

WEST VIRGINIA LEGISLATURE

2023 REGULAR SESSION

Introduced

House Bill 2433

FISCAL
NOTE

By Delegate Toney

[Introduced January 11, 2023; Referred to the Committee
on Education then Finance]

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 creating three separate job titles for school bus operators; and
3 establishing pay scales.

Be it enacted by the Legislature of West Virginia:

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 10 months. A
3 month is defined as 20 employment days. The county board may contract with all or part of these
4 service personnel for a longer term.

5 (b) Service personnel employed on a yearly or 12-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 200-day
9 minimum employment term are paid for additional employment at a daily rate of not less than the
10 daily rate paid for the 200-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 at
16 least one-half day of work for each day he or she reports for work. If the service person works more
17 than three and one-half hours on any Saturday or Sunday, he or she is paid for at least a full day of
18 work for each day.

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

21 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 §18A-1-1 of this
24 code.

25 (2) A service person's schedule is considered to be interrupted if he or she does not work a
26 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 §18A-2-5 of this code, shall state the
38 appropriate monthly salary the employee is to be paid, based on the class title as provided in this
39 article and on any county salary schedule in excess of the minimum requirements of this article.

40 (i) The column heads of the state minimum pay scale and class titles, set forth in §18A-4-
41 8a of this code, are defined as follows:

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

43 (2) "Years of employment" means the number of years which an employee classified as a
44 service person has been employed by a county board in any position prior to or subsequent to the
45 effective date of this section and includes service in the armed forces of the United States, if the
46 employee was employed at the time of his or her induction. For the purpose of §18A-4-8a of this

47 code, years of employment is limited to the number of years shown and allowed under the state
48 minimum pay scale as set forth in §18A-4-8a of this code;

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

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

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

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

57 (7) "Accounts payable supervisor" means a person employed in the county board office
58 who has primary responsibility for the accounts payable function and who either has completed 12
59 college hours of accounting courses from an accredited institution of higher education or has at
60 least eight years of experience performing progressively difficult accounting tasks.
61 Responsibilities of this class title may include supervision of other personnel;

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

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

68 (10) "Aide III" means a service person referred to in the "Aide I" classification who holds a
69 high school diploma or a general educational development certificate; and

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

71 or

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

73 as an aide in special education;

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

76 (A) Has completed 18 hours of State Board-approved college credit at a regionally
77 accredited institution of higher education, or

78 (B) Has completed 15 hours of State Board-approved college credit at a regionally
79 accredited institution of higher education; and has successfully completed an in-service training
80 program determined by the State Board to be the equivalent of three hours of college credit;

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

83 (13) "Auditor" means a person employed to examine and verify accounts of individual
84 schools and to assist schools and school personnel in maintaining complete and accurate records
85 of their accounts;

86 (14) "Autism mentor" means a person who works with autistic students and who meets
87 standards and experience to be determined by the State Board. A person who has held or holds
88 an aide title and becomes employed as an autism mentor shall hold a multiclassification status that
89 includes both aide and autism mentor titles, in accordance with §18A-4-8b of this code;

90 (15) "Braille specialist" means a person employed to provide braille assistance to students.
91 A service person who has held or holds an aide title and becomes employed as a braille specialist
92 shall hold a multiclassification status that includes both aide and braille specialist title, in
93 accordance with §18A-4-8b of this code;

94 (16) "~~Bus operator~~" "Bus Operator I" means a person employed to operate school buses
95 and other school transportation vehicles as provided by the State Board who has accumulated
96 less than five years' service operating those vehicles;

97 (17) "Bus operator II" means a person employed to operate school buses and other school
98 transportation vehicles as provided by the State Board, who has accumulated at least five years'

99 service operating those vehicles;

100 (18) "Bus operator III" means a person employed to operate school buses and other school
101 transportation vehicles as provided by the State Board, who has accumulated at least ten years'

102 service operating those vehicles;

103 ~~(17)~~ (19) "Buyer" means a person employed to review and write specifications, negotiate
104 purchase bids and recommend purchase agreements for materials and services that meet
105 predetermined specifications at the lowest available costs;

106 ~~(18)~~ (20) "Cabinetmaker" means a person employed to construct cabinets, tables,
107 bookcases and other furniture;

108 ~~(19)~~ (21) "Cafeteria manager" means a person referred to in the Cook III classification who
109 is employed to direct the operation of a food services program in a school, including assigning
110 duties to employees, approving requisitions for supplies and repairs, keeping inventories,
111 inspecting areas to maintain high standards of sanitation, monitoring freezers and temperatures
112 on equipment, communicating with the food service supervisor or food service director, preparing
113 financial reports, keeping records pertinent to food services of a school and maintaining that an
114 appropriate time per day will be for ordering/emailing and paper work as needed;

115 ~~(20)~~ (22) "Carpenter I" means a person classified as a carpenter's helper;

116 ~~(21)~~ (23) "Carpenter II" means a person classified as a journeyman carpenter;

117 ~~(22)~~ (24) "Chief mechanic" means a person employed to be responsible for directing
118 activities which ensure that student transportation or other county board-owned vehicles are
119 properly and safely maintained;

120 ~~(23)~~ (25) "Clerk I" means a person employed to perform clerical tasks;

121 ~~(24)~~ (26) "Clerk II" means a person employed to perform general clerical tasks, prepare
122 reports and tabulations, and operate office machines;

123 ~~(25)~~ (27) "Computer operator" means a qualified person employed to operate computers;

124 ~~(26)~~ (28) "Cook I" means a person employed as a cook's helper;

125 ~~(27)~~ (29) "Cook II" means a person employed to prepare and serve meals in a food service
126 program of a school. This definition includes a service person who has been employed as a "Cook
127 I" for a period of four years;

128 ~~(28)~~ (30) "Cook III" means a person employed to assist the cafeteria manager, interpret
129 menus and to prepare and serve meals, make reports, prepare requisitions for supplies, order
130 equipment and repairs for a food service program of a school system, and act as the cafeteria
131 manager if that employee is absent;

132 ~~(29)~~ (31) "Crew leader" means a person employed to organize the work for a crew of
133 maintenance employees to carry out assigned projects;

134 ~~(30)~~ (32) "Custodian I" means a person employed to keep buildings clean and free of
135 refuse;

136 ~~(31)~~ (33) "Custodian II" means a person employed as a watchman or groundsman;

137 ~~(32)~~ (34) "Custodian III" means a person employed to keep buildings clean and free of
138 refuse, to operate the heating or cooling systems and to make minor repairs;

139 ~~(33)~~ (35) "Custodian IV" means a person employed as a head custodian. In addition to
140 providing services as defined in "Custodian III" duties may include supervising other custodian
141 personnel;

142 ~~(34)~~ (36) "Director or coordinator of services" means an employee of a county board who is
143 assigned to direct a department or division.

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

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

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

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

154 (E) A person employed under the class title "director or coordinator of services" may not be
155 exclusively assigned to perform the duties ascribed to any other class title as defined in this
156 subsection: *Provided*, That nothing in this paragraph prohibits a person in this position from being
157 multi-classified;

158 ~~(35)~~ (37) "Draftsman" means a person employed to plan, design and produce detailed
159 architectural/engineering drawings;

160 ~~(36)~~ (38) "Early childhood classroom assistant teacher I" means a person who does not
161 possess minimum requirements for the permanent authorization requirements, but is enrolled in
162 and pursuing requirements;

163 ~~(37)~~ (39) "Early childhood classroom assistant teacher II" means a person who has
164 completed the minimum requirements for a state-awarded certificate for early childhood
165 classroom assistant teachers as determined by the State Board;

166 ~~(38)~~ (40) "Early childhood classroom assistant teacher III" means a person who has
167 completed permanent authorization requirements, as well as additional requirements comparable
168 to current paraprofessional certificate;

169 ~~(39)~~ (41) "Educational sign language interpreter I" means a person employed to provide
170 communication access across all educational environments to students who are deaf or hard of
171 hearing, and who holds the Initial Paraprofessional Certificate – Educational Interpreter pursuant
172 to State Board policy;

173 ~~(40)~~ (42) "Educational sign language interpreter II" means a person employed to provide
174 communication access across all educational environments to students who are deaf or hard of
175 hearing, and who holds the Permanent Paraprofessional Certificate – Educational Interpreter
176 pursuant to State Board policy;

177 ~~(41)~~ (43) "Electrician I" means a person employed as an apprentice electrician helper or
178 one who holds an electrician helper license issued by the State Fire Marshal;

179 ~~(42)~~ (44) "Electrician II" means a person employed as an electrician journeyman or one
180 who holds a journeyman electrician license issued by the State Fire Marshal;

181 ~~(43)~~ (45) "Electronic technician I" means a person employed at the apprentice level to
182 repair and maintain electronic equipment;

183 ~~(44)~~ (46) "Electronic technician II" means a person employed at the journeyman level to
184 repair and maintain electronic equipment;

185 ~~(45)~~ (47) "Executive secretary" means a person employed as secretary to the county
186 school superintendent or as a secretary who is assigned to a position characterized by significant
187 administrative duties;

188 ~~(46)~~ (48) "Food services supervisor" means a qualified person who is not a professional
189 person or professional educator as defined in §18A-1-1 of this code. The food services supervisor
190 is employed to manage and supervise a county school system's food service program. The duties
191 include preparing in-service training programs for cooks and food service employees, instructing
192 personnel in the areas of quantity cooking with economy and efficiency and keeping aggregate
193 records and reports;

194 ~~(47)~~ (49) "Foreman" means a skilled person employed to supervise personnel who work in
195 the areas of repair and maintenance of school property and equipment;

196 ~~(48)~~ (50) "General maintenance" means a person employed as a helper to skilled
197 maintenance employees, and to perform minor repairs to equipment and buildings of a county
198 school system;

199 ~~(49)~~ (51) "Glazier" means a person employed to replace glass or other materials in
200 windows and doors and to do minor carpentry tasks;

201 ~~(50)~~ (52) "Graphic artist" means a person employed to prepare graphic illustrations;

202 ~~(51)~~ (53) "Groundsman" means a person employed to perform duties that relate to the

203 appearance, repair and general care of school grounds in a county school system. Additional
204 assignments may include the operation of a small heating plant and routine cleaning duties in
205 buildings;

206 ~~(52)~~ (54) "Handyman" means a person employed to perform routine manual tasks in any
207 operation of the county school system;

208 ~~(53)~~ (55) "Heating and air conditioning mechanic I" means a person employed at the
209 apprentice level to install, repair and maintain heating and air conditioning plants and related
210 electrical equipment;

211 ~~(54)~~ (56) "Heating and air conditioning mechanic II" means a person employed at the
212 journeyman level to install, repair and maintain heating and air conditioning plants and related
213 electrical equipment;

214 ~~(55)~~ (57) "Heavy equipment operator" means a person employed to operate heavy
215 equipment;

216 ~~(56)~~ (58) "Inventory supervisor" means a person employed to supervise or maintain
217 operations in the receipt, storage, inventory and issuance of materials and supplies;

218 ~~(57)~~ (59) "Key punch operator" means a qualified person employed to operate key punch
219 machines or verifying machines;

220 ~~(58)~~ (60) "Licensed practical nurse" means a nurse, licensed by the West Virginia Board of
221 Examiners for Licensed Practical Nurses, employed to work in a public school under the
222 supervision of a school nurse;

223 ~~(59)~~ (61) "Locksmith" means a person employed to repair and maintain locks and safes;

224 ~~(60)~~ (62) "Lubrication man" means a person employed to lubricate and service gasoline or
225 diesel-powered equipment of a county school system;

226 ~~(61)~~ (63) "Machinist" means a person employed to perform machinist tasks which include
227 the ability to operate a lathe, planer, shaper, threading machine and wheel press. A person holding
228 this class title also should have the ability to work from blueprints and drawings;

229 ~~(62)~~ (64) "Mail clerk" means a person employed to receive, sort, dispatch, deliver or
230 otherwise handle letters, parcels and other mail;

231 ~~(63)~~ (65) "Maintenance clerk" means a person employed to maintain and control a stocking
232 facility to keep adequate tools and supplies on hand for daily withdrawal for all school maintenance
233 crafts;

234 ~~(64)~~ (66) "Mason" means a person employed to perform tasks connected with brick and
235 block laying and carpentry tasks related to these activities;

236 ~~(65)~~ (67) "Mechanic" means a person employed to perform skilled duties independently in
237 the maintenance and repair of automobiles, school buses and other mechanical and mobile
238 equipment to use in a county school system;

239 ~~(66)~~ (68) "Mechanic assistant" means a person employed as a mechanic apprentice and
240 helper;

241 ~~(67)~~ (69) "Multiclassification" means a person employed to perform tasks that involve the
242 combination of two or more class titles in this section. In these instances the minimum salary scale
243 is the higher pay grade of the class titles involved;

244 ~~(68)~~ (70) "Office equipment repairman I" means a person employed as an office equipment
245 repairman apprentice or helper;

246 ~~(69)~~ (71) "Office equipment repairman II" means a person responsible for servicing and
247 repairing all office machines and equipment. A person holding this class title is responsible for the
248 purchase of parts necessary for the proper operation of a program of continuous maintenance and
249 repair;

250 ~~(70)~~ (72) "Painter" means a person employed to perform duties painting, finishing and
251 decorating wood, metal and concrete surfaces of buildings, other structures, equipment,
252 machinery and furnishings of a county school system;

253 ~~(71)~~ (73) "Paraprofessional" means a person certified pursuant to §18A-3-2a of this code
254 to perform duties in a support capacity including, but not limited to, facilitating in the instruction and

255 direct or indirect supervision of students under the direction of a principal, a teacher or another
256 designated professional educator.

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

260 (B) A person who has held or holds an aide title and becomes employed as a
261 paraprofessional shall hold a multiclassification status that includes both aide and
262 paraprofessional titles in accordance with §18A-4-8b of this code; and

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

266 ~~(72)~~ (74) "Payroll supervisor" means a person employed in the county board office who has
267 primary responsibility for the payroll function and who either has completed 12 college hours of
268 accounting from an accredited institution of higher education or has at least eight years of
269 experience performing progressively difficult accounting tasks. Responsibilities of this class title
270 may include supervision of other personnel;

271 ~~(73)~~ (75) "Plumber I" means a person employed as an apprentice plumber and helper;

272 ~~(74)~~ (76) "Plumber II" means a person employed as a journeyman plumber;

273 ~~(75)~~ (77) "Printing operator" means a person employed to operate duplication equipment,
274 and to cut, collate, staple, bind and shelve materials as required;

275 ~~(76)~~ (78) "Printing supervisor" means a person employed to supervise the operation of a
276 print shop;

277 ~~(77)~~ (79) "Programmer" means a person employed to design and prepare programs for
278 computer operation;

279 ~~(78)~~ (80) "Roofing/sheet metal mechanic" means a person employed to install, repair,
280 fabricate and maintain roofs, gutters, flashing and duct work for heating and ventilation;

281 ~~(79)~~ (81) "Sanitation plant operator" means a person employed to operate and maintain a
282 water or sewage treatment plant to ensure the safety of the plant's effluent for human consumption
283 or environmental protection;

284 ~~(80)~~ (82) "School bus supervisor" means a qualified person:

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

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

290 ~~(84)~~ (83) "Secretary I" means a person employed to transcribe from notes or mechanical
291 equipment, receive callers, perform clerical tasks, prepare reports and operate office machines;

292 ~~(82)~~ (84) "Secretary II" means a person employed in any elementary, secondary,
293 kindergarten, nursery, special education, vocational, or any other school as a secretary. The duties
294 may include performing general clerical tasks; transcribing from notes; stenotype, mechanical
295 equipment or a sound-producing machine; preparing reports; receiving callers and referring them
296 to proper persons; operating office machines; keeping records and handling routine
297 correspondence. Nothing in this subdivision prevents a service person from holding or being
298 elevated to a higher classification;

299 ~~(83)~~ (85) "Secretary III" means a person assigned to the county board office administrators
300 in charge of various instructional, maintenance, transportation, food services, operations and
301 health departments, federal programs or departments with particular responsibilities in purchasing
302 and financial control or any person who has served for eight years in a position which meets the
303 definition of "Secretary II" or "Secretary III";

304 ~~(84)~~ (86) "Sign support specialist" means a person employed to provide sign supported
305 speech assistance to students who are able to access environments through audition. A person
306 who has held or holds an aide title and becomes employed as a sign support specialist shall hold a

307 multiclassification status that includes both aide and sign support specialist titles, in accordance
308 with §18A-4-8b of this code.

309 ~~(85)~~ (87) "Supervisor of maintenance" means a skilled person who is not a professional
310 person or professional educator as defined in §18A-1-1 of this code. The responsibilities include
311 directing the upkeep of buildings and shops, and issuing instructions to subordinates relating to
312 cleaning, repairs and maintenance of all structures and mechanical and electrical equipment of a
313 county board;

314 ~~(86)~~ (88) "Supervisor of transportation" means a qualified person employed to direct school
315 transportation activities properly and safely, and to supervise the maintenance and repair of
316 vehicles, buses and other mechanical and mobile equipment used by the county school system.
317 After July 1, 2010, all persons employed for the first time in a position with this classification title or
318 in a multiclassification position that includes this title shall have five years of experience working in
319 the transportation department of a county board. Experience working in the transportation
320 department consists of serving as a bus operator, bus aide, assistant mechanic, mechanic, chief
321 mechanic or in a clerical position within the transportation department;

322 ~~(87)~~ (89) "Switchboard operator-receptionist" means a person employed to refer incoming
323 calls, to assume contact with the public, to direct and to give instructions as necessary, to operate
324 switchboard equipment and to provide clerical assistance;

325 ~~(88)~~ (90) "Truck driver" means a person employed to operate light or heavy duty gasoline
326 and diesel-powered vehicles;

327 ~~(89)~~ (91) "Warehouse clerk" means a person employed to be responsible for receiving,
328 storing, packing and shipping goods;

329 ~~(90)~~ (92) "Watchman" means a person employed to protect school property against
330 damage or theft. Additional assignments may include operation of a small heating plant and
331 routine cleaning duties;

332 ~~(91)~~ (93) "Welder" means a person employed to provide acetylene or electric welding

333 services for a school system; and

334 ~~(92)~~ (94) "WVEIS data entry and administrative clerk" means a person employed to work
335 under the direction of a school principal to assist the school counselor or counselors in the
336 performance of administrative duties, to perform data entry tasks on the West Virginia Education
337 Information System, and to perform other administrative duties assigned by the principal.

338 (j) Notwithstanding any provision in this code to the contrary, and in addition to the
339 compensation provided for service personnel in §18A-4-8a of this code, each service person is
340 entitled to all service personnel employee rights, privileges and benefits provided under this or any
341 other chapter of this code without regard to the employee's hours of employment or the methods
342 or sources of compensation.

343 (k) A service person whose years of employment exceeds the number of years shown and
344 provided for under the state minimum pay scale set forth in §18A-4-8a of this code may not be paid
345 less than the amount shown for the maximum years of employment shown and provided for in the
346 classification in which he or she is employed.

347 (l) Each county board shall review each service person's job classification annually and
348 shall reclassify all service persons as required by the job classifications. The state superintendent
349 may withhold state funds appropriated pursuant to this article for salaries for service personnel
350 who are improperly classified by the county boards. Further, the state superintendent shall order a
351 county board to immediately correct ~~immediately~~ any improper classification matter and, with the
352 assistance of the Attorney General, shall take any legal action necessary against any county
353 board to enforce the order.

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

355 (1) Reclassified by class title; or

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

359 fiscal year and subsequent years.

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

363 (o) Notwithstanding any provision of this code to the contrary, a service person who holds a
364 continuing contract in a specific job classification and who is physically unable to perform the job's
365 duties as confirmed by a physician chosen by the employee, shall be given priority status over any
366 employee not holding a continuing contract in filling other service personnel job vacancies if the
367 service person is qualified as provided in §18A-4-8e of this code.

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

371 (q) Without the written consent of the service person, a county board may not establish the
372 beginning work station for a bus operator or transportation aide at any site other than a county
373 board-owned facility with available parking. The workday of the bus operator or transportation aide
374 commences at the bus at the designated beginning work station and ends when the employee is
375 able to leave the bus at the designated beginning work station, unless he or she agrees otherwise
376 in writing. The application or acceptance of a posted position may not be construed as the written
377 consent referred to in this subsection.

378 (r) Itinerant status means a service person who does not have a fixed work site and may be
379 involuntarily reassigned to another work site. A service person is considered to hold itinerant
380 status if he or she has bid upon a position posted as itinerant or has agreed to accept this status. A
381 county board may establish positions with itinerant status only within the aide and autism mentor
382 classification categories and only when the job duties involve exceptional students. A service
383 person with itinerant status may be assigned to a different work site upon written notice 10 days
384 prior to the reassignment without the consent of the employee and without posting the vacancy. A

385 service person with itinerant status may be involuntarily reassigned no more than twice during the
386 school year. At the conclusion of each school year, the county board shall post and fill, pursuant to
387 §18A-4-8b of this code, all positions that have been filled without posting by a service person with
388 itinerant status. A service person who is assigned to a beginning and ending work site and travels
389 at the expense of the county board to other work sites during the daily schedule, is not considered
390 to hold itinerant status.

391 (s) Any service person holding a classification title on June 30, 2013, that is removed from
392 the classification schedule pursuant to amendment and reenactment of this section in the year
393 2013, has his or her employment contract revised as follows:

394 (1) Any service person holding the braille or sign language specialist classification title has
395 that classification title renamed on his or her employment contract as either braille specialist or
396 sign support specialist. This action does not result in a loss or reduction of salary or supplement by
397 any employee. Any seniority earned in the braille or sign language specialist classification prior to
398 July 1, 2013, continues to be credited as seniority earned in the braille specialist or sign support
399 specialist classification;

400 (2) Any service person holding the paraprofessional classification title and holding the
401 initial paraprofessional certificate – educational interpreter has the title educational sign language
402 interpreter I added to his or her employment contract. This action does not result in a loss or
403 reduction of salary or supplement by any employee. Any seniority earned in the paraprofessional
404 classification prior to July 1, 2013, continues to be credited as seniority earned in the educational
405 sign language interpreter I classification; and

406 (3) Any service person holding the paraprofessional classification title and holding the
407 permanent paraprofessional certificate – educational interpreter has the title educational sign
408 language interpreter II 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 in

411 the educational sign language interpreter II classification;

412 (t) Any person employed as an aide in a kindergarten program who is eligible for full
413 retirement benefits before the first day of the instructional term in the 2020-2021 school year, may
414 not be subject to a reduction in force or transferred to create a vacancy for the employment of a
415 less senior early childhood classroom assistant teacher;

416 (u) A person who has held or holds an aide title and becomes employed as an early
417 childhood classroom assistant teacher shall hold a multiclassification status that includes aide
418 and/or paraprofessional titles in accordance with §18A-4-8b of this code.

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

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

2 (1) For school year ~~2018-2019~~ 2023-2024 and continuing thereafter, the minimum monthly
3 pay for each service employee whose employment is for a period of more than three and one-half
4 hours a day ~~shall be~~ is at least the amounts indicated in the State Minimum Pay Scale Pay Grade
5 and the minimum monthly pay for each service employee whose employment is for a period of
6 three and one-half hours or less a day ~~shall be~~ is at least one-half the amount indicated in the State
7 Minimum Pay Scale Pay Grade set forth in this subdivision.

8 STATE MINIMUM PAY SCALE PAY GRADE

Years Exp.	PAY GRADE							
	A	B	C	D	E	F	G	H
0	1,770	1,791	1,833	1,886	1,939	2,002	2,034	2,107
1	1,802	1,824	1,865	1,918	1,972	2,035	2,066	2,140
2	1,835	1,856	1,898	1,951	2,004	2,067	2,099	2,172
3	1,867	1,889	1,931	1,984	2,037	2,100	2,132	2,205
4	1,900	1,922	1,963	2,016	2,069	2,133	2,164	2,239

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5	1,933	1,954	1,996	2,049	2,102	2,165	2,197	2,271
6	1,965	1,987	2,030	2,082	2,135	2,198	2,230	2,304
7	1,999	2,019	2,062	2,114	2,167	2,231	2,262	2,337
8	2,032	2,052	2,095	2,147	2,200	2,263	2,295	2,369
9	2,064	2,085	2,128	2,181	2,233	2,296	2,327	2,402
10	2,097	2,118	2,160	2,213	2,265	2,330	2,361	2,435
11	2,130	2,151	2,193	2,246	2,298	2,362	2,394	2,467
12	2,162	2,184	2,225	2,279	2,332	2,395	2,426	2,500
13	2,195	2,216	2,258	2,311	2,364	2,427	2,459	2,533
14	2,228	2,249	2,291	2,344	2,397	2,460	2,492	2,565
15	2,260	2,282	2,323	2,376	2,429	2,493	2,524	2,598
16	2,293	2,314	2,356	2,409	2,462	2,525	2,557	2,631
17	2,325	2,347	2,390	2,442	2,495	2,558	2,590	2,664
18	2,358	2,380	2,422	2,474	2,527	2,591	2,622	2,697
19	2,392	2,412	2,455	2,507	2,560	2,623	2,655	2,729
20	2,424	2,445	2,488	2,541	2,593	2,656	2,688	2,763
21	2,457	2,477	2,520	2,573	2,625	2,689	2,720	2,797
22	2,490	2,511	2,553	2,606	2,658	2,722	2,754	2,829
23	2,522	2,544	2,586	2,639	2,692	2,756	2,788	2,863
24	2,555	2,576	2,618	2,671	2,724	2,790	2,821	2,897
25	2,588	2,609	2,651	2,704	2,758	2,822	2,855	2,929
26	2,620	2,642	2,683	2,738	2,792	2,856	2,887	2,963
27	2,653	2,674	2,716	2,770	2,824	2,888	2,921	2,996
28	2,686	2,707	2,750	2,804	2,858	2,922	2,955	3,030
29	2,718	2,741	2,783	2,836	2,891	2,956	2,987	3,064
30	2,752	2,773	2,817	2,870	2,924	2,988	3,021	3,097
31	2,785	2,807	2,851	2,904	2,958	3,022	3,055	3,130
32	2,819	2,840	2,883	2,937	2,990	3,056	3,087	3,164
33	2,853	2,873	2,917	2,971	3,024	3,088	3,121	3,197
34	2,885	2,907	2,951	3,005	3,058	3,122	3,155	3,230
35	2,919	2,941	2,983	3,037	3,090	3,156	3,188	3,264
36	2,953	2,974	3,017	3,071	3,125	3,189	3,222	3,296

37	2,985	3,008	3,051	3,105	3,159	3,223	3,255	3,330
38	3,019	3,040	3,083	3,137	3,191	3,256	3,288	3,364
39	3,053	3,074	3,117	3,171	3,225	3,289	3,322	3,396
40	3,085	3,108	3,150	3,204	3,259	3,323	3,355	3,430

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

12	CLASS TITLE	PAY GRADE
13	Accountant I	D
14	Accountant II	E
15	Accountant III	F
16	Accounts Payable Supervisor	G
17	Aide I	A
18	Aide II	B
19	Aide III	C
20	Aide IV	D
21	Audiovisual Technician	C
22	Auditor	G
23	Autism Mentor	F
24	Braille Specialist	E
25	Bus Operator I.....	D
26	<u>Bus Operator II.....</u>	<u>E</u>
27	<u>Bus Operator III.....</u>	<u>F</u>
28	Buyer	F
29	Cabinetmaker	G
30	Cafeteria Manager	D

31	Carpenter I	E
32	Carpenter II	F
33	Chief Mechanic	G
34	Clerk I	B
35	Clerk II	C
36	Computer Operator	E
37	Cook I	A
38	Cook II	B
39	Cook III	C
40	Crew Leader	F
41	Custodian I	A
42	Custodian II	B
43	Custodian III	C
44	Custodian IV	D
45	Director or Coordinator of Services	H
46	Draftsman	D
47	Early Childhood Classroom Assistant Teacher I	E
48	Early Childhood Classroom Assistant Teacher II	E
49	Early Childhood Classroom Assistant Teacher III	F
50	Educational Sign Language Interpreter I	F
51	Educational Sign Language Interpreter II	G
52	Electrician I	F
53	Electrician II	G
54	Electronic Technician I	F
55	Electronic Technician II	G
56	Executive Secretary	G

57	Food Services Supervisor	G
58	Foreman	G
59	General Maintenance	C
60	Glazier	D
61	Graphic Artist	D
62	Groundsman	B
63	Handyman	B
64	Heating and Air Conditioning Mechanic I	E
65	Heating and Air Conditioning Mechanic II	G
66	Heavy Equipment Operator	E
67	Inventory Supervisor	D
68	Key Punch Operator	B
69	Licensed Practical Nurse	F
70	Locksmith	G
71	Lubrication Man	C
72	Machinist	F
73	Mail Clerk	D
74	Maintenance Clerk	C
75	Mason	G
76	Mechanic	F
77	Mechanic Assistant	E
78	Office Equipment Repairman I	F
79	Office Equipment Repairman II	G
80	Painter	E
81	Paraprofessional	F
82	Payroll Supervisor	G

83 Plumber I E

84 Plumber II G

85 Printing Operator B

86 Printing Supervisor D

87 Programmer H

88 Roofing/Sheet Metal Mechanic F

89 Sanitation Plant Operator G

90 School Bus Supervisor E

91 Secretary I D

92 Secretary II E

93 Secretary III F

94 Sign Support Specialist E

95 Supervisor of Maintenance H

96 Supervisor of Transportation H

97 Switchboard Operator-Receptionist D

98 Truck Driver D

99 Warehouse Clerk C

100 Watchman B

101 Welder F

102 WVEIS Data Entry and Administrative Clerk B

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

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

107 (1) A service person who holds 12 college hours or comparable credit obtained in a trade
 108 or vocational school as approved by the state board;

109 (2) A service person who holds 24 college hours or comparable credit obtained in a trade
110 or vocational school as approved by the state board;

111 (3) A service person who holds 36 college hours or comparable credit obtained in a trade
112 or vocational school as approved by the state board;

113 (4) A service person who holds 48 college hours or comparable credit obtained in a trade
114 or vocational school as approved by the state board;

115 (5) A service employee who holds 60 college hours or comparable credit obtained in a
116 trade or vocational school as approved by the state board;

117 (6) A service person who holds 72 college hours or comparable credit obtained in a trade
118 or vocational school as approved by the state board;

119 (7) A service person who holds 84 college hours or comparable credit obtained in a trade
120 or vocational school as approved by the state board;

121 (8) A service person who holds 96 college hours or comparable credit obtained in a trade
122 or vocational school as approved by the state board;

123 (9) A service person who holds 108 college hours or comparable credit obtained in a trade
124 or vocational school as approved by the state board;

125 (10) A service person who holds 120 college hours or comparable credit obtained in a
126 trade or vocational school as approved by the state board.

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

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

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

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

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

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

- 135 (1) A service person who holds a bachelor's degree plus 15 college hours;
- 136 (2) A service person who holds a master's degree plus 15 college hours;
- 137 (3) A service person who holds a master's degree plus 30 college hours;
- 138 (4) A service person who holds a master's degree plus 45 college hours; and
- 139 (5) A service person who holds a master's degree plus 60 college hours.
- 140 (f) To meet the objective of salary equity among the counties, each service person is paid
- 141 an equity supplement, as set forth in §18A-4-5 of this code, of \$164 per month, subject to the
- 142 provisions of that section. These payments: (i) Are in addition to any amounts prescribed in the
- 143 applicable State Minimum Pay Scale Pay Grade, any specific additional amounts prescribed in
- 144 this section and article and any county supplement in effect in a county pursuant to §18A-4-5b of
- 145 this code; (ii) are paid in equal monthly installments; and (iii) are considered a part of the state
- 146 minimum salaries for service personnel.
- 147 (g) When any part of a school service person's daily shift of work is performed between the
- 148 hours of 6:00 p. m. and 5:00 a. m. the following day, the employee is paid no less than an
- 149 additional \$10 per month and one half of the pay is paid with local funds.
- 150 (h) Any service person required to work on any legal school holiday is paid at a rate one
- 151 and one-half times the person's usual hourly rate.
- 152 (i) Any full-time service personnel required to work in excess of their normal working day
- 153 during any week which contains a school holiday for which they are paid is paid for the additional
- 154 hours or fraction of the additional hours at a rate of one and one-half times their usual hourly rate
- 155 and paid entirely from county board funds.
- 156 (j) A service person may not have his or her daily work schedule changed during the school
- 157 year without the employee's written consent and the person's required daily work hours may not
- 158 be changed to prevent the payment of time and one-half wages or the employment of another
- 159 employee.

160 (k) The minimum hourly rate of pay for extra duty assignments as defined in §18A-4-8b of
161 this code is no less than one seventh of the person's daily total salary for each hour the person is
162 involved in performing the assignment and paid entirely from local funds: *Provided*, That an
163 alternative minimum hourly rate of pay for performing extra duty assignments within a particular
164 category of employment may be used if the alternate hourly rate of pay is approved both by the
165 county board and by the affirmative vote of a two-thirds majority of the regular full-time persons
166 within that classification category of employment within that county: *Provided, however*, That the
167 vote is by secret ballot if requested by a service person within that classification category within
168 that county. The salary for any fraction of an hour the employee is involved in performing the
169 assignment is prorated accordingly. When performing extra duty assignments, persons who are
170 regularly employed on a one-half day salary basis shall receive the same hourly extra duty
171 assignment pay computed as though the person were employed on a full-day salary basis.

172 (l) The minimum pay for any service personnel engaged in the removal of asbestos
173 material or related duties required for asbestos removal is their regular total daily rate of pay and
174 no less than an additional \$3 per hour or no less than \$5 per hour for service personnel supervising
175 asbestos removal responsibilities for each hour these employees are involved in asbestos-related
176 duties. Related duties required for asbestos removal include, but are not limited to, travel,
177 preparation of the work site, removal of asbestos, decontamination of the work site, placing and
178 removal of equipment and removal of structures from the site. If any member of an asbestos crew
179 is engaged in asbestos-related duties outside of the employee's regular employment county, the
180 daily rate of pay is no less than the minimum amount as established in the employee's regular
181 employment county for asbestos removal and an additional \$30 per each day the employee is
182 engaged in asbestos removal and related duties. The additional pay for asbestos removal and
183 related duties shall be payable entirely from county funds. Before service personnel may be used
184 in the removal of asbestos material or related duties, they shall have completed a federal
185 Environmental Protection Act-approved training program and be licensed. The employer shall

186 provide all necessary protective equipment and maintain all records required by the
187 Environmental Protection Act.

188 (m) For the purpose of qualifying for additional pay as provided in §18A-5-8 of this code, an
189 aide is considered to be exercising the authority of a supervisory aide and control over pupils if the
190 aide is required to supervise, control, direct, monitor, escort, or render service to a child or children
191 when not under the direct supervision of a certified professional person within the classroom,
192 library, hallway, lunchroom, gymnasium, school building, school grounds, or wherever supervision
193 is required. For purposes of this section, "under the direct supervision of a certified professional
194 person" means that certified professional person is present, with and accompanying the aide.

NOTE: The purpose of this bill is to create three separate job titles for school bus operators based on years of service. The bill establishes pay scales.

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