



**PAY AND CLASSIFICATION  
PLAN  
FISCAL YEAR 2022 - 2023**

Adopted on April 11th, 2022  
Updated on July 11th, 2022

Essex County Public Schools  
109 North Cross Street  
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[www.essex.k12.va.us](http://www.essex.k12.va.us)

**Dr. Harry R. Thomas, III, Division Superintendent**



**ESSEX COUNTY PUBLIC SCHOOLS  
WORK SCHEDULES  
2022-2023**

<b>12-MONTH EMPLOYEES - 240 CONTRACT DAYS (July 1st - June 30th)</b>	
Administrative Assistant - TES & EIS	
Administrative Assistant for School Counselors -EHS	
Assistant Principals	
Athletic Director	
Bookkeepers	
Central Office Staff	
Central Office Administrative Assistants	
Custodial Staff	
Maintenance Supervisor	
Maintenance Worker	
Principals	
Special Education Coordinator	
Transportation Supervisor	
Transportation Mechanics	

<b>11-MONTH EMPLOYEES - 220 CONTRACT DAYS</b>	
Child Nutrition Supervisor	
Dean of Students	
Instructional Specialist	
Instructional Technology Integration Supervisor	
School Administrative Assistant - EHS	
School Counselors	
School Psychologist	

<b>10-MONTH EMPLOYEES -- 200 CONTRACT DAYS (All instructional days per school calendar + any other assigned days)</b>	
Career Counselor - EHS	
Head Nurse	
Occupational Therapist	
School Nurses	
Teachers	

<b>186-DAY CONTRACTED EMPLOYEES</b>	
Child Nutrition Lead Worker	180 Instructional days + 6 days as assigned by Manager
Child Nutrition School Manager	180 Instructional days + 6 days as assigned by Manager

<b>184-DAY CONTRACTED EMPLOYEES</b>	
Child Nutrition Workers	180 Instructional days + 4 days as assigned by Supervisor
Paraprofessionals	180 Instructional days + 4 days as assigned by Supervisor

<b>180-DAY CONTRACTED EMPLOYEES (PER SCHOOL CALENDAR)</b>	
Bus/Car Aides	



**ESSEX COUNTY PUBLIC SCHOOLS**  
**FLSA STATUS**  
**2022-2023**

POSITION NAME	FLSA STATUS
Administrative Assistant	Non-Exempt
Alternative Education Coordinator	Exempt
Assistant Principal	Exempt
Dean of Students	Exempt
Assistant Superintendent	Exempt
Athletic Director	Exempt
Bookkeeper	Non-Exempt
Bus Aide	Non-Exempt
Bus Driver	Non-Exempt
Car Driver	Non-Exempt
Chief Academic Officer	Exempt
Child Nutrition Lead Worker	Non-Exempt
Child Nutrition Supervisor	Exempt
Child Nutrition Manager	Non-Exempt
Child Nutrition Worker	Non-Exempt
Custodian	Non-Exempt
Director of Accounting	Exempt
Director of Human Resources	Exempt
Director of Technology	Exempt
Director of Accountability	Exempt
Executive Administrative Assistant	Non-Exempt
Finance Specialist	Non-Exempt
Special Education Coordinator	Exempt
School Counselor	Exempt
Head Nurse	Exempt
Instructional Technology Integration Supervisor	Exempt
Instructional Specialist	Exempt
Maintenance Supervisor	Exempt
Maintenance Worker	Non-Exempt
Mechanic	Non-Exempt
Occupational Therapist	Exempt
Paraprofessional	Non-Exempt
Payroll & Benefits Coordinator	Non-Exempt
Principal	Exempt
School Nurse	Non-Exempt
School Psychologist	Exempt
Senior Director of Teaching and Learning	Exempt
Teacher	Exempt
Technology Coordinator	Non-Exempt
Transportation Supervisor	Exempt



**ESSEX COUNTY PUBLIC SCHOOLS  
2022-2023 TEACHER SALARY SCALE**

<b>STEP</b>	<b>200 Days</b>	<b>220 Days</b>
0	\$ 45,978	\$ 50,576
1	\$ 46,437	\$ 51,081
2	\$ 46,902	\$ 51,592
3	\$ 47,371	\$ 52,108
4	\$ 47,844	\$ 52,629
5	\$ 48,323	\$ 53,156
6	\$ 48,806	\$ 53,687
7	\$ 49,294	\$ 54,224
8	\$ 49,787	\$ 54,766
9	\$ 50,285	\$ 55,314
10	\$ 50,788	\$ 55,867
11	\$ 51,296	\$ 56,426
12	\$ 51,809	\$ 56,990
13	\$ 52,327	\$ 57,560
14	\$ 52,850	\$ 58,135
15	\$ 53,379	\$ 58,717
16	\$ 53,912	\$ 59,304
17	\$ 54,451	\$ 59,897
18	\$ 54,996	\$ 60,496
19	\$ 55,546	\$ 61,101
20	\$ 56,101	\$ 61,712
21	\$ 56,662	\$ 62,329
22	\$ 57,229	\$ 62,952
23	\$ 58,957	\$ 64,854
24	\$ 59,547	\$ 65,502
25	\$ 60,142	\$ 66,157
26	\$ 60,744	\$ 66,818
27	\$ 61,351	\$ 67,487
28	\$ 61,965	\$ 68,162
29	\$ 62,584	\$ 68,843
30	\$ 63,210	\$ 69,531
31	\$ 63,843	\$ 70,227
32	\$ 64,480	\$ 70,928
33	\$ 65,126	\$ 71,639
34	\$ 65,777	\$ 72,355
35	\$ 66,435	\$ 73,079

Placement Based on years of experience

Educational Stipend: Master's Degree - \$2,500

Educational Stipend: Doctorate Degree - \$3,000

Positions included on this scale are Teachers, Instructional Specialist , School Counselors, Media Specialists, and Instructional Technology Resource Teacher.



**ESSEX COUNTY PUBLIC SCHOOLS**  
**2022-2023**  
**PARAPROFESSIONAL SALARY SCALE**

<b>STEP</b>	<b>2022-2023 Wages</b>
0	\$ 19,533
1	\$ 19,728
2	\$ 19,925
3	\$ 20,125
4	\$ 20,326
5	\$ 20,529
6	\$ 20,735
7	\$ 20,942
8	\$ 21,151
9	\$ 21,363
10	\$ 21,576
11	\$ 21,792
12	\$ 22,010
13	\$ 22,230
14	\$ 22,453
15	\$ 22,677
16	\$ 22,904
17	\$ 23,133
18	\$ 23,364
19	\$ 23,598
20	\$ 23,834
21	\$ 24,072
22	\$ 24,313
23	\$ 24,556
24	\$ 24,802
25	\$ 25,050
26	\$ 25,300
27	\$ 25,553
28	\$ 25,809
29	\$ 26,067
30	\$ 26,327
31	\$ 26,591
32	\$ 26,857
33	\$ 27,125
34	\$ 27,396
35	\$ 27,670
36	\$ 27,947
37	\$ 28,227
38	\$ 28,509



**ESSEX COUNTY PUBLIC SCHOOLS  
TWELVE-MONTH POSITIONS  
2022-2023**

POSITION	2022-2023 SALARY
Administrative Assistant - Elementary & Intermediate	\$ 34,267
Administrative Assistant - SPED	\$ 34,267
Administrative Assistant - Federal Programs	\$ 34,267
Administrative Assistant for School Counselors -EHS	\$ 34,267
Alternative Education Coordinator	\$ 76,426
Assistant Principal - Elementary	\$ 76,426
Assistant Principal - Intermediate	\$ 79,896
Assistant Superintendent	\$ 127,296
Assistant Principal - High School	\$ 84,800
Bookkeeper	\$ 41,073
Chief Academic Officer	\$ 121,992
Custodian	\$ 25,000
Director of Accounting	\$ 98,654
Director of Human Resources	\$ 98,654
Director of Technology	\$ 98,654
Director of Accountability	\$ 98,654
Executive Administrative Assistant	\$ 66,780
Finance Specialist	\$ 53,000
Maintenance Supervisor	\$ 81,295
Maintenance Worker	\$ 56,089
Mechanic I & Shop Manager	\$ 78,798
Mechanic II	\$ 65,508
Payroll & Benefits Coordinator	\$ 66,780
Principal - Elementary	\$ 94,987
Principal - High	\$ 114,639
Principal - Intermediate	\$ 100,228
Senior Director of Teaching and Learning	\$ 114,400
Special Education Supervisor	\$ 81,295
Technology Coordinator	\$ 66,780
Transportation Supervisor	\$ 81,295



**ESSEX COUNTY PUBLIC SCHOOLS**  
**ELEVEN-MONTH POSITIONS**  
**2022-2023**

<b>POSITION</b>	<b>2022-2023 SALARY</b>
Child Nutrition Supervisor PT	\$ 31,191
Dean of Students - High School	\$ 74,200
Instructional Technology Integration Supervisor	\$ 72,100
School Administrative Assistant - EHS	\$ 29,455
School Psychologist	\$ 60,634



**ESSEX COUNTY PUBLIC SCHOOLS  
2022 - 2023 BUS DRIVER SALARY SCALE**

<b>STEP</b>	<b>YEARS</b>	<b>SALARY</b>
0	0	\$14,453
1	1	\$14,775
2	2	\$14,960
3	3	\$15,147
4	4	\$15,336
5	5	\$15,528
6	6	\$15,722
7	7	\$15,918
8	8	\$16,117
9	9	\$16,319
10	10	\$16,523
11	11	\$16,729
12	12	\$16,939
13	13	\$17,150
14	14	\$17,365
15	15	\$17,582
16	16	\$17,802
17	17	\$18,024
18	18	\$18,249
19	19	\$18,477
20	20	\$18,708
21	21	\$18,942
22	22	\$19,179
23	23	\$19,419
24	24	\$19,662
25	25	\$19,907
26	26	\$20,156
27	27	\$20,408
28	28	\$20,663
29	29	\$20,921
30	30	\$21,183
31	31	\$21,448
32	32	\$21,716



**ESSEX COUNTY PUBLIC SCHOOLS  
TEN-MONTH POSITIONS  
2022-2023**

POSITION	2022-2023 SALARY
Head Nurse	\$63,600
School Nurse	\$32,099 - \$39,268
Occupational Therapist	\$63,600
Child Nutrition School Manager (186 DAYS)	\$39,026
Child Nutrition Lead Worker (186 DAYS)	\$30,000
Child Nutrition Worker (184 DAYS)	\$13,483 - \$18,766
Child Nutrition Worker Hourly (180 DAYS)	\$12.00 Per Hour
Bus Driver	See Bus Driver Scale
Bus Driver (Regular Driver) - daily rate	\$100/ Per Day
Bus Aide	\$13.03 Per Hour
Car Driver	\$15.64 Per Hour
Division Mail Courier	\$15.64 Per Hour
Bus Driver Attendance Incentive	1 or less days of work missed \$250 (paid in June)
Bus Driver Attendance Incentive	3 or less days of work missed \$100 (paid in June)

**SUPPLEMENTS  
2022 - 2023 SCHOOL YEAR**

**TAPPAHANNOCK ELEMENTARY SCHOOL**

<b>Position</b>	<b>Amount</b>	<b>Pay Date</b>
TES Pre-K Lead Teacher	\$ 700	Split into two payments - Nov and April
TES K Lead Teacher	\$ 700	Split into two payments - Nov and April
TES 1st Lead Teacher	\$ 700	Split into two payments - Nov and April
TES 2nd Lead Teacher	\$ 700	Split into two payments - Nov and April
TES 3rd Lead Teacher	\$ 700	Split into two payments - Nov and April
TES Specials Lead	\$ 700	Split into two payments - Nov and April
TES SPED Lead Teacher	\$ 700	Split into two payments - Nov and April
SCA Sponsor	\$ 500	Split into two payments - Nov and April
TES Yearbook	\$ 250	April
Title I Parent Involvement Coordinator	\$ 750	April (Grant)
Building Based Mentor	\$ 300	April (Grant)
Public Relations Contact	\$ 500	April
TES Tutoring/Afterschool Remediation	TBD	Monthly (Grant)
<b>TOTAL TAPPAHANNOCK ELEMENTARY SCHOOL</b>	<b>\$ 7,200</b>	

**JAMES H. CAREY INTERMEDIATE SCHOOL**

<b>Position</b>	<b>Amount</b>	<b>Pay Date</b>
JCIS 4th Lead Teacher	\$ 350	Split into two payments - Nov and April
JCIS 5th Lead Teacher	\$ 350	Split into two payments - Nov and April
JCIS 6th Lead Teacher	\$ 350	Split into two payments - Nov and April
JCIS 7th Lead Teacher	\$ 350	Split into two payments - Nov and April
JCIS English Lead Teacher	\$ 350	Split into two payments - Nov and April
JCIS Math Lead Teacher	\$ 350	Split into two payments - Nov and April
JCIS Science Lead Teacher	\$ 350	Split into two payments - Nov and April
JCIS Social Studies Lead Teacher	\$ 350	Split into two payments - Nov and April
JCIS Electives Grade Level Lead Teacher	\$ 350	Split into two payments - Nov and April
JCIS Electives Content Lead Teacher	\$ 350	Split into two payments - Nov and April
JCIS SPED Lead Teacher	\$ 700	Split into two payments - Nov and April
Men of Distinction Sponsor	\$ 500	Split into two payments - Nov and April
Ladies of Love Sponsor	\$ 500	Split into two payments - Nov and April
Drama Club Sponsor	\$ 500	Split into two payments - Nov and April
JCIS Jr. Honor Society	\$ 500	Split into two payments - Nov and April
SCA Sponsor	\$ 500	Split into two payments - Nov and April
JCIS Yearbook	\$ 250	April
Title I Parent Involvement Coordinator	\$ 750	April (Grant)
Building Based Mentor	\$ 300	April (Grant)
Public Relations Contact	\$ 500	April
JCIS Tutoring/Afterschool Remediation	TBD	Monthly (Grant)
<b>TOTAL JAMES H. CAREY INTERMEDIATE SCHOOL</b>	<b>\$ 8,500</b>	

**ESSEX HIGH SCHOOL**

<b>Position</b>	<b>Amount</b>	<b>Pay Date</b>
Dual Enrollment Supervisor	\$ 6,000	Paid over 10 months

Dual Enrollment Teachers	\$ 1,000	Per course paid at in of semester
EHS English Lead Teacher	\$ 700	Split into two payments - Nov and April
EHS Math Lead Teacher	\$ 700	Split into two payments - Nov and April
EHS Science Lead Teacher	\$ 700	Split into two payments - Nov and April
EHS History Lead Teacher	\$ 700	Split into two payments - Nov and April
EHS Foreign Language/Fine Arts Lead Teacher	\$ 700	Split into two payments - Nov and April
EHS Physical Education Lead Teacher	\$ 700	Split into two payments - Nov and April
EHS SPED Lead Teacher	\$ 700	Split into two payments - Nov and April
Play Director	\$ 1,500	Month Following Completion of Season
CTE Coordinator	\$ 5,000	Paid over 12 months
STEM Teacher Sponsor	\$ 500	Split into two payments - Nov and April
Marching Band	\$ 1,500	Split into two payments - Nov and April
Flag Corp Sponsor	\$ 500	Split into two payments - Nov and April
National Junior Honor Society	\$ 500	Split into two payments - Nov and April
EHS National Honor Society	\$ 500	Split into two payments - Nov and April
SCA Sponsor	\$ 500	Split into two payments - Nov and April
SCA Sponsor	\$ 500	Split into two payments - Nov and April
Yearbook Club Sponsor	\$ 500	April
Building Based Mentor	\$ 300	April (Grant)
Key Club Sponsor	\$ 500	Split into two payments - Nov and April
DECA Sponsor	\$ 500	Split into two payments - Nov and April
FBLA Sponsor	\$ 500	Split into two payments - Nov and April
Public Relations Contact	\$ 500	April
EHS Tutoring/Afterschool Remediation	TBD	Monthly (Grant)
<b>TOTAL ESSEX HIGH SCHOOL</b>	<b>\$ 25,700</b>	

<b>TOTAL SCHOOL STIPENDS</b>	<b>\$ 41,400</b>
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<b>OTHER</b>		
<b>Position</b>	<b>Amount</b>	<b>Pay Date</b>
Parents as Educational Partners (PEP)	\$ 300	Monthly (Grant)
TES Odyssey of the Mind	\$ 1,000	Month Following Completion of Season
EIS Odyssey of the Mind	\$ 1,000	Month Following Completion of Season
EHS Odyssey of the Mind	\$ 1,000	Month Following Completion of Season
School Board Clerk	\$ 5,000	Paid over 12 months
National Certified School Psychologist Certification	\$ 1,000	April
Translation Services	\$ 1,000	Split into two payments - Nov and April
Groundskeeper PT	\$ 2,000	Split into two payments - Nov and April

<b>FALL SPORTS</b>		
<b><u>Position</u></b>	<b><u>Amount</u></b>	<b><u>Pay Date</u></b>
Athletic Director	4,000	Paid over 12 months
Football Head Coach	3,000	Month Following Completion of Season
Football JV Coach	2,000	Month Following Completion of Season
Football Assistant Coach	1,800	Month Following Completion of Season
Football Assistant Coach	1,800	Month Following Completion of Season
Football Assistant Coach	1,800	Month Following Completion of Season
Football Assistant Coach	1,800	Month Following Completion of Season
Football Assistant Coach	1,800	Month Following Completion of Season
Cheerleading Varsity Fall (sideline)	1,000	Month Following Completion of Season
Cheerleading JV Fall (sideline)	1,000	Month Following Completion of Season
Competition Cheer (gymnastics)	3,000	Month Following Completion of Season
Cross Country	3,000	Month Following Completion of Season
Volleyball Varsity	3,000	Month Following Completion of Season
Volleyball JV	2,000	Month Following Completion of Season
Golf Head Coach	3,000	Month Following Completion of Season
Theater Festival Director	1,000	Month Following Completion of Season
<b>TOTAL FALL SPORTS</b>	<b>35,000</b>	

<b>WINTER SPORTS</b>		
<b><u>Position</u></b>	<b><u>Amount</u></b>	<b><u>Pay Date</u></b>
Basketball Girls Varsity	3,000	Month Following Completion of Season
Basketball Girls JV	2,000	Month Following Completion of Season
Basketball Girls Assistant	1,800	Month Following Completion of Season
Basketball Girls Assistant II	900	Month Following Completion of Season
Basketball Boys Varsity	3,000	Month Following Completion of Season
Basketball Boys JV	2,000	Month Following Completion of Season
Basketball Boys Assistant	1,800	Month Following Completion of Season
Basketball Boys Assistant II	900	Month Following Completion of Season
Cheerleading Varsity Winter (sideline)	1,000	Month Following Completion of Season
Cheerleading JV Winter (sideline)	1,000	Month Following Completion of Season
Wrestling Head Coach	3,000	Month Following Completion of Season
Wrestling Assistant Coach	1,000	Month Following Completion of Season
<b>TOTAL WINTER SPORTS</b>	<b>21,400</b>	

<b>SPRING SPORTS</b>		
<b><u>Position</u></b>	<b><u>Amount</u></b>	<b><u>Pay Date</u></b>
Baseball Head Varsity Coach	3,000	Month Following Completion of Season
Baseball JV Coach	2,000	Month Following Completion of Season
Baseball Assistant Coach	1,800	Month Following Completion of Season
Softball Head Varsity Coach	3,000	Month Following Completion of Season
Softball JV Coach	2,000	Month Following Completion of Season
Softball Assistant Coach	1,800	Month Following Completion of Season
Soccer Boys Varsity Coach	3,000	Month Following Completion of Season

Soccer Boys JV Coach	2,000	Month Following Completion of Season
Soccer Boys Assistant Coach	1,800	Month Following Completion of Season
Soccer Girls Varsity Coach	3,000	Month Following Completion of Season
Soccer Girls JV Coach	2,000	Month Following Completion of Season
Soccer Girls Assistant Coach	1,800	Month Following Completion of Season
Tennis Varsity Coach	3,000	Month Following Completion of Season
Track & Field Varsity Coach	3,000	Month Following Completion of Season
Track & Field Assistant Coach	1,800	Month Following Completion of Season
Track & Field Assistant Coach	1,800	Month Following Completion of Season
Scholastic Bowl Coach	1,500	Month Following Completion of Season
Scholastic Bowl Coach	1,500	Month Following Completion of Season
<b>TOTAL SPRING SPORTS</b>	<b>39,800</b>	

<b>TOTAL ATHLETIC STIPENDS</b>	<b>96,200</b>
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<b>MISCELLANEOUS</b>		
<b><u>Position</u></b>	<b><u>Amount</u></b>	<b><u>Pay Date</u></b>
Division Events Ticket Taker	\$25.00 Game	Monthly
Lead Division Events Ticket Taker	\$40.00 Game	Monthly
Skills and Drills Coach	\$25.00/ Per Hour	Monthly
Assistant Ticket Taker	\$15.00/Game	Monthly
Scoreboard Clock Operator	\$40.00/Game	Monthly

**ESSEX COUNTY PUBLIC SCHOOLS  
2022-2023 HOURLY AND SUBSTITUTE RATES**

HOURLY RATES

After School Tutoring Teacher -- \$35.00/hr.
Bus Driver -- Substitute Route-- \$100.00/Day
Bus Driver -- After School Tutoring -- \$35.00/Day
Bus Driver -- After School Tutoring Dispatcher -- \$15.00/hr.
Bus Driver -- Athletic/Field trips -- \$12.00/hr.
Bus Driver -- Governor's School -- \$20.00/run
Bus Driver -- Governor's School -- Summer Program -- \$78.00/Day
Bus Driver -- Vocational Center -- \$20.00/run
Bus Driver -- Summer School -- \$78.00/Day
Bus Driver -- Committee -- \$15.00/hr.
Bus Driver -- Trainee -- \$15.00/hr.
Bus Driver -- Trainer -- \$18.50/hr.
Custodian -- \$13.00/hr.
Utility Driver -- MISC. -- \$12.00/hr.
Driver's Education Instructor -- \$145.00/student
Extended School Year Teacher -- \$35.00/hr.
Homebound Instructor -- \$35.00/hr.
Kitchen Facilities Use -- \$20.00/hr.
Summer School Teacher -- \$35.00/hr.
Summer School Para -- \$20.00/hr.
Summer School Nurse -- \$35.00/hr.
Summer School Admin Assitant -- \$15.00/hr.
Summer School Child Nutrition Worker -- \$15.00/hr.
Summer School Substitute -- \$25.00/hr.
Summer School Substitute Licensed Teacher -- \$35.00/hr.
Teacher Trainings/Workshops -- \$25.00/hr.

SUBSTITUTE RATES

<b>TEACHER</b>
Daily Rate: \$90.00 (non-degreed); \$110.00 (Bachelor's Degree or higher)
Long-Term Substitute (ten or more consecutive days for the same teacher) Daily Rate \$100.00 (non-degreed)/Day \$125.00 (Bachelor's Degree or higher)/Day \$145.00 (Licensed Teacher)/Day
Administrative Assistant -- \$90.00
Child Nutrition Worker -- \$12.00/hr.
Paraprofessional -- \$90.00/Day
School Nurse -- \$110.00/Day
Para Pro to Teacher of Record -- \$40.00/Day