



**PAY AND CLASSIFICATION  
PLAN  
FISCAL YEAR 2020 - 2021**

Adopted on May 18th, 2020

Essex County Public Schools  
109 North Cross Street  
P.O. Box 756  
Tappahannock, Virginia 22560  
804-443-4366  
804-443-4498 (fax)  
[www.essex.k12.va.us](http://www.essex.k12.va.us)

**Dr. Harry Thomas, Division Superintendent**



**ESSEX COUNTY PUBLIC SCHOOLS  
WORK SCHEDULES  
2020-2021**

**12-MONTH EMPLOYEES - 240 CONTRACT DAYS (July 1st - June 30th)**

Central Office Staff	
Central Office Administrative Assistants	
Principals	
Associate Principal	
Assistant Principals	
Administrative Assistant - TES	
School Bookkeepers	
Athletic Director	
Maintenance Director	Worker
Transportation Supervisor	Mechanics

**11-MONTH EMPLOYEES - 220 CONTRACT DAYS  
Schedule for employee submitted by Supervisor to Asst. Superintendent by 05/31 annually**

School Guidance Counselors	
Exceptional Education & Behavioral Coordinator	
School Psychologist	
School Administrative Assistants - EIS & EHS	
Child Nutrition Manager	

**10-MONTH EMPLOYEES -- 200 CONTRACT DAYS  
(All instructional days per school calendar + any other assigned days)**

Teachers
Head Nurse
ITRT/Electronic Media Contact
Mathematics Instructional Specialist
Reading Specialist
School Nurses

**186-DAY CONTRACTED EMPLOYEES**

Child Nutrition Supervisors	180 Instructional days + 6 days as assigned by Manager
Child Nutrition Lead Worker	180 Instructional days + 6 days as assigned by Manager

**184-DAY CONTRACTED EMPLOYEES**

Paraprofessionals	180 Instructional days + 4 days as assigned by Supervisor
Child Nutrition Workers	180 Instructional days + 4 days as assigned by Supervisor

**180-DAY CONTRACTED EMPLOYEES (PER SCHOOL CALENDAR)**

Bus Drivers
Car Drivers
Bus/Car Aides



**ESSEX COUNTY PUBLIC SCHOOLS**  
**FLSA STATUS**  
**2020-2021**

<b>POSITION NAME</b>	<b>FLSA STATUS</b>
Administrative Assistant - Guidance	Non-Exempt
Administrative Assistant - School	Non-Exempt
Administrative Assistant - School Board Office	Non-Exempt
Administrative Assistant - Special Education	Non-Exempt
Assistant Principal	Exempt
Associate Principal	Exempt
Assistant Superintendent	Exempt
Athletic Director	Exempt
Bookkeeper	Non-Exempt
Bus Aide	Non-Exempt
Bus Driver	Non-Exempt
Car Driver	Non-Exempt
Chief Academic Officer	Exempt
Child Nutrition Lead Worker	Non-Exempt
Child Nutrition Manager	Exempt
Child Nutrition Supervisor	Non-Exempt
Child Nutrition Worker	Non-Exempt
Director of Accounting	Exempt
Director of Human Resources	Exempt
Director of Technology	Exempt
Director of Accountability	Exempt
Exceptional Education & Behavioral Coordinator	Exempt
Guidance Counselor	Exempt
Head Nurse	Exempt
ITRT/Electronic Media Contact	Exempt
Instructional Coach	Exempt
Maintenance Director	Exempt
Maintenance Worker	Non-Exempt
Mathematics Coach	Exempt
Mechanic	Non-Exempt
Media Specialist	Exempt
Paraprofessional - Classroom	Non-Exempt
Paraprofessional - In-School Suspension	Non-Exempt
Paraprofessional - Special Education	Non-Exempt
Payroll Specialist	Non-Exempt
Principal	Exempt
School Nurse	Non-Exempt
School Psychologist	Exempt
Student Information Specialist/Division Testing Coordinator	Exempt
Teacher	Exempt
Technology Specialist	Non-Exempt
Transportation Director	Exempt



**ESSEX COUNTY PUBLIC SCHOOLS  
2020-2021 TEACHER SALARY SCALE**

<b>STEP</b>	<b>200 Days</b>		<b>220 Days</b>	
0	\$	41,317	\$	45,449
1	\$	41,731	\$	45,904
2	\$	42,148	\$	46,363
3	\$	42,569	\$	46,826
4	\$	42,995	\$	47,295
5	\$	43,425	\$	47,768
6	\$	43,859	\$	48,245
7	\$	44,298	\$	48,728
8	\$	44,741	\$	49,215
9	\$	45,188	\$	49,707
10	\$	45,640	\$	50,204
11	\$	46,096	\$	50,706
12	\$	46,557	\$	51,213
13	\$	47,023	\$	51,725
14	\$	47,493	\$	52,242
15	\$	47,968	\$	52,765
16	\$	48,448	\$	53,293
17	\$	48,932	\$	53,825
18	\$	49,421	\$	54,363
19	\$	49,915	\$	54,907
20	\$	50,414	\$	55,455
21	\$	50,918	\$	56,010
22	\$	51,427	\$	56,570
23	\$	51,941	\$	57,135
24	\$	52,460	\$	57,706
25	\$	52,985	\$	58,284
26	\$	53,515	\$	58,867
27	\$	54,050	\$	59,455
28	\$	54,591	\$	60,050
29	\$	55,137	\$	60,651
30*	\$	56,188	\$	61,807
31	\$	56,750	\$	62,425
32	\$	57,318	\$	63,050
33	\$	57,891	\$	63,680
34	\$	58,470	\$	64,317
35	\$	59,055	\$	64,961

\* Includes \$500 longevity supplement

Placement Based on years of experience

Educational Stipend: Master's Degree - \$2,000

Educational Stipend: Doctorate Degree - \$2,000

Positions included on this scale are Teachers, Instructional Coaches, Guidance Counselors, School Psychologist, Media Specialists, and Instructional Technology Resource Teacher.



**ESSEX COUNTY PUBLIC SCHOOLS**  
**2020-2021**  
**PARAPROFESSIONAL SALARY SCALE**

	<b>20/21 Wages</b>
0	\$17,385
1	\$17,729
2	\$17,906
3	\$18,080
4	\$18,254
5	\$18,442
6	\$18,631
7	\$18,819
8	\$19,008
9	\$19,196
10	\$19,385
11	\$19,573
12	\$19,776
13	\$19,979
14	\$20,182
15	\$20,385
16	\$20,588
17	\$20,791
18	\$20,993
19	\$21,196
20	\$21,414
21	\$21,631
22	\$21,849
23	\$22,067
24	\$22,284
25	\$22,501
26	\$22,733
27	\$22,965
28	\$23,198
29	\$23,429
30	\$23,661
31	\$23,893
32	\$24,125
33	\$24,372
34	\$24,618
35	\$24,864
35	\$25,111
	\$25,111



**ESSEX COUNTY PUBLIC SCHOOLS  
TWELVE-MONTH POSITIONS  
2020-2021**

POSITION	2020-2021 SALARY
Administrative Assistant - Elementary	\$30,788
Administrative Assistant - SPED	\$30,788
Assistant Principal - Elementary	\$82,720
Assistant Principal - Intermediate	\$73,179
Assistant Superintendent	\$120,000
Associate Principal - High School	\$85,000
Bookkeeper - High	\$35,828
Bookkeeper - Elementary & Intermediate	\$35,828
Chief Academic Officer	\$115,000
Director of Accounting	\$93,000
Director of Human Resources	\$93,000
Director of Technology	\$93,000
Director of Accountability	\$80,000
Executive Administrative Assistant	\$60,000
Maintenance Director	\$74,459
Maintenance Worker	\$51,373
Mechanic I & Shop Manager	\$68,289
Mechanic II	\$60,000
Payroll & Benefits Specialist	\$60,000
Principal - Elementary	\$87,000
Principal - High	\$105,000
Principal - Intermediate	\$89,301
Technology Specialist	\$52,722
Transportation Manager	\$61,800



**ESSEX COUNTY PUBLIC SCHOOLS  
SUPPORT STAFF POSITIONS  
2020-2021**

<b>POSITION</b>	<b>2020-2021 SALARY</b>
Head Nurse	\$44,496 base + 5,000 head nurse supplement
School Nurse	\$28,840 - \$35,281
Administrative Assistant - High	\$26,465
Administrative Assistant - Intermediate	\$26,465
Guidance Secretary - High	\$26,801
Part-Time Administrative Assistant TES	16.07 Per Hour
Child Nutrition Manager	\$41,616
Child Nutrition Supervisor	\$35,062
Child Nutrition Lead Worker	\$23,208
Child Nutrition Worker	\$12,114 - \$16,861
Child Nutrition Worker hourly	\$ 9.94 - \$ 13.09
Bus Driver	\$13,658 - 16,458
Bus Driver - daily rate	<b>\$88.76</b>
Bus Aide	\$11.70 Per Hour
Car Driver	\$14.05
Division Mail Courier	\$15.30 Per Hour
Bus Driver Attendance Incentive	1 or less days of work missed \$250 (paid in June)
Bus Driver Attendance Incentive	3 or less days of work missed \$100 (paid in June)

**SUPPLEMENTS  
2020-2021**

<b>TAPPAHANNOCK ELEMENTARY SCHOOL</b>		
<u>Position</u>	<u>Amount</u>	<u>Pay Date</u>
TES K Lead Teacher	\$700	November and May
TES 1st Lead Teacher	\$700	November and May
TES 2nd Lead Teacher	\$700	November and May
TES 3rd Lead Teacher	\$700	November and May
TES Specials Lead	\$700	November and May
TES SPED Lead Teacher	\$700	November and May
SCA Sponsor	\$500	November and May
TES Yearbook	\$250	May
Title I Parent Involvement Coordinator	\$500	May (Grant)
Building Based Mentor	\$200	May (Grant)
Public Relations Contact	\$500	May
TES Tutoring/Afterschool Remediation	TBD	Monthly (Grant)
<b>TOTAL TAPPAHANNOCK ELEMENTARY SCHOOL</b>	<b>\$6,150</b>	

<b>ESSEX INTERMEDIATE SCHOOL</b>		
<u>Position</u>	<u>Amount</u>	<u>Pay Date</u>
EIS 4th Lead Teacher	\$350	November and May
EIS 5th Lead Teacher	\$350	November and May
EIS 6th Lead Teacher	\$350	November and May
EIS 7th Lead Teacher	\$350	November and May
EIS English Lead Teacher	\$350	November and May
EIS Math Lead Teacher	\$350	November and May
EIS Science Lead Teacher	\$350	November and May
EIS Social Studies Lead Teacher	\$350	November and May
EIS Electives Grade Level Lead Teacher	\$350	November and May
EIS Electives Content Lead Teacher	\$350	November and May
EIS SPED Lead Teacher	\$700	November and May
Men of Distinction Sponsor	\$500	November and May
Ladies of Love Sponsor	\$500	November and May
Drama Club Sposnor	\$500	November and May
EIS Jr. Honor Society	\$500	November and May
SCA Sponsor	\$500	November and May
EIS Yearbook	\$250	May
Title I Parent Involvement Coordinator	\$500	November and May (Grant)
Building Based Mentor	\$200	May (\$200)
Public Relations Contact	\$500	May
EIS Tutoring/Afterschool Remediation	TBD	Monthly (Grant)
<b>TOTAL ESSEX INTERMEDIATE SCHOOL</b>	<b>\$8,150</b>	



**SUPPLEMENTS**

**2020-2021**

<b>ESSEX HIGH SCHOOL</b>		
<u>Position</u>	<u>Amount</u>	<u>Pay Date</u>
EHS English Lead Teacher	\$700	November and May
EHS Math Lead Teacher	\$700	November and May
EHS Science Lead Teacher	\$700	November and May
EHS History Lead Teacher	\$700	November and May
EHS Foreign Language/Fine Arts Lead Teacher	\$700	November and May
EHS SPED Lead Teacher	\$1,500	November and May
Play Director	\$1,500	Month Following Completion of Season
CTE Coordinator	\$5,000	Monthly
STEM Teacher Sponsor	\$500	November and May
Marching Band	\$1,500	November and May
National Junior Honor Society	\$500	November and May
EHS National Honor Society	\$500	November and May
SCA Sponsor	\$500	November and May
SCA Sponsor	\$500	November and May
Yearbook Club Sposnor	\$500	May
Building Based Mentor	\$200	May (Grant)
Public Relations Contact	\$500	May
EHS Tutoring/Afterschool Remediation	\$6,960	Monthly
<b>TOTAL ESSEX HIGH SCHOOL</b>	<b>\$23,660</b>	

<b>TOTAL SCHOOL STIPENDS</b>	<b>\$37,710</b>
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<b>OTHER</b>		
<u>Position</u>	<u>Amount</u>	<u>Pay Date</u>
Parents as Educational Partners (PEP)	\$300	Monthly (Grant)
TES Odyssey of the Mind	\$1,000	Month Following Completion of Season
EIS Odyssey of the Mind	\$1,000	Month Following Completion of Season
EHS Odyssey of the Mind	\$1,000	Month Following Completion of Season
School Board Clerk	\$25	Hourly
School Psychologist (National Certified School Psychologist Certification)	\$1,000	May

**Athletic Supplements  
2020-2021**

<b>FALL SPORTS</b>		
<b><u>Position</u></b>	<b><u>Amount</u></b>	<b><u>Pay Date</u></b>
Athletic Director	\$4,000	Monthly
Football Head Coach	\$3,000	Month Following Completion of Season
Football JV Coach	\$2,000	Month Following Completion of Season
Football Assistant Coach	\$1,800	Month Following Completion of Season
Football Assistant Coach	\$1,800	Month Following Completion of Season
Football Assistant Coach	\$1,800	Month Following Completion of Season
Football Assistant Coach	\$1,800	Month Following Completion of Season
Football Assistant Coach	\$1,800	Month Following Completion of Season
Cheerleading Varsity Fall (sideline)	\$1,000	Month Following Completion of Season
Cheerleading JV Fall (sideline)	\$1,000	Month Following Completion of Season
Competition Cheer (gymnastics)	\$3,000	Month Following Completion of Season
Cross Country	\$3,000	Month Following Completion of Season
Volleyball Varsity	\$3,000	Month Following Completion of Season
Volleyball JV	\$2,000	Month Following Completion of Season
Golf Head Coach	\$3,000	Month Following Completion of Season
Theater Festival Director	\$1,000	Month Following Completion of Season
<b>TOTAL FALL SPORTS</b>	<b>\$35,000</b>	

<b>WINTER SPORTS</b>		
<b><u>Position</u></b>	<b><u>Amount</u></b>	<b><u>Pay Date</u></b>
Basketball Girls Varsity	\$3,000	Month Following Completion of Season
Basketball Girls JV	\$2,000	Month Following Completion of Season
Basketball Girls Assistant	\$1,800	Month Following Completion of Season
Basketball Boys Varsity	\$3,000	Month Following Completion of Season
Basketball Boys JV	\$2,000	Month Following Completion of Season
Basketball Boys Assistant	\$1,800	Month Following Completion of Season
Cheerleading Varsity Winter (sideline)	\$1,000	Month Following Completion of Season
Cheerleading JV Winter (sideline)	\$1,000	Month Following Completion of Season
Wrestling Head Coach	\$2,000	Month Following Completion of Season
Wrestling Assistant Coach	\$1,000	Month Following Completion of Season
<b>TOTAL WINTER SPORTS</b>	<b>\$18,600</b>	

<b>SPRING SPORTS</b>		
<b><u>Position</u></b>	<b><u>Amount</u></b>	<b><u>Pay Date</u></b>
Baseball Head Varsity Coach	\$3,000	Month Following Completion of Season
Baseball JV Coach	\$2,000	Month Following Completion of Season
Baseball Assistant Coach	\$1,800	Month Following Completion of Season
Softball Head Varsity Coach	\$3,000	Month Following Completion of Season
Softball JV Coach	\$2,000	Month Following Completion of Season
Softball Assistant Coach	\$1,800	Month Following Completion of Season
Soccer Boys Varsity Coach	\$3,000	Month Following Completion of Season
Soccer Boys JV Coach	\$2,000	Month Following Completion of Season

**Athletic Supplements  
2020-2021**

<b>SPRING SPORTS - Continued</b>		
<u>Position</u>	<u>Amount</u>	<u>Pay Date</u>
Soccer Boys Assistant Coach	\$1,800	Month Following Completion of Season
Soccer Girls Varsity Coach	\$3,000	Month Following Completion of Season
Soccer Girls JV Coach	\$2,000	Month Following Completion of Season
Soccer Girls Assistant Coach	\$1,800	Month Following Completion of Season
Tennis Varsity Coach	\$3,000	Month Following Completion of Season
Track & Field Varsity Coach	\$3,000	Month Following Completion of Season
Track & Field Assistant Coach	\$1,800	Month Following Completion of Season
Track & Field Assistant Coach	\$1,800	Month Following Completion of Season
Scholastic Bowl Coach	\$1,500	Month Following Completion of Season
Scholastic Bowl Coach	\$1,500	Month Following Completion of Season
<b>TOTAL SPRING SPORTS</b>	<b>\$39,800</b>	

<b>TOTAL ATHLETIC STIPENDS</b>	<b>\$93,400</b>
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Division Events Ticket Taker	\$25/\$40 Per Game	Monthly
Assistant Ticket Taker	\$15 Per Game	Monthly
Scoreboard Clock Operator	\$40 Per Game	Monthly

**ESSEX COUNTY PUBLIC SCHOOLS  
2020-2021 HOURLY AND SUBSTITUTE RATES**

HOURLY RATES

After School Tutoring Teacher -- \$25/hr.  
Bus Driver -- After School Activity -- \$30.00/Day  
Bus Driver -- After School Tutoring Switchboard Operator -- \$15/hr.  
Bus Driver -- Athletic/Field trips -- \$10.00/hr.  
Bus Driver -- Governor's School -- \$20.00/run  
Bus Driver -- Governor's School -- Summer Program -- \$78.00/Day  
Bus Driver -- Vocational Center -- \$20.00/run  
Bus Driver -- Summer School -- \$78.00/Day  
Bus Driver -- Committee -- \$15/hr.  
Bus Driver -- Training -- \$15.00/hr.  
Child Nutrition Worker -- \$ 9.94 - \$13.09/hr.  
Driver's Education Instructor -- \$145.00/student  
Extended School Year Teacher -- \$25/hr.  
Homebound Instructor -- \$20/hr.  
Kitchen Facilities Use -- \$20/hr.  
Summer School Teacher -- \$25/hr.  
Summer School Nurse -- \$25/hr.  
Summer School Admin Assitant -- \$15/hr.  
Summer School Child Nutrition Worker -- \$15/hr.  
Summer School Substitute -- \$25/hr.  
Teacher Trainings/Workshops -- \$25/hr.

SUBSTITUTE RATES

TEACHER

Daily Rate: \$65.00 (non-degreed); \$70.00 (Bachelor's Degree or higher)  
\$53.00 Bus Driver - Teacher Substitute

Long-Term Substitute (ten or more consecutive days for the same teacher) Daily Rate  
\$70.00 (non-degreed)/Day  
\$100.00 (Bachelor's Degree or higher)/Day  
\$125 (Licensed Teacher)/Day

Administrative Assistant -- \$60/Day/\$8.00/hr

Child Nutrition Worker -- \$9.65/hr.

Paraprofessional -- \$60/Day

School Nurse -- \$70/Day

Bus Driver -- \$78/Day

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