

**TEMPORARY**  
**ARTICLE 17**  
**SALARY SCALES**  
**SECRETARIES AND ASSISTANTS**  
**FISCAL YEAR 2019**

GRADE	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII
STEP												
1	14.89	15.25	15.61	15.96	16.32	16.68	17.11	17.29	17.61	18.43	19.30	20.23
2	15.02	15.38	15.75	16.11	16.47	16.85	17.29	17.50	17.76	18.64	19.53	20.47
3	15.28	15.65	16.02	16.39	16.77	17.21	17.66	17.92	18.17	19.08	20.00	20.94
4	15.53	15.91	16.30	16.67	17.06	17.58	18.05	18.33	18.65	19.54	20.48	21.44
5	15.79	16.18	16.57	16.96	17.48	18.13	18.64	18.94	19.31	20.24	21.21	22.21
6	16.04	16.45	16.88	17.42	18.14	18.92	19.45	19.80	20.23	21.20	22.21	23.27
7	16.44	16.83	17.42	18.13	18.94	19.75	20.33	20.73	21.20	22.21	23.27	24.37
8	17.06	17.44	18.17	18.92	19.76	20.62	21.25	21.68	22.21	23.27	24.37	25.53
9	17.77	18.20	18.96	19.75	20.63	21.54	22.22	22.67	23.27	24.37	25.53	26.77
10	18.53	18.98	19.79	20.62	21.55	22.50	23.23	23.74	24.37	25.53	26.77	28.05
11	19.32	19.81	20.66	21.54	22.51	23.50	24.28	24.85	25.53	26.77	28.05	29.39
12	19.92	20.46	21.33	22.24	23.25	24.28	25.10	25.71	26.44	27.72	29.05	30.44
13	20.35	20.92	21.81	22.73	23.77	24.83	25.67	26.32	27.09	28.37	29.76	31.19
14	20.83	21.42	22.34	23.27	24.34	25.43	26.29	26.99	27.78	29.12	30.51	31.97
15	21.31	21.92	22.86	23.83	24.94	26.04	26.92	27.65	28.48	29.85	31.29	32.75
16	21.63	22.25	23.21	24.21	25.34	26.43	27.35	28.09	28.95	30.33	31.79	33.30
17	21.81	22.44	23.41	24.42	25.55	26.65	27.59	28.34	29.20	30.60	32.07	33.62
18	22.06	22.70	23.67	24.69	25.82	26.93	27.86	28.63	29.50	30.91	32.38	33.94
19	22.41	23.06	24.02	25.04	26.18	27.29	28.21	28.98	29.85	31.26	32.73	34.28
20	22.81	23.47	24.44	25.46	26.62	27.74	28.68	29.45	30.33	31.76	33.24	34.81
21	23.33	24.00	24.99	26.05	27.22	28.37	29.33	30.13	31.03	32.50	34.01	35.61
Over 21	23.61	24.30	25.31	26.38	27.56	28.72	29.70	30.52	31.42	32.91	34.45	36.07

Longevity

Longevity payments for regular service in the 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.

**TEMPOPRARY  
INTERPRETERS  
FISCAL YEAR 2019**

<b>GRADE</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
<b>STEP</b>				
1	21.19	28.10	31.10	32.31
2	21.50	28.52	31.57	32.78
3	22.13	29.36	32.51	33.73
4	22.78	30.23	33.47	34.71
5	23.33	31.13	34.47	35.70
6	23.54	32.05	35.51	36.73
7	23.54	33.01	36.56	37.78
8	23.54	33.96	37.64	38.87
9	23.54	34.97	38.76	39.99
10	23.54	36.02	39.92	41.15
11	23.54	37.09	41.10	42.33
12	23.54	38.18	42.32	43.55
13	23.54	39.22	43.58	44.80
14	23.54	40.20	44.88	46.10
15	23.54	41.20	46.22	47.45
16	23.54	41.92	47.11	48.34
17	23.73	42.31	47.51	48.74
18	24.15	42.91	48.17	49.41
19	24.70	43.91	49.30	50.56
Over 19	25.01	44.49	49.95	51.22

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."
4. Longevity payments for regular service in the 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.

**TEMPORARY**  
**NURSES**  
**FISCAL YEAR 2019**

	<b>School Based, Float Pool</b>	<b>Cluster Nurse</b>
	<b>Hourly Rate</b>	<b>Hourly Rate</b>
	<b>A</b>	<b>B</b>
<b>STEP</b>		
1	31.05	32.59
2	31.24	32.78
3	31.89	33.46
4	32.84	34.46
5	33.82	35.50
6	34.82	36.55
7	35.86	37.63
8	36.93	38.76
9	38.02	39.91
10	39.14	41.08
11	40.31	42.30
12	41.51	43.56
13	42.72	44.83
14	43.99	46.16
15	45.31	47.54
16	46.65	48.96
17	48.03	50.41
18	48.91	51.33
19	49.09	51.52
20	49.09	51.52
21	49.28	51.71
22	49.96	52.41
23	51.13	53.64
Over 23	51.81	54.35

Notes

1. Longevity payments for regular service in the 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.)

**TEMPORARY**  
**CENTRAL OFFICE TECHNICAL 10 MONTH**  
**SCHOOL-BASED EMPLOYEES, 10 MONTH**

**FISCAL YEAR 2019**

<b>GRADE</b>	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>
<b>STEP</b>								
1	31,182	35,633	38,547	41,155	54,964	62,174	72,913	79,509
2	31,950	36,399	39,315	41,922	55,731	62,941	73,680	80,277
3	33,485	37,933	40,849	43,456	57,265	64,475	75,214	81,811
4	35,019	39,467	42,382	44,990	58,799	66,008	76,749	83,345
5	36,553	41,001	43,916	46,525	60,333	67,542	78,283	84,879
6	38,087	42,536	45,450	48,059	61,867	69,076	79,817	86,413
7	39,622	44,070	46,984	49,593	63,401	70,611	81,351	87,948
8	41,156	45,604	48,519	51,128	64,935	72,146	82,885	89,482
9	42,690	47,138	50,053	52,662	66,469	73,680	84,419	91,017
10	44,224	48,672	51,588	54,197	68,003	75,214	85,953	92,551
11	45,758	50,206	53,123	55,731	69,537	76,749	87,487	94,084
12	47,291	51,741	54,657	57,265	71,072	78,283	89,022	95,618
13	48,825	53,275	56,191	58,799	72,606	79,817	90,557	97,152
14	50,359	54,809	57,724	60,333	74,140	81,351	92,091	98,686
15	51,894	56,343	59,258	61,867	75,674	82,885	93,625	100,220
16	53,429	57,878	60,792	63,401	77,208	84,419	95,158	101,755
17	54,963	59,413	62,326	64,935	78,743	85,953	96,692	103,289
18	56,497	60,947	63,861	66,469	80,277	87,487	98,226	104,823
19	58,031	62,481	65,395	68,003	81,811	89,022	99,760	106,357
20	59,565	64,015	66,929	69,537	83,345	90,557	101,294	107,892
21	61,099	65,549	68,463	71,072	84,879	92,091	102,828	109,427
22	62,634	67,082	69,998	72,606	86,413	93,625	104,363	110,961
23	64,168	68,616	71,532	74,140	87,948	95,158	105,897	112,495
24	65,702	70,150	73,066	75,674	89,482	96,692	107,432	114,029
25	67,236	71,685	74,600	77,208	91,017	98,226	108,966	115,563
26	68,271	72,720	75,635	78,244	92,052	99,261	110,001	116,599
27	68,781	73,230	76,144	78,754	92,562	99,772	110,512	117,109
28	69,712	74,206	77,150	79,786	93,731	101,013	111,861	118,523
29	71,348	75,950	78,964	81,664	95,945	103,402	114,511	121,335
Over 29	72,294	76,959	80,015	82,753	97,232	104,792	116,054	122,973

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.

**TEMPORARY**  
**ARTICLE 17**  
**SALARY SCALES**  
**CENTRAL OFFICE TECHNICAL, 12 MONTH**  
**SCHOOL-BASED EMPLOYEES, 12 MONTH**  
**FISCAL YEAR 2019**

<b>GRADE</b>	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>
<b>STEP</b>								
1	37,352	42,691	46,189	49,319	65,889	74,542	87,429	95,345
2	38,126	43,464	46,962	50,092	66,662	75,315	88,202	96,118
3	39,672	45,010	48,509	51,639	68,208	76,861	89,748	97,664
4	41,218	46,557	50,056	53,185	69,755	78,408	91,295	99,210
5	42,765	48,103	51,602	54,731	71,302	79,955	92,842	100,757
6	44,311	49,650	53,149	56,278	72,848	81,501	94,389	102,305
7	45,857	51,197	54,695	57,825	74,394	83,047	95,934	103,851
8	47,404	52,743	56,241	59,371	75,940	84,593	97,481	105,397
9	48,951	54,289	57,788	60,918	77,487	86,139	99,028	106,944
10	50,497	55,836	59,335	62,464	79,033	87,685	100,574	108,490
11	52,044	57,382	60,881	64,010	80,579	89,232	102,121	110,036
12	53,590	58,929	62,427	65,557	82,126	90,779	103,667	111,583
13	55,137	60,476	63,974	67,104	83,672	92,325	105,213	113,130
14	56,684	62,022	65,520	68,651	85,218	93,872	106,758	114,676
15	58,231	63,569	67,066	70,197	86,765	95,418	108,305	116,222
16	59,776	65,116	68,613	71,743	88,313	96,964	109,853	117,769
17	61,323	66,662	70,160	73,289	89,859	98,512	111,399	119,316
18	62,869	68,208	71,706	74,836	91,405	100,059	112,945	120,863
19	64,415	69,755	73,251	76,382	92,952	101,604	114,492	122,409
20	65,962	71,302	74,798	77,928	94,498	103,151	116,038	123,956
21	67,509	72,848	76,345	79,475	96,044	104,698	117,584	125,502
22	69,055	74,394	77,891	81,022	97,591	106,244	119,131	127,047
23	70,600	75,940	79,438	82,567	99,138	107,791	120,678	128,595
24	72,147	77,487	80,985	84,114	100,684	109,338	122,224	130,142
25	73,694	79,033	82,531	85,661	102,230	110,884	123,771	131,688
26	74,736	80,074	83,572	86,703	103,272	111,925	124,812	132,729
27	75,337	80,674	84,173	87,303	103,872	112,526	125,413	133,330
28	76,425	81,816	85,349	88,510	105,246	113,986	127,002	134,998
29	78,205	83,727	87,345	90,582	107,722	116,671	130,002	138,190
Over 29	79,230	84,829	88,496	91,779	109,156	118,229	131,745	140,046

**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.

**TEMPORARY**  
**ARTICLE 17**  
**SALARY SCALES**  
**FOOD AND NUTRITION**  
**SERVICE**  
**ASSISTANTS**  
**FISCAL YEAR 2019**

	<b>GRADE</b>	<b>GRADE</b>
<b>STEP</b>	<b>II</b>	<b>III</b>
1	12.65	13.14
2	12.77	13.40
3	13.12	13.89
4	13.59	14.39
5	14.09	14.92
6	14.60	15.47
7	15.13	16.02
8	15.67	16.60
9	16.24	17.20
10	16.84	17.84
11	17.47	18.50
12	18.10	19.18
13	18.76	19.88
14	19.44	20.62
15	20.04	21.22
16	20.46	21.65
17	20.84	22.05
18	21.31	22.56
Over 18	21.57	22.84

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.



## **APPENDIX A**

### **Benefits Advisory Committee**

The Board agrees to establish a Benefits Advisory Committee to provide recommendations into maintaining quality and affordable benefits. It is understood that the recommendations of the committee do not constitute negotiations and are only advisory.

The focus of the committee shall be to:

- A. Make recommendations on cost containment strategies;
- B. Study, discuss and recommend possible plan design changes and rate setting;
- C. Develop strategies to educate employees regarding benefit plans;
- D. Make recommendations on the insurance fund balance/reserve;
- E. Make recommendations on the HCPSS budget mark for funding employee benefits;
- F. Evaluate insurance vendor bids;
- G. Participate in benefit bid process;
- H. Review monthly reports of claims data s compared to the projection of costs to be aware of the trends.

The Benefits Advisory Committee will be provided with full access, within HIPAA guidelines, to plan utilization and vendor performance, outcome and cost data, including vendor contracts, to facilitate their work towards increasing market transparency and reducing costs.

The Benefits Advisory Committee will meet at least six (6) times per year. The committee will report to the Chief Business and Technology Officer on its work as needed. A copy of their report(s) will be forwarded to the Association/Union president for possible use in negotiations.

The composition of the committee will include up to three (3) representatives appointed by and representing the Board, one (1) representative from each bargaining unit within the Association/Union (e.g., HCEA-Certificated and HCEA-ESP) appointed by the President who is a current employee or the president may appointment himself/herself, one (1) representative from each of the other employee groups appointed by their president or the president may appoint himself/herself, and one (1) person representing the retired employees' association.

The Association/Union representative appointed to the committee shall be released from his/her duties, if necessary, for meetings of the committee without loss of salary whenever such meetings are held during the duty day.

Once appointed, the Committee will elect a chairperson and vice chairperson from the employee/retiree representatives group. The committee shall develop operational procedures to assist them in their work, which may include subject matter experts, to support the focus of the committee as indicated above.