

Secretaries and Assistants

Fiscal Year 2023 (Effective July 1, 2022)

Step	Grade											
	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII
1	\$15.65	\$16.03	\$16.40	\$16.77	\$17.15	\$17.53	\$17.97	\$18.17	\$18.50	\$19.36	\$20.28	\$21.26
2	\$16.15	\$16.55	\$16.96	\$17.38	\$17.80	\$18.23	\$18.72	\$18.94	\$19.30	\$20.24	\$21.17	\$22.18
3	\$16.67	\$17.08	\$17.53	\$17.98	\$18.45	\$18.93	\$19.45	\$19.71	\$20.10	\$21.12	\$22.04	\$23.08
4	\$17.17	\$17.60	\$18.10	\$18.58	\$19.11	\$19.63	\$20.18	\$20.50	\$20.90	\$21.99	\$22.93	\$24.00
5	\$17.67	\$18.13	\$18.66	\$19.19	\$19.76	\$20.33	\$20.92	\$21.27	\$21.69	\$22.87	\$23.81	\$24.92
6	\$18.19	\$18.66	\$19.22	\$19.80	\$20.40	\$21.03	\$21.65	\$22.05	\$22.50	\$23.73	\$24.69	\$25.83
7	\$18.69	\$19.19	\$19.79	\$20.40	\$21.06	\$21.74	\$22.38	\$22.82	\$23.29	\$24.61	\$25.57	\$26.75
8	\$19.20	\$19.71	\$20.35	\$21.00	\$21.71	\$22.44	\$23.11	\$23.60	\$24.09	\$25.48	\$26.46	\$27.67
9	\$19.71	\$20.24	\$20.92	\$21.61	\$22.36	\$23.14	\$23.85	\$24.38	\$24.88	\$26.36	\$27.35	\$28.58
10	\$20.22	\$20.76	\$21.48	\$22.22	\$23.01	\$23.84	\$24.59	\$25.15	\$25.69	\$27.23	\$28.22	\$29.50
11	\$20.72	\$21.30	\$22.04	\$22.82	\$23.67	\$24.54	\$25.32	\$25.93	\$26.48	\$28.11	\$29.11	\$30.42
12	\$21.24	\$21.83	\$22.61	\$23.42	\$24.32	\$25.25	\$26.06	\$26.71	\$27.28	\$28.98	\$29.99	\$31.33
13	\$21.74	\$22.35	\$23.18	\$24.03	\$24.97	\$25.96	\$26.79	\$27.48	\$28.08	\$29.85	\$30.87	\$32.24
14	\$22.25	\$22.88	\$23.74	\$24.64	\$25.63	\$26.66	\$27.52	\$28.25	\$28.88	\$30.72	\$31.75	\$33.16
15	\$22.76	\$23.40	\$24.30	\$25.25	\$26.28	\$27.36	\$28.25	\$29.04	\$29.67	\$31.60	\$32.64	\$34.07
16	\$23.27	\$23.93	\$24.86	\$25.85	\$26.92	\$28.06	\$28.99	\$29.81	\$30.48	\$32.48	\$33.53	\$34.99
17	\$23.77	\$24.46	\$25.43	\$26.45	\$27.57	\$28.76	\$29.73	\$30.59	\$31.27	\$33.35	\$34.40	\$35.91
18	\$24.29	\$24.99	\$26.00	\$27.06	\$28.23	\$29.46	\$30.46	\$31.36	\$32.07	\$34.23	\$35.29	\$36.82
19	\$24.79	\$25.51	\$26.55	\$27.67	\$28.88	\$30.17	\$31.19	\$32.14	\$32.87	\$35.10	\$36.17	\$37.74
Over 19	\$25.30	\$26.04	\$27.12	\$28.27	\$29.53	\$30.87	\$31.93	\$32.92	\$33.67	\$35.97	\$37.06	\$38.66

Secretaries and Assistants (Continued)

Longevity

Longevity payments for regular service in the Howard County Public School System are as follows:

- \$1.00 per hour for employees who have completed 20 or more years of regular service;
- \$.56 per hour for employees who have completed 15-19 years of regular service;
- \$.25 for employees who have completed 13-14 years of regular service.

Employees hired prior to April 1 of a fiscal year will be granted a full year toward longevity.

Longevity payments are not cumulative from year to year.

National Association of Office Education Professionals Certification (NAOEP) Eligible unit members who successfully complete NAOEP certification shall be paid a one-time stipend of \$500.00. The number of eligible employees to receive the stipend in any given year shall be limited to ten (10).

Health Assistants: Coverage of Emergency Healthcare Issues during Lunch

- A HCPSS Cluster Nurse will provide emergency health care coverage for 50% of the health assistants' scheduled lunch periods during each two-week period.
- On those days that the cluster nurse is not available to provide coverage for such emergencies, the health assistant will remain in the building during their scheduled lunch period.
- If a medical emergency arises during the health assistant's scheduled lunch period on such a day, the health assistant will respond to the situation and provide health care. Once the situation is addressed, the health assistant's lunch period will be extended by the period of interrupted time, to be taken during non-emergency time.
- Emergency health care situation/student symptoms that would result in the interruption of the health assistant's 30 minute duty-free lunch period include but are not limited to:
 - Anaphylactic reaction
 - Bleeding
 - Burns
 - Cardiac/heart distress; chest pain
 - Dental trauma
 - Drug/alcohol overdose/abuse
 - Exposure incidents-exchange of body fluids during fights, bites, etc.
 - Eye injury
 - Injury involving large bones (e.g. leg or arm)
 - Severe head, neck or back trauma; paralysis
 - Medication/treatment administration – emergency (Epi-Pen, Diastat, Glucagon, Nebulizer)
 - Pain – Severe abdominal pain for pregnant students
 - Poisoning
 - Psychiatric emergency
 - Respiratory distress

- Seizure
 - Sexual assault/rape
 - Shock
 - Unconsciousness/unresponsiveness
- Health assistants will receive an additional 30 cents on their hourly rate as compensation to remain in the building during their duty-free lunch period.

Paraeducators Assigned to Title 1 Schools

Paraeducators assigned to Title 1 schools will receive \$0.25 more per hour if they have attained Para Pro certification, an Associate's Degree in a related area of education, or 48 credit hours in a related area of education.

Summer School

HCPSS personnel employed for summer school shall be paid an hourly rate, which is based on their current salary.

Employees working in summer programs that run 20 or more calendar days will accrue one (1) day of sick leave.

HCPSS employees working in "COVID Recovery" summer programs will receive a \$1,000 incentive payment after completion of the programs. This incentive will expire at the conclusion of recovery programs associated with the COVID-19 pandemic.

Interpreters

Fiscal Year 2023 (Effective July 1, 2022)

Step	Grade			
	A	B	C	D
1	\$22.71	\$30.12	\$33.33	\$34.63
2	\$22.96	\$31.21	\$34.59	\$35.89
3	\$23.22	\$32.31	\$35.85	\$37.15
4	\$23.47	\$33.40	\$37.11	\$38.42
5	\$23.73	\$34.51	\$38.38	\$39.69
6	\$23.99	\$35.60	\$39.64	\$40.95
7	\$24.25	\$36.70	\$40.90	\$42.22
8	\$24.49	\$37.80	\$42.17	\$43.49
9	\$24.75	\$38.89	\$43.42	\$44.75
10	\$25.01	\$39.99	\$44.69	\$46.02
11	\$25.27	\$41.09	\$45.95	\$47.29
12	\$25.52	\$42.19	\$47.22	\$48.55
13	\$25.78	\$43.28	\$48.48	\$49.82
14	\$26.04	\$44.38	\$49.74	\$51.09
15	\$26.29	\$45.48	\$51.01	\$52.35
16	\$26.54	\$46.58	\$52.26	\$53.62
17	\$26.80	\$47.68	\$53.53	\$54.89

Salary Grades

A: Currently holds no certification but is working toward certification, or is a graduate of an interpreter training program, or holds a Bachelor's Degree in a related field.

B: NAD Level 3 Generalist Certification; or passed either RID written exam or NIC Knowledge Written Test

C: NAD Level 4 Advanced Certification; RID Certificate of Interpreting; RID Certificate of Transliteration; NIC Level 1 Certified and Level 2 Advanced Certification, NIC Certification (certified after 7/1/12), or Ed: K-12 Certification (EIPA 4.0).

D: NAD Level 5 Master Certification; NIC Level 3 Master Certification; Any two certifications from Grade C.

Notes

1. Employees who fail to complete education requirements remain at the same salary grade.
2. The interpreter designated as Program Head shall receive an additional \$1.50 per hour.
3. Freelance work by interpreters will be reimbursed at the rate of \$35 per hour for non-certificated Interpreters, \$40 per hour for certificated interpreters who meet the requirements of salary grade "C," and \$45 per hour for certificated interpreters who meet the requirements of salary grade "D."

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4. Longevity payments for regular service in the Howard County Public School System are as follows:
 - \$1.00 per hour for employees who have completed 20 or more years of regular service;
 - \$.56 per hour for employees who have completed 15-19 years of regular service;
 - \$.25 for employees who have completed 13-14 years of regular service. Employees hired before April 1 of a fiscal year will be granted a full year toward longevity. Longevity payments are not cumulative from year to year.

Nurses Fiscal Year 2023 (Effective July 1, 2022)

Step	School Based, Float Pool	Cluster Nurse
	Hourly Rate	Hourly Rate
	A	B
1	\$33.27	\$34.93
2	\$34.38	\$36.09
3	\$35.49	\$37.26
4	\$36.61	\$38.42
5	\$37.72	\$39.58
6	\$38.83	\$40.76
7	\$39.94	\$41.92
8	\$41.06	\$43.08
9	\$42.17	\$44.25
10	\$43.28	\$45.41
11	\$44.39	\$46.59
12	\$45.51	\$47.75
13	\$46.62	\$48.91
14	\$47.73	\$50.08
15	\$48.84	\$51.24
16	\$49.96	\$52.42
17	\$51.07	\$53.58
18	\$52.18	\$54.74
19	\$53.29	\$55.91
20	\$54.40	\$57.07
21	\$55.52	\$58.25

Notes

1. Longevity payments for regular service in the Howard County Public School System are as follows: \$1.00 per hour for employees who have completed 20 or more years of regular service; \$.56 per hour for employees who have completed 15-19 years of regular service; \$.25 for employees who have completed 13-14 years of regular service. Employees hired before April 1 of a fiscal year will be granted a full year toward longevity. Longevity payments are not cumulative from year to year.
2. Lead cluster nurses and Telemedicine nurses shall receive an additional \$1.55 per hour.
3. Nurses who qualify for and receive National School Nurse Certification will receive an additional \$1.00 per hour as long as the certification is maintained. (This provision will be effective July 1, 2016.)

10 Month Technical Central Office and School Based

Fiscal Year 2023 (Effective July 1, 2022)

Step	Grade							
	20	21	22	23	24	25	26	27
1	\$33,088	\$37,810	\$40,902	\$43,670	\$58,323	\$65,974	\$77,368	\$84,367
2	\$34,673	\$39,406	\$42,504	\$45,278	\$59,960	\$67,628	\$79,047	\$86,061
3	\$36,258	\$41,000	\$44,106	\$46,885	\$61,599	\$69,282	\$80,725	\$87,754
4	\$37,843	\$42,596	\$45,707	\$48,492	\$63,238	\$70,936	\$82,404	\$89,447
5	\$39,428	\$44,190	\$47,309	\$50,100	\$64,876	\$72,591	\$84,082	\$91,141
6	\$41,014	\$45,786	\$48,910	\$51,707	\$66,514	\$74,245	\$85,761	\$92,834
7	\$42,598	\$47,380	\$50,511	\$53,315	\$68,152	\$75,900	\$87,439	\$94,527
8	\$44,183	\$48,975	\$52,113	\$54,922	\$69,791	\$77,554	\$89,118	\$96,221
9	\$45,768	\$50,570	\$53,715	\$56,529	\$71,429	\$79,208	\$90,796	\$97,914
10	\$47,353	\$52,165	\$55,316	\$58,137	\$73,067	\$80,863	\$92,474	\$99,607
11	\$48,938	\$53,760	\$56,918	\$59,744	\$74,706	\$82,517	\$94,153	\$101,301
12	\$50,524	\$55,355	\$58,519	\$61,352	\$76,344	\$84,172	\$95,831	\$102,994
13	\$52,109	\$56,951	\$60,121	\$62,960	\$77,982	\$85,826	\$97,510	\$104,687
14	\$53,694	\$58,545	\$61,722	\$64,567	\$79,620	\$87,480	\$99,188	\$106,380
15	\$55,279	\$60,141	\$63,323	\$66,174	\$81,259	\$89,135	\$100,867	\$108,074
16	\$56,864	\$61,735	\$64,925	\$67,782	\$82,897	\$90,789	\$102,545	\$109,767
17	\$58,449	\$63,331	\$66,527	\$69,389	\$84,535	\$92,444	\$104,224	\$111,460
18	\$60,035	\$64,925	\$68,128	\$70,997	\$86,174	\$94,098	\$105,902	\$113,154
19	\$61,620	\$66,520	\$69,730	\$72,605	\$87,812	\$95,752	\$107,580	\$114,846
20	\$63,205	\$68,115	\$71,332	\$74,212	\$89,450	\$97,407	\$109,259	\$116,539
21	\$64,790	\$69,710	\$72,933	\$75,819	\$91,089	\$99,061	\$110,937	\$118,233
22	\$66,375	\$71,305	\$74,534	\$77,427	\$92,727	\$100,715	\$112,616	\$119,926
23	\$67,960	\$72,900	\$76,136	\$79,034	\$94,366	\$102,370	\$114,294	\$121,619
24	\$69,546	\$74,495	\$77,737	\$80,642	\$96,003	\$104,025	\$115,973	\$123,313
25	\$71,131	\$76,090	\$79,339	\$82,250	\$97,642	\$105,679	\$117,651	\$125,006
26	\$72,716	\$77,686	\$80,940	\$83,856	\$99,280	\$107,333	\$119,330	\$126,699
27	\$74,301	\$79,280	\$82,542	\$85,464	\$100,918	\$108,987	\$121,007	\$128,393
28	\$75,886	\$80,876	\$84,144	\$87,072	\$102,557	\$110,642	\$122,686	\$130,086
29	\$77,471	\$82,470	\$85,745	\$88,679	\$104,195	\$112,297	\$124,365	\$131,779

Notes

1. Network specialists will be provided a \$200.00 per year stipend for responding to after-hours calls.
2. Salaried personnel shall not be entitled to additional holiday pay other than as compensated in annual salary.

12 Month Technical Central Office and School Based

Fiscal Year 2023 (Effective July 1, 2022)

Step	Grade							
	20	21	22	23	24	25	26	27
1	\$40,027	\$45,748	\$49,497	\$52,851	\$70,607	\$79,880	\$93,690	\$102,173
2	\$41,689	\$47,421	\$51,176	\$54,536	\$72,325	\$81,614	\$95,449	\$103,947
3	\$43,351	\$49,093	\$52,855	\$56,221	\$74,042	\$83,348	\$97,208	\$105,721
4	\$45,013	\$50,765	\$54,534	\$57,906	\$75,759	\$85,082	\$98,967	\$107,495
5	\$46,675	\$52,438	\$56,213	\$59,592	\$77,476	\$86,816	\$100,725	\$109,269
6	\$48,337	\$54,110	\$57,892	\$61,277	\$79,194	\$88,550	\$102,484	\$111,044
7	\$50,000	\$55,783	\$59,572	\$62,962	\$80,911	\$90,284	\$104,243	\$112,818
8	\$51,662	\$57,455	\$61,251	\$64,647	\$82,628	\$92,017	\$106,002	\$114,592
9	\$53,324	\$59,128	\$62,930	\$66,333	\$84,345	\$93,751	\$107,761	\$116,366
10	\$54,986	\$60,800	\$64,609	\$68,018	\$86,063	\$95,485	\$109,520	\$118,140
11	\$56,648	\$62,472	\$66,288	\$69,703	\$87,780	\$97,219	\$111,279	\$119,914
12	\$58,310	\$64,145	\$67,967	\$71,388	\$89,497	\$98,953	\$113,038	\$121,689
13	\$59,972	\$65,817	\$69,646	\$73,073	\$91,214	\$100,687	\$114,796	\$123,463
14	\$61,634	\$67,490	\$71,325	\$74,759	\$92,932	\$102,421	\$116,555	\$125,237
15	\$63,296	\$69,162	\$73,005	\$76,444	\$94,649	\$104,155	\$118,314	\$127,011
16	\$64,958	\$70,835	\$74,684	\$78,129	\$96,366	\$105,889	\$120,073	\$128,785
17	\$66,621	\$72,507	\$76,363	\$79,814	\$98,083	\$107,623	\$121,832	\$130,559
18	\$68,283	\$74,179	\$78,042	\$81,499	\$99,800	\$109,357	\$123,591	\$132,333
19	\$69,945	\$75,852	\$79,721	\$83,185	\$101,518	\$111,090	\$125,350	\$134,108
20	\$71,607	\$77,524	\$81,400	\$84,870	\$103,235	\$112,824	\$127,109	\$135,882
21	\$73,269	\$79,197	\$83,079	\$86,555	\$104,952	\$114,558	\$128,867	\$137,656
22	\$74,931	\$80,869	\$84,759	\$88,240	\$106,669	\$116,292	\$130,626	\$139,430
23	\$76,593	\$82,542	\$86,438	\$89,925	\$108,387	\$118,026	\$132,385	\$141,204
24	\$78,255	\$84,214	\$88,117	\$91,611	\$110,104	\$119,760	\$134,144	\$142,978
25	\$79,917	\$85,886	\$89,796	\$93,296	\$111,821	\$121,494	\$135,903	\$144,753
26	\$81,580	\$87,559	\$91,475	\$94,981	\$113,538	\$123,228	\$137,662	\$146,527
27	\$83,242	\$89,231	\$93,154	\$96,666	\$115,256	\$124,962	\$139,421	\$148,301
28	\$84,904	\$90,904	\$94,833	\$98,351	\$116,973	\$126,696	\$141,180	\$150,075

Notes

3. Network specialists will be provided a \$200.00 per year stipend for responding to after-hours calls.

Salaried personnel shall not be entitled to additional holiday pay other than as compensated in annual salary.

Food and Nutrition Services Assistants

Fiscal Year 2023 (Effective July 1, 2022)

Step	GRADE	
	II	III
3	\$15.17	\$15.84
4	\$15.78	\$16.50
5	\$16.40	\$17.17
6	\$17.01	\$17.83
7	\$17.61	\$18.50
8	\$18.23	\$19.16
9	\$18.84	\$19.83
10	\$19.45	\$20.49
11	\$20.06	\$21.16
12	\$20.67	\$21.82
13	\$21.28	\$22.48
14	\$21.90	\$23.14
15	\$22.51	\$23.81
16	\$23.11	\$24.47

Longevity

1. Food and Nutrition service workers with 13-14 years of regular service in the Howard County Public School System will receive an additional \$.25 per hour.
2. Food and Nutrition service workers with 15-19 years of regular service in the Howard County Public School System will receive an additional \$.56 per hour.
3. Food and Nutrition service workers with 20 or more years of regular service in the Howard County Public School System will receive an additional \$1.00 per hour.
4. Employees hired before April 1 of a fiscal year will be granted a full year toward longevity.
5. Longevity payments are not cumulative from year to year