

# **HOLMES DISTRICT SCHOOL BOARD**

701 E. PENNSYLVANIA AVE.

BONIFAY, FL 32425



**2023-2024**

**INSTRUCTIONAL  
SALARY SCHEDULE**

# INSTRUCTIONAL PLACEMENT SCHEDULE

Step	196 Days
	Instructional Placement Schedule
0	43,468.00
1	43,468.00
2	43,468.00
3	43,468.00
4	43,468.00
5	43,468.00
6	43,468.00
7	43,468.00
8	43,468.00
9	43,468.00
10	43,468.00
11	43,468.00
12	43,825.00
13	44,825.00
14	45,825.00
15	46,825.00
16	47,825.00
17	48,825.00
18	49,825.00
19	50,425.00
20	51,025.00
21	51,025.00
22	51,025.00
23	51,025.00
24	51,025.00
25	51,025.00
26	51,025.00
27	51,025.00
27+1	51,025.00
27+2	51,025.00

\*Instructional personnel will work 7.5 hours per day.

**HOLMES COUNTY SCHOOL BOARD**  
**SCHEDULE D**  
**Instructional Salary Schedule**

**Grandfathered Salary Schedule**

Grandfathered instructional personnel with a performance evaluation of effective or highly effective shall receive a step increase in the amount of \$1,000.

**Performance Pay Instructional Base Salary: \$43,468.00**

The base salary shall be the salary paid in the most recent year employed including adjustments. The beginning salary for new hires shall be based on the Placement Salary Schedule for the years completed. Years completed (service) is determined by policy.

Highly Effective \$ 1,300.00  
 Effective \$ 850.00

**Instructional Supplements:**

	<b>Period</b>	<b>Amount</b>
Beginning Teacher Program (Peer)	Upon Completion	662.00
Speech and Language Pathologists - State Licensed*	Annual	6,000.00
Occupational & Physical Therapist - State Licensed*	Annual	6,000.00
Social Worker and Licensed Mental Health - State Licensed*	Annual	6,000.00
Speech and Language Pathologists or Occupational & Physical Therapist Assistant - BA & Licensed	Annual	1,000.00
Advanced Degree Supplements (paid according to 1012.22 F.S.)*		
Masters Degree Supplement*	Annual	2,660.00
Ed Specialist Degree Supplement*	Annual	3,568.00
Doctorate Degree Supplement*	Annual	4,736.00
Industry Certification per Florida Statute 1011.62(1)(o)(3)	Per student	\$25-\$100

\* See 1012.22 Florida Statutes

**Other Instructional Provisions for Grandfathered and Performance Pay Teachers**

- A. 196 contract days with 6 paid holidays.
- B. Hourly rate to be paid in accordance with the salary schedule.
- C. BA/BS is equivalent to a Bachelor's degree earned at a standard institution of higher learning.  
 MA/MS is equivalent to a Master's Degree earned at a standard institution of higher learning.  
 6 Year equivalent to an Educational Specialist Degree earned at a standard institution of higher learning.  
 Doctorate is equivalent to a Doctor's Degree earned at a standard institution of higher learning.
- D. Retired teachers start at step 7 on supplement schedule D(S) and receive increases based on the Performance Pay Salary Schedule. The ones hired during the 2008-09 school year and rehired for 2009-10 school year will continue to be paid for their years of experience until there is a break in employment with HDSB.
- E. Instructional Personnel must be Certified.
- F. Years completed (service) is determined by policy.
- G. ROTC - Per Contract With Department Of The Army (equal to active duty pay)
- H. Add 20% for 12 month position and 10% for 11 month position when original position is 10 months.

# HOLMES COUNTY SCHOOL BOARD

## SCHEDULE E

### DIFFERENTIATED PAY SCHEDULE FOR ADDITIONAL DUTIES

Description	Activities, or Events	% of Base*	Supplement Amount
Annual/Yearbook - Middle/High	Yearbook	3.41%	1,410.00
Annual/Yearbook - Elementary	Yearbook	1.71%	707.00
Band Director	10	11.09%	4,585.00
Baseball Head Coach	14	10.24%	4,233.00
Baseball Junior Varsity Coach	10	5.97%	2,468.00
Baseball Middle School	8	2.56%	1,058.00
Basketball Head Coach (Boys)	18	11.09%	4,585.00
Basketball Head Coach (Girls)	18	11.09%	4,585.00
Basketball Junior Varsity Coach (Boys)	14	5.97%	2,468.00
Basketball Junior Varsity Coach (Girls)	14	5.97%	2,468.00
Basketball 7th & 8th Grade Coach (Boys)	10	3.41%	1,410.00
Basketball 7th & 8th Grade Coach (Girls)	10	3.41%	1,410.00
Beta Club (Senior)	3	3.41%	1,410.00
Beta Club (Junior)	3	3.41%	1,410.00
Cheerleader Sponsor Varsity (HCHS)	18	7.68%	3,175.00
Cheerleader Sponsor Senior	13	4.27%	1,765.00
Cheerleader Sponsor Junior	8	2.56%	1,058.00
Choral Director	3	3.41%	1,410.00
Class Sponsor Junior	2	3.41%	1,410.00
Class Sponsor Senior	2	3.41%	1,410.00
Drama	3	4.27%	1,765.00
Football Head Coach	9	16.21%	6,701.00
Football Varsity Assist/"B"/JV Coach	9	7.68%	3,175.00
Football 7/8 Coach	4	3.41%	1,410.00
Golf	10	3.41%	1,410.00
Key Club	4	2.56%	1,058.00
JROTC	10	5.97%	2,468.00
Science Research	3	3.41%	1,410.00
Softball Head Coach	14	10.24%	4,233.00
Softball JV Coach	10	5.97%	2,468.00
Softball Middle School	8	2.56%	1,058.00
Student Council	3	3.41%	1,410.00
Track	4	1.71%	707.00
Vocational Ag Farm	Ag farm	8.53%	3,526.00
Vocational - Senior (FBLA, FFA, FCCLA)	10	5.97%	2,468.00
Vocational - Junior High (FBLA, FFA, FCCLA)	4	2.56%	1,058.00
Skills USA (Welding with Industry Certification)	3	3.41%	1,410.00
Volleyball - High	12	6.83%	2,824.00
Volleyball - Middle	8	2.56%	1,058.00
Weightlifting	10	3.41%	1,410.00

\*Based on the Grandfathered Instructional Base Pay \$41,340

# SUBSTITUTES & HOURLY

Description	Period	Amount
<b>Substitutes:</b>		
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	Min. Wage
Substitute Bus Drivers	Day	52.50
WINGS Other	Hour	Min. Wage

<b>Mandatory Workshops/Training:</b>		
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

<b>Other Pay:</b>		
Summer Support	Hour	Min. Wage-\$25
Additional Summer Custodial	Hour	Min. Wage-\$25
Other Approved Hourly	Hour	Min. Wage-\$25
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 June - May for each year.

<b>Position</b>		<b>Period</b>	
<b>Position</b>	<b>School Type</b>	<b>FTE per Guidance/ Curriculum Position</b>	<b># of Days</b>
Guidance/Curriculum	Elementary	0-350	5
Guidance/Curriculum	Elementary	351-700	10
Guidance/Curriculum	High School	0-350	10
Guidance/Curriculum	High School	351-700	15
Guidance/Curriculum	Combination	0-350	5
Guidance/Curriculum	Combination	351-700	10
Guidance/Curriculum	Combination	701-1500	15

# HOLMES COUNTY SCHOOL BOARD

## Differentiated Pay

1. Differentiated Pay for Critical Shortage Areas:

Differentiated Pay in the amount of \$500 shall be paid on a one-time basis to each instructional employee and administrator working in a critical shortage area designated by the Holmes District School Board upon recommendation of the Superintendent. Critical shortage areas will be deemed after (3) advertisements with no applicants or a limited number of applicants (less than 3) meeting the minimum qualifications (Temporary or Professional FL teaching certificate in the subject area).

2. Differentiated Pay for Level of Job Performance Difficulties:

A. Differentiated pay in the amount of \$500 shall be paid on a one-time basis to each instructional employee and administrator working at the alternative school that is required to meet certification requirements in more than one subject area.

B. Differentiated pay in the amount of \$100 per course/per semester will be paid to employees who are teaching innovative students in conjunction with normal in seat students.

3. Differentiated Pay for School Demographics:

Differentiated pay will be at the rate of \$500 for each instructional employee and administrator who is employed at a Title I school where at least 90% of the students qualify for free or reduced lunches.

4. Differentiated Pay for Additional Job Responsibilities:

See the Differentiated Pay Schedule for Additional Duties and the Differentiated Pay/Supplements.

5. Assignment of Differentiated Pay:

A. The site administrator shall provide a list/posting of all differentiated pay positions for employees as vacancies or new differentiated pay positions occur. These vacancies or new differentiated pay positions shall be posted for 6 working days prior to being filled.

B. All qualified applicants will be interviewed.

C. If the position remains vacant after such action, the site administrator may assign one differentiated pay coaching position activity each year to a P.E. teacher from within the school where the vacancy exists.

6. In order to receive Differentiated Pay:

A. Complete the minimum number of scheduled activities required.

B. Each teacher must have on file in the principal's office verification of completed minimum number of scheduled activities.

C. Pro-ration will occur if the required number of activities is not met.

D. No teacher may receive differentiated pay for more than two positions unless no other qualified person is available to perform the differentiated pay activity as determined by the principal.

E. The employee may have an option when receiving differentiated pay. They may choose to receive the differentiated pay by the following payment methods: (a) equally divided into pay periods or (b) receive the differentiated pay in final paycheck of the school year.

# PAYROLL PERIODS

## I. Twelve Month Employees

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