

HOLMES DISTRICT SCHOOL BOARD

701 E. PENNSYLVANIA AVE.

BONIFAY, FL 32425



2021-2022

**ADMINISTRATIVE
SALARY SCHEDULE**

ADMINISTRATIVE PERSONNEL

Based on 239 days

Step	District Director/ Finance Officer/ School Principal		
	MASTERS	SPECIALIST	DOCTORATE
0	73,088	74,547	75,826
1	73,364	74,823	76,102
2	73,640	75,099	76,378
3	73,916	75,375	76,654
4	74,192	75,651	76,930
5	74,468	75,927	77,206
6	74,744	76,203	77,482
7	75,020	76,479	77,758
8	75,296	76,755	78,034
9	75,572	77,031	78,310
10	75,848	77,307	78,586
11	76,124	77,583	78,862
12	76,400	77,859	79,138
13	76,676	78,135	79,414
14	76,952	78,411	79,690
15	77,228	78,687	79,966
16	77,504	78,963	80,242
17	77,780	79,239	80,518
18	78,056	79,515	80,794
19	78,332	79,791	81,070
20	78,608	80,067	81,346
21	78,884	80,343	81,622
22	79,160	80,619	81,898
23	79,436	80,895	82,174
24	79,712	81,171	82,450
25	79,988	81,447	82,726
26	80,264	81,723	83,002
27	80,540	81,999	83,278

*District personnel will work 7 hours per day and school based personnel will work 7.5 hours per day.

(1) School administrators hired after July 1, 2014 will be placed initially according to the salary schedule above. After initial placement, they will receive performance pay based on their annual evaluation. They will receive 60% of the largest step for effective and 150% more than the largest step for highly effective.

(2) Administrators shall be granted other professional and/or instructional experience.

(3) Superintendent & School Board Members: Set Annually by the Legislature

ADMINISTRATIVE PERSONNEL

Step	Coordinator - 239 Days	School Assistant Principal - Grandfathered - 216 Days
0	49,170	45,073
1	49,170	45,073
2	49,170	45,073
3	49,170	45,073
4	49,170	45,073
5	49,170	45,073
6	49,170	45,073
7	49,170	45,073
8	49,860	45,073
9	50,820	45,073
10	52,020	45,073
11	53,220	46,173
12	54,420	47,273
13	55,620	48,373
14	56,820	49,473
15	58,020	50,573
16	59,220	51,673
17	60,420	52,773
18	61,140	53,873
19	61,860	54,533
20	61,864	55,193
21	62,368	55,655
22	62,872	56,117
23	62,876	56,579
24	62,880	57,041
25	64,384	57,503
26	64,384	57,965
27	65,070	58,889

*District personnel will work 7 hours per day and school based personnel will work 7.5 hours per day.

Supplements:

	<u>239 Day</u>	<u>216 Day</u>
Masters Degree	\$2,945.00	\$2,651.00
Ed Specialist Degree	\$4,404.00	\$3,925.00
Doctorate Degree	\$5,683.00	\$5,210.00
Assistant Principal - Elementary and Middle Schools	\$2,000.00	\$2,000.00
Assistant Principal - High Schools	\$2,500.00	\$2,500.00
Assistant Principal - Combination Schools	\$4,000.00	\$4,000.00

- (1) Directors and Assistant Principals retain instructional years experience.
- (2) Assistant Principals on annual contract will be paid according to the performance pay instructional salary schedule.
- (3) Add 20% for 12 month position and 10% for 11 month position when original position is 10 months.

PAYROLL PERIODS

I. Twelve Month Employees

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