

THE SCHOOL BOARD OF POLK COUNTY, FLORIDA

and the

POLK EDUCATION ASSOCIATION, INC.

EDUCATIONAL

SUPPORT

PERSONNEL

COLLECTIVE

BARGAINING

AGREEMENT

2019-2022

Board Approved January 28, 2020

Ratified December 17, 2019

(2019-2020 Salaries Excerpt)

APPENDIX A – CLASSIFICATIONS

Pay Grade	Days/Year	Hrs/Day	Hrs/Year	Job Titles
PG01	247	8	1976	Accounting Clerk, Clerk General, Media Assistant, Secretary II, Input/Output Coordinator, Purchasing Clerk
PG02	247	8	1976	Clerk Specialist, Office Systems Specialist, Senior Accounting Clerk, Purchasing Clerk Specialist, SEMS Operator, Student Assignment Data Entry Clerk, Wellness Clerk Specialist
PG02-10	196	8	1,568	Student Intake Specialist (10-month 8-hr day)
PG03	247	8	1976	Accounting Clerk Specialist, Secretary III
PG04	247	8	1976	District Switchboard Specialist, Office Systems Supervisor, Personnel Assistant I, Accounting Specialist I, Payroll Assistant I
PG05	247	8	1976	Professional Development Specialist, Planning and Assessment Specialist, Child Care Services Specialist
PG06	247	8	1976	Payroll Accounting Specialist, Property Inventory Auditor (12-Month), Accounting Specialist II, Payroll Assistant II, Personnel Assistant II, ERSEA Specialist – Head Start
PG06-11	216	8	1728	Property Inventory Auditor (11-Month)
SB10	196	8	1568	School-Based Secretary (10-month 8-hr day)
SB11-7.5	216	7.5	1620	School-Based Secretary (11-month 7.5-hr day)
SB11	216	8	1728	School-Based Secretary (11-month 8-hr day)
SB12	247	8	1976	School-Based Secretary (12-month 8-hr day)
MHSL	206	7.5	1545	Migrant Home/School Liaison, Homeless Hearth Grant Liaison Assistant
MSO	216	8	1728	Migrant Records System Operator
PRS11	216	8	1728	Secretary to the Principal (11-month)
PRS12	247	8	1976	Secretary to the Principal (12-month)
PRINT	247	8	1976	Printing Specialist, Graphic Artist

APPENDIX B – EDUCATIONAL SUPPORT PERSONNEL SALARY SCHEDULE

For the 2019-2020 school year employees will continue to be paid the same salary as 2018-2019 with no salary level advancement due to budgetary constraints. The intent of the language is to freeze salaries for the 2019-2020 school year.

Years of Experience	PG 01	PG 02-10	PG 02-12	PG 03	PG 04	PG 05	PG 06	PG06-11
Prior to								
2019-2020								
0	\$16,940	\$14,687	\$17,565	\$18,212	\$18,884	\$19,580	\$20,303	\$18,636
1	\$17,448	\$15,128	\$18,092	\$18,758	\$19,451	\$20,167	\$20,912	\$19,195
2	\$17,972	\$15,581	\$18,635	\$19,321	\$20,034	\$20,772	\$21,539	\$19,771
3	\$18,511	\$16,049	\$19,194	\$19,901	\$20,635	\$21,396	\$22,186	\$20,364
4	\$19,066	\$16,530	\$19,770	\$20,498	\$21,254	\$22,037	\$22,851	\$20,975
5	\$19,638	\$17,026	\$20,363	\$21,113	\$21,892	\$22,699	\$23,537	\$21,604
6	\$20,227	\$17,537	\$20,974	\$21,746	\$22,548	\$23,380	\$24,243	\$22,252
7	\$20,834	\$18,063	\$21,603	\$22,398	\$23,225	\$24,081	\$24,970	\$22,920
8	\$21,459	\$18,605	\$22,251	\$23,070	\$23,922	\$24,803	\$25,719	\$23,608
9	\$21,459	\$18,605	\$22,251	\$23,070	\$23,922	\$24,803	\$25,719	\$23,608
10	\$22,103	\$19,163	\$22,918	\$23,763	\$24,639	\$25,547	\$26,491	\$24,316
11	\$22,103	\$19,163	\$22,918	\$23,763	\$24,639	\$25,547	\$26,491	\$24,316
12	\$22,766	\$19,738	\$23,606	\$24,475	\$25,379	\$26,314	\$27,286	\$25,045
13	\$23,449	\$20,330	\$24,314	\$25,210	\$26,140	\$27,103	\$28,104	\$25,797
14	\$24,152	\$20,940	\$25,043	\$25,966	\$26,924	\$27,916	\$28,947	\$26,570
15	\$24,877	\$21,568	\$25,795	\$26,745	\$27,732	\$28,754	\$29,816	\$27,368
16	\$25,623	\$22,215	\$26,569	\$27,547	\$28,564	\$29,617	\$30,710	\$28,189
17	\$26,392	\$22,882	\$27,366	\$28,374	\$29,421	\$30,505	\$31,631	\$29,034
18	\$27,184	\$23,568	\$28,187	\$29,225	\$30,303	\$31,420	\$32,580	\$29,905
19	\$27,999	\$24,275	\$29,032	\$30,102	\$31,212	\$32,363	\$33,558	\$30,802
20	\$28,839	\$25,004	\$29,903	\$31,005	\$32,149	\$33,334	\$34,564	\$31,727
21	\$29,704	\$25,754	\$30,800	\$31,935	\$33,113	\$34,334	\$35,601	\$32,678
22	\$30,596	\$26,526	\$31,724	\$32,893	\$34,107	\$35,364	\$36,669	\$33,659
23	\$31,513	\$27,322	\$32,676	\$33,880	\$35,130	\$36,425	\$37,770	\$34,668
24	\$32,459	\$28,142	\$33,656	\$34,896	\$36,184	\$37,517	\$38,903	\$35,709
25	\$33,433	\$28,986	\$34,666	\$35,943	\$37,269	\$38,643	\$40,070	\$36,780
26	\$34,770	\$30,146	\$36,053	\$37,381	\$38,760	\$40,189	\$41,673	\$37,883
27	\$35,813	\$31,050	\$37,134	\$38,502	\$39,923	\$41,394	\$42,923	\$39,020

Years of Experience	PRS11	PRS12	Years of Experience	PRINT
Prior to			Prior to	
2019-2020			2019-2020	
0	\$21,998	\$23,971	0	\$28,914
1	\$22,658	\$24,690	1	\$29,781
2	\$23,338	\$25,431	2	\$30,675
3	\$24,038	\$26,194	3	\$31,595
4	\$24,759	\$26,980	4	\$32,543
5	\$25,502	\$27,789	5	\$33,519
6	\$26,267	\$28,623	6	\$34,525
7	\$27,055	\$29,481	7	\$35,215
8	\$27,866	\$30,366	8	\$35,920
9	\$27,866	\$30,366	9	\$36,638
10	\$28,702	\$31,277	10	\$37,371
11	\$28,702	\$31,277	11	\$38,118
12	\$29,563	\$32,215		
13	\$30,450	\$33,181		
14	\$31,364	\$34,177		
15	\$32,305	\$35,202		
16	\$33,274	\$36,610		
17	\$34,605	\$37,709		
18	\$35,643	\$38,840		

Years of Experience	SB 10	SB11-7.5	SB11	SB12	MHSL	MSO
Prior to						
2019-2020						
0	\$14,660	\$15,137	\$16,124	\$17,565	\$15,941	\$16,700
1	\$15,100	\$15,591	\$16,608	\$18,092	\$16,419	\$17,201
2	\$15,553	\$16,059	\$17,106	\$18,635	\$16,912	\$17,717
3	\$16,019	\$16,541	\$17,619	\$19,194	\$17,419	\$18,249
4	\$16,500	\$17,037	\$18,148	\$19,770	\$17,942	\$18,796
5	\$16,995	\$17,548	\$18,692	\$20,363	\$18,480	\$19,360
6	\$17,505	\$18,074	\$19,253	\$20,974	\$19,034	\$19,941
7	\$18,030	\$18,617	\$19,830	\$21,603	\$19,605	\$20,539
8	\$18,571	\$19,175	\$20,425	\$22,251	\$20,194	\$21,155
9	\$18,571	\$19,175	\$20,425	\$22,251	\$20,194	\$21,155
10	\$19,128	\$19,750	\$21,038	\$22,918	\$20,799	\$21,790
11	\$19,128	\$19,750	\$21,038	\$22,918	\$20,799	\$21,790
12	\$19,702	\$20,343	\$21,669	\$23,606	\$21,423	\$22,443
13	\$20,293	\$20,953	\$22,319	\$24,314	\$22,066	\$23,117
14	\$20,902	\$21,582	\$22,989	\$25,043	\$22,728	\$23,810
15	\$21,529	\$22,229	\$23,679	\$25,795	\$23,410	\$24,525
16	\$22,175	\$22,896	\$24,389	\$26,569	\$24,112	\$25,260
17	\$22,840	\$23,583	\$25,121	\$27,366	\$24,836	\$26,018
18	\$23,525	\$24,290	\$25,874	\$28,187	\$25,581	\$26,799
19	\$24,231	\$25,019	\$26,651	\$29,032	\$26,348	\$27,603
20	\$24,958	\$25,770	\$27,450	\$29,903	\$27,138	\$28,431
21	\$25,706	\$26,543	\$28,274	\$30,800	\$27,953	\$29,284
22	\$26,478	\$27,339	\$29,122	\$31,724	\$28,791	\$30,162
23	\$27,272	\$28,159	\$29,995	\$32,676	\$29,655	\$31,067
24	\$28,090	\$29,004	\$30,895	\$33,656	\$30,545	\$31,999
25	\$29,073	\$29,874	\$31,977	\$34,834	\$31,766	\$33,279
26	\$29,945	\$30,770	\$32,936	\$35,879	\$33,037	\$34,610
27	\$30,844	\$31,694	\$33,924	\$36,956	\$34,028	\$35,648

APPENDIX C – NON-INSTRUCTIONAL SUPPLEMENTS

Workshops (series of three 1975-76)	10.00
Approved Courses prior to 7/1/81	3.00
Approved Course after 7/1/81	5.00
Approved workshops after 7/1/84	5.00

Longevity supplement of \$37.00 per month beginning upon completion of 15 years of creditable service and in 5 year increments thereafter.

Shift Differential School Secretary 25.00*

*To receive the shift differential, employee's regular work assignment must begin after 1:30 p.m. and terminate after 9:30 p.m.