

# Holmes District School Board

307 W. North Ave.  
Bonifay, FL 32425



**2024-2025**

Administrative  
Salary Schedule

# ADMINISTRATIVE PERSONNEL

## Based on 239 days

Step	District Director/ Finance Officer/ School Principal			
	BASE SALARY	MASTERS**	SPECIALIST**	DOCTORATE**
0	71,143	74,335	75,547	76,826
1	71,419	74,611	75,823	77,102
2	71,695	74,887	76,099	77,378
3	71,971	75,163	76,375	77,654
4	72,247	75,439	76,651	77,930
5	72,523	75,715	76,927	78,206
6	72,799	75,991	77,203	78,482
7	73,075	76,267	77,479	78,758
8	73,351	76,543	77,755	79,034
9	73,627	76,819	78,031	79,310
10	73,903	77,095	78,307	79,586
11	74,179	77,371	78,583	79,862
12	74,455	77,647	78,859	80,138
13	74,731	77,923	79,135	80,414
14	75,007	78,199	79,411	80,690
15	75,283	78,475	79,687	80,966
16	75,559	78,751	79,963	81,242
17	75,835	79,027	80,239	81,518
18	76,111	79,303	80,515	81,794
19	76,387	79,579	80,791	82,070
20	76,663	79,855	81,067	82,346
21	76,939	80,131	81,343	82,622
22	77,215	80,407	81,619	82,898
23	77,491	80,683	81,895	83,174
24	77,767	80,959	82,171	83,450
25	78,043	81,235	82,447	83,726
26	78,319	81,511	82,723	84,002
27	78,595	81,787	82,999	84,278

\*District personnel will work 7 hours per day and school based personnel will work 7.5 hours per day.

\*\*These Columns include an Advanced Degree Supplement.

(1) School administrators hired after July 1, 2014 will be placed initially according to the salary schedule above. After initial placement, they will receive performance pay based on their annual evaluation.

(2) Administrators shall be granted other professional and/or instructional experience.

(3) Superintendent & School Board Members: Set Annually by the Legislature

# ADMINISTRATIVE PERSONNEL

<b>Step</b>	<b>Coordinator - 239 Days</b>	<b>School Assistant Principal - Grandfathered - 216 Days</b>
0	52,162	48,426
1	52,162	48,426
2	52,162	48,426
3	52,162	48,426
4	52,162	48,426
5	52,402	48,426
6	52,402	48,426
7	52,402	48,426
8	52,402	48,426
9	52,402	48,426
10	53,020	48,426
11	54,220	48,426
12	55,420	48,637
13	56,620	49,737
14	57,820	50,837
15	59,020	51,764
16	60,220	52,864
17	61,420	53,964
18	61,920	55,064
19	62,420	56,164
20	62,920	57,264
21	63,420	57,924
22	63,920	58,584
23	64,420	59,046
24	64,920	59,508
25	65,420	59,970
26	65,920	60,432
27	66,420	60,894
28	66,420	61,356

\*District personnel will work 7 hours per day and school based personnel will work 7.5 hours per day.

## Supplement (Add On):

	<b><u>239 Day</u></b>	<b><u>216 Day</u></b>
Masters Degree	\$3,192.00	\$2,926.00
Ed Specialist Degree	\$4,404.00	\$3,925.00
Doctorate Degree	\$5,683.00	\$5,210.00
Assistant Principal - Elementary and Middle Schools	\$2,000.00	\$2,000.00
Assistant Principal - High Schools	\$4,000.00	\$4,000.00
Assistant Principal - Combination Schools	\$4,000.00	\$4,000.00

- (1) Directors and Assistant Principals retain instructional years experience.
- (2) Assistant Principals on annual contract will be paid according to the performance pay instructional salary schedule.
- (3) Add 20% for 12 month position and 10% for 11 month position when original position is 10 months.

# PAYROLL PERIODS

## I. Twelve Month Employees

- A. Timesheets are due in the Finance Department by 10:00 A.M. the 1<sup>st</sup> and 16<sup>th</sup> of each month for the preceding payroll period.
- B. Direct deposits shall be made on the 1st and 16th of each month with the following exception, June 30th rather than July 1st.
- C. Any date for which direct deposit is scheduled to be made that falls on a weekend or holiday, the deposit shall be made on the day preceding the weekend or holiday.

## II. Ten and Eleven Month Employees

- A. Timesheets are due in the Finance Department by 10:00 A.M. the 1<sup>st</sup> and 16<sup>th</sup> of each month for the preceding payroll period.
- B. Direct deposits shall be made on the 1st and 16th of each month with the following exceptions:
  - 1. The first direct deposit for employees who work 190 or 196 days will be made on August 16th.
  - 2. The first direct deposit for employees who work 180 or 182 days will be made on September 1st.
  - 3. The balance due for fiscal year earnings is to be made on June 30<sup>th</sup>.
- C. Any date for which direct deposit is scheduled to be made that falls on a weekend or holiday, the deposit shall be made on the day preceding the weekend or holiday.

## III. Substitutes

Substitutes are to be reported with the timesheets submitted to the Finance Department and direct deposits are to be made on the 1<sup>st</sup> and 16<sup>th</sup> of each month.

## IV. Other Relevant Information

- A. All regularly hired employees will received semi-monthly checks, equal to the annual salary divided by 24.
- B. Payment is not permitted for services rendered in excess of the listed hours per day for any regular, part-time, or substitute position unless approved by the Superintendent.
- C. Hours for any position or combined positions are not to exceed 40 hours per week.
- D. All personnel reemployed after retirement from any employer will be allowed qualified experience on the salary schedule, not to exceed 7 years.