

Holmes District School Board

307 W. North Ave.
Bonifay, FL 32425



2024-2025

Non-Instructional, Support,
& Student Services
Salary Schedule

SCHOOL PSYCHOLOGY & THERAPY RELATED FIELDS

Step	239 Days	239 Days	196 Days	190 Days	
	School Psychologist	Certified School Social Worker	Certified Speech Language Pathologist Assistant	Non-Instructional Social Worker	Occupational Therapist
0	59,320.00	52,828.80	44,024.00	33,468.00	49,000.00
1	59,800.00	52,828.80	44,024.00	33,868.00	49,400.00
2	60,280.00	52,828.80	44,024.00	34,268.00	49,800.00
3	60,760.00	52,828.80	44,024.00	34,668.00	50,200.00
4	61,240.00	52,828.80	44,024.00	35,068.00	50,600.00
5	61,720.00	52,828.80	44,024.00	35,468.00	51,000.00
6	62,200.00	52,828.80	44,024.00	35,868.00	51,400.00
7	62,680.00	52,828.80	44,024.00	36,268.00	51,800.00
8	63,160.00	52,828.80	44,024.00	36,668.00	52,200.00
9	63,640.00	52,828.80	44,024.00	37,068.00	52,600.00
10	64,120.00	52,828.80	44,024.00	37,468.00	53,000.00
11	64,600.00	52,828.80	44,024.00	37,868.00	53,400.00
12	65,080.00	53,257.20	44,381.00	38,268.00	53,800.00
13	65,560.00	54,457.20	45,381.00	38,668.00	54,200.00
14	66,040.00	55,657.20	46,381.00	39,068.00	54,600.00
15	66,520.00	56,857.20	47,381.00	39,468.00	55,000.00
16	67,000.00	58,057.20	48,381.00	39,868.00	55,400.00
17	67,480.00	59,257.20	49,381.00	40,268.00	55,800.00
18	67,960.00	60,457.20	50,381.00	40,668.00	56,200.00
19	68,440.00	61,177.20	50,981.00	41,068.00	56,600.00
20	68,920.00	61,897.20	51,581.00	41,468.00	57,000.00
21	69,400.00	61,897.20	51,581.00	41,868.00	57,400.00
22	69,880.00	61,897.20	51,581.00	42,268.00	57,800.00
23	70,360.00	61,897.20	51,581.00	42,668.00	58,200.00
24	70,840.00	61,897.20	51,581.00	43,068.00	58,600.00
25	71,320.00	61,897.20	51,581.00	43,468.00	59,000.00
26	71,800.00	61,897.20	51,581.00	43,868.00	59,400.00
27	72,280.00	61,897.20	51,581.00	44,268.00	59,800.00

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

**Salaries are based on the negotiated grandfathered teacher salary schedule.

Certified Occupational Therapist Assistant	29.57 per hour
Supplements:	Amount
Salary Scl Therapy Related State License	\$6,000.00
Therapy Assistant (BA and Stated Licensed)	\$1,000.00
Lead Counselor Supplement	\$5,000.00
Masters Degree Supplement*	\$2,660.00
Ed Specialist Degree Supplement*	\$3,568.00
Doctorate Degree Supplement*	\$4,736.00

*See 1012.22 Florida Statutes, add 20% for 12 month position and 10% for 11 month position.

FACILITIES & MAINTENANCE

Step	239 Days				190 days
	Maintenance I	Maintenance II	Deliv. Clerk I	Custodian (12)	Custodian (10)
0	20.25	18.35	20.66	15.00	15.00
1	20.50	18.60	20.89	15.00	15.00
2	20.75	18.85	21.12	15.00	15.00
3	21.00	19.10	21.35	15.00	15.00
4	21.25	19.35	21.58	15.00	15.00
5	21.50	19.60	21.81	15.00	15.00
6	21.75	19.85	22.04	15.00	15.00
7	22.00	20.10	22.27	15.00	15.00
8	22.25	20.35	22.50	15.00	15.00
9	22.50	20.60	22.73	15.00	15.00
10	22.75	20.85	22.96	15.00	15.00
11	23.00	21.10	23.19	15.00	15.00
12	23.25	21.35	23.42	15.00	15.00
13	23.50	21.60	23.65	15.00	15.00
14	23.75	21.85	23.88	15.25	15.25
15	24.00	22.10	24.11	15.37	15.37
16	24.25	22.35	24.34	15.69	15.69
17	24.30	22.40	24.44	15.76	15.76
18	24.35	22.45	24.54	15.80	15.80
19	24.40	22.50	24.64	15.84	15.84
20	24.45	22.55	24.74	15.88	15.88
21	24.50	22.60	24.84	15.92	15.92
22	24.55	22.65	24.94	15.96	15.96
23	24.60	22.70	25.04	16.00	16.00
24	24.65	22.75	25.14	16.04	16.04
25	24.70	22.80	25.54	16.08	16.08

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

Supplements:

Head Custodian - Facilities over 1,000 FTE

Gap Custodial

Amount

\$4,800.00

\$45.00

Period

Annually

Daily

Salary Schedule Other Pay:

Custodian -- Additional Custodial

Additional Summer Custodial

Amount

15.00

Min. Wage-\$25

Period

Hourly

Hourly

TRANSPORTATION

Step	239 Days		180 Days
	Mechanic I	Mechanic II	Bus Drivers
0	21.92	18.05	18.94
1	22.15	18.28	19.30
2	22.38	18.51	19.66
3	22.61	18.74	20.02
4	22.84	18.97	20.38
5	23.07	19.20	20.74
6	23.30	19.43	21.10
7	23.53	19.66	21.46
8	23.76	19.89	21.82
9	23.99	20.12	22.18
10	24.22	20.35	22.54
11	24.45	20.58	22.90
12	24.68	20.81	23.26
13	24.91	21.04	23.62
14	25.13	21.27	23.98
15	25.35	21.50	24.34
16	25.57	21.73	24.70
17	25.67	21.83	24.76
18	25.77	21.93	24.82
19	25.87	22.03	24.88
20	25.97	22.13	24.94
21	26.07	22.23	25.00
22	26.32	22.33	25.06
23	26.42	22.43	25.12
24	26.52	22.53	25.18
25	27.58	22.63	25.24

*District personnel will work 7 hours per day and bus drivers will work 3.5 hours per day.

Supplements:		Amount	
Mechanic State Inspector		\$2,400.00	
Bus Driver Supplement	Step 0	\$11,932.20	
Special Transportation Van Driver and Bus Attendant		\$52.50	Day
Sal Special Transportation Van Driver and Bus Attendant - 4 Hour Route		\$60.00	Day
Other Pay:		Amount	Period
Transportation of Choice Students		\$10.00	Day
Transportation District Bus Inspection (Outlying Schools)		\$10.00	Trip
Transportation Physical Exam		\$10.00	Trip
Field Trips - Bus Drivers		\$50-\$150	Trip
WINGS Bus Drivers, Aides		\$15.00	Hour

DISTRICT SUPPORT POSITIONS

Based on 239 days

	Accountant	Superintendent Secretary	Admin Secretary
0	18.05	18.05	15.00
1	18.35	18.35	15.00
2	18.65	18.65	15.00
3	18.95	18.95	15.00
4	19.25	19.25	15.00
5	19.55	19.55	15.30
6	19.85	19.85	15.60
7	20.15	20.15	15.90
8	20.45	20.45	16.20
9	20.75	20.75	16.50
10	21.05	21.05	16.80
11	21.35	21.35	17.10
12	21.65	21.65	17.40
13	21.95	21.95	17.70
14	22.25	22.25	18.00
15	22.55	22.55	18.30
16	22.85	22.85	18.60
17	22.90	22.90	18.90
18	22.95	22.95	19.00
19	23.00	23.00	19.05
20	23.05	23.05	19.10
21	23.10	23.10	19.15
22	23.15	23.15	19.20
23	23.20	23.20	19.25
24	23.25	23.25	19.30
25	23.55	23.55	19.35

*District personnel will work 8 hours per day unless receiving a supplement that shortens their day.

Supplements:

	Amount
District Support Specialist (VPK, Data, Payroll, ESE)	\$2,000.00
Technology Coordinator	\$6,000.00

Salary Schedule

	Amount
A.A. Degree, A.S. Degree, or 60 Hours	\$1.00 per hour
Bachelors Degree	\$2.00 per hour

*Must be from an accredited institution.

DISTRICT SUPPORT POSITIONS

Based on 239 days

Step	239 Days			190 Days
	Technology Assistant	Accounting Clerk	District Data	Staffing Assistant
0	20.75	15.00	16.65	15.00
1	21.04	15.00	16.95	15.00
2	21.33	15.00	17.25	15.00
3	21.62	15.00	17.55	15.00
4	21.91	15.00	17.85	15.00
5	22.20	15.30	18.15	15.00
6	22.49	15.60	18.45	15.20
7	22.78	15.90	18.75	15.35
8	23.07	16.20	19.05	15.65
9	23.36	16.50	19.35	15.95
10	23.65	16.80	19.65	16.25
11	23.94	17.10	19.95	16.55
12	24.23	17.40	20.25	16.85
13	24.52	17.70	20.55	17.15
14	24.81	18.00	20.85	17.45
15	24.91	18.30	21.15	17.75
16	25.19	18.60	21.45	18.05
17	25.24	18.90	21.50	18.10
18	25.29	19.00	21.55	18.15
19	25.34	19.05	21.60	18.20
20	25.39	19.10	21.65	18.25
21	25.44	19.15	21.70	18.30
22	25.49	19.20	21.75	18.35
23	25.54	19.25	21.80	18.40
24	25.59	19.30	21.85	18.45
25	25.64	19.35	22.35	18.50

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

Supplements:

	Amount
District Support Specialist (VPK, Data, Payroll, ESE)	\$2,000.00
Technology Coordinator	\$6,000.00

Salary College Credit in a Related Field*

	Amount
A.A. Degree, A.S. Degree, or 60 Hours	\$1.00 per hour
Bachelors Degree	\$2.00 per hour

*Must be from an accredited institution.

SCHOOL-BASED SUPPORT

Step	190 Days				
	Receptionist/ School Secretary	School Secretary	Bookkeeper/ Data III (3)	Data II (2)	Data I (1)
0	15.00	15.00	15.25	15.50	15.75
1	15.00	15.00	15.25	15.50	15.75
2	15.00	15.00	15.25	15.50	15.75
3	15.00	15.00	15.25	15.50	15.75
4	15.00	15.00	15.25	15.50	15.79
5	15.00	15.00	15.25	15.50	16.07
6	15.00	15.00	15.50	15.70	16.35
7	15.00	15.00	15.50	15.98	16.63
8	15.00	15.00	15.50	16.26	16.91
9	15.00	15.00	15.50	16.54	17.19
10	15.00	15.00	15.77	16.82	17.47
11	15.00	15.00	16.05	17.10	17.75
12	15.00	15.15	16.33	17.38	18.03
13	15.00	15.40	16.61	17.66	18.31
14	15.00	15.65	16.89	17.94	18.59
15	15.50	15.90	17.17	18.22	18.87
16	15.50	16.15	17.45	18.50	19.15
17	15.65	16.20	17.53	18.58	19.23
18	15.72	16.25	17.58	18.63	19.28
19	15.72	16.30	17.63	18.68	19.33
20	15.72	16.35	17.68	18.73	19.38
21	15.72	16.40	17.73	18.78	19.43
22	15.79	16.45	17.78	18.83	19.48
23	15.86	16.50	17.83	18.88	19.53
24	15.93	16.55	17.88	18.93	19.58
25	16.00	16.60	17.93	18.98	19.63

*School based personnel will work 7.5 hours per day.

(1) Data I designation dependent on the completion of 90 semester hours from an Accredited Institution.

(2) Data II designation dependent on the completion of 60 semester hours from an Accredited Institution.

PARAPROFESSIONALS

Step	190 Days			180 Days
	Aide I (1)	Aide II (2)	Lab Assistant	Aide III
0	15.50	15.25	15.00	15.00
1	15.50	15.25	15.00	15.00
2	15.50	15.25	15.00	15.00
3	15.50	15.25	15.00	15.00
4	15.50	15.25	15.00	15.00
5	15.50	15.25	15.00	15.00
6	15.50	15.25	15.20	15.00
7	15.50	15.25	15.35	15.00
8	15.50	15.25	15.65	15.00
9	15.75	15.25	15.95	15.00
10	15.92	15.25	16.25	15.00
11	15.92	15.50	16.55	15.00
12	15.92	15.50	16.85	15.00
13	16.22	15.75	17.15	15.00
14	16.52	15.75	17.45	15.00
15	16.87	16.05	17.75	15.00
16	17.22	16.40	18.05	15.10
17	17.57	16.75	18.10	15.40
18	17.62	16.80	18.15	15.70
19	17.67	16.85	18.20	15.70
20	17.72	16.90	18.25	15.70
21	17.77	16.95	18.30	15.70
22	17.82	17.00	18.35	15.70
23	17.87	17.05	18.40	15.70
24	17.92	17.10	18.45	15.75
25	17.97	17.15	18.50	15.80

*School based personnel will work 7.5 hours per day.

- (1) Aide I designation dependent on the completion of 90 semester hours from an Accredited Institution.
- (2) Aide II designation dependent on the completion of 60 semester hours from an Accredited Institution.

FOOD SERVICE

Based on 182 days - 7.5 Hours/Day

Step	Food Service Worker
0	15.00
1	15.00
2	15.00
3	15.00
4	15.00
5	15.00
6	15.00
7	15.00
8	15.00
9	15.00
10	15.00
11	15.00
12	15.00
13	15.00
14	15.00
15	15.20
16	15.50
17	15.80
18	15.85
19	15.90
20	15.95
21	16.00
22	16.05
23	16.10
24	16.15
25	16.20

Supplements:

Amount

Lunchroom Certification (Managers) \$300.00

Lunchroom Certification (Others) \$200.00

Lunchroom Manager (1 per school)

Based on Meals Served: 0 - 199 Meals Served \$1,273.00

200 - 399 Meals Served \$1,487.00

400 - 599 Meals Served \$1,701.00

600 - 799 Meals Served \$1,915.00

800 - 999 Meals Served \$2,129.00

1,000+ Meals Served \$2,343.00

Salary Schedule

SUBSTITUTES & HOURLY

Description	Period	Amount
Substitutes:		<u>Hourly</u>
Doctorate	Hour	15.85
Educational Specialist	Hour	15.55
Masters	Hour	15.35
Bachelors	Hour	15.05
90 Semester Hours	Hour	15.00
60 Semester Hours	Hour	15.00
No Rank	Hour	15.00
Non-Instructional Substitute	Hour	Min. Wage
FCAT Proctor	Hour	15.00
Substitute Bus Drivers	Day	52.50
WINGS Other	Hour	Min. Wage
Mandatory Workshops/Training:		<u>Hourly</u>
Instructional, 17.50 per hour limit of \$100 per day.	Hour	17.50
Non-instructional, limit of 8 hours per day.	Hour	Min. Wage
Bus Drivers	Hour	Min. Wage
Other Pay:		<u>Hourly</u>
Summer Support	Hour	Min. Wage-\$25
Additional Summer Custodial	Hour	Min. Wage-\$25
Other Approved Hourly	Hour	Min. Wage
Summer Receptionist - 262.5 Hour Limit	Hour	Min. Wage
Adjunct Virtual Teacher - Paid by Segment	Completion	150.00

ADDITIONAL DUTY DAYS

The positions below have approved duty days outside of their normal contract period. These days will run from July - June for each year.		
Position	School Type	# of Days
Data I	All Schools	15
Data II	All Schools	15
Student Records Data Entry	All Schools	15
Bookkeeper	All Schools	10
Position	# of Positions	# of Days
District Food Service Menu & Nutrition Manager	1	8

PAYROLL PERIODS

I. Twelve Month Employees

- A. Timesheets are due in the Finance Department by 10:00 A.M. the 1st and 16th 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 1st and 16th 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 30th.
- 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 1st and 16th 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.