation up to the limit of two supplements, regardless of whether both certifications are shown on one license card.	1092.00	Any trade

1. A maximum of two supplements may be combined if related to the area of work of the employee.
2. Employees who have certifications must present proof of recertification annually, for those that are granted annually, in order to continue receiving the supplement. For those certifications which are valid for five years, the employee must present proof of recertification at the end of the fifth year showing that the recertification has been renewed.

*NOCTI – National Occupational Competency Testing Institute – www.nocti.org

2020-2021
BALDWIN COUNTY BOARD OF EDUCATION
TRANSPORTATION SUPPLEMENTAL PAY

Any employee working in the area of manual trades who has a certificate, special trade’s diploma, and license or two-year degree showing proficiency will be eligible for annual supplemental pay. The certificate or license must have been issued by a national or state board in which proficiency is determined by rigorous training and subsequent examination. In order to receive the supplemental pay each year, the employee must present the renewal to Human Resources within 60 days of the expiration date. If not received within 60 days, the supplement will be discontinued. The payment of the supplements will coincide with the contract year of July 1 to June 30.

Position	Number of ASE* Certifications	Supplemental Pay
School Bus Technician (Mechanic)	1	109.00
School Bus Technician (Mechanic)	2	218.00
School Bus Technician (Mechanic)	3	328.00
School Bus Technician (Mechanic)	4	437.00
School Bus Technician (Mechanic)	5	546.00
School Bus Technician (Mechanic)	6	655.00
Master Bus Technician (Mechanic)	7	1092.00
Collision/Repair Technician**	1	109.00
Collision/Repair Technician	2	218.00
Collision/Repair Technician	3	328.00
Collision/Repair Technician	4	437.00
Collision/Repair Technician	5	546.00
Certification/License/Diploma	Job/Trade	Supplemental Pay
2 year Trade School Certificate or Associate Degree in Trades from a regionally accredited program related to the field in which the employee is working.	Any trade in the Transportation or Automotive field	546.00

1. A maximum of two supplements may be combined if related to the area of work of the employee. Two supplements within the same position area are not considered combinations.
2. Employees who have certifications must present proof of recertification annually, for those that are granted annually, in order to continue receiving the supplement. For those certifications which are valid for five years, the employee must present proof of recertification at the end of the fifth year showing that the recertification has been renewed.

*ASE – Automotive Service Excellence (certified) – www.ase.com

**After obtaining the Master Bus Mechanic Certification, the employee may pursue Collision/Repair Certifications for a combination of supplements with a maximum of \$1,638.00.

2020-2021
BALDWIN COUNTY BOARD OF EDUCATION
SUBSTITUTE SALARY SCHEDULE

<u>SUBSTITUTE TEACHERS</u>	<u>FULL-TIME DAILY RATE</u>
High School Diploma or Equivalent.....	\$78.00
4 Year College Degree	94.00
Certificated	118.00
*Certificated for extended period vacancies.....	228.35

<u>ADMINISTRATIVE SUBSTITUTES</u>	<u>FULL-TIME DAILY RATE</u>
Administrative Certification	\$260.00

Degrees earned only at regionally accredited institutions are applicable. An official transcript is required for college credit. A copy of the valid Alabama Teacher Certificate or valid Alabama Administrative Certificate is required for certificated credit.

System Requirements:

- A high school diploma or equivalent excluding CNP, Custodians, Bus Aides & Bus Drivers
- A valid Alabama Substitute Teacher Certificate or valid Alabama Teacher Certificate for those positions requiring valid Alabama certification
- Principal interview
- Adherence to all policies and procedures relating to substitute teaching
- Fingerprint submission as required by Alabama State law
- Valid Alabama Administrative Certification for administrative vacancies and a minimum of one year administrative experience.

*Criteria for extended rate:

- Teacher must hold credentials applicable for specified vacancy according to current published ALSDE *Subject and Personnel Codes* manual (i.e. certification, HQ status, training, additional coursework, etc), unless otherwise approved by the Human Resources Department.
- Vacancy must be in same certificated position for 20 or more consecutive business days and at principal's request. Higher rate may be retroactive to 1st day of extended vacancy.
- In cases of vacancies in positions for which a bachelor's degree is not a prerequisite for certification (i.e. some technical areas such as welding, cosmetology, building construction, etc), five years of experience within the preceding ten years as a wage-earner in the technical enterprise that is to be taught may be used as basis for the extended period rate of pay.

<u>CLASSIFIED SUBSTITUTES</u>	<u>RATE</u>
Bus Driver Regular Route	\$77.00/day
Bus Driver Supplemental Route	10.05/hour
School Bookkeeper & Licensed Practical Nurse (LPN Licensed).....	14.18/hour
Registered Nurse (RN Licensed)	21.30/hour
Social Worker, Occupational & Physical Therapist	15.35/hour
All Other Support Substitutes	10.05/hour

SUPPORT SUBSTITUTES FOR EXTENDED PERIOD VACANCIES†

Social Worker, OT, & PT	\$228.35 /day
Nurse (RN Licensed)	30.45/hour
Nurse (LPN Licensed)	16.96/hour
**School Bookkeeper	15.89/hour
Paraprofessional.....	15.59/hour
Preschool Aide.....	16.39/hour
Bus Driver	Step 1 of Regular Route and if applicable, Step 1 of the supplement category of the Bus Driver Salary Schedule. (page 15)

†Vacancy must be in same position for 20 or more consecutive business days and at principal's request. Higher rate may be retroactive to 1st day of extended vacancy.

**Extended vacancy substitute bookkeepers must be approved by the Chief Financial Officer.

2020-2021
BALDWIN COUNTY BOARD OF EDUCATION
CLERICAL ALLOCATION FORMULA
(Allocations may be revised as needed during years of proration)

SENIOR HIGH SCHOOLS

Enrollment – 1500+			Enrollment – 1000 - 1499		
<u>NUMBER OF POSITIONS</u>	<u>MONTHS/YR</u>	<u>RANK</u>	<u>NUMBER OF POSITIONS</u>	<u>MONTHS/YR</u>	<u>RANK</u>
6 - 1 Executive Secretary	12	I	5 - 1 Executive Secretary	12	I
1 Bookkeeper	12	G	1 Bookkeeper	12	G
1 Registrar	12	G	1 Registrar	12	G
3 Clerks	10	E	2 Clerks	10	E

Enrollment – Under 1000		
<u>NUMBER OF POSITIONS</u>	<u>MONTHS/YR</u>	<u>RANK</u>
4 - 1 Executive Secretary	12	I
1 Bookkeeper	12	G
1 Registrar	12	G
1 Clerk	10	E

ALTERNATIVE SCHOOL

<u>NUMBER OF POSITIONS</u>	<u>MONTHS/YR</u>	<u>RANK</u>
1 - 1 Receptionist	12	E

VOCATIONAL SCHOOLS

<u>NUMBER OF POSITIONS</u>	<u>MONTHS/YR</u>	<u>RANK</u>
2 - 1 Executive Secretary	12	G
1 Registrar	12	F

VIRTUAL SCHOOL

<u>NUMBER OF POSITIONS</u>	<u>MONTHS/YR</u>	<u>RANK</u>
2 - 1 Bookkeeper	12	G
1 Registrar	12	G

MIDDLE & K-8 SCHOOLS

Enrollment – 1500+			Enrollment – 1000 - 1499		
<u>NUMBER OF POSITIONS</u>	<u>MONTHS/YR</u>	<u>RANK</u>	<u>NUMBER OF POSITIONS</u>	<u>MONTHS/YR</u>	<u>RANK</u>
6 - 1 Bookkeeper	12	G	5 - 1 Bookkeeper	12	G
1 Registrar	12	F	1 Registrar	12	F
4 Clerks	10	E	3 Clerks	10	E

Enrollment – 700 - 999			Enrollment – Under 700		
<u>NUMBER OF POSITIONS</u>	<u>MONTHS/YR</u>	<u>RANK</u>	<u>NUMBER OF POSITIONS</u>	<u>MONTHS/YR</u>	<u>RANK</u>
4 - 1 Bookkeeper	12	G	3 - 1 Bookkeeper	12	G
1 Registrar	12	F	1 Registrar	12	F
2 Clerks	10	E	1 Clerk	10	E

Enrollment will be reviewed by May 1 each year to determine if allocations will need to be adjusted at the beginning of the applicable contract year, of the upcoming school year, due to a decrease in enrollment. Additionally, enrollment will be reviewed upon receipt of the 20-day attendance report to determine if allocations will need to be increased for the current school year.

ALL SCHOOL CLERICAL POSITIONS ARE 8 HOURS PER DAY

2020-2021
BALDWIN COUNTY BOARD OF EDUCATION
CLERICAL ALLOCATION FORMULA
 (Allocations may be revised as needed during years of proration)

ELEMENTARY SCHOOLS

Enrollment – 1500+		
<u>NUMBER OF POSITIONS</u>	<u>MONTHS/YR</u>	<u>RANK</u>
6 - 1 Bookkeeper	12	G
1 Registrar	12	F
4 Clerks	10	E

Enrollment – 1000 - 1499		
<u>NUMBER OF POSITIONS</u>	<u>MONTHS/YR</u>	<u>RANK</u>
5 - 1 Bookkeeper	12	G
1 Registrar	12	F
3 Clerks	10	E

Enrollment – 700 - 999		
<u>NUMBER OF POSITIONS</u>	<u>MONTHS/YR</u>	<u>RANK</u>
4 - 1 Bookkeeper	12	G
1 Registrar	12	F
2 Clerks	10	E

Enrollment – 300 - 699		
<u>NUMBER OF POSITIONS</u>	<u>MONTHS/YR</u>	<u>RANK</u>
3 - 1 Bookkeeper	12	G
1 Registrar	12	F
1 Clerk	10	E

Enrollment – Under 300		
<u>NUMBER OF POSITIONS</u>	<u>MONTHS/YR</u>	<u>RANK</u>
2 - 1 Bookkeeper	12	G
1 Registrar	12	F

Enrollment will be reviewed by May 1 each year to determine if allocations will need to be adjusted at the beginning of the applicable contract year, of the upcoming school year, due to a decrease in enrollment. Additionally, enrollment will be reviewed upon receipt of the 20-day attendance report to determine if allocations will need to be increased for the current school year.

ALL SCHOOL CLERICAL POSITIONS ARE 8 HOURS PER DAY

