





Salary Step	Prior Yrs Exp	Class 3		Class 2		Class 1		Class 7 Masters Degree + 30 Hours		Class 8 Doctorate Degree	
		Bachelors Degree	Bachelors Degree +18	Bachelors Degree	Bachelors Degree +18	Masters Degree	Masters Degree	Masters Degree	Masters Degree	Masters Degree	Doctorate Degree
E0	0	\$ 45,817	\$ 47,744	\$ 45,817	\$ 47,744	\$ 52,092	\$ 55,765	\$ 55,765	\$ 60,781	\$ 60,781	\$ 60,781
E1	1	\$ 45,817	\$ 47,744	\$ 45,817	\$ 47,744	\$ 52,092	\$ 55,765	\$ 55,765	\$ 60,781	\$ 60,781	\$ 60,781
E2	2	\$ 45,817	\$ 47,744	\$ 45,817	\$ 47,744	\$ 52,092	\$ 55,765	\$ 55,765	\$ 60,781	\$ 60,781	\$ 60,781
E3	3	\$ 45,817	\$ 47,744	\$ 45,817	\$ 47,744	\$ 52,092	\$ 55,765	\$ 55,765	\$ 60,781	\$ 60,781	\$ 60,781
4	4	\$ 46,475	\$ 48,384	\$ 46,475	\$ 48,384	\$ 52,584	\$ 56,403	\$ 56,403	\$ 61,747	\$ 61,747	\$ 61,747
5	5	\$ 47,505	\$ 49,416	\$ 47,505	\$ 49,416	\$ 53,730	\$ 57,548	\$ 57,548	\$ 63,276	\$ 63,276	\$ 63,276
6	6	\$ 48,575	\$ 50,483	\$ 48,575	\$ 50,483	\$ 54,875	\$ 58,693	\$ 58,693	\$ 64,801	\$ 64,801	\$ 64,801
7	7	\$ 49,607	\$ 51,514	\$ 49,607	\$ 51,514	\$ 56,020	\$ 59,836	\$ 59,836	\$ 66,330	\$ 66,330	\$ 66,330
8	8	\$ 50,676	\$ 52,584	\$ 50,676	\$ 52,584	\$ 57,167	\$ 60,982	\$ 60,982	\$ 67,856	\$ 67,856	\$ 67,856
9	9	\$ 51,706	\$ 53,615	\$ 51,706	\$ 53,615	\$ 58,312	\$ 62,130	\$ 62,130	\$ 69,385	\$ 69,385	\$ 69,385
10	10	\$ 52,773	\$ 54,683	\$ 52,773	\$ 54,683	\$ 59,458	\$ 63,276	\$ 63,276	\$ 70,911	\$ 70,911	\$ 70,911
11	11	\$ 53,808	\$ 55,713	\$ 53,808	\$ 55,713	\$ 60,602	\$ 64,421	\$ 64,421	\$ 72,440	\$ 72,440	\$ 72,440
12	12	\$ 54,875	\$ 56,785	\$ 54,875	\$ 56,785	\$ 61,747	\$ 65,565	\$ 65,565	\$ 73,967	\$ 73,967	\$ 73,967
13	13	\$ 55,906	\$ 57,814	\$ 55,906	\$ 57,814	\$ 62,892	\$ 66,712	\$ 66,712	\$ 75,493	\$ 75,493	\$ 75,493
14	14	\$ 56,976	\$ 58,885	\$ 56,976	\$ 58,885	\$ 64,040	\$ 67,856	\$ 67,856	\$ 77,021	\$ 77,021	\$ 77,021
15	15	\$ 58,006	\$ 59,916	\$ 58,006	\$ 59,916	\$ 65,184	\$ 69,003	\$ 69,003	\$ 78,547	\$ 78,547	\$ 78,547
16	16	\$ 59,077	\$ 60,983	\$ 59,077	\$ 60,983	\$ 66,330	\$ 70,149	\$ 70,149	\$ 80,075	\$ 80,075	\$ 80,075
17	17	\$ 60,106	\$ 62,016	\$ 60,106	\$ 62,016	\$ 67,476	\$ 71,293	\$ 71,293	\$ 81,604	\$ 81,604	\$ 81,604
18	18	\$ 60,664	\$ 62,594	\$ 60,664	\$ 62,594	\$ 68,111	\$ 71,964	\$ 71,964	\$ 82,376	\$ 82,376	\$ 82,376
19	19	\$ 61,228	\$ 63,175	\$ 61,228	\$ 63,175	\$ 68,744	\$ 72,640	\$ 72,640	\$ 83,156	\$ 83,156	\$ 83,156
20	20	\$ 61,797	\$ 63,764	\$ 61,797	\$ 63,764	\$ 69,390	\$ 73,324	\$ 73,324	\$ 83,946	\$ 83,946	\$ 83,946
21	21	\$ 62,373	\$ 64,358	\$ 62,373	\$ 64,358	\$ 70,041	\$ 74,014	\$ 74,014	\$ 84,743	\$ 84,743	\$ 84,743
22	22	\$ 63,541	\$ 65,566	\$ 63,541	\$ 65,566	\$ 71,363	\$ 75,415	\$ 75,415	\$ 86,360	\$ 86,360	\$ 86,360
23	23	\$ 64,727	\$ 66,793	\$ 64,727	\$ 66,793	\$ 72,705	\$ 76,838	\$ 76,838	\$ 88,003	\$ 88,003	\$ 88,003
24	24	\$ 65,936	\$ 68,043	\$ 65,936	\$ 68,043	\$ 74,073	\$ 78,289	\$ 78,289	\$ 89,677	\$ 89,677	\$ 89,677
25	25	\$ 67,169	\$ 69,318	\$ 67,169	\$ 69,318	\$ 75,415	\$ 79,779	\$ 79,779	\$ 91,384	\$ 91,384	\$ 91,384
26	26	\$ 68,427	\$ 70,619	\$ 68,427	\$ 70,619	\$ 76,893	\$ 81,324	\$ 81,324	\$ 93,144	\$ 93,144	\$ 93,144

Note: Teachers who are awaiting their South Carolina teacher certificate (including new graduates, hires with teacher certificates from other States, and those that have obtained a Letter of Eligibility through an alternate certification program such as PACE) will be classified as “pending South Carolina certification” and will be paid based on a flat annual rate of \$35,568 (for 190 days). Once the South Carolina teacher certificate is received, the teacher’s salary will be adjusted to the appropriate level based on the above salary schedule and retroactive to the effective date of the certificate.

		Class 3	Class 2	Class 1	Class 7	Class 8
Salary Step	Prior Yrs Exp	Bachelors Degree	Bachelors Degree +18	Masters Degree	Masters Degree + 30 Hours	Doctorate

New employees will be given credit for prior years' teaching experience in a JROTC program or placed at the step in the applicable grade closest to the minimum salary established by the Department of the Navy or Department of the Army, whichever is higher. No employee will earn less than his/her minimum instructor salary amount. Should an instructor be paid at step 28 of his/her respective e%





## Pay Dates

Employees are paid semi-monthly on the 5<sup>th</sup> and 20<sup>th</sup> with the exception of the months of December and January in order to accommodate the holiday work schedule. When the 5<sup>th</sup> or 20<sup>th</sup> falls on a holiday, weekend or other non-work day, the pay day will be the last preceding District work day.

### Year 2023-2024 pay dates are as follow:

Wednesday, July 5, 2023

Thursday, July 20, 2023

Friday, August 4, 2023

Friday, August 18, 2023

Tuesday, September 5, 2023

Wednesday, September 20, 2023

Thursday, October 5, 2023

Friday, October 20, 2023

Friday, November 3, 2023

Monday, November 20, 2023

Monday December 4, 2023

Monday, December 11, 2023

Monday, December 18, 2023 11.04 Tf1 0 04 11.04 Tf1 0 0 1 722 Tf1 0 0 1 722 Tf1 0 0 1 722 Tf1 0 0 1 722 Tf1 0 0 1 722

Friday, January 19, 2024

Monday, February Q[(, 202)] TJE.0000462 331.25 Tm0 gMonday



# Overtime Procedures





## Hourly Scales School Year 2023-2024

*Note: Initial step placement is based on the service credit formula.*

Step	Support IV	SPED I	Bus Driver	SPED Bus Driver	Support V	Admin Assistant to Board & Supt	Support VI	SPED II
0	\$ 15.16	\$ 16.19	\$ 17.82	\$ 18.82	\$ 17.40	\$ 20.83	\$ 23.43	\$ 25.89
1	\$ 15.48	\$ 16.51	\$ 18.09	\$ 19.09	\$ 17.74	\$ 21.24	\$ 23.89	\$ 26.39
2	\$ 15.79	\$ 16.82	\$ 18.38	\$ 19.38	\$ 18.10	\$ 21.67	\$ 24.37	\$ 26.89
3	\$ 16.10	\$ 17.13	\$ 18.67	\$ 19.67	\$ 18.46	\$ 22.10	\$ 24.86	\$ 27.42
4	\$ 16.42	\$ 17.45	\$ 19.03	\$ 20.03	\$ 18.82	\$ 22.54	\$ 25.36	\$ 27.94
5	\$ 16.74	\$ 17.77	\$ 19.37	\$ 20.37	\$ 19.20	\$ 22.99	\$ 25.86	\$ 28.47
6	\$ 17.09	\$ 18.12	\$ 19.74	\$ 20.74	\$ 19.58	\$ 23.45	\$ 26.39	\$ 29.02
7	\$ 17.42	\$ 18.45	\$ 20.12	\$ 21.12	\$ 19.99	\$ 23.92	\$ 26.91	\$ 29.59
8	\$ 17.78	\$ 18.81	\$ 20.51	\$ 21.51	\$ 20.38	\$ 24.41	\$ 27.44	\$ 30.17
9	\$ 18.12	\$ 19.15	\$ 20.90	\$ 21.90	\$ 20.79	\$ 24.88	\$ 28.00	\$ 30.74
10	\$ 18.49	\$ 19.52	\$ 21.32	\$ 22.32	\$ 21.21	\$ 25.38	\$ 28.56	\$ 31.34
11	\$ 18.86	\$ 19.89	\$ 21.71	\$ 22.71	\$ 21.63	\$ 25.90	\$ 29.14	\$ 31.94
12	\$ 19.24	\$ 20.27	\$ 22.13	\$ 23.13	\$ 22.06	\$ 26.42	\$ 29.71	\$ 32.56
13	\$ 19.62	\$ 20.65	\$ 22.54	\$ 23.54	\$ 22.50	\$ 26.93	\$ 30.31	\$ 33.19
14	\$ 20.01	\$ 21.04	\$ 22.96	\$ 23.96	\$ 22.96	\$ 27.48	\$ 30.91	\$ 33.83
15	\$ 20.41	\$ 21.44	\$ 23.40	\$ 24.40	\$ 23.41	\$ 28.03	\$ 31.53	\$ 34.49
16	\$ 20.82	\$ 21.85	\$ 23.84	\$ 24.84	\$ 23.88	\$ 28.59	\$ 32.16	\$ 35.16
17	\$ 21.24	\$ 22.27	\$ 24.32	\$ 25.32	\$ 24.36	\$ 29.16	\$ 32.80	\$ 35.84
18	\$ 21.67	\$ 22.70	\$ 24.78	\$ 25.78	\$ 24.84	\$ 23.56	\$ 33.46	\$ 36.54
19	\$ 22.09	\$ 23.12	\$ 25.26	\$ 26.26	\$ 25.34	\$ 30.34	\$ 34.13	\$ 37.25
20	\$ 22.54	\$ 23.57	\$ 25.75	\$ 26.75	\$ 25.84	\$ 30.95	\$ 34.81	\$ 37.98
21	\$ 22.99	\$ 24.02	\$ 26.23	\$ 27.23	\$ 26.36	\$ 31.56	\$ 35.51	\$ 38.72
22	\$ 23.45	\$ 24.48	\$ 26.72	\$ 27.72	\$ 26.89	\$ 32.19	\$ 36.22	\$ 39.47
23	\$ 23.92	\$ 24.95	\$ 27.14	\$ 28.14	\$ 27.43	\$ 32.83	\$ 36.95	\$ 40.26
24	\$ 24.39	\$ 25.42	\$ 27.56	\$ 28.56	\$ 27.98	\$ 33.50	\$ 37.69	\$ 41.06
25	\$ 24.88	\$ 25.91	\$ 28.01	\$ 29.01	\$ 28.54	\$ 34.17	\$ 38.44	\$ 41.89
26	\$ 25.38	\$ 26.43	\$ 28.57	\$ 29.59	\$ 29.11	\$ 34.85	\$ 39.21	\$ 42.72



**Support Worker V**

Carpenter

Electrician

**Clerk & Office Staff**

Attendance Clerk - High School (200 days)

Data Entry Clerk

Guidance Clerk (181 days)

Instructional Materials Center Clerk

Meal Benefits Clerk

Procurement Clerk

Special Programs Clerk

Receptionist (District Office)

Secretary (School/District Office)

School Bookkeeper

Student Information Clerk (200 days)

Accounting Associate\*

Accounts Payable Associate\*





**Elementary**

**Supervisor I**

Night Shift Custodial Field Supervisor

SFS Field Supervisor

Transportation Supervisor

**Supervisor II**

**Professional II**

Lead Attendance Supervisor (210 days)

Lead Behavior Interventionist (210 days)

College and Career Navigator (Adult Education)

Special Programs Counselor (190 days)

## **Service Credit (For Employees Not Paid From Teacher Scale)**

A salary computation worksheet will be utilized to determine an employee's placement on the pay scale upon consideration of service credit and advanced degrees. [See salary computation worksheets in subsequent pages.] Salary computations and placements on pay scales will be approved by the Chief Financial Officer and Chief of Human Resources & Administration, or designees.

Prior work experience will be considered as follow:

- Years' experience in positions that are equal to or higher than the current position will be considered the "same" and will be calculated at a factor of 1.00.
- Years' experience in positions that are not equal to or higher than the current position but  
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# AIKEN COUNTY PUBLIC SCHOOLS SALARY COMPUTATION WORKSHEET

Note: This computation is used for Chief Officers, Assistant Superintendents and Principals only.  
Alternate worksheets will be used for other positions.

Effective Date: \_\_\_\_\_ Scale: \_\_\_\_\_

Name: \_\_\_\_\_ Location: \_\_\_\_\_

Position: \_\_\_\_\_ Contract Days/Hours: \_\_\_\_\_

## SERVICE CREDIT CALCULATION

	<u>Points</u>
Experience:	
Number of years "same" job experience (times 1.0 factor)	_____ x 1.0 = _____
Number of years "similar" job experience (times 0.5 factor)	_____ x 0.5 = _____
Education:	
Doctorate = 4 points /Masters + 30 = 3 points <i>Doctorate or M+30, not both.</i>	= _____
Total points	= _____

## SALARY CALCULATION

Minimum salary amount for position (i.e. starting step for scale)	\$ _____
Total points from above (move decimal two places to left)	x 1. _____
Calculated salary	\$ _____

Note: The calculated salary will be used to determine an employee's placement on the pay scale.  
The employee will be placed at the step closest (up or down) to the calculated salary amount.

Placement on salary scale: Step \_\_\_\_\_ /Annual salary \$ \_\_\_\_\_

## APPROVAL/AUTHORIZATION

\_\_\_\_\_  
Human Resources Signature

\_\_\_\_\_  
Business Services Signature

**AIKEN COUNTY PUBLIC SCHOOLS  
SALARY COMPUTATION WORKSHEET**



**11. ESSER- Funded Summer & Intersession Programs**

Summer program funded through federal Elementary and Secondary School Emergency Relief funds are:

Lead Teachers - \$45 per hour

Teachers/Counselors - \$42 per hour

School Nurses/Occupational Therapists/Physical Therapists/Psychologists - \$35 per hour

Aides - \$20 per hour

Bus Drivers - \$20 per hour (or hourly rate if earning more than \$20 per hour)

Bus Monitors - \$16 per hour

School Food Service Managers - \$21 per hour

School Food Service Operators - \$18 per hour

**12. Activity Bus Drivers**

School bus drivers, including PRN drivers, with regular school bus duties will be paid at normal bus hourly rates. All others (including former school bus drivers who are no longer actively driving regular or substitute routes) are paid a rate of \$20 per hour (up from \$16 per hour, effective August 14, 2023).

**13. Traffic Control Worker**

Employed traffic control workers are paid a rate of \$26 per hour.

**14. Extra Class Stipend**

Employees approved to teach an extra class will be paid a per-semester stipend of \$2,500. The stipend will be pro-rated if the employee works less than the full semester. Payments will be made at the conclusion of the semester.

*Note: Any justifiable exceptions require approval by Superintendent's Cabinet and, if necessary, the School Board.*

*The rates described above become effective July 1, 2023. Activities performed prior to July 1, 2023, will be paid at rates approved in the 2022 – 2023 salary schedule.*



<b>Supplement</b>	<b>Slots</b>	<b>Amount</b>
<b>Lead Counselor (One Each for Elementary, Middle, High, Early College)*</b>	4	\$ 1,995
<b>Lead Psychologist*</b>	2	\$ 1,995
<b>Curriculum/Instructional Associate*</b>	5	\$ 1,995
<b>Department Head (Secondary)</b> Allocated 1 to 300 ADM, Max. 5, Min. 2	31	\$ 927
<b>Team/Grade Level Chair or Special Instruction (Elementary/Middle)</b> Allocated 2 Positions ADM 0 to 449 Allocated 4 Positions ADM 450 to 699 Allocated 6 Positions ADM 700+ and up	114	\$ 927
<b>School Level Title I Facilitator</b>		\$ 592
<b>School Level Communications Liaison</b>	42	

\*assigned at the District level

	<b>Supplement</b>	<b>Slots</b>	<b>Amount</b>
<b>Student Council Sponsor</b>			
Secondary		8	\$ 1,078
Middle		12	\$ 664

		0 to 4	5 to 9	10 or more	Slots
<b>Athletic Director (*release time)</b>					
Class A Schools - 2 Periods*	\$	8,468	\$ 10,352	\$ 12,232	2
Class AA Schools - 2 Periods*	\$	8,468	\$ 10,352	\$ 12,232	1
Class AAA Schools - 2 Periods*	\$	10,352	\$ 12,232	\$ 14,115	0
Class AAAA Schools - 2 Periods*	\$	10,352	\$ 12,232	\$ 14,115	4
Middle Schools - 0 Period*	\$	4,538	\$ 5,545	\$ 6,553	11
<b>Assistant Athletic Director</b>					
Secondary					
Class A and AA	\$	4,235	\$ 5,175	\$ 6,116	3
Class AAA and AAAA	\$	5,175	\$ 6,116	\$ 7,057	4
<b>Football</b>					
AAA/JHS Varsity Head Coach (Min. 8 games)	\$	10,352	\$ 12,232	\$ 14,115	4
AA/A Varsity Head Coach (Min. 8 games)	\$	8,468	\$ 10,352	\$ 12,232	3
*** Assistant Football Coach	\$	4,839	\$ 5,646	\$ 6,453	50
Middle Head Coach (Min. 6 games)	\$	4,538	\$ 5,545	\$ 6,553	11
Middle Assistant Coach (Min. 6 games)	\$	2,521	\$ 2,941	\$ 3,360	11
<b>Basketball</b>					
Varsity Head Coach (Min. 16 games)	\$	5,646	\$ 6,587	\$ 7,528	14
Junior Varsity Coach (Min. 12 games)					

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	0 to 4	5 to 9	10 or more	Slots
<b>Cross Country</b>				
Varsity Head Coach (Min. 6 meets)	\$ 2,072	\$ 2,258	\$ 2,448	7
<b>Soccer</b>				
Varsity Head Coach (Min. 8 games)	\$ 3,763	\$ 4,235	\$ 4,704	14
Junior Varsity Coach (Min. 6 games)	\$ 1,612	\$ 1,936	\$ 2,258	14
<b>Swimming</b>				
Varsity Head Coach (Min. 6 meets)	\$ 2,072	\$ 2,258	\$ 2,448	7
<b>Weight Program</b>				
Class A Schools	\$ 3,763	\$ 3,763	\$ 3,763	2
Class AA Schools	\$ 3,763	\$ 3,763	\$ 3,763	1
Class AAA Schools	\$ 4,515	\$ 4,515	\$ 4,515	0
Class AAAA Schools	\$ 4,515	\$ 4,515	\$ 4,515	4
<b>Cheerleading</b>				
Varsity Head Coach	\$ 3,199	\$ 3,387	\$ 3,575	7
Junior Varsity Coach	\$ 1,290	\$ 1,451	\$ 1,612	7
Middle Schools	\$ 1,714	\$ 1,816	\$ 1,915	11

\*Each high school is allocated two periods for release time for athletics.

\*\* (1) Years Experience: counted as years in that position in or out of the district.





