



AIKEN COUNTY
PUBLIC SCHOOLS

SALARY SCHEDULE

2019 – 2020

ADOPTED 05/28/19
AMENDED 01/01/20

Table of Contents

Teacher Scales – 190 Day Contracts	1
Teacher Scales – Daily Rates	2
JROTC Instructor Scales	3
General Information – Professional and Hourly Salary Scales	4 – 5
Pay Procedures	5
Pay Dates	6
Overtime Procedures	7
School Bus Drivers’ Pay Procedures	8
Hourly Scales	9
Hourly Scales – Position Key	10 – 12
Salary Scales	13 – 14
Salary Scales – Position Key	15 – 16
Service Credit	17
Service Credit – Salary Computation Worksheets	18 – 19
Other Compensation	20
Curriculum and Instruction Supplements	21
Extracurricular Supplements	22
Athletic Supplements	23 – 24
Supplement Guidelines and Procedures	25
Standard Contract Lengths by Position	26

Teacher Scales - 190 Day Contracts School Year 2019 - 2020

Salary Step	Prior Yrs Exp	Class 3 Bachelors Degree	Class 2 Bachelors Degree +18	Class 1 Masters Degree	Class 7 Masters Degree + 30 Hours	Class 8 Doctorate Degree
E0	0	\$ 40,227	\$ 42,094	\$ 46,305	\$ 49,862	\$ 54,720
E1	1	\$ 40,227	\$ 42,094	\$ 46,305	\$ 49,862	\$ 54,720
E2	2	\$ 40,227	\$ 42,094	\$ 46,305	\$ 49,862	\$ 54,720
E3	3	\$ 40,227	\$ 42,094	\$ 46,305	\$ 49,862	\$ 54,720
4	4	\$ 40,864	\$ 42,713	\$ 46,781	\$ 50,480	\$ 55,656
5	5	\$ 41,862	\$ 43,712	\$ 47,891	\$ 51,589	\$ 57,137
6	6	\$ 42,899	\$ 44,747	\$ 49,000	\$ 52,698	\$ 58,614
7	7	\$ 43,898	\$ 45,745	\$ 50,109	\$ 53,805	\$ 60,094
8	8	\$ 44,933	\$ 46,781	\$ 51,220	\$ 54,915	\$ 61,572
9	9	\$ 45,931	\$ 47,780	\$ 52,329	\$ 56,026	\$ 63,053
10	10	\$ 46,964	\$ 48,814	\$ 53,439	\$ 57,137	\$ 64,532
11	11	\$ 47,966	\$ 49,812	\$ 54,546	\$ 58,245	\$ 66,012
12	12	\$ 49,000	\$ 50,850	\$ 55,656	\$ 59,354	\$ 67,491
13	13	\$ 49,999	\$ 51,847	\$ 56,765	\$ 60,465	\$ 68,969
14	14	\$ 51,035	\$ 52,884	\$ 57,876	\$ 61,572	\$ 70,449
15	15	\$ 52,032	\$ 53,882	\$ 58,985	\$ 62,684	\$ 71,927
16	16	\$ 53,070	\$ 54,916	\$ 60,094	\$ 63,793	\$ 73,406
17	17	\$ 54,066	\$ 55,916	\$ 61,204	\$ 64,901	\$ 74,887
18	18	\$ 54,607	\$ 56,476	\$ 61,819	\$ 65,551	\$ 75,635
19	19	\$ 55,153	\$ 57,039	\$ 62,432	\$ 66,206	\$ 76,390
20	20	\$ 55,704	\$ 57,609	\$ 63,058	\$ 66,869	\$ 77,156
21	21	\$ 56,262	\$ 58,185	\$ 63,689	\$ 67,537	\$ 77,927
22	22	\$ 57,393	\$ 59,355	\$ 64,969	\$ 68,894	\$ 79,494
23	23	\$ 58,542	\$ 60,543	\$ 66,269	\$ 70,272	\$ 81,085
24	24	\$ 59,713	\$ 61,753	\$ 67,594	\$ 71,677	\$ 82,706

Note: Teachers who are awaiting their South Carolina teacher certificate (including new graduates, hires with teacher certificates from other States, and those that have obtained a Letter of Eligibility through an alternate certification program such as PACE) will be classified as “pending South Carolina certification” and will be paid based on a flat annual rate of \$31,200 (for 190 days). Once the South Carolina teacher certificate is received, the teacher’s salary will be adjusted to the appropriate level based on the above salary schedule and retroactive to the effective date of the certificate.

Teacher Scales - Daily Rate School Year 2019 - 2020

Salary Step	Prior Yrs Exp	Class 3 Bachelors Degree	Class 2 Bachelors Degree +18	Class 1 Masters Degree	Class 7 Masters Degree + 30 Hours	Class 8 Doctorate Degree
E0	0	\$ 211.72	\$ 221.55	\$ 243.71	\$ 262.43	\$ 288.00
E1	1	\$ 211.72	\$ 221.55	\$ 243.71	\$ 262.43	\$ 288.00
E2	2	\$ 211.72	\$ 221.55	\$ 243.71	\$ 262.43	\$ 288.00
E3	3	\$ 211.72	\$ 221.55	\$ 243.71	\$ 262.43	\$ 288.00
4	4	\$ 215.07	\$ 224.81	\$ 246.22	\$ 265.68	\$ 292.93
5	5	\$ 220.33	\$ 230.06	\$ 252.06	\$ 271.52	\$ 300.72
6	6	\$ 225.78	\$ 235.51	\$ 257.89	\$ 277.36	\$ 308.49
7	7	\$ 231.04	\$ 240.76	\$ 263.73	\$ 283.18	\$ 316.28
8	8	\$ 236.49	\$ 246.22	\$ 269.58	\$ 289.03	\$ 324.06
9	9	\$ 241.74	\$ 251.47	\$ 275.42	\$ 294.87	\$ 331.86
10	10	\$ 247.18	\$ 256.92	\$ 281.26	\$ 300.72	\$ 339.64
11	11	\$ 252.45	\$ 262.17	\$ 287.08	\$ 306.55	\$ 347.43
12	12	\$ 257.89	\$ 267.63	\$ 292.93	\$ 312.39	\$ 355.22
13	13	\$ 263.15	\$ 272.88	\$ 298.76	\$ 318.24	\$ 362.99
14	14	\$ 268.61	\$ 278.34	\$ 304.61	\$ 324.06	\$ 370.78
15	15	\$ 273.85	\$ 283.59	\$ 310.45	\$ 329.92	\$ 378.56
16	16	\$ 279.32	\$ 289.03	\$ 316.28	\$ 335.75	\$ 386.35
17	17	\$ 284.56	\$ 294.29	\$ 322.13	\$ 341.58	\$ 394.14
18	18	\$ 287.41	\$ 297.24	\$ 325.36	\$ 345.01	\$ 398.08
19	19	\$ 290.28	\$ 300.21	\$ 328.59	\$ 348.45	\$ 402.05
20	20	\$ 293.18	\$ 303.21	\$ 331.88	\$ 351.94	\$ 406.09
21	21	\$ 296.12	\$ 306.24	\$ 335.21	\$ 355.46	\$ 410.14
22	22	\$ 302.07	\$ 312.39	\$ 341.94	\$ 362.60	\$ 418.39
23	23	\$ 308.12	\$ 318.65	\$ 348.78	\$ 369.85	\$ 426.76
24	24	\$ 314.28	\$ 325.02	\$ 355.76	\$ 377.25	\$ 435.29

JROTC Instructor Scales

School Year 2019 - 2020

Reflects Annual (12 month) Salary Amounts

YRS	E-6/7	E-8	E-9	W-3	W-4	0-3	0-4	0-5	0-6
0	\$ 39,899	\$ 43,833	\$ 48,643	\$ 46,020	\$ 51,345	\$ 51,520	\$ 60,003	\$ 68,814	\$ 76,453
1	\$ 41,497	\$ 45,585	\$ 49,613	\$ 46,941	\$ 52,371	\$ 52,550	\$ 61,204	\$ 70,190	\$ 77,293
2	\$ 43,159	\$ 47,411	\$ 50,608	\$ 47,877	\$ 53,418	\$ 53,602	\$ 62,426	\$ 71,592	\$ 78,143
3	\$ 44,882	\$ 48,831	\$ 51,619	\$ 48,835	\$ 54,487	\$ 54,674	\$ 63,676	\$ 73,026	\$ 78,925
4	\$ 46,680	\$ 50,297	\$ 52,650	\$ 49,813	\$ 55,576	\$ 55,769	\$ 64,950	\$ 74,124	\$ 79,794
5	\$ 48,545	\$ 51,305	\$ 53,703	\$ 50,807	\$ 56,687	\$ 56,883	\$ 66,247	\$ 75,232	\$ 80,671
6	\$ 50,002	\$ 52,329	\$ 54,778	\$ 51,824	\$ 57,820	\$ 58,022	\$ 67,572	\$ 76,363	\$ 81,557
7	\$ 51,501	\$ 53,375	\$ 55,872	\$ 52,862	\$ 58,978	\$ 59,180	\$ 68,923	\$ 77,507	\$ 82,374
8	\$ 53,047	\$ 54,444	\$ 56,991	\$ 53,918	\$ 60,158	\$ 60,365	\$ 69,960	\$ 78,669	\$ 83,280
9	\$ 54,109	\$ 55,535	\$ 58,127	\$ 54,998	\$ 61,360	\$ 61,571	\$ 71,007	\$ 79,851	\$ 84,196
10	\$ 55,188	\$ 56,644	\$ 59,292	\$ 56,097	\$ 62,587	\$ 62,804	\$ 72,075	\$ 80,729	\$ 85,039
11	\$ 56,295	\$ 57,777	\$ 60,478	\$ 57,221	\$ 63,841	\$ 64,062	\$ 73,153	\$ 81,616	\$ 85,889
12	\$ 57,420	\$ 58,934	\$ 61,686	\$ 58,363	\$ 65,116	\$ 65,340	\$ 74,253	\$ 82,513	\$ 86,832
13	\$ 58,568	\$ 60,111	\$ 62,921	\$ 59,531	\$ 66,418	\$ 66,650	\$ 75,363	\$ 83,421	\$ 87,789
14	\$ 59,739	\$ 61,314	\$ 64,176	\$ 60,721	\$ 67,744	\$ 67,981	\$ 76,495	\$ 84,340	\$ 88,751
15	\$ 60,936	\$ 62,541	\$ 65,463	\$ 61,933	\$ 69,099	\$ 69,340	\$ 77,641	\$ 85,268	\$ 89,640
16	\$ 62,153	\$ 63,792	\$ 66,771	\$ 63,175	\$ 70,483	\$ 70,728	\$ 78,808	\$ 86,206	\$ 90,626
17	\$ 63,397	\$ 65,066	\$ 68,108	\$ 64,434	\$ 71,892	\$ 72,142	\$ 79,988	\$ 87,154	\$ 91,623
18	\$ 64,664	\$ 66,369	\$ 69,470	\$ 65,725	\$ 73,330	\$ 73,582	\$ 81,189	\$ 88,116	\$ 92,540
19	\$ 65,956	\$ 67,696	\$ 70,859	\$ 67,039	\$ 74,797	\$ 75,055	\$ 82,408	\$ 89,084	\$ 93,466
20	\$ 67,276	\$ 69,050	\$ 72,276	\$ 68,380	\$ 76,291	\$ 76,554	\$ 83,644	\$ 90,064	\$ 94,495
21	\$ 67,948	\$ 69,740	\$ 72,998	\$ 69,064	\$ 77,054	\$ 77,319	\$ 84,481	\$ 90,965	\$ 95,439
22	\$ 69,315	\$ 71,141	\$ 74,465	\$ 70,453	\$ 78,603	\$ 78,873	\$ 86,179	\$ 92,794	\$ 97,357
23	\$ 70,008	\$ 71,852	\$ 75,210	\$ 71,157	\$ 79,389	\$ 79,661	\$ 87,042	\$ 93,722	\$ 98,331
24	\$ 71,408	\$ 73,289	\$ 76,714	\$ 72,581	\$ 80,977	\$ 81,255	\$ 88,783	\$ 95,596	\$ 100,298

New employees will be given credit for prior years' teaching experience in a JROTC program or placed at the step in the applicable grade closest to the minimum salary established by the Department of the Navy or Department of the Army, whichever is higher. No employee will earn less than his/her minimum instructor salary amount. Should an instructor be paid at step 23 of his/her respective grade and still not meet the minimum salary requirement, the employee's salary will be adjusted to the minimum required amount.

General Information – Salary and Hourly Scales

- Amounts reflected on salary scales represent annual, 12 month salary amounts except for the nurse, school psychologist, and assistant principal scales. The salary for any employee working less than a 12 month, 8 hour schedule will be paid in proportion to amounts shown. The denominator for determining the daily rate is 260.
- Pay level advances are not automatic. Pay level increases will become effective July 1 each year, if approved by the School Board. Supervisors will submit to the Superintendent by May 15, of each year, a list of employees not recommended for pay level advancement. New employees appointed after December 31 will not be rolled up a pay level on July 1 and are not eligible for pay level increases until the following July. New employees appointed after December 31 will be eligible for cost of living adjustments. Employees who are classified as active but had not worked prior to December 31, unless as result of a workers compensation matter, will not qualify for a step.
- In the event of a promotion, the new salary will be the entry level of the salary range (based on daily rate) for the new position or a maximum of two level increases higher than salary prior to promotion, pending any additional steps for service credit. Employees promoted after December 31 will not be rolled up a pay level on July 1 and are not eligible for pay level increases until the following July.
- Administrators (principals, directors, executive directors and chiefs) may be paid at least \$500 more annually in base salary than employees under his/her supervision when recommended by the Superintendent and approved by the School Board.
- No administrator is authorized to negotiate salary with any employee. The salaries of new employees will be based upon the guidelines of the salary schedule and within advertised salary ranges. The Human Resources department shall verify that all advertised salary ranges are consistent with and appropriate for the established schedule.
- To be competitive, or when an applicant's training, experience or other qualifications are substantially above those required for entry level into the position, starting salaries above the entry rate may be recommended by the District Superintendent to the School Board for approval. The School Board has delegated authority to the District Superintendent to provide up to two steps without additional School Board approval.
- No changes shall be made in salary schedules or procedures during the school year or during the budget process until the recommended changes have been highlighted and specifically brought to the attention of the Board during the public session.
- All schools that do not have a building and grounds supervisor will designate a level 1 or level 2 head custodian according to District procedure. A head custodian level 1 (for schools with square footages exceeding 80,000 sq. ft.) will be paid a supplement of \$2,461. A head custodian level 2 (for schools with square footages of less than 80,000 sq. ft.) will be paid a supplement of \$1,847. Only high schools exceeding 100,000 sq. ft. will be staffed with a building & grounds supervisor; these locations are ineligible for head custodian supplements.

- An employee receiving his/her Doctorate or Masters + 30 degree after initial placement on the salary scales will be credited for the advanced degree, with two steps given for a Doctorate or one step given for a Masters + 30. An individual currently with a Masters + 30 degree and receiving his/her Doctorate will receive a one step increase.
- Temporary principals and temporary assistant principals will be paid from the principal and assistant principal scales. Placements, and corresponding daily rates, will be determined using the service credit methodology, with a maximum placement of step 8 on the respective scale. The Chief Financial Officer and Human Resources Director will approve all such placements.
- The effective date will be determined by his/her last actual day worked for an employee with less than five years' current experience with the district who submits his/her resignation or retirement prior to or during a holiday break if not returning to work at the conclusion of the break.

Pay Procedures

Anyone hired, promoted, or returning from leave without pay will have his/her remaining regular pay spread equally over remaining paychecks for the year.

Generally, pay cycles are as follow:

- 12 Month Employees: July – June
- < 12 Month Employees: August – July
- Bus Drivers & Bus Monitors: September - August

Note: Pay cycle revisions will be implemented beginning in 2019 – 2020 for non-bus employees paid from the Support I and Support II pay scales.

Pay Dates

Employees are paid semi-monthly on the 5th and 20th with the exception of the months of December and January in order to accommodate the holiday work schedule. When the 5th or 20th falls on a holiday, weekend or other non-work day, the pay day will be the last preceding District work day.

Year 2019 – 2020 pay dates are as follow:

Wednesday, July 3, 2019

Thursday, July 18, 2019

Monday, August 5, 2019

Tuesday, August 20, 2019

Thursday, September 5, 2019

Friday, September 20, 2019

Friday, October 4, 2019

Thursday, October 17, 2019

Tuesday, November 5, 2019

Wednesday, November 20, 2019

Thursday, December 5, 2019

Thursday, December 11, 2019

Wednesday, December 18, 2019

Friday, January 17, 2020

Wednesday, February 5, 2020

Thursday, February 20, 2020

Thursday, March 5, 2020

Friday, March 20, 2020

Friday, April 3, 2020

Monday, April 20, 2020

Tuesday, May 5, 2020

Friday, June 5, 2020

Thursday, June 18, 2020

Overtime Procedures

Non-Exempt Employees

- 1) Non-exempt employees working more than 40 hours per week will receive compensatory time or a monetary reimbursement. NOTE: All hours worked during the week (including after school activities) will be combined to determine if an employee is eligible for overtime reimbursement.
- 2) Supervisors will allow 1 ½ hours compensatory time for each hour worked beyond 40 hours per week. Records indicating amount of compensatory time earned and used will be maintained at each work location. All efforts should be made to use compensatory time in a timely manner.
- 3) Should it become impossible to grant time off for overtime worked, the following procedures will be used:
 - a) Supervisors will complete CSDAC-Form No. 17 (Payroll Changes) indicating in the remarks section that overtime is to be paid and the number of hours to be paid. If two or more rates of pay are involved, indicate hours worked for the week by job or rate of pay. Timesheets evidencing hours worked should be included.
 - b) Overtime (over 40 hours) being paid for after school or similar activities from local funds will be calculated at 1 1/2 times the regular rate of pay. The District will be reimbursed for these costs from local funds, including any related fringe benefit costs.
 - c) Overtime payments must be authorized by the Chief Officer for the areas/departments under their supervision.
 - d) Submit completed CSDAC-Form #17 to the Payroll Department.
 - e) Bus drivers/aides, etc. overtime will be calculated by the Payroll Department using previously established procedures.
- 4) Any hours worked beyond normal contract hours must be approved as described in School Board Policy GDBC and its administrative rule. Unauthorized overtime will not be tolerated.
- 5) All employees except those indicated below are considered non-exempt employees.

Exempt Employees

The following groups of employees are exempt from Fair Labor Standards Act minimum wage and overtime provisions:

- Personnel paid from the teacher salary scales.
- Personnel paid from the JROTC instructor salary scales.
- Personnel paid from the salary scale.

School Bus Drivers' Pay Procedures

- 1) The Fair Labor Standards Act covers adult bus drivers. Transportation Supervisors must maintain time and attendance records to ensure compliance with the Act.
- 2) Daily set hours of work shall be established for each school bus driver. This includes actual driving time plus time for pre-trip inspection, student discipline conferences, mechanical failures, and various waiting time necessitated for bus fueling or servicing. It is estimated that non-driving bus duties will average 30 minutes a.m. and 30 minutes p.m. In addition to this time, the State Department of Education will reimburse for ten (10) hours of in-service time per year. Bus drivers will remain clocked in for all work duties in order to provide an accurate record for work hours.

The maximum State Department of Education reimbursement per driver per week will be forty hours. The beginning of the workday will be when the driver picks up the school bus at a central parking place to begin his/her route, or at the beginning of the route (at home) if the driver has retained the school bus overnight. This consideration will be determined when setting the base working hours for each driver.

- 3) Fringe benefits will be available to those drivers who have set minimum work hours of at least 30 hours per week. These benefits include social security, health and dental insurance. Also, all drivers are eligible for participation in the State Retirement System if he or she elects to do so. The employer cost of fringe benefits will be shared between the state and the district at 70% and 30% respectively.

Bus drivers who have set hours of less than 30 hours per week, but who perform other jobs for the district with a combined time reaching or exceeding 30 hours, will also qualify for fringe benefits with the state bearing its proportionate share of the costs.

Drivers employed at least 20 hours per week are eligible for sick leave as described in Policy GDC, Support Staff Leaves and Absences. Bus Drivers are entitled to other personal, military, and court leave as approved by Board Policies. Sick leave, court leave and military leave will be reported as hours worked for State Department of Education reimbursement purposes if time was taken during set scheduled bus driver working time. A service agreement shall be completed for each school bus driver, by May 1 of each year, and kept on file in the Transportation Supervisor's office. This agreement shall be used for regular drivers as an employment agreement for the next school year.

Hourly Scales School Year 2019 - 2020

Note: Initial step placement is based on the service credit formula.

Step	Support I	Support II	Support III	Bus Driver	Aide	SFS Manager	Clerk/ Office Staff	Support IV	Support V	Admin Assistant to Board & Supt	Support VI
0	\$ 9.67	\$ 11.35	\$ 12.40	\$ 13.27	\$ 12.90	\$ 13.97	\$ 13.97	\$ 14.26	\$ 16.36	\$ 19.58	\$ 22.03
1	\$ 9.86	\$ 11.58	\$ 12.65	\$ 13.53	\$ 13.16	\$ 14.25	\$ 14.25	\$ 14.55	\$ 16.68	\$ 19.97	\$ 22.47
2	\$ 10.06	\$ 11.81	\$ 12.91	\$ 13.81	\$ 13.42	\$ 14.53	\$ 14.53	\$ 14.85	\$ 17.02	\$ 20.37	\$ 22.92
3	\$ 10.26	\$ 12.05	\$ 13.17	\$ 14.09	\$ 13.69	\$ 14.82	\$ 14.82	\$ 15.14	\$ 17.36	\$ 20.79	\$ 23.38
4	\$ 10.46	\$ 12.29	\$ 13.43	\$ 14.37	\$ 13.96	\$ 15.13	\$ 15.13	\$ 15.44	\$ 17.70	\$ 21.20	\$ 23.85
5	\$ 10.68	\$ 12.53	\$ 13.70	\$ 14.65	\$ 14.24	\$ 15.43	\$ 15.43	\$ 15.74	\$ 18.06	\$ 21.62	\$ 24.32
6	\$ 10.89	\$ 12.79	\$ 13.97	\$ 14.95	\$ 14.52	\$ 15.73	\$ 15.73	\$ 16.07	\$ 18.42	\$ 22.05	\$ 24.81
7	\$ 11.11	\$ 13.05	\$ 14.25	\$ 15.24	\$ 14.81	\$ 16.05	\$ 16.05	\$ 16.38	\$ 18.79	\$ 22.50	\$ 25.31
8	\$ 11.33	\$ 13.30	\$ 14.53	\$ 15.55	\$ 15.11	\$ 16.37	\$ 16.37	\$ 16.72	\$ 19.16	\$ 22.95	\$ 25.81
9	\$ 11.56	\$ 13.57	\$ 14.82	\$ 15.86	\$ 15.41	\$ 16.70	\$ 16.70	\$ 17.04	\$ 19.55	\$ 23.40	\$ 26.33
10	\$ 11.79	\$ 13.84	\$ 15.13	\$ 16.19	\$ 15.72	\$ 17.03	\$ 17.03	\$ 17.39	\$ 19.94	\$ 23.87	\$ 26.86
11	\$ 12.02	\$ 14.12	\$ 15.43	\$ 16.52	\$ 16.04	\$ 17.38	\$ 17.38	\$ 17.73	\$ 20.34	\$ 24.36	\$ 27.40
12	\$ 12.27	\$ 14.41	\$ 15.73	\$ 16.83	\$ 16.36	\$ 17.72	\$ 17.72	\$ 18.09	\$ 20.74	\$ 24.84	\$ 27.94
13	\$ 12.51	\$ 14.69	\$ 16.05	\$ 17.17	\$ 16.68	\$ 18.07	\$ 18.07	\$ 18.45	\$ 21.16	\$ 25.33	\$ 28.50
14	\$ 12.76	\$ 14.98	\$ 16.37	\$ 17.51	\$ 17.02	\$ 18.44	\$ 18.44	\$ 18.82	\$ 21.59	\$ 25.84	\$ 29.06
15	\$ 13.01	\$ 15.28	\$ 16.70	\$ 17.86	\$ 17.36	\$ 18.81	\$ 18.81	\$ 19.20	\$ 22.02	\$ 26.36	\$ 29.65
16	\$ 13.28	\$ 15.59	\$ 17.03	\$ 18.21	\$ 17.70	\$ 19.18	\$ 19.18	\$ 19.58	\$ 22.45	\$ 26.89	\$ 30.24
17	\$ 13.54	\$ 15.90	\$ 17.37	\$ 18.59	\$ 18.06	\$ 19.56	\$ 19.56	\$ 19.97	\$ 22.91	\$ 27.42	\$ 30.85
18	\$ 13.82	\$ 16.22	\$ 17.71	\$ 18.96	\$ 18.42	\$ 19.95	\$ 19.95	\$ 20.37	\$ 23.36	\$ 27.97	\$ 31.47
19	\$ 14.09	\$ 16.54	\$ 18.07	\$ 19.33	\$ 18.78	\$ 20.35	\$ 20.35	\$ 20.77	\$ 23.83	\$ 28.53	\$ 32.09
20	\$ 14.37	\$ 16.88	\$ 18.44	\$ 19.73	\$ 19.16	\$ 20.76	\$ 20.76	\$ 21.20	\$ 24.30	\$ 29.11	\$ 32.73
21	\$ 14.66	\$ 17.21	\$ 18.81	\$ 20.12	\$ 19.54	\$ 21.18	\$ 21.18	\$ 21.62	\$ 24.79	\$ 29.68	\$ 33.39
22	\$ 14.95	\$ 17.56	\$ 19.17	\$ 20.51	\$ 19.94	\$ 21.60	\$ 21.60	\$ 22.05	\$ 25.29	\$ 30.27	\$ 34.06
23	\$ 15.25	\$ 17.91	\$ 19.56	\$ 20.93	\$ 20.33	\$ 22.03	\$ 22.03	\$ 22.50	\$ 25.80	\$ 30.88	\$ 34.74
24	\$ 15.55	\$ 18.27	\$ 19.95	\$ 21.35	\$ 20.74	\$ 22.47	\$ 22.47	\$ 22.94	\$ 26.31	\$ 31.50	\$ 35.44

Hourly Scales - Position Key School Year 2019 - 2020

Support Worker I

Bus Monitor
Maintenance Worker 1

Support Worker II

Courier
Maintenance Worker 2; includes:
Custodian
Tractor Operator
SFS Operator
Student Service Worker (No Degree)

Support Worker III

Maintenance Worker 3 (Helpers)
Stockroom Attendant
Warehouse Worker/Driver

Support Worker IV

Communication Facilitator
Educational Interpreter I (181 days/7.5 hours)
Foreign Language Interpreter/Translator (185 days/8 hours)
Maintenance Worker 4; includes:
Auto Mechanic
Building & Grounds Supervisor
Glazier
Mason
Painter
Preventative Maintenance Mechanic
Roofer
Stadium Maintenance Worker
Sign Language Facilitator I (181 days/7.5 hours)

Hourly Scales - Position Key School Year 2019 - 2020

Support Worker V

Computer Technician

Home Visitor (190 days/8 hours)

Maintenance Worker 5; includes:

Carpenter

Electrician

Electronics Technician

HVAC Technician

Locksmith

Plumber

Refrigeration Technician

Materials Expediter

Student Service Worker (with Degree) (185 days/8 hours)

Support Worker VI

Network Technicians

Educational Interpreter II (181 days/8 hours)**

Sign Language Facilitator II (181 days/8 hours)**

Aide

Instructional Aide (181 days/7.5 hours); including Media and Special Education

In-School Suspension Aide (181 days/7.5 hours)

Learning Lab Proctor (181 days/7.5 hours)

Safety Monitor (181 days/8 hours)

Synergistic Lab Aide (181 days/7.5 hours)

Applied Behavior Analysis (ABA) Service Lead (181 days/8 hours)*

Behavior Support Lead (181 days/8 hours)*

Hourly Scales - Position Key School Year 2019 - 2020

Clerk & Office Staff

School Bookkeeper

Data Entry Clerk

Guidance Clerk (181 days/8 hours)

Instructional Materials Center Clerk

Meal Benefits Clerk

Procurement Clerk

Receptionist

Secretary (School/District Office)

Student Information Clerk (200 days/8 hours)

Accounting Clerk*

Accounts Payable Clerk*

Administrative Secretary*

Commodity Clerk*

Human Resources Clerk*

Inventory Control Clerk*

Level Bookkeeper*

Payroll Clerk*

Powerschool Clerk*

Registrar*

Reimbursement Claims Clerk*

Risk Management Clerk*

Secretary/Dispatcher*

**Beginning step for this position is step 2.*

***Beginning step for this position is step 3.*

Salary Scales School Year 2019 - 2020

Note: Unless otherwise noted (as with assistant principals, school psychologists and nurses), salaries for less-than-12 month positions are in proportion to the amounts shown below. Daily rates are based on a denominator of 260.

Step	Supervisor I		Supervisor II		Nurse		Psychologist		Assistant Principal	
	Supervisor I	Supervisor II	Pro I	185/8 hrs Day	Supervisor III	200 Days	Pro II	Coordinator	210 Days	220 Days
0	\$ 36,105	\$ 43,211	\$ 49,850	\$ 37,140	\$ 54,536	\$ 55,378	\$ 65,096	\$ 66,072	\$ 67,362	\$ 70,571
1	\$ 36,816	\$ 44,075	\$ 50,597	\$ 37,697	\$ 55,354	\$ 56,209	\$ 66,072	\$ 67,064	\$ 68,372	\$ 71,628
2	\$ 37,563	\$ 44,967	\$ 51,356	\$ 38,262	\$ 56,184	\$ 57,052	\$ 67,063	\$ 68,069	\$ 69,398	\$ 72,703
3	\$ 38,304	\$ 45,860	\$ 52,126	\$ 38,836	\$ 57,027	\$ 57,907	\$ 68,070	\$ 69,091	\$ 70,438	\$ 73,793
4	\$ 39,093	\$ 46,758	\$ 52,908	\$ 39,419	\$ 57,882	\$ 58,776	\$ 69,091	\$ 70,127	\$ 71,495	\$ 74,901
5	\$ 39,858	\$ 47,713	\$ 53,703	\$ 40,011	\$ 58,750	\$ 59,657	\$ 70,128	\$ 71,180	\$ 72,567	\$ 76,024
6	\$ 40,661	\$ 48,658	\$ 54,508	\$ 40,610	\$ 59,632	\$ 60,553	\$ 71,179	\$ 72,246	\$ 73,657	\$ 77,165
7	\$ 41,479	\$ 49,623	\$ 55,326	\$ 41,219	\$ 60,526	\$ 61,461	\$ 72,246	\$ 73,330	\$ 74,761	\$ 78,322
8	\$ 42,307	\$ 50,638	\$ 56,156	\$ 41,838	\$ 61,434	\$ 62,382	\$ 73,330	\$ 74,431	\$ 75,882	\$ 79,497
9	\$ 43,136	\$ 51,651	\$ 56,997	\$ 42,465	\$ 62,356	\$ 63,318	\$ 74,431	\$ 75,546	\$ 77,020	\$ 80,690
10	\$ 44,022	\$ 52,674	\$ 57,852	\$ 43,102	\$ 63,291	\$ 64,269	\$ 75,546	\$ 76,680	\$ 78,176	\$ 81,900
11	\$ 44,908	\$ 53,726	\$ 58,720	\$ 43,749	\$ 64,240	\$ 65,232	\$ 76,680	\$ 77,831	\$ 79,349	\$ 83,129
12	\$ 45,800	\$ 54,802	\$ 59,601	\$ 44,405	\$ 65,204	\$ 66,211	\$ 77,830	\$ 78,998	\$ 80,539	\$ 84,375
13	\$ 46,706	\$ 55,910	\$ 60,496	\$ 45,071	\$ 66,182	\$ 67,204	\$ 78,998	\$ 80,183	\$ 81,747	\$ 85,641
14	\$ 47,655	\$ 57,013	\$ 61,402	\$ 45,747	\$ 67,175	\$ 68,212	\$ 80,183	\$ 81,385	\$ 82,973	\$ 86,925
15	\$ 48,593	\$ 58,157	\$ 62,323	\$ 46,433	\$ 68,182	\$ 69,235	\$ 81,385	\$ 82,607	\$ 84,218	\$ 88,229
16	\$ 49,565	\$ 59,332	\$ 63,258	\$ 47,130	\$ 69,205	\$ 70,274	\$ 82,607	\$ 83,846	\$ 85,481	\$ 89,553
17	\$ 50,544	\$ 60,486	\$ 64,207	\$ 47,837	\$ 70,243	\$ 71,328	\$ 83,845	\$ 85,103	\$ 86,763	\$ 90,896
18	\$ 51,567	\$ 61,717	\$ 65,170	\$ 48,555	\$ 71,297	\$ 72,397	\$ 85,103	\$ 86,380	\$ 88,064	\$ 92,260
19	\$ 53,227	\$ 62,951	\$ 66,148	\$ 49,282	\$ 72,366	\$ 73,484	\$ 86,380	\$ 87,675	\$ 89,385	\$ 93,643
20	\$ 53,664	\$ 64,210	\$ 67,140	\$ 50,022	\$ 73,452	\$ 74,586	\$ 87,675	\$ 88,991	\$ 90,726	\$ 95,048
21	\$ 54,729	\$ 65,492	\$ 68,148	\$ 50,772	\$ 74,553	\$ 75,705	\$ 88,990	\$ 90,326	\$ 92,087	\$ 96,473
22	\$ 55,824	\$ 66,790	\$ 69,169	\$ 51,534	\$ 75,672	\$ 76,840	\$ 90,326	\$ 91,681	\$ 93,468	\$ 97,920
23	\$ 56,940	\$ 68,141	\$ 70,207	\$ 52,307	\$ 76,807	\$ 77,993	\$ 91,680	\$ 93,055	\$ 94,871	\$ 99,390
24	\$ 58,079	\$ 69,493	\$ 71,260	\$ 53,091	\$ 77,959	\$ 79,163	\$ 93,056	\$ 94,450	\$ 96,294	\$ 100,880

Salary Scales School Year 2019 - 2020

Note: Unless otherwise noted (as with assistant principals, school psychologists and nurses), salaries for less-than-12 month positions are in proportion to the amounts shown below. Daily rates are based on a denominator of 260.

Step	Elementary Principal	Middle Principal	High Principal	Director I	Director II	Executive Director	Chief Officer
0	\$ 84,520	\$ 86,821	\$ 91,425	\$ 76,474	\$ 86,148	\$ 98,324	\$ 122,726
1	\$ 85,788	\$ 88,124	\$ 92,797	\$ 77,621	\$ 87,440	\$ 99,553	\$ 124,260
2	\$ 87,075	\$ 89,446	\$ 94,188	\$ 78,786	\$ 88,752	\$ 100,797	\$ 125,813
3	\$ 88,381	\$ 90,788	\$ 95,601	\$ 79,967	\$ 90,083	\$ 102,056	\$ 127,386
4	\$ 89,707	\$ 92,149	\$ 97,036	\$ 81,167	\$ 91,434	\$ 103,333	\$ 128,978
5	\$ 91,053	\$ 93,531	\$ 98,491	\$ 82,384	\$ 92,805	\$ 104,625	\$ 130,591
6	\$ 92,418	\$ 94,934	\$ 99,968	\$ 83,620	\$ 94,198	\$ 105,932	\$ 132,223
7	\$ 93,805	\$ 96,358	\$ 101,468	\$ 84,875	\$ 95,611	\$ 107,257	\$ 133,876
8	\$ 95,211	\$ 97,804	\$ 102,990	\$ 86,148	\$ 97,044	\$ 108,597	\$ 135,549
9	\$ 96,640	\$ 99,271	\$ 104,534	\$ 87,440	\$ 98,501	\$ 109,954	\$ 137,243
10	\$ 98,089	\$ 100,759	\$ 106,102	\$ 88,752	\$ 99,978	\$ 111,329	\$ 138,960
11	\$ 99,560	\$ 102,271	\$ 107,695	\$ 90,083	\$ 101,477	\$ 112,721	\$ 140,696
12	\$ 101,054	\$ 103,805	\$ 109,309	\$ 91,434	\$ 102,999	\$ 114,129	\$ 142,455
13	\$ 102,570	\$ 105,362	\$ 110,949	\$ 92,805	\$ 104,545	\$ 115,556	\$ 144,236
14	\$ 104,108	\$ 106,942	\$ 112,613	\$ 94,198	\$ 106,113	\$ 117,001	\$ 146,038
15	\$ 105,670	\$ 108,546	\$ 114,302	\$ 95,610	\$ 107,704	\$ 118,463	
16	\$ 107,255	\$ 110,175	\$ 116,018	\$ 97,044	\$ 109,320	\$ 119,944	
17	\$ 108,864	\$ 111,827	\$ 117,757	\$ 98,501	\$ 110,960	\$ 121,443	
18	\$ 110,497	\$ 113,505	\$ 119,524	\$ 99,977	\$ 112,624	\$ 122,962	
19	\$ 112,154	\$ 115,207	\$ 121,316	\$ 101,477	\$ 114,314	\$ 124,498	
20	\$ 113,837	\$ 116,935	\$ 123,137	\$ 102,999	\$ 116,028	\$ 126,054	
21	\$ 115,545	\$ 118,690	\$ 124,983	\$ 104,545	\$ 117,769	\$ 127,630	
22	\$ 117,278	\$ 120,470	\$ 126,858	\$ 106,113	\$ 119,535	\$ 129,226	
23	\$ 119,037	\$ 122,277	\$ 128,761	\$ 107,704	\$ 121,328	\$ 130,841	
24	\$ 120,822	\$ 124,111	\$ 130,693	\$ 109,320	\$ 123,148	\$ 132,476	

Salary Scales - Position Key School Year 2019 - 2020

Supervisor I

Night Shift Custodial Field Supervisor
SFS Field Supervisors
Transportation Supervisor

Supervisor II

Building & Grounds Manager
Foreman
Instructional Material Center Manager
Maintenance System Program Manager
Payroll Manager

Professional I

Budget Specialist
Career Specialist/Career Development Facilitators (CDF)/Success Coach (190 days/~~7.5 hours standard~~)
Executive Manager for Transportation
Internal Auditor
Recruiting & Staffing Specialist
Special Revenue Accountant
Technology Specialist
Telecommunications Specialist
Lead Technology Specialist*

**Starting pay for this position will be step 11 of the pay scale, or placement on the scale based on service credit from step 0, whichever is greater.*

Professional II

Lead Attendance Supervisor (210 days)
Behavior Specialist (190 days)
College and Career Navigator (Adult Education)
Network Administrator (Technology)
Occupation/Physical Therapist (190 days)
School Psychologist (200 days)
Special Programs Counselor (190 days)
Special Programs Program Specialist, RTI/PBIS with Psychology Degree (no teacher certification) (200 days)
System Administrator (Technology)

Supervisors III

Attendance Supervisor (210 days)
Procurement Supervisor
Supervisor of Accounting Systems
Supervisor of Financial Operations
Supervisor of Nursing Services (205 days)

Salary Scales - Position Key School Year 2019 - 2020

Director I

Director of Procurement & Warehouse Services
Director of School Food Service

Director II

Director, Center for Innovative Learning at Pinecrest
Director of Accountability & Assessment
Director of Adult Education
Director of Business Services
Director of Communications
Director of Curriculum Support
Director of Facilities Construction
Director of Federal Programs
Director of Human Resources
Director of Maintenance & Operations
Director of Special Programs
Director of Technology

Service Credit (For Employees Not Paid From Teacher Scale)

- A salary computation worksheet will be utilized to determine an employee's placement on the pay scale upon consideration of service credit and advanced degrees. [See salary computation worksheets in subsequent pages.] Salary computations and placements on pay scales will be approved by the Chief Financial Officer and Director of Human Resources, or designees.
- Prior work experience will be considered as follow:
 - Years' experience in positions that are equal to or higher than the current position will be considered the "same" and will be calculated at a factor of 1.00.
 - Years' experience in positions that are not equal to or higher than the current position but are considered preparatory for the current position will be consider "similar." Those years will be calculated at a factor of less than 1.00.
 - Years' experience in positions that are not equal to or higher than the current position and are not deemed preparatory for the current positon will not be considered for service credit.
- Any employee wishing to request re-evaluation of his/her service credit computation must submit that request to the Human Resources department within six months of the service credit effective date. Only information currently in the employee's personnel file (application, resume, work history with the district, etc.) will be considered for re-evaluation. The district will not consider information not provided or available at the time of hire.
- Any employee who left employment with ACPSD and is re-employed for the same position (not specific to location) within one year of his/her original separation will be placed at his/her exiting pay step when more beneficial than placement based on the service credit calculation. Step placement for anyone re-employed in a different position or re-employed one year or more after his/her original separation will be based on the service credit calculation.

AIKEN COUNTY PUBLIC SCHOOLS SALARY COMPUTATION WORKSHEET

Note: This computation is used for Executive Directors and Principals only. Alternate worksheets will be used for other positions.

Effective Date: _____ Scale: _____
 Name: _____ Location: _____
 Position: _____ Contract Days/Hours: _____

SERVICE CREDIT CALCULATION

	<u>Points</u>
Experience:	
Number of years "same" job experience (times 1.0 factor)	_____ x 1.0 = _____
Number of years "similar" job experience (times 0.5 factor)	_____ x 0.5 = _____
Education:	
Doctorate = 4 points /Masters + 30 = 3 points <i>Doctorate or M+30, not both.</i>	= _____
Total points	= _____

SALARY CALCULATION

Minimum salary amount for position (i.e. starting step for scale) \$ _____
 Total points from above (move decimal two places to left) x 1. _____
 Calculated salary \$ _____

Note: The calculated salary will be used to determine an employee's placement on the pay scale. The employee will be placed at the step closest (up or down) to the calculated salary amount.

Placement on salary scale: Step _____ /Annual salary \$ _____

APPROVAL/AUTHORIZATION

 Human Resources Signature

 Business Services Signature

Other Compensation

1. Adult Education

Adult Education instructors are paid \$30 per hour of instruction. Adult Education aides will be paid \$15 per hour.

2. Alternative Program

Teachers not employed under regular contract are paid \$30 per hour of instruction.

3. Aiken County Virtual Academy (ACVA)

ACVA teachers will be paid at a rate of \$100 per student, per session. Session pay will be capped at \$3,000.

4. Homebound Instruction

Teachers of homebound students are paid \$30 per hour.

5. Certified Tutors

Certified tutors are paid \$30 per hour.

6. Special Committees

Employees who serve on special committees, when authorized by the Board of Education or Superintendent and approved for compensation, will be paid \$20 per hour. Administrative personnel are not eligible for reimbursement for committee work.

7. Summer School/Summer Camps/After School

Teachers are paid \$30 per hour for summer school instruction. Lead teachers will be paid \$32 per hour. Instructional aides will be paid \$15 per hour for summer school or after school work.

8. Traffic Control Worker

Employed traffic control workers will be paid a rate of \$25 per hour.

Note: Any justifiable exceptions require approval by Senior Staff and, if necessary, the School Board.

Curriculum, Instruction and Other Supplements
School Year 2019 - 2020

Supplement	Slots	Amount
Title I Student Services Lead Position*	1	\$ 1,251
Curriculum/Instructional Associate*	4	\$ 1,876
Lead Counselor (One each for Elementary, Middle, High)*	3	\$ 1,876
Department Head (Secondary)	29	\$ 875
Allocated 1 to 300 ADM, Max. 5, Min. 2		
Team/Grade Level Chair or Special Instruction (Elementary/Middle)		
Allocated 2 Positions ADM 0 to 449		
Allocated 4 Positions ADM 450 to 699		
Allocated 6 Positions ADM 700+ and up	116	\$ 875
School Level Title I Facilitator		\$ 557
School Level Communications Liaison		\$ 1,040

*assigned at the District level

Extracurricular Supplements School Year 2019 - 2020

Supplement	Slots	Amount
Student Council Sponsor		
Secondary	8	\$ 1,014
Middle	11	\$ 625
Academic Team Coach		
District	1	\$ 1,591
Secondary (Eight Contests [8] Minimum 6 + 1 + County Tournament)	8	\$ 1,000
Middle (Nine Contests [9] Minimum)	11	\$ 625
Mathematics Team Coach		
Secondary (Six [6] Contests Minimum)	8	\$ 625
Yearbook Sponsor (Hardcover with Layout)		
Secondary	8	\$ 1,251
Middle	11	\$ 625
Class Sponsor (Secondary):		
Junior/Senior (1 per grade)	14	\$ 801
Freshman/Sophomore (1 per grade)	14	\$ 268
Drama (Secondary):		
Three Acts (3) Minimum	7	\$ 1,000
Debate Team (Secondary):		
Six Contests (6) Minimum	7	\$ 1,501
School Newspaper Sponsor (Secondary/Middle):		
Seven (7) Issues Minimum		
Secondary without Class Period	7	\$ 1,063
Middle School without Class Period Only	11	\$ 374
Band Director		
Secondary (12 After-school Performances)	7	\$ 7,756
Middle (10 After-school Performances)	11	\$ 3,095
Assistant Band Director		
Secondary	7	\$ 3,127
Glee Club/Chorus		
Secondary	7	\$ 1,407
Middle	11	\$ 250
JROTC		
Secondary	6	\$ 1,362
Robotics	4	\$ 874

Athletic Supplements School Year 2019 - 2020

Athletics	**Years' Experience			Slots
	0 to 4	5 to 9	10 or more	
Athletic Director (*release time)				
Class A Schools - 2 Periods*	\$ 5,872	\$ 7,179	\$ 8,483	2
Class AA Schools - 2 Periods*	\$ 5,872	\$ 7,179	\$ 8,483	1
Class AAA Schools - 2 Periods*	\$ 7,179	\$ 8,483	\$ 9,788	0
Class AAAA Schools - 2 Periods*	\$ 7,179	\$ 8,483	\$ 9,788	4
Middle Schools - 0 Period*	\$ 2,937	\$ 3,589	\$ 4,242	11
Assistant Athletic Director				
Secondary				
Class A and AA	\$ 2,937	\$ 3,589	\$ 4,242	3
Class AAA and AAAA	\$ 3,589	\$ 4,242	\$ 4,894	4
Football				
AAAA/AAA Varsity Head Coach (Min. 8 games)	\$ 7,179	\$ 8,483	\$ 9,788	4
AA/A Varsity Head Coach (Min. 8 games)	\$ 5,872	\$ 7,179	\$ 8,483	3
*** Assistant Football Coach	\$ 3,915	\$ 4,568	\$ 5,221	50
Middle Head Coach (Min. 6 games)	\$ 2,937	\$ 3,589	\$ 4,242	11
Middle Assistant Coach (Min. 6 games)	\$ 1,958	\$ 2,284	\$ 2,610	11
Basketball				
Varsity Head Coach (Min. 16 games)	\$ 3,915	\$ 4,568	\$ 5,221	14
Junior Varsity Coach (Min. 12 games)	\$ 1,958	\$ 2,283	\$ 2,610	14
Middle Head Coach (Min. 12 games)	\$ 1,958	\$ 2,283	\$ 2,610	20
Baseball				
Varsity Head Coach (Min. 12 games)	\$ 2,610	\$ 2,937	\$ 3,262	7
Junior Varsity Coach (Min. 9 games)	\$ 1,304	\$ 1,566	\$ 1,827	7
Softball				
Varsity Head Coach (Min. 8 games)	\$ 2,610	\$ 2,937	\$ 3,262	7
Junior Varsity Coach (Min. 6 games)	\$ 1,304	\$ 1,566	\$ 1,827	7
Wrestling				
Varsity Head Coach (Min. 16 meets)	\$ 2,610	\$ 2,937	\$ 3,262	7
Volleyball				
Varsity Head Coach (Min. 8 games)	\$ 2,219	\$ 2,349	\$ 2,479	7
Junior Varsity Coach (Min. 6 games)	\$ 1,304	\$ 1,566	\$ 1,827	7
Middle Head Coach (Min. 6 games)	\$ 1,240	\$ 1,304	\$ 1,371	10
Track				
4A/3A Varsity Head Coach (Min. 6 meets)	\$ 2,219	\$ 2,349	\$ 2,479	8
2A/1A Varsity Head Coach (Min. 6 meets)	\$ 1,827	\$ 1,958	\$ 2,088	6
Tennis				
Varsity Head Coach (Min. 6 matches)	\$ 1,437	\$ 1,566	\$ 1,697	14
Golf				
Varsity Head Coach (Min. 6 matches)	\$ 1,437	\$ 1,566	\$ 1,697	14
Middle Head Coach (Min. 5)	\$ 691	\$ 753	\$ 816	10

Athletic Supplements School Year 2019 - 2020

Athletics	**Years' Experience			Slots
	0 to 4	5 to 9	10 or more	
Cross Country				
Varsity Head Coach (Min. 6 meets)	\$ 1,437	\$ 1,566	\$ 1,697	7
Soccer				
Varsity Head Coach (Min. 8 games)	\$ 2,610	\$ 2,937	\$ 3,262	14
Junior Varsity Coach (Min. 6 games)	\$ 1,304	\$ 1,566	\$ 1,827	14
Swimming				
Varsity Head Coach (Min. 6 meets)	\$ 1,437	\$ 1,566	\$ 1,697	7
Weight Program				
Class A Schools	\$ 2,610	\$ 2,610	\$ 2,610	2
Class AA Schools	\$ 2,610	\$ 2,610	\$ 2,610	1
Class AAA Schools	\$ 3,131	\$ 3,131	\$ 3,131	0
Class AAAA Schools	\$ 3,131	\$ 3,131	\$ 3,131	4
Cheerleading				
Varsity Head Coach	\$ 2,219	\$ 2,349	\$ 2,479	7
Junior Varsity Coach	\$ 1,044	\$ 1,174	\$ 1,304	7
Middle Schools	\$ 1,109	\$ 1,175	\$ 1,240	10

*Each high school is allocated two periods for release time for athletics.

** (1) Years Experience: counted as years in that position in or out of the district.

(a) Principals may use every two years of assistant football coaching experience to count as one of head coaching experience when hiring new head football coaches.

Football is the only sport where this ratio principle may be used.

(b) It is the responsibility of all coaches to have their years experience validated with letters from every school system they were employed as coaches.

(2) Supplements are for positions for these teams only. They cannot be used for additional coaches in other sports, nor to increase any current supplement.

***ASSISTANT FOOTBALL SLOTS:

AAAA	8	AA	6
AAA	7	A	6

Note: Assistant Coach responsibilities to be declared by Head Coach.

If a school has a "B" football team, an additional assistant coach is added.

Supplements for "B" team head coaches are paid at assistant coach amounts.

Playoffs:

Playoff supplements will be paid at a rate equaling one-tenth of a coach's regular supplement for each week in the playoffs.

If junior varsity or lower level coaches are "called up" for the playoffs, schools must compensate those coaches using local funds; call-ups' playoff compensation will be determined in the same manner as described above.

See page 6 for pay procedures for athletic supplements.

Supplement Guidelines and Procedures

No person may be paid more than three supplements without approval of the Executive Director for that respective level and the District Superintendent.

No person may receive more than one supplement identified with a given program except for athletic directors who also serve as head coaches. No person may be paid for head and assistant supplements for the same sport or receive dual supplements when programs are combined, such as boys and girls tennis.

Supplements are for a set number of positions for each school. Unused coaching supplements from one sport **CANNOT** be used for additional coaches in other sports. Unused coaching supplements **CANNOT** be used to increase any other current supplement. Supplements cannot be transferred to any feeder school program or position.

Assistant principals and above are not eligible for curriculum and instruction, extracurricular or athletic supplements.

Head football coaches for middle schools are encouraged to serve as assistants to the high school program prior to their respective program start-up dates.

Head coaches and athletic directors must meet the requirements for these positions as set forth by the South Carolina High School League.

Supplements may be divided 50-50 between two individuals when both agree to share responsibilities and upon the Executive Director's approval. A statement signed by each person is required to be on file.

Non-employees (employees with no other position in the District) may be hired for supplemental positions, preferably assistant coaching positions. Their hours will be limited such that they make at least hourly minimum wage over the course of the season as defined by the U.S. Department of Labor. The maximum number of hours will be determined by dividing the respective supplement by the minimum wage rate. In addition, no non-employee may work more than 40 hours during a seven day period.

An hours limit will be established and provided to schools for any classified (hourly) employee who coaches, utilizing a blended hourly rate. Schools must maintain timesheets as documentation of coaching hours worked by a classified employee. Any hours in excess of the establish limit and thus in excess of the supplement amount will be covered by schools from local school funds.

Curriculum, instructional, and extracurricular supplement payments will be included in semi-monthly paychecks. Athletic supplements will be paid as described on page 6.

NO PERSON MAY BE AWARDED ANY SUPPLEMENT IF HE/SHE DOES NOT HOLD A SUPPLEMENTAL CONTRACT WITH THE SCHOOL DISTRICT OF AIKEN COUNTY.

Standard Contract Lengths by Position School Year 2019 – 2020

Elementary Schools

Assistant Principal	210 days
Guidance Counselor	190 days
Media Specialist	195 days
Media Aide	181 days/7.5 hours
Secretary/Bookkeeper	12 months for first 200 days for second 181 days for each additional
Student Information Clerk	200 days/8 hours
Guidance Clerk (half only, if qualify)	181 days/4 hours

Middle Schools

Assistant Principal	220 days for first – schools with ADM > 400 210 days for first – schools with ADM < 400 210 days for second
Guidance Counselor	195 days for first 190 days for second
Media Specialist	195 days
Media Aide	181 days/7.5 hours
Secretary/Bookkeeper	12 months for first 200 days for second 181 days for each additional
Student Information Clerk	200 days/8 hours
Guidance Clerk	181 days/8 hours

High Schools

Assistant Principals	220 days for first 210 days for second and each additional
Director of Counseling Services	225 days
Guidance Counselors	200 days for first 190 days for each additional
Media Specialist	195 days
Media Aide	181 days/7.5 hours
Secretary/Bookkeeper with ADM > 1000	12 months for first 12 months for second 200 days for third
Secretary/Bookkeeper with ADM < 1000	12 months for first 200 days for second 181 days for each additional
Attendance Clerk	200 days/8 hours
Registrar	12 months
Guidance Clerk	181 days/8 hours