# CLASSIFIED PERSONNEL SALARY SCHEDULE

1. **Maintenance and Operations**

Custodian - $8.32 per hour

General Maintenance - $8.32 per hour

2. **Transportation**

Bus Driver - $12.00 - $13.00 per hour

3. **Food Service**

$8.32 per hour

4. **Secretarial and Clerical**

Administrative Assistant - $19,200- $20,160 per year

Clerical Personnel - $8.32 per hour

5. **Aides and Paraprofessionals**

Paraprofessionals - $15.00 per hour

Aides - $8.32 per hour

6. Health Services

School Nurse - See Licensed Salary Schedule

All nurses begin on Step 0

Administrative assistant will be paid an hourly rate based on his/her salary for time worked during the after-school tutoring program.

State law requires the School to include its classified employee’s salary schedule in its written personnel policies unless the School recognizes a classified employees’ union in its policies for, among other things, the negotiation of salaries. Your School is required to have a salary schedule for at least the following five categories of classified personnel: 1) Maintenance and Operations; 2) Transportation; 3) Food Service; 4) Secretarial and Clerical; and 5) Aids and Paraprofessionals. The School is required to post the salary schedule on its website by September 15 of each year and should place an obvious hyperlink, button, or menu item on the website's homepage that links directly to the current year classified policies and salary schedule.

The Director has the authority, when recommending an applicant and his/her placement on the School's salary schedule to the Board for its approval, to consider the applicant's previous work experience with similar duties, responsibilities, and skill sets to those job duties and responsibilities the applicant would assume for the School.

Cross Reference: Policy 1.9—POLICY FORMULATION

Legal Reference: A.C.A. § 6-17-2203

A.C.A. § 6-17-2301

ADE Rules Governing School District Requirements for Personnel Policies, Salary Schedules, Minimum Salaries, and Documents Posted to District Websites

Date Adopted: September 3, 2002

Last Revised: November 24, 2015