

**THE SCHOOL BOARD OF POLK COUNTY, FLORIDA and the
POLK EDUCATION ASSOCIATION, INC.**

EDUCATIONAL

SUPPORT

PERSONNEL

COLLECTIVE

BARGAINING

AGREEMENT

2013 – 2016

Amended May 10, 2016

APPENDIX A – EDUCATIONAL SUPPORT PERSONNEL CLASSIFICATIONS

Pay Grade	Days/Year	Hrs/Day	Hrs/Year	Job Titles
PG01	247	8	1976	Accounting Clerk, Clerk General, Media Assistant, Secretary II, Input/Output Coordinator, Purchasing Clerk
PG02	247	8	1976	Clerk Specialist, Office Systems Specialist, Senior Accounting Clerk, Purchasing Clerk Specialist, SEMS Operator, Student Assignment Data Entry Clerk, Wellness Clerk Specialist
PG02-10	196	8	1,568	Student Intake Specialist (10-month 8-hr day)
PG03	247	8	1976	Accounting Clerk Specialist, Secretary III
PG04	247	8	1976	District Switchboard Specialist, Office Systems Supervisor, Personnel Assistant I, Accounting Specialist I, Payroll Assistant I
PG05	247	8	1976	Professional Development Specialist, Planning and Assessment Specialist, Child Care Services Specialist
PG06	247	8	1976	Payroll Accounting Specialist, Property Inventory Auditor (12-month), Accounting Specialist II, Payroll Assistant II, Personnel Assistant II, ERSEA Specialist – Head Start
PG06-11	216	8	1728	Property Inventory Auditor (11-month)
SB10	196	8	1568	School-Based Secretary (10-month 8-hr day)
SB11-7.5	216	7.5	1620	School-Based Secretary (11-month 7.5-hr day)
SB11	216	8	1728	School-Based Secretary (11-month 8-hr day)
SB12	247	8	1976	School-Based Secretary (12-month 8-hr day)
MHSL	206	7.5	1545	Migrant Home/School Liaison, Homeless Hearth Grant Liaison Assistant
MSO	216	8	1728	Migrant Records System Operator
PRS11	216	8	1728	Secretary to the Principal (11-month)
PRS12	247	8	1976	Secretary to the Principal (12-month)
PRINT	247	8	1976	Printing Specialist, Graphic Artist

APPENDIX B
EDUCATIONAL SUPPORT PERSONNEL SALARY SCHEDULE
(See Appendix A for corresponding Pay Grade Classifications)

In the **2015-2016** school year all eligible employees will advance to the correct years of experience in the salary schedule. This will be reflected on the salary schedule as a single step for salary purposes.

Years of Experience Prior to 2015-2016	PG 01	PG 02-10	PG 02-12	PG 03	PG 04	PG 05	PG 06	PG06-11
0	\$16,640	\$14,387	\$17,265	\$17,912	\$18,584	\$19,280	\$20,003	\$18,336
1	\$17,140	\$14,819	\$17,783	\$18,450	\$19,142	\$19,859	\$20,604	\$18,887
2	\$17,654	\$15,263	\$18,316	\$19,003	\$19,716	\$20,454	\$21,221	\$19,453
3	\$18,184	\$15,722	\$18,866	\$19,573	\$20,308	\$21,068	\$21,859	\$20,037
4	\$18,729	\$16,193	\$19,432	\$20,160	\$20,916	\$21,701	\$22,514	\$20,638
5,6	\$19,290	\$16,679	\$20,014	\$20,765	\$21,543	\$22,351	\$23,192	\$21,259
7,8	\$19,870	\$17,180	\$20,615	\$21,387	\$22,190	\$23,022	\$23,886	\$21,896
9	\$20,465	\$17,694	\$21,233	\$22,030	\$22,855	\$23,712	\$24,602	\$22,552
10	\$21,080	\$18,225	\$21,870	\$22,691	\$23,541	\$24,424	\$25,340	\$23,228
11	\$21,713	\$18,772	\$22,527	\$23,371	\$24,247	\$25,157	\$26,100	\$23,925
12	\$22,365	\$19,335	\$23,203	\$24,073	\$24,975	\$25,912	\$26,883	\$24,643
13	\$23,035	\$19,914	\$23,898	\$24,794	\$25,724	\$26,689	\$27,689	\$25,382
14	\$23,724	\$20,513	\$24,616	\$25,539	\$26,497	\$27,489	\$28,520	\$26,144
15	\$24,436	\$21,127	\$25,353	\$26,304	\$27,291	\$28,314	\$29,375	\$26,927
16	\$25,171	\$21,762	\$26,114	\$27,094	\$28,109	\$29,164	\$30,258	\$27,737
17	\$25,925	\$22,416	\$26,898	\$27,906	\$28,953	\$30,038	\$31,164	\$28,567
18	\$26,704	\$23,088	\$27,704	\$28,743	\$29,821	\$30,940	\$32,100	\$29,425
19	\$27,504	\$23,780	\$28,536	\$29,607	\$30,715	\$31,869	\$33,063	\$30,308
20	\$28,328	\$24,494	\$29,392	\$30,494	\$31,638	\$32,825	\$34,055	\$31,217
21	\$29,179	\$25,228	\$30,274	\$31,410	\$32,587	\$33,809	\$35,077	\$32,154
22	\$30,055	\$25,983	\$31,181	\$32,351	\$33,565	\$34,823	\$36,128	\$33,118
23	\$30,955	\$26,764	\$32,117	\$33,321	\$34,572	\$35,868	\$37,213	\$34,112
24	\$31,884	\$27,568	\$33,082	\$34,322	\$35,607	\$36,943	\$38,331	\$35,136
25	\$34,225	\$29,647	\$35,471	\$36,761	\$38,099	\$39,488	\$40,931	\$37,520
26+	\$34,748	\$30,170	\$35,994	\$37,284	\$38,622	\$40,012	\$41,453	\$37,998

APPENDIX B
EDUCATIONAL SUPPORT PERSONNEL SALARY SCHEDULE (cont.)

Years of Experience Prior to 2015-2016	PRS11	PRS12	Years of Experience Prior to 2015-2016	PRINT
0	\$21,698	\$23,671	0	\$28,614
1	\$22,349	\$24,382	1	\$29,473
2	\$23,020	\$25,113	2	\$30,356
3	\$23,711	\$25,867	3	\$31,266
4	\$24,423	\$26,641	4	\$32,204
5,6	\$25,155	\$27,441	5,6	\$33,171
7,8	\$25,910	\$28,264	7,8	\$34,167
9	\$26,686	\$29,113	9	\$36,600
10	\$27,487	\$29,986	10+	\$37,123
11	\$28,312	\$30,887		
12	\$29,162	\$31,812		
13	\$30,036	\$32,768		
14	\$30,938	\$33,749		
15	\$31,866	\$34,763		
16	\$34,206	\$37,219		
17+	\$34,728	\$37,741		

Years of Experience Prior to 2015-2016	SB 10	SB11-7.5	SB11	SB12	MHSL	MSO
0	\$14,360	\$14,837	\$15,824	\$17,265	\$15,641	\$16,400
1	\$14,790	\$15,282	\$16,300	\$17,783	\$16,110	\$16,891
2	\$15,234	\$15,741	\$16,788	\$18,316	\$16,593	\$17,398
3	\$15,692	\$16,213	\$17,293	\$18,866	\$17,090	\$17,921
4	\$16,164	\$16,698	\$17,812	\$19,432	\$17,604	\$18,458
5,6	\$16,647	\$17,199	\$18,347	\$20,014	\$18,133	\$19,013
7,8	\$17,146	\$17,716	\$18,897	\$20,615	\$18,677	\$19,583
9	\$17,661	\$18,247	\$19,464	\$21,233	\$19,236	\$20,171
10	\$18,192	\$18,795	\$20,047	\$21,870	\$19,814	\$20,775
11	\$18,736	\$19,359	\$20,649	\$22,527	\$20,408	\$21,399
12	\$19,298	\$19,940	\$21,269	\$23,203	\$21,019	\$22,040
13	\$19,879	\$20,538	\$21,908	\$23,898	\$21,650	\$22,702
14	\$20,477	\$21,154	\$22,565	\$24,616	\$22,299	\$23,382
15	\$21,090	\$21,788	\$23,242	\$25,353	\$22,968	\$24,083
16	\$21,721	\$22,443	\$23,937	\$26,114	\$23,658	\$24,805
17	\$22,373	\$23,116	\$24,656	\$26,898	\$24,368	\$25,550
18	\$23,044	\$23,809	\$25,395	\$27,704	\$25,098	\$26,316
19	\$23,735	\$24,523	\$26,157	\$28,536	\$25,851	\$27,105
20	\$24,448	\$25,258	\$26,942	\$29,392	\$26,627	\$27,919
21	\$25,182	\$26,016	\$27,752	\$30,274	\$27,426	\$28,758
22	\$25,937	\$26,796	\$28,582	\$31,181	\$28,248	\$29,620
23	\$26,715	\$27,600	\$29,440	\$32,117	\$29,096	\$30,509
24	\$27,516	\$28,429	\$30,324	\$33,082	\$29,970	\$31,424
25	\$29,583	\$30,630	\$32,603	\$35,471	\$32,234	\$33,747
26+	\$30,106	\$31,153	\$33,126	\$35,994	\$32,756	\$34,269

APPENDIX C
EDUCATIONAL SUPPORT PERSONNEL
NON-INSTRUCTIONAL SUPPLEMENTS

Workshops (series of three 1975-76)	10.00
Approved Courses prior to 7/1/81	3.00
Approved Course after 7/1/81	5.00
Approved workshops after 7/1/84	5.00

Longevity supplement of \$37.00 per month beginning upon completion of 15 years of creditable service and in 5 year increments thereafter.

Shift Differential School Secretary 25.00*

*To receive the shift differential, employee's regular work assignment must begin after 1:30 p.m. and terminate after 9:30 p.m.