

**GLENDORA UNIFIED SCHOOL DISTRICT
CLASSIFIED HOURLY TIME REPORT**

NAME (PRINT) _____

MONTH _____

DATE	HOURS			CLASSIFICATION	SUBSTITUTE FOR	SITE
	FROM	TO	TOTAL			
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						
22						
23						
24						
25						
26						
27						
28						
29						
30						
31						
TOTAL HOURS						

Employee Signature

***Hours worked must match daily assignment.*

Supervisor Signature

***Timesheet must be approved by a Supervisor or Administrator.*

GLENDORA UNIFIED SCHOOL DISTRICT
Active Classifications-Salary Schedule for CLASSIFIED PERSONNEL
Effective October 1, 2017

CLERICAL/SECRETARIAL/TYPIST	Range
School Office Manager - High School	47
Senior Administrative Secretary	45
Registrar/Student Data Technician	45
School Office Manager - Middle School	45
School Health Specialist - LVN	44
School Office Manager - Alternative	44
School Office Manager - Elementary	44
School Administrative Secretary II	43
Athletics and Activities Secretary	43
School Administrative Secretary I	42
School Administrative Specialist II	42
Attendance Data Technician	42
Human Resources Technician	42
Testing Technician	41
Job Development Specialist	39
College and Career Technician	39
Administrative Clerk - Nutrition Services	39
Human Resources Assistant	39
Maintenance Office Technician	39
School Administrative Specialist I	38
Health Services Technician	38
Administrative Clerk Senior - School Site	38
Administrative Clerk Senior	36
Attendance Clerk	35
School Health Services Clerk	35
Administrative Clerk - School Site	35
Administrative Clerk	33
CLERICAL/ACCOUNTING	Range
Benefits Plan Technician	46
Accounting Technician - Senior	46
Payroll Technician	46
Purchasing Technician II	45
Purchasing Technician I	42
Accounting Technician	42
Account Technician - Special Accounts	42
CLERICAL/LIBRARY	Range
Library Media Technician - Senior	44
Library Media Technician - Secondary	42
Library Media Technician	41
CLERICAL/DUPLICATION	Range
Document Publishing Technician - Senior	41
Document Publishing Technician	37
NUTRITION SERVICE	Range
Nutrition Services Manager II	42
Nutrition Services Manager I	37
Nutrition Services Associate - Senior	31
Nutrition Services Associate	27
WAREHOUSE	Range
Warehouse and Distribution Coordinator	48
Mail and Delivery Services Specialist	42
Warehouse and Delivery Driver-Nutrition Svcs.	41
NON-CLASSIFIED POSITIONS	Range
AVID Tutor	\$13.69/hr
Student Helper	\$11.00/hr

MAINTENANCE	Range
Maintenance Specialist III - HVAC	52
Maintenance Specialist III - Carpentry	51
Maintenance Specialist III - Electrical	51
Maintenance Specialist III - Lock Systems	51
Maintenance Specialist III - Plumbing	51
Maintenance Specialist III - Structural	51
Maintenance Specialist II - Structural	45
Maintenance Specialist I - Structural	40
GROUNDS	Range
Landscape and Grounds, Team Leader	52
Landscape and Grounds Equipment Operator	42
Landscape and Grounds Specialist	41
Landscape and Grounds Assistant	37
CUSTODIAL	Range
Head Custodian III	48
Head Custodian II	44
Head Custodian I	42
Lead Custodian	41
Custodian Specialist	39
Custodian	38
AIDES	Range
Instructional Assistant - Moderate to Severe	36
Instructional Assistant - Autism	36
Instructional Assistant - Health Services	34
Instructional Assistant - Bilingual	34
Instructional Assistant - Sign Language	34
Instructional Computing Assistant	33
Instructional Assistant - Special Education	33
Instructional Assistant - Independence Facilitator	33
Instructional Assistant - Physical Education	33
Instructional Assistant - Music	33
Campus Safety Associate	33
Instructional Assistant	32
CHILD DEVELOPMENT	Range
Early Childhood Education Site Supervisor	48
Extended Day Programs Specialist II	46
Early Childhood Education Lead Teacher	44
Extended Day Programs Office Technician	42
Extended Day Programs Specialist I	42
Early Childhood Education Assistant Teacher	36
Extended Day Programs Assistant	32
OTHER CLASSIFIED POSITIONS	Range
Occupational Therapist	70
Information Technology Senior Analyst	58
Data Management Analyst	56
Certified Occupational Therapy Assistant (COTA)	55
Speech and Language Therapy Assistant (SLPA)	55
Information Technology Specialist	52
Media and Testing Coordinator	50
Data Management Specialist	47
Instructional Media Testing Clerk	39
NON-CLASSIFIED POSITIONS	Range
Noon Duty Supervisor II	\$13.00/hr
Noon Duty Supervisor I	\$11.41/hr