

**For Ratification**

**Master Contract**

**between**

**School Board of Okaloosa County**

**and**

**Okaloosa Education Staff Professionals**

**Agreement reached at the table July 26, 2022**

## ARTICLE 7 – WORKING CONDITIONS

### B. Employee Work Year

1. Regular full-time employees' normal work year shall be:

Nurses	196 days to include 6 paid holidays
Bus drivers	187 days to include 6 paid holidays
Lunchroom worker	187 days to include 6 paid holidays
Paraprofessionals	187 days to include 6 paid holidays (Additional day to be the day before students arrive)
Media Assistant	187 days to include 6 paid holidays
Interpreters	187 days to include 6 paid holidays
9 months	186 days to include 6 paid holidays
10 months	206 days to include 6 paid holidays
12 months	<del>254</del> 252 days to include 12 paid holidays

The following will be paid holidays for all employees (except 12 month): Labor Day, Veterans' Day, Thanksgiving Day (and the following day), Christmas Day, and Martin Luther King Birthday. (Note: These holidays are subject to change depending on the school calendar).

~~During a year when students are not in attendance the entire week of Thanksgiving, twelve-month support personnel shall work 252 days. However, if students are in 562 attendance, twelve-month support personnel shall work 254 days.~~

### E. General

~~12. Notations of verbal, reprimands at the school/work site level shall be removed and/or destroyed after a period of 3 years if no similar incidents occur within that period.~~

#### I. Additional Working Conditions for Assistants, Clerks and Secretaries

3. In the event a substitute teacher cannot be found for a teacher the District may then ask a ~~paraprofessional~~ an Educational Staff Professional, if they wish to be considered as a substitute teacher. The ~~paraprofessional~~ Educational Staff Professional who volunteers or is used during an emergency or after all other viable options have been exhausted will be paid ~~\$7.00~~ \$7.75 per hour in addition to their regular salary.

~~The above provisions shall also apply to Media Assistants if they serve as the classroom substitute.~~

## ARTICLE 10 – TRANSFERS, REASSIGNMENT AND VACANCIES

### A. Vacancies defined

4. An employee may request to rescind a resignation provided that: (a) the employee has not reached the separation date, (b) the vacancy has not yet been filled, and (c) the Board has not yet taken action on the resignation.

## ARTICLE 13 – COMPENSATION

### B. General Provisions

5. ~~All full-time job-alike experience from other public School Districts will be allowed for pay purposes. Five (5) years of full time non-school related job experience will be allowed for pay purposes. Outside job experience will be allowed only when it coincides with the performance responsibilities of the current job description. A calendar year can only be counted one time in computing School Board and outside job experience.~~ Outside job experience will be allowed for pay purposes only when it coincides with the performance responsibilities of the current job description. For those Support Professionals hired July 1, 2022 or later, all full-time job-alike experience will be allowed for pay purposes. For those support professionals hired prior to July 1, 2022, any full-time job alike experience previously uncredited will be allowed for pay purposes provided such experience is turned in and verified through Human Resources within 90 days of execution of this agreement. The newly credited experience will be reflected in pay beginning with the first pay period following the verification. A calendar year can only be counted one time in computing School Board and outside job experience. To receive a year's credit, you must have worked over half the year. Full time is defined as twenty (20) or more hours a week. Employee must verify outside experience. Documentation must be presented to the ~~Personnel Services~~ Human Resources Department before the 1st of the month to be given credit for the experience that month. No credit will be given for past experience that a retirement is being drawn on or if a lump sum payment was received.

7. ~~Education Staff Professional~~ employees who have completed Eighteen (18) or more years of ~~experience-service~~ recognized by the School District of Okaloosa County ~~School Board~~ shall be eligible for a longevity stipend (Longevity Stipend 1). Up to five (5) years of outside, job-alike experience may be counted for longevity stipend purposes. Education Staff Professionals will receive an additional longevity stipend (Longevity Stipend 2) after three (3) additional years of service have been completed since initially receiving Longevity Stipend 1, as of June 30<sup>th</sup>. Refer to Educational Staff Professionals Salary Schedule.

## **Salary Information**

- A. Adjusted steps to achieve a minimum of 2.49% increase, if necessary.
- B. Add Step 23 to all paygrades
- C. Provide Step to all qualifying employees
- D. Provide 1.10% General Improvement to all employees
- E. Collapse lower steps in each paygrade and renumber in order to provide a minimum of \$15.00 per hour as required by the Florida Legislature. The Experience column on the new Salary Schedule equates to the step number on the old Salary Schedule
- F. Increase Cleaners to \$15.17 per hour.
- G. Add ESE Mini Bus Driver Supplement at same rate as ESE Transportation Assistant - \$1.03 per hour (includes 1.10% General Improvement)
- H. Add School Payroll Supplement - \$50.00 per month
- I. Food Service Site Supervisors will be paid their school year rate for the summer feeding program.
- J. Employees hired from outside the District shall be given credit for all experience directly related to the position rather than being capped at 5 years
- K. Salary Schedule increases are effective as of July 1, 2022

**APPENDIX D**  
**SCHOOL DISTRICT OF OKALOOSA COUNTY**  
**EDUCATION STAFF PROFESSIONALS SALARY SCHEDULE**  
**FISCAL YEAR 2022-2023**  
**EFFECTIVE JULY 1, 2022**



STEP	PG A		PG B		PG C		PG D		PG E		PG F		PG G	
	EXP.	AMOUNT	EXP.	AMOUNT	EXP.	AMOUNT	EXP.	AMOUNT	EXP.	AMOUNT	EXP.	AMOUNT	EXP.	AMOUNT
1			0 - 7	3,694	0 - 7	2,683	0 - 7	2,526	0 - 10	2,455	0 - 12	2,381	0 - 14	2,381
2			8	3,812	8	2,769	8	2,610	11	2,525	13	2,441	15	2,441
3			9	3,934	9	2,855	9	2,691	12	2,601	14	2,502	16	2,502
4			10	4,052	10	2,942	10	2,772	13	2,672	15	2,594	17	2,565
5			11	4,172	11	3,030	11	2,854	14	2,744	16	2,630	18	2,629
6			12	4,290	12	3,116	12	2,936	15	2,818	17	2,696	19	2,695
7			13	4,410	13	3,202	13	3,019	16	2,888	18	2,763	20	2,762
8			14	4,529	14	3,289	14	3,101	17	2,960	19	2,832	21	2,831
9			15	4,649	15	3,376	15	3,181	18	3,001	20	2,903	22	2,902
10			16	4,770	16	3,463	16	3,264	19	3,076	21	2,976	23	2,975
11			17	4,891	17	3,511	17	3,309	20	3,153	22	3,050		
12			18	4,959	18	3,599	18	3,392	21	3,232	23	3,126		
13			19	5,083	19	3,689	19	3,477	22	3,313				
14			20	5,210	20	3,781	20	3,564	23	3,396				
15			21	5,340	21	3,875	21	3,653						
16			22	5,473	22	3,972	22	3,744						
17			23	5,610	23	4,071	23	3,838						

STEP	PG I		PG II		PG III		PG IV		PG V		PG VI	
	EXP.	AMOUNT	EXP.	AMOUNT	EXP.	AMOUNT	EXP.	AMOUNT	EXP.	AMOUNT	EXP.	AMOUNT
1	0 - 10	15.79	0 - 10	16.05	0 - 14	15.20	0 - 13	15.17	0 - 13	15.17		
2	11	16.26	11	16.57	15	15.64	14	15.38	14	15.38		
3	12	16.70	12	17.08	16	16.09	15	15.96	15	15.77		
4	13	17.17	13	17.63	17	16.51	16	16.41	16	16.17		
5	14	17.64	14	18.15	18	16.93	17	16.85	17	16.58		
6	15	18.10	15	18.68	19	17.40	18	17.32	18	17.00		
7	16	18.57	16	19.19	20	17.64	19	17.77	19	17.43		
8	17	18.83	17	19.72	21	18.08	20	18.02	20	17.87		
9	18	19.30	18	20.26	22	18.53	21	18.47	21	18.32		
10	19	19.78	19	20.78	23	19.00	22	18.93	22	18.79		
11	20	20.28	20	21.29			23	19.41	23	19.26		
12	21	20.79	21	21.84								
13	22	21.31	22	22.14								
14	23	21.84	23	22.70								

**Initial Placement**

Years of experience are used for initial placement only.

Outside job experience will be allowed for pay purposes only when it coincides with the performance responsibilities of the current job description. For those Support Professionals hired July 1, 2022 or later, all full-time job-alike experience will be allowed for pay purposes.

**Longevity Stipend #1**

Education Staff Professional employees who have completed eighteen (18) or more years of service ~~experience~~ recognized by the School District of Okaloosa County (to include a maximum of 5 years of recognized outside experience) shall be eligible for a longevity stipend as shown below.

**Longevity Stipend #1**

Full-Time Monthly Employee  
 Hourly Employee

**Monthly**

\$ 267

**Hourly**

\$ 1.72

**Longevity Stipend #2**

Education Staff Professionals will receive an additional Longevity Stipend after three (3) additional years of service have been completed since originally receiving Longevity Stipend #1, as of June 30th.

**Step 21 Longevity Stipend:**

Full-Time Monthly Employee  
 Hourly Employee

**Monthly**

\$ 152

**Hourly**

\$ 0.98

**APPENDIX E**  
**SCHOOL DISTRICT OF OKALOOSA COUNTY**  
**EDUCATION STAFF PROFESSIONALS**  
**JOB CODE PAY GRADE ASSIGNMENT**



PAYGRADE B

Accountant  
Buyer  
Certification Analyst  
Data Systems Tech I  
ESE Parent Liaison  
Insurance Ombudsman Confidential  
Program Analyst  
Student Service Worker  
Support Employees Analyst  
System Support Analyst  
Title Resource Liaison

PAYGRADE C

Assistant Route Coordinator  
CDL Trainer/Safety Monitor  
Computer Operator I  
Data Systems Technician II  
Educational Interpreter - ESE (Sign Language)  
Educational Interpreter - ESL (Language)  
Financial Aid Technician  
Human Resource Analyst  
Leaderman  
Payroll Clerk  
Retirement Analyst  
Risk Management Analyst  
System Support Analyst II

PAYGRADE D

Air Condition & Refrigeration I  
Bookkeeper  
Carpenter I  
Child Development Associate  
Day Care Coordinator  
Delivery Personnel - School Food Service  
District Level Secretary - 10 Months  
District Level Secretary - 12 Months  
Electrician I  
ESE Job Coach  
Lead Custodian (Hired Before 7/1/11)  
Former Head Custodian (Hired Before 7/1/11)  
Heavy Equipment Operator  
Locksmith  
Mechanic I  
Plant Operator  
Plumber I  
School Secretary - 10 Months  
School Secretary - 12 Months  
Site Based Technician  
Warehouse/Grounds Personnel  
Welder I

PAYGRADE E

Computer Operator II  
IT Field Tech  
Property Clerk

PAYGRADE F

Air Condition & Refrigeration II  
Carpenter II  
District Custodian I (12 months-Full Time)  
District Level Clerk  
Electrical Equipment & Cabling Installer  
Electrician II  
Mechanic II  
Plumber II  
Printing Press Operator  
School Level Clerk  
Stadium Personnel  
Welder II

PAYGRADE G

Delivery Personnel  
District Custodian II (12 months-Full Time)  
Grounds II Personnel  
Lead Custodian (Hired 7/1/11 or Later)  
Reproduction Clerk  
School Custodian II (10 months-Full Time)  
School Custodian II (12 months-Full Time)  
Site Based Technician II  
Truck Driver

PAYGRADE I

ESE Paraprofessional  
Media Assistant  
Paraprofessional  
Pre-Kindergarten Paraprofessional  
Safety Assistant  
Vo-Tech Paraprofessional

PAYGRADE II

Bus Driver - 9 months

PAYGRADE III

Bus Monitor  
Laborer - Hourly  
Lunchroom Monitor - 9 months  
Transportation Assistant

PAYGRADE IV

Assistant Lunchroom Manager  
Food Service Worker Hourly - 189 Days  
Food Service Worker Hourly - 191 Days

PAYGRADE V

Day Care Worker  
School Custodian - 9, 10, 12 months hourly

**APPENDIX D**  
**SCHOOL DISTRICT OF OKALOOSA COUNTY**  
**EDUCATION STAFF PROFESSIONALS**  
**SUPPLEMENTS & MISCELLANEOUS PAY**  
**FISCAL YEAR 2022-2023**  
**EFFECTIVE JULY 1, 2022**



**SUPPLEMENTS**

	<u>MONTHLY</u>	<u>HOURLY</u>
<b><u>ADVANCED DEGREE SUPPLEMENTS:</u></b>		
Associate's	88.00	0.57
Bachelor's	147.00	0.95
Master's	207.00	1.33
Doctorate	271.00	1.74
* Paraprofessionals who do not hold an advanced degree but are "paraprofessional qualified" per NCLB shall receive the Associate degree supplement.		
<b><u>SCHOOL BOOKKEEPER SUPPLEMENTS:</u></b>		
Elementary	258.00	
Middle	346.00	
High	430.00	
Special Schools		
Okaloosa STEM Academy	258.00	
Southside Primary School	258.00	
Richbourg School	258.00	
Silver Sands School	258.00	
Laurel Hill School	346.00	
Okaloosa Technical College	430.00	
Baker School	430.00	
<b><u>ESE SUPPLEMENTS*:</u></b>		
ESE Paraprofessionals (Excluding EBD, Silver Sands, & Richbourg)		1.12
ESE Paraprofessionals (EBD, Silver Sands, & Richbourg only; Excluding EBD Alt. Plcmt.)		2.15
ESE Paraprofessionals (EBD Alternative Placement only)		3.56
ESE Job Coach (Silver Sands & Richbourg only)		2.15
Transportation Assistants		1.03
ESE Mini Bus Driver		1.03
* ESE Supplements will be based on specific criteria as determined by OESP and the District ESE Department as agreed to as part of the FY 2006-2007 contract negotiation.		
<b><u>PAYROLL SUPPLEMENT:</u></b>		
Payroll Clerks	333.00	
School Payroll	50.00	
<b><u>IN-SCHOOL SUSPENSION/STP SUPPLEMENT:</u></b>		
Assistant - ISS/STP		2.17
<b><u>CUSTODIAL SUPPLEMENTS:</u></b>		
Elementary Lead Custodian	217.00	
Middle School Lead Custodian	325.00	
High School Lead Custodian	433.00	
Custodians Employed at Destin Elementary & Destin Middle		1.03
<b><u>MEDIA ASSISTANT SUPPLEMENT:</u></b>		
Media Assistant		2.15
<b><u>FOOD SERVICE ASSISTANT MANAGER SUPPLEMENTS:</u></b>		
SLADA	399	0.16
SLADA	599	0.18
SLADA	799	0.22
SLADA	999	0.24
SLADA	1199	0.27
SLADA	1200	0.30

**APPENDIX D**  
**SCHOOL DISTRICT OF OKALOOSA COUNTY**  
**EDUCATION STAFF PROFESSIONALS**  
**SUPPLEMENTS & MISCELLANEOUS PAY**  
**FISCAL YEAR 2022-2023**  
**EFFECTIVE JULY 1, 2022**



**OTHER PAY**

	<u>MONTHLY</u>	<u>HOURLY</u>
<b><u>CUSTODIAL MISCELLANEOUS PAY:</u></b>		
Cleaners		15.17
<b><u>FOOD SERVICE MISCELLANEOUS PAY:</u></b>		
Site Supervisors - Summer Feeding Program		School Year Rate
<b><u>TUTOR MISCELLANEOUS PAY:</u></b>		
Non-Certified Personnel		15.00
<b><u>CELL PHONE STIPEND:</u></b>		
ESE Mini Bus Driver	30.00	
<b><u>SHIFT DIFFERENTIAL: (See Article XIII B.9.)</u></b>		
Regularly Scheduled Shift Ending 8:00 p.m to 9:59 p.m.		0.30
Regularly Scheduled Shift Ending 10:00 p.m or later		0.50