

WEST VIRGINIA LEGISLATURE

2016 REGULAR SESSION

Introduced

House Bill 4703

BY DELEGATES PERRY, RODIGHIERO AND MOYE

[Introduced February 23, 2016; Referred
to the Committee on Education.]

1 A BILL to amend and reenact §18A-4-8 and §18A-4-8a of the Code of West Virginia, 1931, as
 2 amended, all relating to reclassifying Early Childhood Classroom Assistant Teacher I, II
 3 and III positions as Aide V, Aide VI and Aide VII positions, respectively; defining terms;
 4 and providing that pay grades remain the same.

Be it enacted by the Legislature of West Virginia:

1 That §18A-4-8 and §18A-4-8a of the Code of West Virginia, 1931, as amended, be
 2 amended and reenacted, all to read as follows:

ARTICLE 4. SALARIES, WAGES AND OTHER BENEFITS.

§18A-4-8. Employment term and class titles of service personnel; definitions.

1 (a) The purpose of this section is to establish an employment term and class titles for
 2 service personnel. The employment term for service personnel may not be less than ten months.
 3 A month is defined as twenty employment days. The county board may contract with all or part of
 4 these service personnel for a longer term.

5 (b) Service personnel employed on a yearly or twelve-month basis may be employed by
 6 calendar months. Whenever there is a change in job assignment during the school year, the
 7 minimum pay scale and any county supplement are applicable.

8 (c) Service personnel employed in the same classification for more than the two hundred-
 9 day minimum employment term are paid for additional employment at a daily rate of not less than
 10 the daily rate paid for the two hundred-day minimum employment term.

11 (d) A service person may not be required to report for work more than five days per week
 12 without his or her agreement, and no part of any working day may be accumulated by the
 13 employer for future work assignments, unless the employee agrees thereto.

14 (e) If a service person whose regular work week is scheduled from Monday through Friday
 15 agrees to perform any work assignments on a Saturday or Sunday, the service person is paid for
 16 at least one-half day of work for each day he or she reports for work. If the service person works
 17 more than three and one-half hours on any Saturday or Sunday, he or she is paid for at least a

18 full day of work for each day.

19 (f) A custodian, aide, maintenance, office and school lunch service person required to
20 work a daily work schedule that is interrupted is paid additional compensation in accordance with
21 this subsection.

22 (1) A maintenance person means a person who holds a classification title other than in a
23 custodial, aide, school lunch, office or transportation category as provided in section one, article
24 one of this chapter.

25 (2) A service person's schedule is considered to be interrupted if he or she does not work
26 a continuous period in one day. Aides are not regarded as working an interrupted schedule when
27 engaged exclusively in the duties of transporting students;

28 (3) The additional compensation provided in this subsection:

29 (A) Is equal to at least one eighth of a service person's total salary as provided by the state
30 minimum pay scale and any county pay supplement; and

31 (B) Is payable entirely from county board funds.

32 (g) When there is a change in classification or when a service person meets the
33 requirements of an advanced classification, his or her salary shall be made to comply with the
34 requirements of this article and any county salary schedule in excess of the minimum
35 requirements of this article, based upon the service person's advanced classification and
36 allowable years of employment.

37 (h) A service person's contract, as provided in section five, article two of this chapter, shall
38 state the appropriate monthly salary the employee is to be paid, based on the class title as
39 provided in this article and on any county salary schedule in excess of the minimum requirements
40 of this article.

41 (i) The column heads of the state minimum pay scale and class titles, set forth in section
42 eight-a of this article, are defined as follows:

43 (1) "Pay grade" means the monthly salary applicable to class titles of service personnel;

44 (2) "Years of employment" means the number of years which an employee classified as a
45 service person has been employed by a county board in any position prior to or subsequent to
46 the effective date of this section and includes service in the Armed Forces of the United States, if
47 the employee was employed at the time of his or her induction. For the purpose of section eight-
48 a of this article, years of employment is limited to the number of years shown and allowed under
49 the state minimum pay scale as set forth in section eight-a of this article;

50 (3) "Class title" means the name of the position or job held by a service person;

51 (4) "Accountant I" means a person employed to maintain payroll records and reports and
52 perform one or more operations relating to a phase of the total payroll;

53 (5) "Accountant II" means a person employed to maintain accounting records and to be
54 responsible for the accounting process associated with billing, budgets, purchasing and related
55 operations;

56 (6) "Accountant III" means a person employed in the county board office to manage and
57 supervise accounts payable, payroll procedures, or both;

58 (7) "Accounts payable supervisor" means a person employed in the county board office
59 who has primary responsibility for the accounts payable function and who either has completed
60 twelve college hours of accounting courses from an accredited institution of higher education or
61 has at least eight years of experience performing progressively difficult accounting tasks.
62 Responsibilities of this class title may include supervision of other personnel;

63 (8) "Aide I" means a person selected and trained for a teacher-aide classification such as
64 monitor aide, clerical aide, classroom aide or general aide;

65 (9) "Aide II" means a service person referred to in the "Aide I" classification who has
66 completed a training program approved by the state board, or who holds a high school diploma
67 or has received a general educational development certificate. Only a person classified in an Aide
68 II class title may be employed as an aide in any special education program

69 (10) "Aide III" means a service person referred to in the "Aide I" classification who holds a

70 high school diploma or a general educational development certificate; and

71 (A) Has completed six semester hours of college credit at an institution of higher
72 education; or

73 (B) Is employed as an aide in a special education program and has one year's experience
74 as an aide in special education;

75 (11) "Aide IV" means a service person referred to in the "Aide I" classification who holds
76 a high school diploma or a general educational development certificate; and

77 (A) Has completed eighteen hours of state board-approved college credit at a regionally
78 accredited institution of higher education, or

79 (B) Has completed fifteen hours of state board-approved college credit at a regionally
80 accredited institution of higher education; and has successfully completed an in-service training
81 program determined by the state board to be the equivalent of three hours of college credit;

82 (12) "Aide V" means a service person referred to in the "Aide I" classification who holds a
83 high school diploma or a general educational development certificate and has not met the
84 permanent authorization requirements for early childhood classroom teaching assistant teachers
85 as determined by the state board or the permanent authorization requirements for special
86 education teaching assistant as determined by the state board but has enrolled in and is pursuing
87 such requirements;

88 (13) "Aide VI" means a service person referred to in the "Aide I" classification who holds
89 a high school diploma or a general educational development certificate and has met the
90 permanent authorization requirements for early childhood classroom teaching assistant teachers
91 as determined by the state board or the permanent authorization requirements for special
92 education teaching assistant as determined by the state board;

93 (14) "Aide VII" means a service person referred to in the "Aide I" classification who holds
94 a high school diploma or a general educational development certificate and has met the
95 permanent authorization requirements for early childhood classroom teaching assistant teachers

96 as determined by the state board or the permanent authorization requirements for special
97 education teaching assistant as determined by the state board and has met additional
98 requirements comparable to paraprofessional certificate;

99 ~~(12)~~ (15) "Audiovisual technician" means a person employed to perform minor
100 maintenance on audiovisual equipment, films, and supplies and who fills requests for equipment;

101 ~~(13)~~ (16) "Auditor" means a person employed to examine and verify accounts of individual
102 schools and to assist schools and school personnel in maintaining complete and accurate records
103 of their accounts;

104 ~~(14)~~ (17) "Autism mentor" means a person who works with autistic students and who
105 meets standards and experience to be determined by the state board. A person who has held or
106 holds an aide title and becomes employed as an autism mentor shall hold a multiclassification
107 status that includes both aide and autism mentor titles, in accordance with section eight-b of this
108 article;

109 ~~(15)~~ (18) "Braille specialist" means a person employed to provide braille assistance to
110 students. A service person who has held or holds an aide title and becomes employed as a braille
111 specialist shall hold a multiclassification status that includes both aide and braille specialist title,
112 in accordance with section eight-b of this article;

113 ~~(16)~~ (19) "Bus operator" means a person employed to operate school buses and other
114 school transportation vehicles as provided by the state board;

115 ~~(17)~~ (20) "Buyer" means a person employed to review and write specifications, negotiate
116 purchase bids and recommend purchase agreements for materials and services that meet
117 predetermined specifications at the lowest available costs;

118 ~~(18)~~ (21) "Cabinetmaker" means a person employed to construct cabinets, tables,
119 bookcases and other furniture;

120 ~~(19)~~ (22) "Cafeteria manager" means a person employed to direct the operation of a food
121 services program in a school, including assigning duties to employees, approving requisitions for

122 supplies and repairs, keeping inventories, inspecting areas to maintain high standards of
123 sanitation, preparing financial reports and keeping records pertinent to food services of a school;

124 ~~(20)~~ (23) "Carpenter I" means a person classified as a carpenter's helper;

125 ~~(21)~~ (24) "Carpenter II" means a person classified as a journeyman carpenter;

126 ~~(22)~~ (25) "Chief mechanic" means a person employed to be responsible for directing
127 activities which ensure that student transportation or other county board-owned vehicles are
128 properly and safely maintained;

129 ~~(23)~~ (26) "Clerk I" means a person employed to perform clerical tasks;

130 ~~(24)~~ (27) "Clerk II" means a person employed to perform general clerical tasks, prepare
131 reports and tabulations, and operate office machines;

132 ~~(25)~~ (28) "Computer operator" means a qualified person employed to operate computers;

133 ~~(26)~~ (29) "Cook I" means a person employed as a cook's helper;

134 ~~(27)~~ (30) "Cook II" means a person employed to interpret menus and to prepare and serve
135 meals in a food service program of a school. This definition includes a service person who has
136 been employed as a "Cook I" for a period of four years;

137 ~~(28)~~ (31) "Cook III" means a person employed to prepare and serve meals, make reports,
138 prepare requisitions for supplies, order equipment and repairs for a food service program of a
139 school system;

140 ~~(29)~~ (32) "Crew leader" means a person employed to organize the work for a crew of
141 maintenance employees to carry out assigned projects;

142 ~~(30)~~ (33) "Custodian I" means a person employed to keep buildings clean and free of
143 refuse;

144 ~~(31)~~ (34) "Custodian II" means a person employed as a watchman or groundsman;

145 ~~(32)~~ (35) "Custodian III" means a person employed to keep buildings clean and free of
146 refuse, to operate the heating or cooling systems and to make minor repairs;

147 ~~(33)~~ (36) "Custodian IV" means a person employed as a head custodian. In addition to

148 providing services as defined in "Custodian III" duties may include supervising other custodian
149 personnel;

150 ~~(34)~~ (37) "Director or coordinator of services" means an employee of a county board who
151 is assigned to direct a department or division.

152 (A) Nothing in this subdivision prohibits a professional person or a professional educator
153 from holding this class title;

154 (B) Professional personnel holding this class title may not be defined or classified as
155 service personnel unless the professional person held a service personnel title under this section
156 prior to holding the class title of "director or coordinator of services;"

157 (C) The director or coordinator of services is classified either as a professional person or
158 a service person for state aid formula funding purposes;

159 (D) Funding for the position of director or coordinator of services is based upon the
160 employment status of the director or coordinator either as a professional person or a service
161 person; and

162 (E) A person employed under the class title "director or coordinator of services" may not
163 be exclusively assigned to perform the duties ascribed to any other class title as defined in this
164 subsection: *Provided*, That nothing in this paragraph prohibits a person in this position from being
165 multiclassified;

166 ~~(35)~~ (38) "Draftsman" means a person employed to plan, design and produce detailed
167 architectural/engineering drawings;

168 ~~(36)~~ "Early Childhood Classroom Assistant Teacher I" means a person who does not
169 possess minimum requirements for the permanent authorization requirements, but is enrolled in
170 and pursuing requirements;

171 ~~(37)~~ "Early Childhood Classroom Assistant Teacher II" means a person who has
172 completed the minimum requirements for a state-awarded certificate for early childhood
173 classroom assistant teachers as determined by the state Board;

174 ~~(38) "Early Childhood Classroom Assistant Teacher III" means a person who has~~
175 ~~completed permanent authorization requirements, as well as additional requirements comparable~~
176 ~~to current paraprofessional certificate;~~

177 (39) "Educational Sign Language Interpreter I" means a person employed to provide
178 communication access across all educational environments to students who are deaf or hard of
179 hearing, and who holds the Initial Paraprofessional Certificate – Educational Interpreter pursuant
180 to state board policy;

181 (40) "Educational Sign Language Interpreter II" means a person employed to provide
182 communication access across all educational environments to students who are deaf or hard of
183 hearing, and who holds the Permanent Paraprofessional Certificate – Educational Interpreter
184 pursuant to state board policy;

185 (41) "Electrician I" means a person employed as an apprentice electrician helper or one
186 who holds an electrician helper license issued by the State Fire Marshal;

187 (42) "Electrician II" means a person employed as an electrician journeyman or one who
188 holds a journeyman electrician license issued by the State Fire Marshal;

189 (43) "Electronic technician I" means a person employed at the apprentice level to repair
190 and maintain electronic equipment;

191 (44) "Electronic technician II" means a person employed at the journeyman level to repair
192 and maintain electronic equipment;

193 (45) "Executive secretary" means a person employed as secretary to the county school
194 superintendent or as a secretary who is assigned to a position characterized by significant
195 administrative duties;

196 (46) "Food services supervisor" means a qualified person who is not a professional person
197 or professional educator as defined in section one, article one of this chapter. The food services
198 supervisor is employed to manage and supervise a county school system's food service program.
199 The duties include preparing in-service training programs for cooks and food service employees,

200 instructing personnel in the areas of quantity cooking with economy and efficiency and keeping
201 aggregate records and reports;

202 (47) "Foreman" means a skilled person employed to supervise personnel who work in the
203 areas of repair and maintenance of school property and equipment;

204 (48) "General maintenance" means a person employed as a helper to skilled maintenance
205 employees, and to perform minor repairs to equipment and buildings of a county school system;

206 (49) "Glazier" means a person employed to replace glass or other materials in windows
207 and doors and to do minor carpentry tasks;

208 (50) "Graphic artist" means a person employed to prepare graphic illustrations;

209 (51) "Groundsman" means a person employed to perform duties that relate to the
210 appearance, repair and general care of school grounds in a county school system. Additional
211 assignments may include the operation of a small heating plant and routine cleaning duties in
212 buildings;

213 (52) "Handyman" means a person employed to perform routine manual tasks in any
214 operation of the county school system;

215 (53) "Heating and air conditioning mechanic I" means a person employed at the apprentice
216 level to install, repair and maintain heating and air conditioning plants and related electrical
217 equipment;

218 (54) "Heating and air conditioning mechanic II" means a person employed at the
219 journeyman level to install, repair and maintain heating and air conditioning plants and related
220 electrical equipment;

221 (55) "Heavy equipment operator" means a person employed to operate heavy equipment;

222 (56) "Inventory supervisor" means a person employed to supervise or maintain operations
223 in the receipt, storage, inventory and issuance of materials and supplies;

224 (57) "Key punch operator" means a qualified person employed to operate key punch
225 machines or verifying machines;

226 (58) "Licensed practical nurse" means a nurse, licensed by the West Virginia Board of
227 Examiners for Licensed Practical Nurses, employed to work in a public school under the
228 supervision of a school nurse;

229 (59) "Locksmith" means a person employed to repair and maintain locks and safes;

230 (60) "Lubrication man" means a person employed to lubricate and service gasoline or
231 diesel-powered equipment of a county school system;

232 (61) "Machinist" means a person employed to perform machinist tasks which include the
233 ability to operate a lathe, planer, shaper, threading machine and wheel press. A person holding
234 this class title also should have the ability to work from blueprints and drawings;

235 (62) "Mail clerk" means a person employed to receive, sort, dispatch, deliver or otherwise
236 handle letters, parcels and other mail;

237 (63) "Maintenance clerk" means a person employed to maintain and control a stocking
238 facility to keep adequate tools and supplies on hand for daily withdrawal for all school
239 maintenance crafts;

240 (64) "Mason" means a person employed to perform tasks connected with brick and block
241 laying and carpentry tasks related to these activities;

242 (65) "Mechanic" means a person employed to perform skilled duties independently in the
243 maintenance and repair of automobiles, school buses and other mechanical and mobile
244 equipment to use in a county school system;

245 (66) "Mechanic assistant" means a person employed as a mechanic apprentice and
246 helper;

247 (67) "Multiclassification" means a person employed to perform tasks that involve the
248 combination of two or more class titles in this section. In these instances the minimum salary
249 scale is the higher pay grade of the class titles involved;

250 (68) "Office equipment repairman I" means a person employed as an office equipment
251 repairman apprentice or helper;

252 (69) "Office equipment repairman II" means a person responsible for servicing and
253 repairing all office machines and equipment. A person holding this class title is responsible for the
254 purchase of parts necessary for the proper operation of a program of continuous maintenance
255 and repair;

256 (70) "Painter" means a person employed to perform duties painting, finishing and
257 decorating wood, metal and concrete surfaces of buildings, other structures, equipment,
258 machinery and furnishings of a county school system;

259 (71) "Paraprofessional" means a person certified pursuant to section two-a, article three
260 of this chapter to perform duties in a support capacity including, but not limited to, facilitating in
261 the instruction and direct or indirect supervision of students under the direction of a principal, a
262 teacher or another designated professional educator.

263 (A) A person employed on the effective date of this section in the position of an aide may
264 not be subject to a reduction in force or transferred to create a vacancy for the employment of a
265 paraprofessional;

266 (B) A person who has held or holds an aide title and becomes employed as a
267 paraprofessional shall hold a multiclassification status that includes both aide and
268 paraprofessional titles in accordance with section eight-b of this article; and

269 (C) When a service person who holds an aide title becomes certified as a paraprofessional
270 and is required to perform duties that may not be performed by an aide without paraprofessional
271 certification, he or she shall receive the paraprofessional title pay grade;

272 (72) "Payroll supervisor" means a person employed in the county board office who has
273 primary responsibility for the payroll function and who either has completed twelve college hours
274 of accounting from an accredited institution of higher education or has at least eight years of
275 experience performing progressively difficult accounting tasks. Responsibilities of this class title
276 may include supervision of other personnel;

277 (73) "Plumber I" means a person employed as an apprentice plumber and helper;

278 (74) "Plumber II" means a person employed as a journeyman plumber;

279 (75) "Printing operator" means a person employed to operate duplication equipment, and
280 to cut, collate, staple, bind and shelve materials as required;

281 (76) "Printing supervisor" means a person employed to supervise the operation of a print
282 shop;

283 (77) "Programmer" means a person employed to design and prepare programs for
284 computer operation;

285 (78) "Roofing/sheet metal mechanic" means a person employed to install, repair, fabricate
286 and maintain roofs, gutters, flashing and duct work for heating and ventilation;

287 (79) "Sanitation plant operator" means a person employed to operate and maintain a water
288 or sewage treatment plant to ensure the safety of the plant's effluent for human consumption or
289 environmental protection;

290 (80) "School bus supervisor" means a qualified person:

291 (A) Employed to assist in selecting school bus operators and routing and scheduling
292 school buses, operate a bus when needed, relay instructions to bus operators, plan emergency
293 routing of buses and promote good relationships with parents, students, bus operators and other
294 employees; and

295 (B) Certified to operate a bus or previously certified to operate a bus;

296 (81) "Secretary I" means a person employed to transcribe from notes or mechanical
297 equipment, receive callers, perform clerical tasks, prepare reports and operate office machines;

298 (82) "Secretary II" means a person employed in any elementary, secondary, kindergarten,
299 nursery, special education, vocational, or any other school as a secretary. The duties may include
300 performing general clerical tasks; transcribing from notes; stenotype, mechanical equipment or a
301 sound-producing machine; preparing reports; receiving callers and referring them to proper
302 persons; operating office machines; keeping records and handling routine correspondence.
303 Nothing in this subdivision prevents a service person from holding or being elevated to a higher

304 classification;

305 (83) "Secretary III" means a person assigned to the county board office administrators in
306 charge of various instructional, maintenance, transportation, food services, operations and health
307 departments, federal programs or departments with particular responsibilities in purchasing and
308 financial control or any person who has served for eight years in a position which meets the
309 definition of "Secretary II" or "Secretary III";

310 (84) "Sign Support Specialist" means a person employed to provide sign supported
311 speech assistance to students who are able to access environments through audition. A person
312 who has held or holds an aide title and becomes employed as a sign support specialist shall hold
313 a multiclassification status that includes both aide and sign support specialist titles, in accordance
314 with section eight-b of this article.

315 (85) "Supervisor of maintenance" means a skilled person who is not a professional person
316 or professional educator as defined in section one, article one of this chapter. The responsibilities
317 include directing the upkeep of buildings and shops, and issuing instructions to subordinates
318 relating to cleaning, repairs and maintenance of all structures and mechanical and electrical
319 equipment of a county board;

320 (86) "Supervisor of transportation" means a qualified person employed to direct school
321 transportation activities properly and safely, and to supervise the maintenance and repair of
322 vehicles, buses and other mechanical and mobile equipment used by the county school system.
323 After July 1, 2010, all persons employed for the first time in a position with this classification title
324 or in a multiclassification position that includes this title shall have five years of experience working
325 in the transportation department of a county board. Experience working in the transportation
326 department consists of serving as a bus operator, bus aide, assistant mechanic, mechanic, chief
327 mechanic or in a clerical position within the transportation department;

328 (87) "Switchboard operator-receptionist" means a person employed to refer incoming
329 calls, to assume contact with the public, to direct and to give instructions as necessary, to operate

330 switchboard equipment and to provide clerical assistance;

331 (88) "Truck driver" means a person employed to operate light or heavy duty gasoline and
332 diesel-powered vehicles;

333 (89) "Warehouse clerk" means a person employed to be responsible for receiving, storing,
334 packing and shipping goods;

335 (90) "Watchman" means a person employed to protect school property against damage
336 or theft. Additional assignments may include operation of a small heating plant and routine
337 cleaning duties;

338 (91) "Welder" means a person employed to provide acetylene or electric welding services
339 for a school system; and

340 (92) "WVEIS data entry and administrative clerk" means a person employed to work under
341 the direction of a school principal to assist the school counselor or counselors in the performance
342 of administrative duties, to perform data entry tasks on the West Virginia Education Information
343 System, and to perform other administrative duties assigned by the principal.

344 (j) Notwithstanding any provision in this code to the contrary, and in addition to the
345 compensation provided for service personnel in section eight-a of this article, each service person
346 is entitled to all service personnel employee rights, privileges and benefits provided under this or
347 any other chapter of this code without regard to the employee's hours of employment or the
348 methods or sources of compensation.

349 (k) A service person whose years of employment exceeds the number of years shown and
350 provided for under the state minimum pay scale set forth in section eight-a of this article may not
351 be paid less than the amount shown for the maximum years of employment shown and provided
352 for in the classification in which he or she is employed.

353 (l) Each county board shall review each service person's job classification annually and
354 shall reclassify all service persons as required by the job classifications. The state superintendent
355 may withhold state funds appropriated pursuant to this article for salaries for service personnel

356 who are improperly classified by the county boards. Further, the state superintendent shall order
357 a county board to correct immediately any improper classification matter and, with the assistance
358 of the Attorney General, shall take any legal action necessary against any county board to enforce
359 the order.

360 (m) Without his or her written consent, a service person may not be:

361 (1) Reclassified by class title; or

362 (2) Relegated to any condition of employment which would result in a reduction of his or
363 her salary, rate of pay, compensation or benefits earned during the current fiscal year; or for which
364 he or she would qualify by continuing in the same job position and classification held during that
365 fiscal year and subsequent years.

366 (n) Any county board failing to comply with the provisions of this article may be compelled
367 to do so by mandamus and is liable to any party prevailing against the board for court costs and
368 the prevailing party's reasonable attorney fee, as determined and established by the court.

369 (o) Notwithstanding any provision of this code to the contrary, a service person who holds
370 a continuing contract in a specific job classification and who is physically unable to perform the
371 job's duties as confirmed by a physician chosen by the employee, shall be given priority status
372 over any employee not holding a continuing contract in filling other service personnel job
373 vacancies if the service person is qualified as provided in section eight-e of this article.

374 (p) Any person employed in an aide position on the effective date of this section may not
375 be transferred or subject to a reduction in force for the purpose of creating a vacancy for the
376 employment of a licensed practical nurse.

377 (q) Without the written consent of the service person, a county board may not establish
378 the beginning work station for a bus operator or transportation aide at any site other than a county
379 board-owned facility with available parking. The workday of the bus operator or transportation
380 aide commences at the bus at the designated beginning work station and ends when the
381 employee is able to leave the bus at the designated beginning work station, unless he or she

382 agrees otherwise in writing. The application or acceptance of a posted position may not be
383 construed as the written consent referred to in this subsection.

384 (r) Itinerant status means a service person who does not have a fixed work site and may
385 be involuntarily reassigned to another work site. A service person is considered to hold itinerant
386 status if he or she has bid upon a position posted as itinerant or has agreed to accept this status.
387 A county board may establish positions with itinerant status only within the aide and autism mentor
388 classification categories and only when the job duties involve exceptional students. A service
389 person with itinerant status may be assigned to a different work site upon written notice ten days
390 prior to the reassignment without the consent of the employee and without posting the vacancy.
391 A service person with itinerant status may be involuntarily reassigned no more than twice during
392 the school year. At the conclusion of each school year, the county board shall post and fill,
393 pursuant to section eight-b of this article, all positions that have been filled without posting by a
394 service person with itinerant status. A service person who is assigned to a beginning and ending
395 work site and travels at the expense of the county board to other work sites during the daily
396 schedule, is not considered to hold itinerant status.

397 (s) Any service person holding a classification title on June 30, 2013 that is removed from
398 the classification schedule pursuant to amendment and reenactment of this section in the year
399 2013, has his or her employment contract revised as follows:

400 (1) Any service person holding the Braille or Sign Language Specialist classification title
401 has that classification title renamed on his or her employment contract as either Braille Specialist
402 or Sign Support Specialist. This action does not result in a loss or reduction of salary or
403 supplement by any employee. Any seniority earned in the Braille or Sign Language Specialist
404 classification prior to July 1, 2013, continues to be credited as seniority earned in the Braille
405 Specialist or Sign Support Specialist classification;

406 (2) Any service person holding the Paraprofessional classification title and holding the
407 Initial Paraprofessional Certificate - Educational Interpreter has the title Educational Sign

408 Language Interpreter I added to his or her employment contract. This action does not result in a
409 loss or reduction of salary or supplement by any employee. Any seniority earned in the
410 Paraprofessional classification prior to July 1, 2013, continues to be credited as seniority earned
411 in the Educational Sign Language Interpreter I classification; and

412 (3) Any service person holding the Paraprofessional classification title and holding the
413 Permanent Paraprofessional Certificate – Educational Interpreter has the title Educational Sign
414 Language Interpreter II added to his or her employment contract. This action does not result in a
415 loss or reduction of salary or supplement by any employee. Any seniority earned in the
416 Paraprofessional classification prior to July 1, 2013, continues to be credited as seniority earned
417 in the Educational Sign Language Interpreter II classification;

418 (t) Any person employed as an aide Aide I, Aide II, Aide III or Aide IV in a kindergarten
419 program who is eligible for full retirement benefits before the first day of the instructional term in
420 the 2020-2021 school year, may not be subject to a reduction in force or transferred to create a
421 vacancy for the employment of a less senior Early Childhood Classroom Assistant Teacher;

422 ~~(u) A person who has held or holds an aide title and becomes employed as an Early~~
423 ~~Childhood Classroom Assistant Teacher shall hold a multiclassification status that includes aide~~
424 ~~and/or paraprofessional titles in accordance with section eight-b of this article An Early Childhood~~
425 ~~Classroom Assistant Teacher I, II or III shall be reclassified as an Aide V, Aide VI or an Aide VII.~~
426 ~~People holding an Early Childhood Classroom Assistant Teacher certificate and employed as~~
427 ~~such will have their certification and their seniority transferred to the positions of Aide V, Aide VI~~
428 ~~or Aide VII.~~

§18A-4-8a. Service personnel minimum monthly salaries.

1 (a) The minimum monthly pay for each service employee shall be as follows:

2 (1) Beginning July 1, 2014, and continuing thereafter, the minimum monthly pay for each
3 service employee whose employment is for a period of more than three and one-half hours a day
4 shall be at least the amounts indicated in the state Minimum Pay Scale Pay Grade and the

5 minimum monthly pay for each service employee whose employment is for a period of three and
 6 one-half hours or less a day shall be at least one-half the amount indicated in the state Minimum
 7 Pay Scale Pay Grade set forth in this subdivision.

8 STATE MINIMUM PAY SCALE PAY GRADE

9	Years								
10	Exp.	Pay Grade							
		<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>
	0	1,660	1,681	1,723	1,776	1,829	1,892	1,924	1,997
	1	1,692	1,714	1,755	1,808	1,862	1,925	1,956	2,030
	2	1,725	1,746	1,788	1,841	1,894	1,957	1,989	2,062
	3	1,757	1,779	1,821	1,874	1,927	1,990	2,022	2,095
	4	1,790	1,812	1,853	1,906	1,959	2,023	2,054	2,129
	5	1,823	1,844	1,886	1,939	1,992	2,055	2,087	2,161
	6	1,855	1,877	1,920	1,972	2,025	2,088	2,120	2,194
	7	1,889	1,909	1,952	2,004	2,057	2,121	2,152	2,227
	8	1,922	1,942	1,985	2,037	2,090	2,153	2,185	2,259
	9	1,954	1,975	2,018	2,071	2,123	2,186	2,217	2,292
	10	1,987	2,008	2,050	2,103	2,155	2,220	2,251	2,325
	11	2,020	2,041	2,083	2,136	2,188	2,252	2,284	2,357
	12	2,052	2,074	2,115	2,169	2,222	2,285	2,316	2,390
	13	2,085	2,106	2,148	2,201	2,254	2,317	2,349	2,423
	14	2,118	2,139	2,181	2,234	2,287	2,350	2,382	2,455
	15	2,150	2,172	2,213	2,266	2,319	2,383	2,414	2,488
	16	2,183	2,204	2,246	2,299	2,352	2,415	2,447	2,521
	17	2,215	2,237	2,280	2,332	2,385	2,448	2,480	2,554
	18	2,248	2,270	2,312	2,364	2,417	2,481	2,512	2,587
	19	2,282	2,302	2,345	2,397	2,450	2,513	2,545	2,619
	20	2,314	2,335	2,378	2,431	2,483	2,546	2,578	2,653
	21	2,347	2,367	2,410	2,463	2,515	2,579	2,610	2,687
	22	2,380	2,401	2,443	2,496	2,548	2,612	2,644	2,719
	23	2,412	2,434	2,476	2,529	2,582	2,646	2,678	2,753
	24	2,445	2,466	2,508	2,561	2,614	2,680	2,711	2,787
	25	2,478	2,499	2,541	2,594	2,648	2,712	2,745	2,819

26	2,510	2,532	2,573	2,628	2,682	2,746	2,777	2,853
27	2,543	2,564	2,606	2,660	2,714	2,778	2,811	2,886
28	2,576	2,597	2,640	2,694	2,748	2,812	2,845	2,920
29	2,608	2,631	2,673	2,726	2,781	2,846	2,877	2,954
30	2,642	2,663	2,707	2,760	2,814	2,878	2,911	2,987
31	2,675	2,697	2,741	2,794	2,848	2,912	2,945	3,020
32	2,709	2,730	2,773	2,827	2,880	2,946	2,977	3,054
33	2,743	2,763	2,807	2,861	2,914	2,978	3,011	3,087
34	2,775	2,797	2,841	2,895	2,948	3,012	3,045	3,120
35	2,809	2,831	2,873	2,927	2,980	3,046	3,078	3,154
36	2,843	2,864	2,907	2,961	3,015	3,079	3,112	3,186
37	2,875	2,898	2,941	2,995	3,049	3,113	3,145	3,220
38	2,909	2,930	2,973	3,027	3,081	3,146	3,178	3,254
39	2,943	2,964	3,007	3,061	3,115	3,179	3,212	3,286
40	2,975	2,998	3,040	3,094	3,149	3,213	3,245	3,320

11

12 (2) Each service employee shall receive the amount prescribed in the Minimum Pay Scale
 13 in accordance with the provisions of this subsection according to their class title and pay grade
 14 as set forth in this subdivision:

15	CLASS TITLE	PAY GRADE
16	Accountant I	D
17	Accountant II	E
18	Accountant III	F
19	Accounts Payable Supervisor	G
20	Aide I	A
21	Aide II	B
22	Aide III	C
23	Aide IV	D
24	<u>Aide V</u>	<u>E</u>
25	<u>Aide VI.....</u>	<u>E</u>

26	<u>Aide VII</u>	<u>F</u>
27	Audiovisual Technician	C
28	Auditor	G
29	Autism Mentor	F
30	Braille Specialist	E
31	Bus Operator	D
32	Buyer	F
33	Cabinetmaker	G
34	Cafeteria Manager	D
35	Carpenter I	E
36	Carpenter II	F
37	Chief Mechanic	G
38	Clerk I	B
39	Clerk II	C
40	Computer Operator	E
41	Cook I	A
42	Cook II	B
43	Cook III	C
44	Crew Leader	F
45	Custodian I	A
46	Custodian II	B
47	Custodian III	C
48	Custodian IV	D
49	Director or Coordinator of Services	H
50	Draftsman	D
51	Early Childhood Classroom Assistant Teacher I	E

52	Early Childhood Classroom Assistant Teacher II	E
53	Early Childhood Classroom Assistant Teacher III	F
54	Educational Sign Language Interpreter I	F
55	Educational Sign Language Interpreter II	G
56	Electrician I	F
57	Electrician II	G
58	Electronic Technician I	F
59	Electronic Technician II	G
60	Executive Secretary	G
61	Food Services Supervisor	G
62	Foreman	G
63	General Maintenance	C
64	Glazier	D
65	Graphic Artist	D
66	Groundsman	B
67	Handyman	B
68	Heating and Air Conditioning Mechanic I	E
69	Heating and Air Conditioning Mechanic II	G
70	Heavy Equipment Operator	E
71	Inventory Supervisor	D
72	Key Punch Operator	B
73	Licensed Practical Nurse	F
74	Locksmith	G
75	Lubrication Man	C
76	Machinist	F
77	Mail Clerk	D

78	Maintenance Clerk	C
79	Mason	G
80	Mechanic	F
81	Mechanic Assistant	E
82	Office Equipment Repairman I	F
83	Office Equipment Repairman II	G
84	Painter	E
85	Paraprofessional	F
86	Payroll Supervisor	G
87	Plumber I	E
88	Plumber II	G
89	Printing Operator	B
90	Printing Supervisor	D
91	Programmer	H
92	Roofing/Sheet Metal Mechanic	F
93	Sanitation Plant Operator	G
94	School Bus Supervisor	E
95	Secretary I	D
96	Secretary II	E
97	Secretary III	F
98	Sign Support Specialist	E
99	Supervisor of Maintenance	H
100	Supervisor of Transportation	H
101	Switchboard Operator-Receptionist	D
102	Truck Driver	D
103	Warehouse Clerk	C

104 WatchmanB

105 Welder F

106 WVEIS Data Entry and Administrative ClerkB

107 (b) An additional \$12 per month is added to the minimum monthly pay of each service
108 person who holds a high school diploma or its equivalent.

109 (c) An additional \$11 per month also is added to the minimum monthly pay of each service
110 person for each of the following:

111 (1) A service person who holds twelve college hours or comparable credit obtained in a
112 trade or vocational school as approved by the state board;

113 (2) A service person who holds twenty-four college hours or comparable credit obtained
114 in a trade or vocational school as approved by the state board;

115 (3) A service person who holds thirty-six college hours or comparable credit obtained in a
116 trade or vocational school as approved by the state board;

117 (4) A service person who holds forty-eight college hours or comparable credit obtained in
118 a trade or vocational school as approved by the state board;

119 (5) A service employee who holds sixty college hours or comparable credit obtained in a
120 trade or vocational school as approved by the state board;

121 (6) A service person who holds seventy-two college hours or comparable credit obtained
122 in a trade or vocational school as approved by the state board;

123 (7) A service person who holds eighty-four college hours or comparable credit obtained in
124 a trade or vocational school as approved by the state board;

125 (8) A service person who holds ninety-six college hours or comparable credit obtained in
126 a trade or vocational school as approved by the state board;

127 (9) A service person who holds one hundred eight college hours or comparable credit
128 obtained in a trade or vocational school as approved by the state board;

129 (10) A service person who holds one hundred twenty college hours or comparable credit

130 obtained in a trade or vocational school as approved by the state board.

131 (d) An additional \$40 per month also is added to the minimum monthly pay of each service
132 person for each of the following:

133 (1) A service person who holds an associate's degree;

134 (2) A service person who holds a bachelor's degree;

135 (3) A service person who holds a master's degree;

136 (4) A service person who holds a doctorate degree.

137 (e) An additional \$11 per month is added to the minimum monthly pay of each service
138 person for each of the following:

139 (1) A service person who holds a bachelor's degree plus fifteen college hours;

140 (2) A service person who holds a master's degree plus fifteen college hours;

141 (3) A service person who holds a master's degree plus thirty college hours;

142 (4) A service person who holds a master's degree plus forty-five college hours; and

143 (5) A service person who holds a master's degree plus sixty college hours.

144 (f) To meet the objective of salary equity among the counties, each service person is paid
145 an equity supplement, as set forth in section five of this article, of \$164 per month, subject to the
146 provisions of that section. These payments: (i) Are in addition to any amounts prescribed in the
147 applicable State Minimum Pay Scale Pay Grade, any specific additional amounts prescribed in
148 this section and article and any county supplement in effect in a county pursuant to section five-
149 b of this article; (ii) are paid in equal monthly installments; and (iii) are considered a part of the
150 state minimum salaries for service personnel.

151 (g) When any part of a school service person's daily shift of work is performed between
152 the hours of six o'clock p. m. and five o'clock a. m. the following day, the employee is paid no less
153 than an additional \$10 per month and one half of the pay is paid with local funds.

154 (h) Any service person required to work on any legal school holiday is paid at a rate one
155 and one-half times the person's usual hourly rate.

156 (i) Any full-time service personnel required to work in excess of their normal working day
157 during any week which contains a school holiday for which they are paid is paid for the additional
158 hours or fraction of the additional hours at a rate of one and one-half times their usual hourly rate
159 and paid entirely from county board funds.

160 (j) A service person may not have his or her daily work schedule changed during the school
161 year without the employee's written consent and the person's required daily work hours may not
162 be changed to prevent the payment of time and one-half wages or the employment of another
163 employee.

164 (k) The minimum hourly rate of pay for extra duty assignments as defined in section eight-
165 b of this article is no less than one seventh of the person's daily total salary for each hour the
166 person is involved in performing the assignment and paid entirely from local funds: *Provided*, That
167 an alternative minimum hourly rate of pay for performing extra duty assignments within a particular
168 category of employment may be used if the alternate hourly rate of pay is approved both by the
169 county board and by the affirmative vote of a two-thirds majority of the regular full-time persons
170 within that classification category of employment within that county: *Provided, however*, That the
171 vote is by secret ballot if requested by a service person within that classification category within
172 that county. The salary for any fraction of an hour the employee is involved in performing the
173 assignment is prorated accordingly. When performing extra duty assignments, persons who are
174 regularly employed on a one-half day salary basis shall receive the same hourly extra duty
175 assignment pay computed as though the person were employed on a full-day salary basis.

176 (l) The minimum pay for any service personnel engaged in the removal of asbestos
177 material or related duties required for asbestos removal is their regular total daily rate of pay and
178 no less than an additional \$3 per hour or no less than \$5 per hour for service personnel
179 supervising asbestos removal responsibilities for each hour these employees are involved in
180 asbestos-related duties. Related duties required for asbestos removal include, but are not limited
181 to, travel, preparation of the work site, removal of asbestos, decontamination of the work site,

182 placing and removal of equipment and removal of structures from the site. If any member of an
183 asbestos crew is engaged in asbestos-related duties outside of the employee's regular
184 employment county, the daily rate of pay is no less than the minimum amount as established in
185 the employee's regular employment county for asbestos removal and an additional \$30 per each
186 day the employee is engaged in asbestos removal and related duties. The additional pay for
187 asbestos removal and related duties shall be payable entirely from county funds. Before service
188 personnel may be used in the removal of asbestos material or related duties, they shall have
189 completed a federal Environmental Protection Act-approved training program and be licensed.
190 The employer shall provide all necessary protective equipment and maintain all records required
191 by the Environmental Protection Act.

192 (m) For the purpose of qualifying for additional pay as provided in section eight, article five
193 of this chapter, an aide is considered to be exercising the authority of a supervisory aide and
194 control over pupils if the aide is required to supervise, control, direct, monitor, escort or render
195 service to a child or children when not under the direct supervision of a certified professional
196 person within the classroom, library, hallway, lunchroom, gymnasium, school building, school
197 grounds or wherever supervision is required. For purposes of this section, "under the direct
198 supervision of a certified professional person" means that certified professional person is present,
199 with and accompanying the aide.

NOTE: The purpose of this bill is to reclassify Early Childhood Classroom Assistant Teacher I, II and III positions as Aide V, Aide VI and Aide VII positions, respectively. The bill defines terms and provides that pay grades remain the same.

Strike-throughs indicate language that would be stricken from a heading or the present law and underscoring indicates new language that would be added.