## THE SCHOOL DISTRICT OF JACKSON COUNTY 2024-25 CLASSIFICATION AND HOURLY PAY GRADES NON-INSTRUCTIONAL PERSONNEL

High School Secretary/Bookkeeper   16-26,27   Office/Acct/Computer Specialist   14-26, 27   (256 Days/8 Hours   9-12 220 pay/8 Hours   256 Days/7 5 Hours   11-23, 27   Vehicle Parts Clerk/Data Entry Operator   12-15   12	SCHOOLS - OFFICE & AIDES	PAY GRADE	DISTRICT - CLERICAL & FINANCE	PAY GRADE	TRANSPORTATION	PAY GRADE
222 Days/8 Hours	High School Secretary/Bookkeeper	16-26,27	Office/Acct/Computer Specialist	14-26, 27	(256 Days/8 Hours)	
High School Secretary/Bookkeeper   26-30   Clerical Aide (182 Days / 7.5 Hours)   11-23, 27   Mechanic   33   33   33   33   33   33   33	256 Days/8 Hours		256 Days/7.5 Hours		Shop Helper	9-12
School with 1,500 or more students	222 Days/8 Hours		222 Days/7.5 Hours		Vehicle Parts Clerk/Data Entry Operator	12-15
256 Days/8 Hours   (256/191 Days/8 Hours)	High School Secretary/Bookkeeper	26-30	Clerical Aide (182 Days / 7.5 Hours)	11-23, 27	Mechanic	15-18
Paraprofessional	School with 1,500 or more students		MAINTENANCE & OPERATIONS	PAY GRADE	Skilled Mechanic	33
182 Days/f. 5 Hours	256 Days/8 Hours		(256/191 Days/8 Hours)		Master Mechanic	33
181 Days/4.0 Hours	Paraprofessional	11-23, 27	Custodian	9-12	Chief Mechanic	33
Data Entry Operator         15-23, 27         Skilled Maintenance         20-23         181 Days         11-16, 27           256 Days/7.5 Hours         Construction Trades I (256 Days/8 Hours)         23         SUBSTITUTES/TEMPORARY HELP           191 Days/7.5 Hours         Electrician I (256 Days/8 Hours)         23         Bus Driver (Substitute)         25           8ehavior Technician         18-26, 27         HVAC I (256 Days/8 Hours)         23         Interpreter Trainee*         21           182 Days/7.5 Hours         Plumber I (256 Days/8 Hours)         23         Interpreter Trainee*         25           8ehavior Technician         18-26, 27         HVAC I (256 Days/8 Hours)         23         Interpreter Trainee*         21           182 Days/7.5 Hours         Pulmber I (256 Days/8 Hours)         23         Interpreter Trainee*         25           FOOD SERVICE         Low Voltage Infrastructure & Electronics Technician I         27-22         Extra-Curricular Activities         Min. Wage           Baker         10-13         Low Voltage Infrastructure & Electronics Technician III         33         School Lunch Subs         Min. Wage           Cashier         9-12         Skilled Technician         27-29         Other         Min. Wage           General Worker         9-12         Master Technician <td< td=""><td>182 Days/7.5 Hours</td><td></td><td>Head Custodian (256 Days/8 Hours)</td><td>12-15</td><td>Bus Driver (181 Days/4 Hrs)</td><td>25-30</td></td<>	182 Days/7.5 Hours		Head Custodian (256 Days/8 Hours)	12-15	Bus Driver (181 Days/4 Hrs)	25-30
256 Days/7.5 Hours	181 Days/4.0 Hours		General Maintenance	11-17	Bus Monitor	
Electrician I (256 Days/8 Hours)   23   SUBSTITUTES/TEMPORARY HELP	Data Entry Operator	15-23, 27	Skilled Maintenance	20-23	181 Days	11-16, 27
191 Days/7.5 Hours Behavior Technician 18-26, 27 HVAC I (256 Days/8 Hours) 182 Days/7.5 Hours Plumber I (256 Days/8 Hours) 183 Interpreter II* 29 Extra-Curricular Activities Min. Wage 186 Days) 184 Days 185 Days/8 Hours 185 Days/8 Hours 185 Days/8 Hours 180 D	256 Days/7.5 Hours		Construction Trades I (256 Days/8 Hours)	23		
Behavior Technician 18-26, 27 HVAC I (256 Days/8 Hours) 23 Interpreter Trainee* 21 182 Days/7.5 Hours Plumber I (256 Days/8 Hours) 23 Interpreter II* 25 Plumber I (256 Days/8 Hours) 25 Maintenance Technician 22-25 Interpreter II* 29  FOOD SERVICE Low Voltage Infrastructure & Electronics Technician II 33 School Lunch Subs Min. Wage (186 Days) Low Voltage Infrastructure & Electronics Technician II 33 Student Min. Wage Baker 10-13 Low Voltage Infrastructure & Electronics Technician III 33 Student Min. Wage Cashier 9-12 Skilled Technician 27-29 Other Min. Wage General Worker 9-12 Master Technician 30-32  Cook 12-22 Construction Trades II (256 Days/8 Hours) 33 NOTE: Substitute and temporary help are paid at the zero (0) Commodity Delivery 10-22 Construction Trades III (256 Days/8 Hours) 33 experience level - employment at this level is not an established Electrician II - (256 Days/8 Hours) 33 Position and is not considered full-time employment.  Accounting Clerk 16-26 Electrician III (256 Days/8 Hours) 33 *Requirements outlined in job descriptions *Requirements outlined in job description	222 Days/7.5 Hours		Electrician I (256 Days/8 Hours)	23	SUBSTITUTES/TEMPORARY HELP	
Plumber I (256 Days/8 Hours) 23 Interpreter II* 25  FOOD SERVICE Low Voltage Infrastructure & Electronics Technician II 27-32 Extra-Curricular Activities Min. Wage (186 Days) Low Voltage Infrastructure & Electronics Technician II 33 School Lunch Subs Min. Wage Baker 10-13 Low Voltage Infrastructure & Electronics Technician III 33 Student Min. Wage Cashier 9-12 Skilled Technician 27-29 Other General Worker 9-12 Master Technician 30-32  Cook 12-22 Construction Trades II (256 Days/8 Hours) Commodity Delivery 10-22 Construction Trades III (256 Days/8 Hours) 33 NOTE: Substitute and temporary help are paid at the zero (0) experience level - employment at this level is not an established position and is not considered full-time employment.  Accounting Clerk 16-26 Electrician III (256 Days/8 Hours) 33 *Requirements outlined in job descriptions HVAC III (256 Days/8 Hours) 33 Plumber II (256 Days/8 Hours) 33 Plumber II (256 Days/8 Hours) 33 Plumber II (256 Days/8 Hours) 33 Plumber III (256 Days/8 Hours) 33	191 Days/7.5 Hours		Groundskeeper (256 Days/8 Hours)	23	Bus Driver (Substitute)	25
Maintenance Technician 22-25 Interpreter I* 29  FOOD SERVICE (186 Days) Low Voltage Infrastructure & Electronics Technician II 33 School Lunch Subs Min. Wage Raker 10-13 Low Voltage Infrastructure & Electronics Technician II 33 Student Min. Wage Cashier 9-12 Skilled Technician Structure & Electronics Technician III 33 Student Min. Wage General Worker 9-12 Skilled Technician 33-32  Cook 12-22 Construction Trades II (256 Days/8 Hours) 33 NOTE: Substitute and temporary help are paid at the zero (0) Commodity Delivery 10-22 Construction Trades III (256 Days/8 Hours) 33 experience level - employment at this level is not an established 256 Days/8 Hours 33 position and is not considered full-time employment. Accounting Clerk 16-26 Electrician III (256 Days/8 Hours) 33 *Requirements outlined in job descriptions 4 *Requirements outlined in job descriptions 4 *Requirements outlined in job descriptions 5 *Requirements outlined in job descriptions 6 *Requirements outlined in job descriptions 7 *Requirements outlined in job descriptions 8 *Requirements outlined in job descriptions 9 *Requirements outlined in job descriptions 9 *Requirements outlined in job descriptions 1 *Requirements	Behavior Technician	18-26, 27	HVAC I (256 Days/8 Hours)	23	Interpreter Trainee*	21
FOOD SERVICE (186 Days) Low Voltage Infrastructure & Electronics Technician I (186 Days) Low Voltage Infrastructure & Electronics Technician II (186 Days) Baker 10-13 Low Voltage Infrastructure & Electronics Technician III (286 Days) Baker Cashier General Worker General Worker Gook 12-22 Construction Trades II (256 Days/8 Hours) Cook 12-22 Construction Trades III (256 Day/8 Hours) Accounting Clerk Accounting Clerk 16-26 Electrician III (256 Days/8 Hours) 16-26 Electrician III (256 Days/8 Hours) 16-26 Electrician III (256 Days/8 Hours) 17-27-29 18-27-29 18-29	182 Days/7.5 Hours		Plumber I (256 Days/8 Hours)	23	Interpreter II*	25
(186 Days) Low Voltage Infrastructure & Electronics Technician III 33 School Lunch Subs Min, Wage Baker 10-13 Low Voltage Infrastructure & Electronics Technician III 33 Student Min, Wage Cashier 9-12 Skilled Technician 27-29 Other Min, Wage General Worker 9-12 Master Technician 30-32  Cook 12-22 Construction Trades II (256 Days/8 Hours) 33 NOTE; Substitute and temporary help are paid at the zero (0) experience level - employment at this level is not an established position and is not considered full-time employment.  Accounting Clerk 16-26 Electrician III (256 Days/8 Hours) 33 position and is not considered full-time employment.  Accounting Clerk 16-26 Electrician III (256 Days/8 Hours) 33 *Requirements outlined in job descriptions  456 Days/7.5 Hours HVAC III (256 Days/8 Hours) 33 Plumber II (256 Days/8 Hours) 33 Plumber II (256 Days/8 Hours) 33 Plumber II (256 Days/8 Hours) 33			Maintenance Technician	22-25	Interpreter I*	29
Baker 10-13 Low Voltage Infrastructure & Electronics Technician III 33 Student Min, Wage Cashier 9-12 Skilled Technician 27-29 Other Min, Wage General Worker 9-12 Master Technician 30-32 Cook 12-22 Construction Trades II (256 Days/8 Hours) 33 NOTE: Substitute and temporary help are paid at the zero (0) experience level - employment at this level is not an established position and is not considered full-time employment.  Accounting Clerk 16-26 Electrician III (256 Days/8 Hours) 33 *Requirements outlined in job descriptions *Requirements outlined in job descriptions	FOOD SERVICE		Low Voltage Infrastructure & Electronics Technician I	27-32	Extra-Curricular Activities	Min. Wage
Cashier 9-12 Skilled Technician 27-29 Other Min, Wage General Worker 9-12 Master Technician 30-32  Cook 12-22 Construction Trades II (256 Days/8 Hours) 33 NOTE: Substitute and temporary help are paid at the zero (0) Commodity Delivery 10-22 Construction Trades III (256 Days/8 Hours) 33 experience level - employment at this level is not an established 256 Days/8 Hours  256 Days/8 Hours Electrician II - (256 Day/8 Hours) 33 position and is not considered full-time employment.  Accounting Clerk 16-26 Electrician III (256 Days/8 Hours) 33 *Requirements outlined in job descriptions  HVAC II (256 Days/8 Hours) 33  HVAC III (256 Days/8 Hours) 33  Plumber II (256 Days/8 Hours) 33	(186 Days)		Low Voltage Infrastructure & Electronics Technician II	33	School Lunch Subs	Min. Wage
General Worker 9-12 Master Technician 30-32  Cook 12-22 Construction Trades II (256 Days/8 Hours) 33 NOTE: Substitute and temporary help are paid at the zero (0)  Commodity Delivery 10-22 Construction Trades III (256 Days/8 Hours) 33 experience level - employment at this level is not an established 256 Days/8 Hours 33 position and is not considered full-time employment.  Accounting Clerk 16-26 Electrician III (256 Day/8 Hours) 33 *Requirements outlined in job descriptions  HVAC II (256 Days/8 Hours) 33  *Requirements outlined in job descriptions  HVAC III (256 Days/8 Hours) 33  Plumber II (256 Days/8 Hours) 33  Plumber II (256 Days/8 Hours) 33	Baker	10-13	Low Voltage Infrastructure & Electronics Technician III	33	Student	Min. Wage
Cook12-22Construction Trades II (256 Days/8 Hours)33NOTE: Substitute and temporary help are paid at the zero (0)Commodity Delivery10-22Construction Trades III (256 Days/8 Hours)33experience level - employment at this level is not an established256 Days/8 HoursElectrician II - (256 Day/8 Hours)33position and is not considered full-time employment.Accounting Clerk16-26Electrician III (256 Days/8 Hours)33*Requirements outlined in job descriptions256 Days/7.5 HoursHVAC II (256 Days/8 Hours)33HVAC III (256 Days/8 Hours)33Plumber II (256 Days/8 Hours)33	Cashier	9-12	Skilled Technician	27-29	Other	Min. Wage
Commodity Delivery 10-22 Construction Trades III (256 Days/8 Hours) 33 experience level - employment at this level is not an established position and is not considered full-time employment.  Accounting Clerk 16-26 Electrician III (256 Days/8 Hours) 33 *Requirements outlined in job descriptions 33 *Requirements outlined in job descriptions 33 *Pulmber II (256 Days/8 Hours) 33 *P	General Worker	9-12	Master Technician	30-32		
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Accounting Clerk       16-26       Electrician III (256 Day/8 Hours)       33       *Requirements outlined in job descriptions         256 Days/7.5 Hours       HVAC II (256 Days/8 Hours)       33         HVAC III (256 Days/8 Hours)       33         Plumber II (256 Days/8 Hours)       33	Commodity Delivery	10-22	Construction Trades III (256 Days/8 Hours)	33	experience level - employment at this level is not an established	
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Plumber II (256 Days/8 Hours) 33	256 Days/7.5 Hours		HVAC II (256 Days/8 Hours)	33		
			HVAC III (256 Days/8 Hours)	33		
Plumber III (256 Days/8 Hours) 33			Plumber II (256 Days/8 Hours)	33		
Tullibel III (230 Daysio Flours)			Plumber III (256 Days/8 Hours)	33		

- 1. Personnel working fewer than 256 days are not entitled to annual leave.
- 2. Pay grades dependent upon level of education, certification, experience, expertise and/or supervisor's recommendation.
- 3. Maximum days and hours of employment are noted in parenthesis. If a four-day work week is in effect during the working days of any of the above classifications, the time shall be extended in either days or hours to complete the number of contract days.
- 4. Experience in a related area of work with other state agencies or established businesses may be recognized (10 years maximum) on this schedule when the experience is documented in the employee's personnel file and upon recommendation of the employee's immediate supervisor.
- 5. 191-day personnel shall work the same days as teachers.
- 6. Paraprofessionals employed on a less than full-time basis shall be considered temporary help and the NOTE is applicable to them.
- 7. School Lunch General Workers who have received certification on or before September 1 of each year shall receive supplement of \$200.
- 8. Middle and high school data entry operators shall work 256 days.
- 9. Elementary school data entry operators shall work either 222 or 256 days.
- 10. Effective 7-1-95, employees completing a high school diploma or GED equivalent shall receive a one-time bonus of \$300.
- 11. Pay Grade 27 qualifications for SCHOOLS OFFICE & AIDES and DISTRICT CLERICAL & FINANCE: Bachelor's degree.
- 12. Pay Grade 27 qualifications for Bus monitors: Hired prior to 3/18/15, with a Bachelors degree earned prior to 3/18/15.
- 13. Master Mechanic, Construction Trades II, Electrician II, HVAC II, Plumber II, & Low Vol Infas & Elect Tech II will receive an additional \$2,50 per hour pay differential.
- 14. Chief Mechanic, Construction Trades III, Electrician III, HVAC III, Plumber III, & Low Volt Infras & Elect Tech III will receive an additional \$3.00 per hour pay differential.

Approved by the Jackson County School Board in regular session on June 18, 2024
Amended by the Jackson County School Board in regular session on November 19, 2024
Amended by the Jackson County School Board in regular session on December 17, 2024