

Weatherford ISD

Compensation Plan



WEATHERFORD
KANGAROOS

2018-2019

Table of Contents

Hiring Schedule- Teachers, Librarians, Nurses	Page 3
Administrative/Professional Compensation Plan	Page 4
Finance/Operations Compensation Plan	Page 6
Clerical/Paraprofessional Compensation Plan	Page 7
Auxiliary Compensation Plan	Page 9
Substitute Teacher Salary	Page 11
District Pay Guidelines	Page 12



Weatherford ISD

2018-2019 New Hire Salary Schedule for Classroom Teachers, Librarians, and Nurses (RN)

2018-2019		Minimum	Midpoint	Maximum
Years Exp	Bachelor's	\$5,465		
0	\$49,000	\$49,000	\$54,650	\$70,000
1	\$49,640			
2	\$50,245			
3	\$50,808			
4	\$51,076			
5	\$51,576			
6	\$52,576			
7	\$53,776			
8	\$54,176			
9	\$54,426			
10	\$54,676			
11	\$54,926			
12	\$55,176			
13	\$55,446			
14	\$55,796			
15	\$56,206			
16	\$56,606			
17	\$57,016			
18	\$57,416			
19	\$57,816			
20	\$58,326			
21	\$58,826			
22	\$59,336			
23	\$59,836			
24	\$60,346			
25	\$60,846			
26	\$61,356			
27	\$62,366			
28 +	\$63,576			

Master's Degree Stipend: \$1,000

The salaries listed above are based on 10-month employment for the 2018-2019 school year. Salary plans are determined on an annual basis and salary advancement is not guaranteed. Pay increases are based on the annual pay raise budget approved by the Board of Trustees.

**2018-2019 Administrative/Professional Pay Plan
Weatherford ISD**

Pay Grade		Job Title	Calendars	Minimum	Midpoint	Maximum	
1				Monthly	\$4,750	\$5,910	\$7,033
		Program Specialist	10, 11	10 Months	47,500	59,100	70,330
		Assistant Principal, Elementary	11	11 Months	52,250	65,010	77,363
		Counselor, ES	11				
		Diagnostician	11				
		Licensed Professional Counselor	11				
		LSSP	11				
2				Monthly	\$5,073	\$6,263	\$7,453
		Occupational Therapist	10	10 Months	50,730	62,630	74,530
		Speech Pathologist	10,11	11 Months	55,803	68,893	81,983
		Assistant Principal, MS	11				
		Board Certified Behavior Analyst	11				
		Counselor, MS, HS	11				
		Counselor, Intervention	11				
		Facilitator, Alternative Program/RISE	11				
3				Monthly	\$5,073	\$6,764	\$8,049
		Physical Therapist	10	10 Months	50,730	67,640	80,490
		Assistant Principal, HS	11	11 Months	55,803	74,404	88,539
		Assistant Principal, NGC	11	12 Months	60,876	81,168	96,588
		Coordinator, Bilingual/ESL	12				
		Coordinator, Curriculum & Instruction	12				
4				Monthly	\$6,102	\$7,441	\$8,855
		Principal - ES	11	11 Months	67,122	81,851	97,405
		Coordinator, Bridge Academy	12	12 Months	73,224	89,292	106,260
		Dean of Instruction, HS	12				
		Director, Community Education	12				
		Director, Instructional Technology	12				

5		Monthly	\$6,700	\$8,184	\$9,739
Assistant Athletic Director	12	12 Months	80,400	98,208	116,868
Associate Principal, NGC	12				
Data Analyst	12				
Director, Bilingual/ESL	12				
Director, Career and Technology	12				
Director, Federal Programs	12				
Director, Special Programs	12				
Principal - MS	12				

6		Monthly	\$7,516	\$9,167	\$11,000
Executive Director, Curriculum & Instruction	12	12 Months	90,192	110,004	132,000
Executive Director, Extra Curricular	12				
Executive Director, Instructional Support	12				
Executive Director, Special Programs	12				
Executive Director, Student Services	12				
Principal, HS	12				

7		Monthly	\$9,323	\$11,000	\$14,167
Assistant Superintendent, Academics	12	12 Months	111,876	132,000	170,004

**2018-2019 Finance/Operations Pay Plan
Weatherford ISD**

Pay Grade	Job Title	Calendars	Minimum	Midpoint	Maximum	
1			Monthly	\$4,167	\$5,417	\$6,500
	Assistant Director, Child Nutrition	12	12 Months	50,004	65,004	78,000
	Coordinator, Benefits	12				
	Coordinator, Business Services	12				
	Coordinator, Payroll	12				
	Coordinator, Security	12				
	Coordinator, Support Services	12				
	Manager, Human Resources	12				
	Supervisor, Facilities	12				
	Supervisor, Transportation	12				
2			Monthly	\$5,040	\$6,300	\$7,560
	Administrator, Payroll	12	12 Months	60,480	75,600	90,720
	Coordinator, District PEIMS	12				
	Coordinator, Facilities	12				
	Coordinator, Nursing Services	12				
	Manager, Network	12				
3			Monthly	\$5,794	\$7,242	\$8,690
	Director, Marketing and Communications	12	12 Months	69,528	86,904	104,280
	Director, Transportation	12				
4			Monthly	\$6,467	\$8,084	\$9,700
	Associate Director, Business/Finance	12	12 Months	77,604	97,008	116,400
	Director, Accounting	12				
	Director, Finance	12				
	Director, Human Resources	12				
	Director, Purchasing	12				
	Director, Safety & Security	12				
5			Monthly	\$7,516	\$9,167	\$11,000
	Executive Director, Facilities	12	12 Months	90,192	110,004	132,000
	Executive Director, Organizational Culture	12				
	Executive Director, Support Services	12				
	Executive Director, Technology	12				
6			Monthly	\$9,323	\$11,000	\$14,167
	Assistant Superintendent, Business/ Finance	12	12 Months	111,876	132,000	170,004
	Assistant Superintendent, HR/Operations	12				

**2018-2019 Clerical Paraprofessional Pay Plan
Weatherford ISD**

Pay Grade	Job Title	Calendars	Minimum	Midpoint	Maximum	
1			Hourly	\$10.23	\$12.63	\$15.16
	Parking Lot Attendant	170	170 Days	13,913	17,177	20,618
	Aide-Classroom Teacher	187	187 Days	15,304	18,894	22,679
	Aide-Pre Kindergarten	187				
2			Hourly	\$10.91	\$13.64	\$16.37
	Aide-Attendance	187	187 Days	16,321	20,405	24,490
	Aide-Bilingual	187				
	Aide-Clinic	187				
	Aide-Computer Lab	187				
	Aide-Instructional Support	187				
	Aide-Intervention Specialist	187				
	Aide-ISS	187				
	Aide-Library	187				
	Aide-Special Education	187				
3			Hourly	\$12.00	\$15.00	\$18.00
	Clerk	187, 190, 200, 210, 226	187 Days	17,952	22,440	26,928
	Admin Assistant, Counselor	195	190 Days	18,240	22,800	27,360
	Registrar, MS	210	195 Days	18,720	23,400	28,080
	Registrar, NGC	210	200 Days	19,200	24,000	28,800
	Receptionist, HS	226	210 Days	20,160	25,200	30,240
			226 Days	21,696	27,120	32,544
4			Hourly	\$14.16	\$17.70	\$21.24
	Aide-Communication Assistant	187	187 Days	21,183	26,479	31,775
	Attendance Clerk, HS, MS	200	200 Days	22,656	28,320	33,984
	Attendance Clerk, ES	203	203 Days	22,996	28,745	34,494
	Admin Assistant, ES	210	210 Days	23,789	29,736	35,683
	Admin Assistant, MS	218	218 Days	24,695	30,869	37,043
	Admin Assistant, NGC	226	226 Days	25,601	32,002	38,402
	Receptionist/Sub Specialist, DSB	226	238 Days	26,961	33,701	40,441
	Registrar, HS	226				
	Supervisor, Community Education	226				
	Supervisor, Kids Unite	226				
	Supervisor, Adult Education	238				

5		Hourly	\$15.86	\$19.82	\$23.78
Admin Assistant, Director	226	226 Days	28,675	35,835	42,994
Specialist, Support Services	250	250 Days	31,720	39,640	47,560

6		Hourly	\$18.80	\$23.50	\$28.20
LVN	187	187 Days	28,125	35,156	42,187
Admin Assistant, Executive Director	226	226 Days	33,990	42,488	50,986
Admin Assistant, HS	226				
Assistant, Accounting	226				
Coordinator, Accts. Payable	226				
Specialist, Human Resources	226				
Technician, Help Desk	226				

7		Hourly	\$25.38	\$31.73	\$38.08
Interpreter	187	187 Days	37,968	47,468	56,968
Admin Assistant, Asst. Superintendent	226	226 Days	45,887	57,368	68,849
Admin Assistant, Superintendent	226				

**2018-2019 Auxiliary Pay Plan
Weatherford ISD**

Pay Grade	Job Title	Calendars	Minimum	Midpoint	Maximum	
1			Hourly	\$9.23	\$11.54	\$13.85
	Child Nutrition Worker**	174,180	174 Days	11,242	14,056	16,869
	Custodian	250	180 Days	11,630	14,540	17,451
			250 Days	18,460	23,080	27,700
2			Hourly	\$11.09	\$13.86	\$16.63
	Bus Monitor*	172	172 Days	9,537	11,920	14,302
	Groundskeeper	250	250 Days	22,180	27,720	33,260
	Custodial, Lead	250				
3			Hourly	\$12.86	\$16.08	\$19.30
	Child Nutrition, Asst. Mgr/Trainer	183	183 Days	18,827	23,541	28,255
	Child Nutrition Mgr, ES, MS	183	250 Days	25,720	32,160	38,600
	Manager, Support Services	250				
4			Hourly	\$14.00	\$17.50	\$21.00
	Bus Driver*	172	172 Days	12,040	15,050	18,060
	General Maintenance Worker	250	250 Days	28,000	35,000	42,000
	Mail/Delivery	250				
	Warehouse Worker	250				

* Bus Monitors and Bus Drivers work 5 hours a day.

**Child Nutrition Workers work 7 hours a day.

5		
Child Nutrition Mgr, HS	183	
Child Nutrition Mgr, District	226	
Dispatcher	226	
Carpenter	250	
Painter	250	
Warehouse Manager	250	

Hourly	\$15.56	\$19.45	\$23.34
183 Days	22,780	28,475	34,170
226 Days	28,132	35,166	42,199
250 Days	31,120	38,900	46,680

6		
Computer Technician	226	
Computer Technician, Lead	226	
Mechanic	233	
Mechanic, Lead	233	
Custodial Supervisor	250	
Electrician	250	
HVAC Technician	250	
Master Craftsman	250	
Plumber	250	

Hourly	\$18.67	\$23.34	\$28.01
226 Days	33,755	42,199	50,642
233 Days	34,801	43,506	52,211
250 Days	37,340	46,680	56,020

Substitute Salary Schedule

The salary rates for substitute teachers shall be set by the Weatherford Independent School District Board of Trustees and recorded in Board minutes. The rates are as follows for the 2018-2019 school year:

Professional Substitute Teaching Assignment Daily Rate

No Degree or Teacher Certification	\$70.00/day
one-half day	\$35.00/day
Bachelor's Degree or above	\$80.00/day
one-half day	\$40.00/day

Professional Long Term Substitute Teaching Assignment Tiered Rate

After ten consecutive days within the same teaching assignment

No Degree or Teacher Certification	\$70.00/day
one-half day	\$35.00/day
Bachelor's Degree or above	\$80.00/day
one-half day	\$40.00/day
Bachelor's Degree or above & Teacher Certification	\$105.00/day
one-half day	\$52.50/day

* Starting rate may be adjusted due to market availability for hard to fill positions and must be approved by the Assistant Superintendent of Human Resources and Operations or the Director of Human Resources.

* Substitutes who serve in consecutive long term assignments without a break in service within the same school year may be eligible to retain their current long term rate.

Professional/Administrative Daily or Professional/Administrative Long Term Substitute Non-teaching Assignments

Substitute rates of pay for non-teaching professional or administrative positions will be established prior to services rendered with no tiered rating scheme and must be approved by the Assistant Superintendent of Human Resources and Operations or the Director of Human Resources.

Weatherford Independent School District Pay Guidelines 2018-2019

Purpose

This is a guide for administering salaries and wages for employees of the Weatherford Independent School District. Practices described are intended to implement local Board policy and goals, state and federal regulations, and appropriate accreditation standards.

Job Classification

District jobs are assigned to pay grades based upon compensable factors and grouped with jobs of similar value.

On a periodic basis, selected jobs from each job family will be reviewed to ensure that conditions in the district, such as organizational structure, major programs, or significant responsibilities in a particular job, have not changed to a degree warranting a change in job grade classification. This review is to be at the direction of the Superintendent or designees, who shall be the Assistant Superintendent of Human Resources and Operations or the Director of Human Resources. Options for conducting the review include, but are not limited to, an executive level administrative review panel, outside consultant, or trained district salary administrator.

Newly established jobs are analyzed, job descriptions written, and pay grade assignments are determined prior to hiring personnel for the position. This procedure accomplishes three objectives. First, the job description establishes the responsibilities and duties required to ensure the position is properly classified and in the proper pay grade. Second, the appropriate pay range becomes part of the recruitment and hiring strategy of the district. Third, a consistent practice of salary administration is established at the initiation of each job.

Salary Advancements

Regular or general salary advancement is considered annually by the Board of Trustees.

General pay increase recommendations presented to the Board of Trustees by the administration shall be based on consideration of such factors as cost of living indexes, wage increases within competitive job markets, and budget resources.

Pay Grades

Pay grades represent the internal job classification as well as external job market pay levels. The greater the level of compensable factors present in a job, the higher the placement in the pay grade structure. Jobs with similar overall degrees of compensable factors will be in the same pay grade.

The use of pay grade levels facilitates payroll administration and maintains the integrity of the job worth. The job rate or grade midpoint is the chief control point in the system. A minimum and maximum pay rate for each grade is computed from the midpoint using technical standards that are designed to maintain pay equity or fair pay for each job in the system of jobs.

Employees shall be assigned to a pay grade and paid a salary rate between the minimum and maximum (inclusive). Minimum and maximum pay rates are valid for only one year. No general pay action is intended to extend an employee's pay above the pay range or add pay to an employee's pay already paid above the assigned range maximum.

Annualized Pay: If the Employee will work on a less-than-12-month basis, the Employee's pay will be paid on an annualized basis. The District will make deductions from each paycheck for income tax withholding and benefits.

Initial Employment

Employment, assignment, and salary placement should be in accordance with the job requirements as specified in the job description. Where job requirements include transcripts, certificates, or licenses, these must be official and on file with the district. A Texas educator service record or chronology of prior work history (if previously employed full time) is necessary.

Salary placement will be at the direction of the Superintendent or designees, who shall be the Assistant Superintendent of Human Resources and Operations or the Director of Human Resources. The personnel office shall determine hiring rates based upon job-related qualifications, previous experience and salaries of other employees in the same position. Advertisements for positions typically will identify the pay grade for the position. Salary placement strategies may be different for each employee group consistent with the attainment of district goals.

Administrators/Non-Teaching Professional Employees. The Superintendent or designees, who shall be the Assistant Superintendent of Human Resources and Operations or the Director of Human Resources, shall individually set hiring rates for new administrators/non-teaching professional employees under the following guidelines.

1. Pay rates will be set based upon prior experience and job-related qualifications.
2. New administrators/non-teaching professional employees shall normally not be started at a rate above the salary of other district employees with more experience in the job.

Auxiliary/Educational Assistants. The Superintendent or designees, who shall be the Assistant Superintendent of Human Resources and Operations, Director of Human Resources, and the Human Resources Manager, shall individually set hiring rates for new auxiliary employees under the following guidelines.

1. Pay rates will be set based upon prior experience and job-related qualifications.
2. New auxiliary/educational assistants shall normally not be started at a rate above the hourly rate of other district employees with more experience in the job.

Instructional Personnel. The Superintendent or designees, who shall be the Assistant Superintendent of Human Resources and Operations or the Director of Human Resources, shall annually develop a hiring schedule for new classroom teachers. The hiring schedule will reflect the hiring objectives of the district. The hiring schedule will not place new teachers above salary levels of continuing teachers with similar years of experience or training.

The Superintendent or designees, who shall be the Assistant Superintendent of Human Resources and Operations or the Director of Human Resources, may approve hiring rates up to or above the midpoint of the range when an applicant has exceptional job qualifications or the position cannot otherwise be filled.

Promotion

For compensation purposes, a promotion occurs when an employee is placed in a higher pay grade except for general pay structure changes or position reclassification. The effective date of the promotion is determined by the Superintendent or designees, who shall be the Assistant Superintendent of Human Resources and Operations or the Director of Human Resources.

The new salary rate shall be figured based on years of experience and qualifications for the new position.

1. The basis for computing a promotion increase shall be the employee's previous base pay rate, exclusive of stipends or supplements, and years of experience with the District.

2. If promotion increase does not advance employee to new grade minimum, the promoted employee's pay shall be adjusted to at least the range minimum.
3. The district can, if necessary, exceed the promotion increase in order to keep at the current market value.
4. The adjusted salary for newly promoted employees shall normally not be started at a rate above the salary of other district employees with more experience in the job.

Increases are calculated on a monthly or hourly rate of pay. Increases over 30 percent in total pay must be approved by the Superintendent or designees, who shall be the Assistant Superintendent of Human Resources and Operations or the Director of Human Resources.

Reclassification

On a periodic basis jobs may be reclassified into a different pay grade or salaries may be adjusted within pay grades in order to maintain the internal/external equity to other jobs of similar worth in the district. Reclassification of a job is not a promotion or demotion. Reclassification changes result when there has been a significant modification of job duties or qualifications as determined by the school district. If an employee's job is reclassified, no special increase has to be given unless the employee is below the minimum for the new pay grade or the current job incumbent's pay rate is in an inequitable position in comparison to comparable jobs. These job reclassifications and salary adjustments may be conducted at the direction and approval of the Superintendent or designees, who shall be the Assistant Superintendent of Human Resources and Operations or the Director of Human Resources.

Demotion

For compensation purposes, a demotion occurs when an employee is placed in a lower pay grade except for general salary structure changes or position reclassification. At the direction of the Superintendent or designees, who shall be the Assistant Superintendent of Human Resources and Operations or the Director of Human Resources, an employee's pay rate may be reduced.

Reassignment

Placement in a lower pay grade not resulting from a demotion may or may not immediately reduce salary. Programmatic, organizational, or funding changes are examples of such actions which may create this condition. These guidelines apply:

1. If an employee's rate is greater than the maximum of the lower pay grade, then the employee's salary may be "frozen" until such time as the lower pay grade range includes the employee's salary. When the rate is recaptured, the salary increases may be granted in accordance with normal practice.

Salary Ranges

Annual salary ranges should be reviewed and recomputed to include updated economic information. Sources for making this determination include consumer price increases, university reports, government statistics, and reputable economic periodicals. Adjustments to the salary structure are independent of individual pay actions.

Once the adjusting percent is discerned, this value should be applied to all job grade control points. The structure should be adjusted prior to computing new salary or wage increase.