

**KILLEEN INDEPENDENT SCHOOL DISTRICT
SUPPLEMENTARY/TEMPORARY PAY**

I. SCHOOL YEAR

- **Nonexempt Personnel** (Employees who are paid an hourly rate based on hours worked and are eligible for overtime or comp if they work more than 40 hours per week.)
 - Nonexempt personnel performing tasks directly associated with or closely related to their usual non-exempt duties receive their current district pay schedule, regular hourly rate for hours less than 40 hours per week, 1.5 x regular hourly rate for hours exceeding 40 hours per week; comp time accumulated to 40 hours.
 - Nonexempt personnel working as tutors receive their regular hourly rate up to 40 hours per week and 1.5 times regular hourly rate for hours exceeding 40 hours. Exception: Those with a valid Texas teaching certificate be paid a rate of \$20.40 per hour.
 - Nonexempt personnel working as translators at parent/teacher conferences receive their regular hourly rate up to 40 hours per week and 1.5 times regular hourly rate for hours exceeding 40 hours.
- **Temporary Personnel** (Employees paid on an hourly basis and employed for a short period of time)
 - Tutoring Rates
 - Non-degreed \$ 9.10 per hour
 - Bachelor's degree without Texas Teacher Certificate \$11.05 per hour
 - Valid Texas Teacher Certificate \$20.40 per hour
 - Other Temporary Employment Ranges Per District Pay
- **Exempt Personnel** (Employees who are paid on a daily basis; they do not use a district time clock for their regular position and are not eligible for overtime pay.) The below rates are for the performance of tasks on a non-duty/contract day and/or outside regular work hours. These rates are for exempt personnel only. For employee's daily rate, the base salary rate is used excluding stipends.

ACTIVITY (EXEMPT STAFF ONLY)	RATE OF PAY
Administering/coordinating/proctoring tests (STAAR, PSAT, etc.) (Exempt personnel) Note: Summer School EOC test proctors receive summer school teacher pay rate	\$22.90 per hour
Attending workshops approved by the supervisor on a non-contract day (Teacher)	\$20.40 per hour
Being an accompanist (example: one song at a concert requiring flutist, harpist, etc.) (other than own campus; teachers with no extra days)	\$23.35 per rehearsal/performance hour

ACTIVITY (EXEMPT STAFF ONLY)	RATE OF PAY
Being an accompanist (group rehearsal/performance) festivals/clinics/concerts (other than own campus; teachers with no extra days)	\$23.35 per rehearsal hour \$70.10 MS Perform \$116.85 HS Perform
Being an accompanist (solo/ensemble contest) (other than own campus; teachers with no extra days)	\$23.35 per rehearsal/ performance hour
Being an accompanist for UIL Concert/Sight Reading Contest (other than own campus; teachers with no extra days)	\$23.35 per rehearsal hour \$42.90 per choir accompanied at the contest
Broadcasting for Channel 17 (Teacher/Temporary Employee)	\$12.75 per hour
Completing and evaluating reports (special education)	\$40.00 per hour
Developing curriculum/instructional projects	\$40.00 per hour
Developing and revising of Curriculum Unit Assessments (CUAs) including district's instructional pacing guide, units of instruction, and units of assessment including Teacher Incentive Allotment pre and post tests	\$40.00 per hour
Edgenuity Teacher of Record (approving modules for students)	\$60.00 per hour
ESL Parent Night (District level only-includes distributing materials, directing attendees, etc.)	\$40.00 per hour
Gear Up Chaperone	\$20.40 per hour
Giving immunizations (KISD Nurses)	employee's daily rate
Grade Placement Committee	\$17.60 per hour
Homebound teaching (Teacher or other exempt employee with valid Texas teacher certificate)	\$60.00 per hour
Judging contests plus lunch (other than own campus; teacher with no extra days)	\$93.40 half day \$186.80 full day
Judging Drill team line or officer try-outs (not own team)	\$125.00 per day
Music Enrichment (after school music lessons)	\$35.00 per hour
Orientation of new 6th/9th grade students (Teacher)	\$20.40 per hour
Participating as a member of District Attendance Review Committee (Teacher off contract)	\$17.60 per hour
Participating in campus-wide parent-teacher conferences, organized by the administration	\$17.60 per hour
Perkins Grant Teacher Activities that include evening salon hours and supervising licensing hours for students (see summer school rates for summer salon)	\$20.40 per hour
Presenting workshops	employee's daily rate
Required after hours professional development (Teacher)	\$20.40 per hour
Reviewing 504 records for storage	\$17.60 per hour
Spirit Bus Chaperone (Teacher) provided availability of funds	\$20.40 per hour
Special Education Case Manager (hours restricted to Special Education Office pre-approval)	\$60.00 per hour
Supervising use of KISD facilities /athletic tournament during district holiday	\$23.35 per hour
Tabulating for Drill team – Teacher (other than own campus; teacher with no extra days)	\$20.40 per hour
Teaching evening academy (Teacher or other exempt employee with valid Texas teacher certificate)	\$60.00 per hour
Textbook review committees (Teacher)	\$20.40 per hour

ACTIVITY (EXEMPT STAFF ONLY)	RATE OF PAY
Tutoring (Teacher or other exempt employee with valid Texas teacher certificate)	\$60.00 per hour
Training/tutoring in-home (special education) (Teacher or other exempt employee with valid Texas teacher certificate)	\$60.00 per hour
Translating Documents	\$23.35 per hour
Working Saturday detention/SAC (Teacher)	\$40.00 per hour

II. SUMMER

Personnel engaged in summer supplemental responsibilities receive pay as noted in this procedure. Nonexempt employees working summer activities that are similar to their previous school year position during the same work week as their regular position will receive their current rate of pay. If the summer position is different than previous year's position, the minimum pay range rate will be used to determine the rate of pay.

- Master schedule builders (no more than 10 days) employee's daily rate prorated
- Opening a new campus (no more than 2 weeks per position):
 - Assistant Principal employee's daily rate prorated
 - Campus Instructional Specialist employee's daily rate prorated
 - Librarian employee's daily rate prorated
 - Campus Technology Support Specialist employee's daily rate prorated
- Nonexempt employees assisting principals who are opening a new campus will receive their regular hourly rate up to 40 hours per week and 1.5 times regular hourly rate for hours exceeding 40 hours.
 - Principal's secretary (no more than 2 weeks) employee's hourly rate
- Special Education Professionals (includes ARD committee representation)
 - Ed Diagnostician/LSSP employee's daily rate prorated
 - Orientation & Mobility Specialist employee's daily rate prorated
 - Social Worker employee's daily rate prorated
 - Therapist (Speech, Occupational, Physical) employee's daily rate prorated
 - Therapy Assistant - Occupational, Physical employee's daily rate prorated
 - Therapy Assistant – Speech employee's daily rate prorated
 - ARD Facilitation \$40.00 per hour
- Summer Musical (off contract exempt employees only)
 - Choreographer \$800.00 per summer
 - Assistant Technical Director \$800.00 per summer
 - Assistant Music Director \$800.00 per summer
 - Stage Director \$1,561.50 per summer
 - Assistant Stage Director \$1,301.25 per summer
 - Music director \$1,301.25 per summer
 - Seamstress/Costume Design \$1,000.00 per summer
 - Administrator/Show Designer \$1,300.00 per summer

- Convocation Music Director \$1,301.25 per summer
- Campus Registration/Enrollment
 - Exempt Employees \$25.00 per hour
 - Nonexempt Employees \$15.90 per hour

Summer Learning

SUMMER LEARNING STIPENDS (in addition to daily rates during duty calendar)

Elementary School Director	\$1,000.00
Middle School Director	\$1,000.00
Middle School Co-Director	\$1,000.00
High School Director	\$2,000.00
High School Co-Director	\$1,500.00
Campus Technology Support Specialist-ES & MS	\$500.00
Campus Technology Support Specialist-HS	\$1,000.00

Professional (Exempt Personnel)

Position	Outside Duty Calendar Hourly Rate
Director Elementary	\$47.02
Director Middle School	\$48.70
Director High School	\$52.49
Co-Director Middle School	\$42.10
Co-Director High School	\$45.61
Teacher - Regular, Special Education, ESL *	\$40.00
Teacher - Bilingual PK-5	\$40.00
Teacher – Summer Camp	\$40.00
Campus Technology Support Specialist	\$35.09
Librarian	\$35.09
Nurse	\$35.09
Counselor	\$38.60
Registrar	\$38.60
Registration	\$25.00
Testing Coordinator High School	\$45.61
Testing Coordinator Middle School	\$42.10

Note: Professional exempt personnel will be eligible for a \$125.00 stipend for each day summer learning session worked. In the event that a teacher is absent during summer learning, the person acting as a substitute teacher and teaching students receives the teacher daily rate plus \$125 for each day teaching as long as they are a certified teacher. Professional exempt personnel will not be required to clock in/out each day. Hours in excess of the normal summer school day may be adjusted by directors/timekeepers. For example, the elementary teacher regular workday should not exceed 8 hours.

Auxiliary (Nonexempt Personnel)

Position	Rate
Aide I	\$15.00
Aide II Special Education	\$17.67
Clinic Aide II	\$16.83
Computer Aide (Middle & High School)	\$16.83
Media Attendant (Middle & High School)	\$14.29
Crossing Guard	\$12.86
Lead Crossing Guard	\$13.86
Registration Work	\$15.90
Secretary III - Attendance (Middle & High School)	\$15.90
Secretary IV	\$17.85

III. ATHLETICS

A. Stadium Workers (Varsity Football)

• Announcer/Public Address	\$15.00 per hour
• Computer Operator/Video Board	\$21.50 per hour
• Concession Worker	\$12.65 per hour
• Custodian	\$11.75 per hour
• Press box Supervisor	\$12.00 per hour
• Scoreboard/Clock Operator	\$13.25 per hour
• Side Line Chain Operator	\$11.75 per hour
• Spotter	\$10.00 per hour
• Staff Manager/Supervisor	\$21.50 per hour
• Ticket Sellers/Takers/Gatekeepers	\$11.75 per hour
• Ushers	\$11.50 per hour
• Videographer	\$11.50 per hour

B. Other Athletics Events/Duties

• Custodian	\$11.75 per hour
• Scoreboard/Scorebook/Statistician/Libero Tracker	\$13.25 per hour
• Stadium Manager	\$11.50 per hour
• Ticket Sellers/Takers/Gatekeepers	\$11.75 per hour
• Administrator on Duty (neutral sites)	\$25.35 per hour
• Videographer (varsity football only outside of KISD)	\$11.50 per hour
• Hydration Testing	\$27.00 per hour
• Trainer (licensed)	\$27.00 per hour
• Pitch Counter	\$13.25 per hour

C. Strength and Conditioning Camp (high school – up to 3 sessions per day)

• Coordinator (1 per session)	\$ 40.00 per session
• Worker (not to exceed an average of 5 per session)	\$ 25.00 per session

D. Youth Athletic Summer Camps

KISD will exclusively offer district supported youth athletic summer camps. The District maintains 30% of the fees collected to cover costs (shirts, equipment, etc.) deducted from gross profit. The Head Coach of each camp can receive a maximum of up to 50% of the net profit amount as calculated by the district athletics department leadership. The balance of the net profit amount will be distributed equally to the remaining camp staff as calculated by district athletics department leadership. Amounts calculated will be submitted to the KISD payroll department for payment. The minimum pay for working a KISD youth athletic camp will be \$80 per day for the camp coordinator and \$50 per day for all other coaches.

If the district is supplementing funds to pay the minimum pay for coaches working the camp, excluding the coordinator, the number of coaches paid at \$50 per day will not exceed a coach to student ratio of 1:12.

IV. OTHER

- A. Call Pay (Nonexempt only) \$20.00 per day
Call pay is on top of the employee's hourly rate that they are paid when they need to report to work while on call. The per day pay is paid out every day, including days when KISD is closed.
1. Facilities Maintenance/Operations: up to 3 workers per day (Electrician, HVAC, and Energy Management)
 2. Transportation Services: 1 worker per day (Mechanic)
 3. Distribution Center: up to 2 workers per day (Operations Manager, Lead Warehouse)
 4. School Nutrition: 1 worker per day (Technician or Office Manager)
- B. Additional Class Period (Teachers with additional class period each day of the week)
Note: This type of additional pay requires approval first by CAAG member and then by Human Resources. Human Resources will finalize pay agreement with employee once all approvals have been obtained.
- Middle School (8 class period) 1/8 of base pay (excludes stipends)
 - High School (7 class periods) 1/7 of base pay (excludes stipends)
- C. Teacher-Substitute Compensation (Direct instruction must be provided)
- Elementary Campuses \$20.00 for half day
 - Elementary Campuses \$40.00 for full day
(not to exceed 4 teachers per substitute vacancy)
 - Secondary Campuses \$20.00 per class covered
(not to exceed 6 classes per day)
- D. Reimbursements from Pass-Through Funds

For any funds received by Killeen ISD for a designated teacher, 100 percent will be paid to the designated teacher. Should the district receive funding for a designated teacher who has resigned or retired, the district will forward payment to the resigned or retired teacher as soon as practicable.

DATE: October 2022
September 2022

CONTACT: Assistant Superintendent of Human Resources