

## **Huron School District #2-2**

### Policies and Regulations

Code: GDBA-3(N) Support Staff Hiring Schedules Para-Educators

.90 increase (3.5% x 90%) .15 steps

Support Staff Hiring Schedules Para-Educators 2021-2022 GDBA-3 (N) May 24, 2021

	Licensed SLPA/	Class					
Step	PTA/OTA	AAA	Class AA	Class A	Class S1	Class A1	Class B
0	\$30.00	\$16.84	\$16.67	\$17.87	\$18.87	\$17.87	\$17.36
1	\$30.17	\$17.01	\$16.83	\$18.04	\$19.04	\$18.04	\$17.53
2	\$30.33	\$17.17	\$17.00	\$18.20	\$19.20	\$18.20	\$17.70
3	\$30.50	\$17.34	\$17.16	\$18.37	\$19.37	\$18.37	\$17.86
4	\$30.66	\$17.50	\$17.33	\$18.53	\$19.53	\$18.53	\$18.03
5	\$30.83	\$17.67	\$17.49	\$18.70	\$19.70	\$18.70	\$18.19

#### LICENSED SLPA/PTA/OTA

One who assists licensed therapists with treatment plans in educational settings.

#### **CLASS 'AAA'**

One who spends the majority of his/her time working as an office secretary in the elementary or middle school building administrator's office, or in the business office on less than 260-day position.

#### CLASS 'AA'

One who spends the majority of his/her time working as a secretary in the counselor's office.

#### CLASS 'A'

One who spends the majority of his/her time working with students in a tutorial process.

#### CLASS "S1"

One who spends the majority of his/her time working with students with special needs who may need physical assistance using the toilet (may include changing diapers, wiping, changing accidents) or assistance eating, or routinely comes into contact with blood, saliva, or mucous.

#### CLASS 'A1'

One who spends the majority of his/her time performing library clerical duties and instructing students in library and computer searches.

#### CLASS 'B'

One who spends the majority of his/her time supervising playground, lunchroom, etc.

The superintendent must approve all hiring and wage requests. All new para educators hired, will enter employment with the Huron School District at the (zero) step, unless granted credit not to exceed five steps. The para educator may earn steps for experience (responsibility determined to be similar). New para educator will be allowed to earn one additional step per year (after raise has been factored) until they have earned five (\$.15) steps on the hiring schedule. Para educators granted steps at hiring are limited to the same five total steps that can be earned before their salary is "locked in" and becomes only eligible for cost of living raises.

Normal annual increments may be withheld from the employee for unsatisfactory performance upon the recommendation by the immediate supervising administrator and by the superintendent of schools and the board of education. Removal of the unsatisfactory recommendation for the following year shall mean a normal annual increase in salary. However, employee shall not pick up the lost salary.

This hiring schedule shall be advanced each year by no more than 90% of the average annual increment received by employees whose salary is based on this schedule.

# SCHOOL DISTRICT

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Policies and Regulations

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<u>PAID HOLIDAYS – LICENSED SLPA/PTA/OTA - Class II (9-month classified employees)</u> – Veterans' Day, Thanksgiving, Thanksgiving Friday, Christmas Eve, Christmas Day, New Year's Day, Presidents Day, and Good Friday.

<u>PAID HOLIDAYS/Class II/AAA (10-month)</u> – Labor Day, Veterans' Day, Thanksgiving, Thanksgiving Friday, Christmas Eve, Christmas Day, New Year's Day, Presidents' Day, and Good Friday.