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# COMPENSATION PLAN 2021-2022

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**Fiscal Year:**  
**July 1, 2021 -**  
**June 30, 2022**



Montgomery ISD  
20774 Eva Street  
Montgomery, TX 77356

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# SECTION 1

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## Compensation Overview



Montgomery ISD

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## **Compensation Plan Information**

1. This compensation plan booklet is designed for the 2021-2022 school year only.
2. Neither past nor future salaries can be accurately calculated or predicted from information in this booklet.
3. The Montgomery Independent School District Board of Trustees adopts a new compensation plan each year. There are no salary increases given automatically.
4. The Human Resources Office, regardless of possible typographical errors in this booklet, shall determine final calculations of all salaries.
5. The Montgomery Independent School District does not discriminate on the basis of race, religion, color, national origin, gender, sex, or disability in providing education services, activities, and programs, including vocational programs, in accordance with Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Educational Amendments of 1972; and Section 504 of the Rehabilitation Act of 1973, as amended. The district Title IX Coordinator is the Executive Director of Human Capital, Denise Miner.  
El Distrito Escolar Independiente de Montgomery no discrimina por motivos de raza, religión, color, origen nacional, género, sexo, o discapacidad en la prestación de servicios de educación, actividades y programas, incluyendo programas vocacionales, de acuerdo con el Título VI de los Derechos Civiles la Ley de 1964, según enmienda, Título IX de las Enmiendas Educativas de 1972, y la Sección 504 de la Ley de Rehabilitación de 1973, según enmendada. El Coordinador del distrito del Título IX es el Asistente Superintendente de Capital Humano, Denise Miner.

## **Compensation Philosophy Statement**

The Superintendent shall develop and recommend a pay system for all district personnel to the Board for adoption. The pay system shall be designed to provide appropriate pay for the assessed worth of district jobs. The system shall consist of pay range structures for the following employee groups: administrative/professional, certified instructional, paraprofessional, and support trades. The system shall be designed and administered to accomplish the following:

- ❖ Stay competitive with appropriate labor markets for the various categories of personnel.
- ❖ Recognize the levels of skill, effort, working conditions and responsibility required of different jobs.
- ❖ Reward continued length of service to the District, and
- ❖ Be fiscally controlled and cost effective.

**PAY SYSTEMS**  
**ADMINISTRATIVE GUIDELINES**  
Revised: 4/1/2021

**1.0 Description of Pay Systems**

**1.1 Purpose and Authority**

Employee pay systems are designed and administered for the purpose of attracting and retaining qualified employees to achieve the goals of the district. The superintendent is responsible for the development, maintenance, and administration of employee pay systems in accordance with board policies and administrative regulations.

**1.2 Description of Systems**

Certified classroom teachers and librarians will be paid no less than the state minimum salary schedule based on years of experience. The local salary schedule for teachers and librarians will be determined annually after board approval of the pay increase budget.

For all other employees, the superintendent will assign positions to pay ranges that set the minimum and maximum base pay for the position. Jobs are classified for pay purposes on the basis of qualifications and duties as defined by the district, and market surveys of competitive pay rates. All employees will be paid within the assigned pay range unless an exception is granted by the board. Pay ranges are reviewed annually and adjusted as needed. Employees will advance through the pay range according to the annual pay increase budget approved by the board.

**1.3 Pay Periods**

Employees will be paid on a monthly basis in twelve payments. Annual salaries for ten and eleven month employees will be prorated over a twelve-month pay period. Employees will receive bank deposits according to the district's payroll schedule.

**2.0 Job Classification**

**2.1 Process and Authority**

Job classification determines the assigned pay range for a position and is based on an assessment of job qualifications and assigned duties. All jobs are classified on the basis of common factors that assess the level of skill, effort, and responsibility of assigned duties and working conditions. The Director of Human Capital will collect job information, evaluate jobs for classification purposes, and recommend pay-grade assignments. The Superintendent has final authority concerning job classifications.

**2.2 Reclassification of Current Positions**

Pay-grade assignments may be changed based on changes in the job duties assigned or changes in the competitive job market. A job reclassification occurs when the same position is moved to a higher or lower pay grade. A job reclassification is not the same as an employee promotion to a new job. No immediate pay change will result from a job reclassification if the employee(s) are already paid within the new pay range.

An upward or downward job reclassification will result in greater or lesser potential for pay advancement over time.

A review of a job classification must be initiated by the job supervisor. Reviews will be conducted as follows:

- (1) The immediate supervisor of a position may request a classification review during the workweek(s) designated by the Human Resources office.
- (2) The supervisor must submit a completed reclassification request form and a new job analysis questionnaire to the Human Resources office, which will forward the request to the Executive Director of Human Capital
- (3) The Executive Director of Human Capital is responsible for reviewing the questionnaire, obtaining additional job information if needed, and reevaluating the job factors.
- (4) The Executive Director of Human Capital will prepare a recommendation for final approval by the superintendent. The Human Resources office will notify the supervisor and employee(s) of any action taken and the effective date.

### **2.3 Classification of New Positions**

New positions must have a written job description. The Human Resources office will recommend to the Superintendent the pay-grade classification of new positions based on the job description and consultation with the job supervisor. New positions must be classified in the pay system prior to hiring new employees.

## **3.0 Base Pay for Exempt/Nonexempt Employees**

### **3.1 Classification of Positions**

All jobs will be classified as exempt or nonexempt in accordance with the requirements of the federal Fair Labor Standards Act. The Chief Financial Officer will determine the classification of each position based on a description of assigned job duties and the method of compensation. Generally, an employee is exempt if the employee's primary duties are executive, administrative, or professional in nature, as defined in the federal Fair Labor Standards Act, and the employee is compensated on a salary basis.

### **3.2 Base Pay for Exempt Employees**

Exempt employees are paid on a monthly salary basis for the number of months in their annual employment period. Exempt employees are not entitled to overtime compensation.

### **3.3 Base Pay for Nonexempt Employees**

Nonexempt employees are paid on an hourly wage basis for all hours worked each week and are entitled to overtime compensation.

### **3.4 Fractional Pay or Deductions**

To calculate fractional portions of salary for addition or deduction for exempt employees who work 10 or 11 months, the number of assigned duty days plus school holidays will be used to determine the daily rate of pay. For exempt employees who work 12 months, the number of duty days, school holidays, and vacation days will be used to determine the daily rate of pay.

## **4.0 Overtime Compensation**

### **4.1 Overtime Compensation**

Nonexempt employees who work more than 40 hours (43 hours for certified police officers) in any workweek will receive overtime compensation at time-and-a-half rates in compensatory time off or pay. Nonexempt employees shall not be allowed to work beyond their regular schedule without prior authorization from their supervisor. Required overtime will be compensated with compensatory time off whenever possible.

An employee's regular work schedule may be adjusted during the week to prevent overtime. The district's work week begins at 12:01 a.m. on Sunday and ends at 12:00 p.m. on Saturday. Official time records of all hours worked, including overtime, and all compensatory time earned and used each week shall be maintained in the central payroll office for all nonexempt employees.

#### **4.2 Use of Compensatory Time.**

Compensatory time may be accumulated up to a maximum limit of 60 hours at time-and-a-half rates. Compensatory time accrued will be used or paid on the first pay period following the end of the fiscal year.

#### **4.3 Authorization of Overtime**

Supervisor must approve all overtime worked in advance. Supervisors are responsible for preventing unauthorized overtime. Supervisors of nonexempt employees must ensure an agreement or understanding with the employees regarding the form of compensation for overtime (compensatory time off or cash) prior to the employee working overtime hours.

#### **4.4 Weekly Time Records**

Time records will be maintained on all nonexempt personnel on forms approved by the district. Records will indicate all hours worked each week, including compensatory time earned and used. Failure to maintain accurate records of hours worked may result in disciplinary actions. Weekly time records must be verified by the supervisor and submitted to payroll on designated dates (monthly). Official weekly time records shall be maintained in the central payroll office for all nonexempt personnel.

### **5.0 General Pay Increases**

#### **5.1 Eligibility for General Pay Increase**

Employee salaries and wages will be reviewed annually for adjustment. General pay increases are given to employees to reward continued service to the district. In any event, classroom teachers and librarians will be paid at least the minimum salary on the state salary schedule.

#### **5.2 Pay Increase Budget**

The Superintendent will recommend an amount for general pay increases as part of the annual budget process. Budget recommendations for general pay increases will be based on available revenue, changes in minimum pay laws, competitive job markets, and district compensation objectives. Employee pay increases will be based on the budget approved by the board.

#### **5.3 General Pay Increase Calculation**

The general pay increase will be calculated for each employee by applying the increase approved by the board to the midpoint of each employee's pay range. No employee may be paid over the maximum of the assigned pay range without board approval. An employee who is already at maximum pay will not receive a pay increase unless an adjustment to the pay range is made or the board grants an exception. Pay increases for classroom teachers and librarians will comply with the state minimum salary schedule.

#### **5.4 Equity Adjustments.**

The Superintendent may make special adjustments to individual employee salaries to correct identified pay equity problems.

## **6.0 Promotion Increases**

### **6.1 Promotion Defined**

A promotion occurs when an employee is selected for a different job in a higher pay range. Reclassification of an existing job does not constitute a promotion unless significant job responsibilities have been added to the position. Pay adjustments for promotions will begin with the effective date of the new assignment.

### **6.2 Promotion Increase**

A promotion increase is based on an employee's current base pay less any stipends paid for supplemental duties. A promotion increase will be five percent of the new midpoint for each pay grade promoted, subject to the following limits.

- (1) The general pay increase approved by the board may be added to a promotion increase that is effective at the beginning of a new school year at the discretion of the superintendent.
- (2) Consideration will be given to maintaining internal equity with other employees in the same position.
- (3) Consideration will be given to what the rate of pay would be if calculated as a new hire.

## **7.0 Hiring New Employees**

### **7.1 Teachers and Librarians**

Hiring rates for classroom teachers and librarians will be based on years of experience according to state regulations and the district's teacher salary schedule. Teacher salary schedules are subject to change each year.

### **7.2 Administrative / Professional Personnel**

Hiring rates for administrators and non-teaching professionals will be determined on an individual basis considering the person's job qualifications, salary history, and salaries for other district employees in the same position, and the number of job applicants. Starting salaries for administrators and professional employees may be up to the midpoint of the pay range. Starting salaries above the midpoint may be offered only in special circumstances with approval of the superintendent (Superintendent will notify Board within 24 hours).

### **7.3 Auxiliary and Paraprofessional Personnel**

Auxiliary and paraprofessional personnel will be hired at the minimum of the pay range. Employees with approved previous related job experience may be placed up to the midpoint of the pay range. Starting salaries above the midpoint may be offered only in special circumstances with approval of the superintendent (Superintendent will notify Board within 24 hours).

## **8.0 Demotion**

### **8.1 Demotion Defined**

A demotion occurs when an employee is reassigned to a different job with a reduction in their base pay. Demotions may be voluntary or involuntary. Position reclassification or general salary structure changes that do not result in reassignment to a new position or reduction of pay are not considered demotions.

## 8.2 Pay Adjustments for Demotion

When a pay reduction is made for a demotion, the employee's base rate will be reduced to the same relative position within the new pay range. For example, if the employee was 10 percent above the midpoint in the higher pay range, pay will be reduced to an equivalent 10 percent above the midpoint in the lower pay range. Pay adjustments may also be made for a longer or shorter work year associated with the change in assignment.

## 9.0 Adjusting Pay-Range Structures

### 9.1 Structure Reviews

The superintendent will review pay-range structures annually and make adjustments as needed to keep pay ranges competitive with other employers.

### 9.2 Structure Adjustment Procedure

Pay ranges should be adjusted by a percent factor that is less than the percent of salary costs budgeted for pay raises. To prevent salary compression problems between new employees and experienced employees, employees must advance in pay within the range faster than the range itself is being adjusted. After the pay increase budget is established, the superintendent will determine the appropriate adjustment factor for pay-range structures in the district.

To adjust a pay-range structure, the adjustment factor will be applied to the midpoint of each pay range. The minimum and maximum rates of each range will then be recalculated off of the adjusted midpoint to preserve the structure.

Adjustments to pay ranges should be made prior to the calculation of general pay increases.

Illustrated procedure:

Unadjusted Minimum <i>(80% of midpoint)</i> \$2,400	Unadjusted Midpoint \$3,000	Unadjusted Maximum <i>(120% of midpoint)</i> \$3,600
Adjusted Minimum <i>(80% of midpoint)</i> \$2,448	Adjusted Midpoint <i>(By 2%)</i> \$3,060	Adjusted Maximum <i>(120% of midpoint)</i> \$3,672

## 10.0 Supplemental Duty Pay

### 10.1 Exempt Personnel

The board will approve a schedule of salary stipends for extra duties. Exempt employees who are assigned supplemental duties that accrue extra pay will be compensated according to the district's schedule for extra duty stipends.



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# SECTION 2

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## Employee Benefits



Montgomery ISD

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**Montgomery Independent School District Employee  
Group & Fringe Benefits  
September 1, 2021 - August 31, 2022**

**MEDICAL INSURANCE**

Montgomery Independent School District offers all eligible employees an opportunity to choose a medical insurance plan through TRS-ActiveCare/BCBS or TSHBP, currently administered by TRS ActiveCare and 90 Degree Benefits. For eligibility requirements or for more information, employees may contact the Montgomery Independent School District Employee Benefits Office or visit [www.misd.org](http://www.misd.org).

Employees shall be responsible for any premium amount not covered by the District for the insurance programs they choose. Employee dependent coverage may be purchased through payroll deduction.

**COBRA** is offered through TRS or TSHBP.

**PREMIUM ONLY PLAN:**

The District offers to each employee, an optional reduction of salary in the amount of employee paid premiums for medical coverage, dental insurance and vision insurance. These premiums are deducted before income taxes are calculated. Once an employee selects this option, the option remains in effect for the plan year, unless they experience a qualifying life event (i.e. loss of coverage, marriage, birth, etc.).

**TERM LIFE INSURANCE (District Expense):**

The District provides each qualified employee \$50,000 in-group term life insurance benefits with an additional \$20,000 for accidental death or dismemberment. Life insurance coverage becomes effective on the first of the month following hire date. A beneficiary should be designated in the enrollment HUB and may be changed at any time by the employee. The plan is made available through Unum.

**SUPPLEMENTAL BENEFITS**

The District offers supplemental benefits through East Texas Cooperative. You can find additional information in the [ETXEBHC Benefit Guide](#), located on the MISD website.

**WORKERS' COMPENSATION INSURANCE (District Expense):**

The District provides workers' compensation coverage to each employee. Benefits are in alliance with state mandates.

**LIABILITY BENEFITS (District Expense): Liability Insurance:**

Insurance coverage is provided by the District in the name of each employee who is exposed to individual liability by virtue of his or her official duties with the District. Benefits include sums, which the employee is legally obligated to pay as damages resulting from claim(s), defense costs, charges and expenses. Coverage is subject to \$2,000,000 limit of liability with a \$5,000 deductible. Coverage is provided through the Texas Association of School Boards Risk Management Fund.

## **NON-DUTY DAYS:**

Non-Duty days are days earned and accumulated by full time twelve month:

- Administrative/Professional Staff Members
- Clerical/Paraprofessional Staff Members
- Support Trades Job Classification Staff Members

1. Non-Duty days are granted to eligible personnel each year based on the approved Academic Calendar. The Human Resources Office will establish the number of non-duty days each year.
2. Non-Duty day use is subject to approval of the immediate supervisor. Staff members may carry over from one year to the next a maximum (5) unused non-duty (vacation) days provided permission is granted in advance in writing by the immediate supervisor through December 31 of the current calendar year. If after December 31 the prior year days are not used the employee will forfeit these days.

Example: 2020-2021 days should be used by December 31, 2021.

## **Payroll Deductions:**

The legally required deductions from each payroll check are the federal withholding tax; teacher retirement; Medicare tax for employees hired after April 1, 1986; and child support payments as directed by the courts. Each employee is required to have on file in the Payroll office the following forms:

1. Employee's Withholding Exemption Certificate - A W-4 form is available from the Payroll office. A W-2 form will be made available by January 31 of each year for income tax purposes.
2. Teacher Retirement Form - "Personal Data" signed front and back (TRS-5). All full time employees must be a member of the Teacher Retirement System. A deduction of 8.65% is made each pay period. The 8.65% deduction includes the 8.0% member rate plus legislatively mandated .65% contribution to the insurance program.
3. Medicare - Employees who began their employment with the Montgomery Independent School District on or after April 1, 1986, are required to contribute 1.45% of their taxable salary to the Medicare program under Comprehensive Omnibus Budget Reconciliation Act of 1986 (COBRA) P.L. 99272.
4. Child Support Payments - Deduction shall be made on the amount specified in a court order issued under Family Code 14.43 (a) for child support payments. The amount withheld shall be remitted to the person or office named in the orders on each regular due date or pay date.
5. "Tax Levy" - Deductions will be made in the amount ordered by the I.R.S.
6. F.I.C.A. Alternative Plan - employees who are not regular full-time employees and student workers will have a 7.5% deduction.

Deductions shall also be made by the District for unauthorized or excess personal leave or sick leave.

**Optional Deductions:**

As a service to employees, the District provides the following automatic deductions:

1. Insurance/Benefit premiums shall be deducted as requested by each employee for participation in approved insurance programs, only with completion of written enrollment application.
2. Professional Membership Fees/Dues - The total amount of fees/dues will be divided equally per pay period based upon a prearranged agreement with the professional organization.
3. Alternative Certification Program Fees – The total amount of fee(s) will be divided equally per pay period based upon a prearranged agreement with the Alternative Certification Program.

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# SECTION 3

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## Salary Schedules



Montgomery ISD

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# MONTGOMERY INDEPENDENT SCHOOL DISTRICT

## TEACHER / NURSE / LIBRARIAN HIRING SCHEDULE

### 2021 - 2022

Years Experience	Bachelor's Degree 187 Days
0	\$54,450
1	\$54,700
2	\$54,950
3	\$55,200
4	\$55,375
5	\$55,875
6	\$57,675
7	\$58,075
8	\$58,475
9	\$58,875
10	\$59,275
11	\$59,675
12	\$60,075
13	\$60,475
14	\$60,875
15	\$61,275
16	\$61,675
17	\$62,075
18	\$62,475
19	\$62,875
20	\$63,275
21	\$63,675
22	\$64,075
23	\$64,475
24	\$64,875
25	\$65,275
26	\$65,675
27	\$66,075
28	\$66,475
29	\$66,875
30	\$67,275

#### Annual Salary Additions

##### Master's Degree

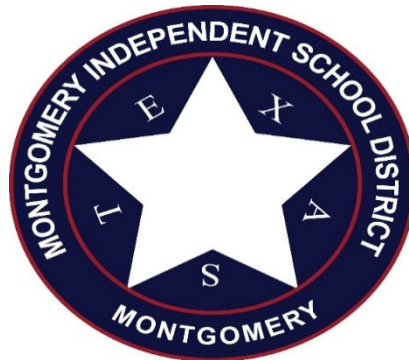
\$1,200 is added to the Bachelor's Degree salary

##### Doctorate's Degree

\$2,200 is added to the Bachelor's Degree salary

\*Salary additions for Master's and Doctorate Degrees are received annually.

\*\* Individuals receiving the Doctorate addition prior to the 2020-21 school year will be grandfathered at the previous rate.



\* Employees with 31+ years of experience continue to receive raise amounts approved by the board

1. New teachers hired to the district will receive up to 30 years of experience towards their salary.

2. This hiring schedule is applicable only to the 2021-2022 school year. Future salaries cannot be predicted from this schedule. Current employee pay advances are determined annually by the Board.

Note: This pay grade is the only one which recognizes Bachelor's and Master's Degrees. Should a person be promoted to a higher job grade and receives a Masters after the effective date of the promotion, the person would no longer be eligible for the \$1,200 pay increase.

**MONTGOMERY INDEPENDENT SCHOOL DISTRICT**  
**ADMINISTRATIVE / PROFESSIONAL**  
**HIRING SCHEDULE**  
**2021 - 2022**

**Pay Grade 1**

	<b>Minimum</b>	<b>Midpoint</b>	<b>Maximum</b>
Daily	\$212.00	\$265.00	\$318.00
<b>187</b>	39,644	49,555	59,466
<b>202</b>	42,824	53,530	64,236
Nurse (LVN) - Campus (187)      Child Nutrition, Field Supervisor (202)			

**Pay Grade 2**

	<b>Minimum</b>	<b>Midpoint</b>	<b>Maximum</b>
Daily	\$244.00	\$305.00	\$366.00
<b>187</b>	45,628	57,035	68,442
<b>221</b>	53,924	67,405	80,886
<b>226</b>	55,144	68,930	82,716
Assistant Director of Child Nutrition (226)      Communications Specialist (221) Assistant Network Administrator (226)      Desktop Operations Manager (226) Assistant Systems Administrator (226)      PEIMS Coordinator (226) Assistant Systems Administrator of Safety and Security (226)			

**Pay Grade 3**

	<b>Minimum</b>	<b>Midpoint</b>	<b>Maximum</b>
Daily	\$272.00	\$340.00	\$408.00
<b>187</b>	50,864	63,580	76,296
<b>197</b>	53,584	66,980	80,376
<b>207</b>	56,304	70,380	84,456
<b>221</b>	60,112	75,140	90,168
<b>226</b>	61,472	76,840	92,208
Behavior Interventionist (197)      Diagnostician (197) Bilingual / ESL Specialist (207)      Occupational Therapist (187) Counselor, Elementary (207)      Transition Specialist (197) Counselor, Special Education (197)			

**Pay Grade 4**

	<b>Minimum</b>	<b>Midpoint</b>	<b>Maximum</b>
Daily	\$308.00	\$385.00	\$462.00
<b>197</b>	60,676	75,845	91,014
<b>202</b>	62,216	77,770	93,324
<b>207</b>	63,756	79,695	95,634
<b>221</b>	68,068	85,085	102,102
<b>226</b>	69,608	87,010	104,412
504 / Dyslexia Coordinator (202)      Instructional Technology Coordinator (221) Assistant Principal, Elementary (207)      LSSP (197) Assistant Athletic Director (221)      Network Operations Manager (226) Counselor, High School (207/221)      Senior Accountant (221) Counselor, Junior High (207)      Speech Language Pathologist (197) Instructional Coordinator - Elementary (221)      Special Education Assessment & Compliance Coordinator (202) Instructional Coordinator - Secondary (221)      Special Education Curriculum & Instruction Coordinator (202)			

# MONTGOMERY INDEPENDENT SCHOOL DISTRICT

## ADMINISTRATIVE / PROFESSIONAL

### HIRING SCHEDULE

2021 - 2022

#### Pay Grade 5

	Minimum	Midpoint	Maximum
Daily	\$340.00	\$425.00	\$510.00
207	70,380	87,975	105,570
221	75,140	93,925	112,710
226	76,840	96,050	115,260
260	88,400	110,500	132,600
Assistant Principal, High School / Junior High (207)      Director, Child Nutrition (226) Associate Principal, High School (221)      Director, Maintenance (260) Chief of Police (221)      Director, Transportation (221) Director, Career & Technical Education (221)			

#### Pay Grade 6

	Minimum	Midpoint	Maximum
Daily	\$380.00	\$475.00	\$570.00
221	83,980	104,975	125,970
Principal, Elementary (221)      Director of Special Programs (221)			

#### Pay Grade 7

	Minimum	Midpoint	Maximum
Daily	\$400.00	\$500.00	\$600.00
221	88,400	110,500	132,600
226	90,400	113,000	135,600
Director, Athletics (221)      Principal, Junior High (221) Director, Technology and Digital Learning (226)			

#### Pay Grade 8

	Minimum	Midpoint	Maximum
Daily	\$460.00	\$575.00	\$690.00
221	101,660	127,075	152,490
Executive Director, Communications (221)      Executive Director, Specialized Learning (221) Executive Director, Curriculum & Instruction (221)      Principal, High School (221) Executive Director, Human Capital (221)			

#### Pay Grade 9

	Minimum	Midpoint	Maximum
Daily	\$520.00	\$650.00	\$780.00
221	114,920	143,650	172,380
Assistant Superintendent of Elementary Education (221)      Assistant Superintendent of Secondary Education (221) Assistant Superintendent of Finance & Operations (221)      Assistant Superintendent of Student Services & Innovation (221)			



**MONTGOMERY INDEPENDENT SCHOOL DISTRICT**  
**CLERICAL / PARA-PROFESSIONAL**  
**HIRING SCHEDULE**  
**2021 - 2022**

**Pay Grade 2**

Hourly	Minimum	Midpoint	Maximum
	\$11.00	\$13.75	\$16.50
<b>187</b>	16,456	20,570	24,684
<b>197</b>	17,336	21,670	26,004
<b>202</b>	17,776	22,220	26,664
<b>221</b>	19,448	24,310	29,172
Aide, Bilingual (187) Aide, Special Education (187) Aide, Computer Lab (187) Clerk, Diagnostician (197) Aide, ISS (187) Clerk, Office (187) Aide, Library (187) Clerk, Special Education (197) Aide, Nurse (187) Receptionist (187/202/221) Aide, PE (187)			

**Pay Grade 3**

Hourly	Minimum	Midpoint	Maximum
	\$12.20	\$15.25	\$18.30
<b>187</b>	18,251	22,814	27,377
<b>202</b>	19,715	24,644	29,573
<b>207</b>	20,203	25,254	30,305
<b>221</b>	21,570	26,962	32,354
Clerk, Attendance - HS (202) Secretary, Assistant Principal (207) Clerk, Attendance - JH (202) Secretary, Associate Principal (221) Clerk, Data Entry - HS (207) Secretary, College & Career - HS (207) Certified Nursing Assistant (187) Secretary, Counselor (207) Library Assistant (187)			

**Pay Grade 4**

Hourly	Minimum	Midpoint	Maximum
	\$14.44	\$18.05	\$21.66
<b>207</b>	23,913	29,891	35,869
<b>221</b>	25,530	31,912	38,295
Financial Clerk, High School (221) Registrar, Elementary (207) HR Assistant, District Office (221) Registrar, Junior High (207)			

**MONTGOMERY INDEPENDENT SCHOOL DISTRICT**  
**CLERICAL / PARA-PROFESSIONAL**  
**HIRING SCHEDULE**  
**2021-22**

**Pay Grade 5**

	<b>Minimum</b>	<b>Midpoint</b>	<b>Maximum</b>
Hourly	\$15.48	\$19.35	\$23.22
<b>221</b>	27,369	34,211	41,053
<b>226</b>	27,988	34,985	41,982
<b>240</b>	29,722	37,152	44,582
Registrar, High School (221)                      Secretary, Principal - Elementary/Junior High/High School (221) Secretary, Maintenance (240)                      Secretary, Technology (226) Secretary, Police Department (240)                      Secretary, Transportation (221)			

**Pay Grade 6**

	<b>Minimum</b>	<b>Midpoint</b>	<b>Maximum</b>
Hourly	\$19.24	\$24.05	\$28.86
<b>221</b>	34,016	42,520	51,024
<b>226</b>	34,786	43,482	52,179
Absence Management Coordinator (221)                      Specialist, Desktop Support (226) CN Financial Operations Specialist (226)                      Specialist, Finance (221) Secretary, Athletics (226)                      Specialist, Human Resources (221) Secretary, Chief Operations Officer (221)                      Specialist, Leave & Benefits (221) Secretary, Dept of Elem & Sec Education (221)                      Specialist, Payroll (221) Secretary, Special Education (221)                      Specialist, PEIMS (226) Specialist, Accounts Payable/Purchasing (221)                      Technician, Desktop Support (226) Specialist, CN Federal Programs (226)			

**Pay Grade 7**

	<b>Minimum</b>	<b>Midpoint</b>	<b>Maximum</b>
Hourly	\$23.52	\$29.40	\$35.28
<b>221</b>	41,583	51,979	62,375
Junior Accountant                      Specialist, Certification Secretary, Superintendent			

# MONTGOMERY INDEPENDENT SCHOOL DISTRICT

## AUXILIARY / SUPPORT

### HIRING SCHEDULE

2021 - 2022

#### Pay Grade 1

	Minimum	Midpoint	Maximum
Hourly	\$9.88	\$12.35	\$14.82
182	14,385	17,982	21,578
260	20,550	25,688	30,826
Campus Security Monitor (178) Maintenance - General - I (260)			

#### Pay Grade 2

	Minimum	Midpoint	Maximum
Hourly	\$11.00	\$13.75	\$16.50
260	22,880	28,600	34,320
Maintenance - General - II Grounds, Athletics			

#### Pay Grade 3

	Minimum	Midpoint	Maximum
Hourly	\$13.08	\$16.35	\$19.62
260	27,206	34,008	40,810
Maintenance - Campus Maintenance - General - III District Athletic Grounds Crew Supervisor			

#### Pay Grade 4

	Minimum	Midpoint	Maximum
Hourly	\$15.00	\$18.75	\$22.50
260	31,200	39,000	46,800
Maintenance - Campus Lead			

#### Pay Grade 5

	Minimum	Midpoint	Maximum
Hourly	\$16.60	\$20.75	\$24.90
260	34,528	43,160	51,792
Skilled Maintenance - Pest Control, Keys, Electrician, Plumber, HVAC Tech			

#### Pay Grade 6

	Minimum	Midpoint	Maximum
Hourly	\$22.20	\$27.75	\$33.30
197	34,987	43,734	52,481
Police - Officers (197)			

#### Pay Grade 7

	Minimum	Midpoint	Maximum
Hourly	\$27.20	\$34.00	\$40.80
221	48,090	60,112	72,134
Police Sergeant			

# MONTGOMERY INDEPENDENT SCHOOL DISTRICT

## CHILD NUTRITION HIRING SCHEDULE

2021 - 2022

### Pay Grade 1 182 Days

Hourly:	Minimum	Midpoint	Maximum
	\$11.50	\$14.00	\$16.50
Specialist			

### Pay Grade 2 187 Days

Hourly:	Minimum	Midpoint	Maximum
	\$13.50	\$16.00	\$18.50
Vending Specialist / Manager in Training			

### Pay Grade 3 184 Days

Hourly:	Minimum	Midpoint	Maximum
	\$16.00	\$18.50	\$21.00
Manager - Elementary			

### Pay Grade 4 184 Days

Hourly:	Minimum	Midpoint	Maximum
	\$17.50	\$20.00	\$22.50
Manager - Secondary			

## PAY SCALE FOR YEARS OF SERVICE

EXPERIENCE				
Years of Service	Pay Grade 1	Pay Grade 2	Pay Grade 3	Pay Grade 4
0	\$11.50	\$13.50	\$16.00	\$17.50
1	\$11.75	\$13.75	\$16.25	\$17.75
2	\$12.00	\$14.00	\$16.50	\$18.00
3	\$12.25	\$14.25	\$16.75	\$18.25
4	\$12.50	\$14.50	\$17.00	\$18.50
5	\$12.75	\$14.75	\$17.25	\$18.75
6	\$13.00	\$15.00	\$17.50	\$19.00
7	\$13.25	\$15.25	\$17.75	\$19.25
8	\$13.50	\$15.50	\$18.00	\$19.50
9	\$13.75	\$15.75	\$18.25	\$19.75
10	\$14.00	\$16.00	\$18.50	\$20.00
11	\$14.25	\$16.25	\$18.75	\$20.25
12	\$14.50	\$16.50	\$19.00	\$20.50
13	\$14.75	\$16.75	\$19.25	\$20.75
14	\$15.00	\$17.00	\$19.50	\$21.00
15	\$15.25	\$17.25	\$19.75	\$21.25
16	\$15.50	\$17.50	\$20.00	\$21.50
17	\$15.75	\$17.75	\$20.25	\$21.75
18	\$16.00	\$18.00	\$20.50	\$22.00
19	\$16.25	\$18.25	\$20.75	\$22.25
20	\$16.50	\$18.50	\$21.00	\$22.50

\*Managers with populations over 1,250 students are paid an additional \$2,000.00 per complete year.

\*Hiring schedules are developed for one year only. Future salaries cannot be predicted from this schedule.

# MONTGOMERY INDEPENDENT SCHOOL DISTRICT

## TRANSPORTATION HIRING SCHEDULE

2021 - 2022

### Pay Grade 1

	Minimum	Midpoint	Maximum
Hourly >	\$10.08	\$12.60	\$15.12
182 Days	14,676	18,346	22,015
Bus Monitor			

### Pay Grade 2

	Minimum	Midpoint	Maximum
Hourly >	\$11.00	\$13.75	\$16.50
187 Days	16,456	20,570	24,684
260 Days	22,880	28,600	34,320
Receptionist / Dispatch (187)      Mechanic Helper (260)			

### Pay Grade 3

	Minimum	Midpoint	Maximum
Hourly >	\$13.08	\$16.35	\$19.62
260 Days	27,206	34,008	40,810
Mechanic - I			

### Pay Grade 4

	Minimum	Midpoint	Maximum
Hourly >	\$14.92	\$18.65	\$22.38
260 Days	31,034	38,792	46,550
Mechanic - II			

### Pay Grade 5

	Minimum	Midpoint	Maximum
Hourly >	\$16.48	\$20.60	\$24.72
260 Days	34,278	42,848	51,418
Mechanic - III			

### Pay Grade 6

	Minimum	Midpoint	Maximum
Hourly >	\$19.04	\$23.80	\$28.56
207 Days	31,530	39,413	47,295
221 Days	33,663	42,078	50,494
Transportation Supervisor (207)      Routing / Dispatch Supervisor (221)			

### Pay Grade 7

	Minimum	Midpoint	Maximum
Hourly >	\$21.68	\$27.10	\$32.52
221 Days	38,330	47,913	57,495
260 Days	45,094	56,368	67,642
Operation Supervisor (221)      Shop Supervisor (260)			

### BUS DRIVER PAY SCALE BELOW

182 Days

Years of Experience	Hourly Rate	Years of Experience	Hourly Rate	Years of Experience	Hourly Rate
0	\$17.00	9	\$19.70	18	\$22.40
1	\$17.30	10	\$20.00	19	\$22.70
2	\$17.60	11	\$20.30	20	\$23.00
3	\$17.90	12	\$20.60	21	\$23.30
4	\$18.20	13	\$20.90	22	\$23.60
5	\$18.50	14	\$21.20	23	\$23.90
6	\$18.80	15	\$21.50	24	\$24.20
7	\$19.10	16	\$21.80	25	\$24.50
8	\$19.40	17	\$22.10	26	\$24.80

\*\*New hires with more than 26 years experience will start at \$24.80

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# SECTION 4

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## Stipends



Montgomery ISD

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# MONTGOMERY INDEPENDENT SCHOOL DISTRICT

## 2021 - 2022 STIPEND DUTY SCHEDULE

Assignment	Number of positions per campus	Total Stipend (Stipend requires duty during the school year and may be subject to additional days)
<b>Academics</b>		
Academic Decathlon - High School	1	\$4,500
Debate / Speech - High School	1	\$4,000
Debate / Speech Assistant - High School	1	\$2,000
*Destination Imagination	1	\$500
*UIL Event Coordinators, High School	1	\$1,000
*UIL Event Coordinators, Junior High	1	\$750
*UIL Event Coach, Secondary	1	\$500
*Regional Qualifier	1	\$200
*State Qualifier	1	\$200
<b>Band</b>		
Junior High Director	1	\$5,500
High School Assistant	1	\$6,000
High School Director	1	\$12,500
<b>Cheerleading</b>		
Junior High Sponsor	1	\$2,500
High School Assistant	1	\$2,000
High School Junior Varsity Sponsor	2	\$2,500
High School Varsity Sponsor	1	\$4,000
<b>Choir</b>		
Elementary	1	\$2,000
Junior High	1	\$3,500
Junior High Assistant	1	\$3,000
High School	1	\$7,000
High School Assistant	1	\$4,500
<b>Department Chair</b>		
Team Leader		\$1,000
Department Chair - Junior High		\$1,500
Department Chair - High School		\$2,000
<b>Drama (One Act Play)</b>		
Junior High Director	1	\$3,000
High School Director	1	\$6,000
High School Assistant	1	\$3,000
<b>Drill Team</b>		
Junior High Sponsor	1	\$2,500
High School Sponsor	1	\$6,000
High School Assistant	1	\$2,500
<b>Journalism</b>		
Junior High School Yearbook	1	\$1,500
High School Yearbook	1	\$2,500
High School Newspaper	1	\$2,000
Campus Publicity/Webpage Assistant	1	\$500
<b>Other Campus/District Assignments</b>		
504 Support - Secondary	1	\$1,500
Bi-Lingual Teachers, Elementary / Campus		\$7,000
Campus Discretionary - Elementary		\$1,000
*College Prep Class/Dual Credit - High School		\$500 per course
CNA - Certified Nurse's Assistant - High School	1	\$5,000
CTE Club Stipend - High School		\$2,000

# MONTGOMERY INDEPENDENT SCHOOL DISTRICT

## 2021 - 2022 STIPEND DUTY SCHEDULE

Assignment	Number of positions per campus	Total Stipend (Stipend requires duty during the school year and may be subject to additional days)
ESL Campus Support - High School	1	\$1,500
ESL Campus Support - Junior High	1	\$1,500
Health Science Certification - High School	1	\$2,500
TIM (Tech Integration Mentor) - Campus	(1) Most (2) HS	\$2,000
National Honor Society Sponsor - High School	1	\$1,000
National Junior Honor Society Sponsor - Junior High	1	\$500
New Teacher - Mentor		\$750
*Saturday Detention Monitor - High School		\$250
Special Education Para - Life Skills, Functional Academics, ECSE, or ABLE		\$500
Special Education - Life Skills, Functional Academics, ECSE, or ABLE		\$1,000
Student Council Sponsor - Elementary	1	\$500
Student Council Assist. Sponsor - High School	1	\$750
Student Council Sponsor - High School	1	\$1,500
Student Council Sponsor - Junior High	1	\$750
*Student Teacher Supervision		\$250
<b>District Level Stipends</b>		
<i>The following stipends are assigned by the District-Level Administration and not Campus Administration.</i>		
CPR / AED / First Aid Coordinator - District		\$1,500
District Webpage		\$1,250
Lead Art Coordinator - Elementary		\$500
Lead Elementary Counselor - District		\$1,500
Lead Librarian - District		\$1,000
Lead Music Coordinator - Elementary		\$500
Lead Nurse - District		\$2,000
Lead PE Coordinator - District		\$500
Off Campus PE Coordinator		\$1,000
Intermediate Certification - Police Department		\$25 /mo per work schedule
Advance Certification - Police Department		\$50 /mo per work schedule
Master Certification - Police Department		\$75 /mo per work schedule
Risk Management Coordinator		\$1,250
Special Olympics - District		\$1,500
Travel - District		\$300
<i>* Indicates that stipend is NOT paid out over 12 months but in one lump sum.  Stipends will not be paid if related services are not rendered.</i>		



# MONTGOMERY INDEPENDENT SCHOOL DISTRICT

## 2021 - 2022 ATHLETIC STIPEND SCHEDULE

HIGH SCHOOL CAMPUSES				
Sport	Assignment	MHS	LCHS	Stipend Amount
Coordinator	Campus	1	1	\$15,300
Coordinator	Girls	1	1	\$5,000
Coordinator	Gym	0	1	\$3,000
Baseball	Head	1	1	\$6,200
Baseball	First Assistant	1	1	\$3,600
Baseball	Non Varsity	2	2	\$2,700
Basketball, Boys	Head	1	1	\$6,200
Basketball, Boys	First Assistant	1	1	\$3,800
Basketball, Boys	Non Varsity	1	1	\$2,800
Basketball, Girls	Head	1	1	\$6,200
Basketball, Girls	First Assistant	1	1	\$3,800
Basketball, Girls	Non Varsity	1	1	\$3,300
Cross Country	Head	1	1	\$4,100
Cross Country	Non Varsity	1	1	\$2,900
Football	Head	1	1	\$15,300
Football	Defensive Coordinator	1	1	\$7,500
Football	Offensive Coordinator	1	1	\$7,500
Football	First Assistant - Varsity	1	1	\$7,500
Football	Varsity	4	4	\$5,200
Football	Sub-Varsity Assistant	4	4	\$4,400
Golf	Head	1	1	\$7,700
Golf	Non Varsity	1	1	\$5,300
Powerlifting	Head	1	1	\$3,000
Soccer	Head Boys or Girls	2	2	\$4,800
Soccer	Non Varsity	2	2	\$2,700
Softball	Head	1	1	\$6,200
Softball	First Assistant	1	1	\$3,600
Softball	Non Varsity	1	1	\$2,800
Swim/Dive	Head	1	1	\$7,000
Tennis	Head	1	1	\$7,700
Tennis	Non Varsity	1	2-split the stipend	\$5,300
Track	Head Boys or Girls	2	2	\$3,800
Track	Assistant	4	4	\$2,600
Volleyball	Head	1	1	\$6,500
Volleyball	First Assistant	1	1	\$3,700
Volleyball	Non Varsity	2	2	\$3,300
JUNIOR HIGH SCHOOL CAMPUSES				
Sport	Assignment	MJHS	OHJH	Stipend Amount
Boys Jr High	Head	1	1	\$1,000
Girls Jr High	Head	1	1	\$1,000
Football		6	6	\$2,300
Basketball		9	9	\$2,000
Volleyball		4	4	\$2,000
Track		9	9	\$2,000
Cross Country	Head	1	1	\$2,000
Cross Country	Assistant	1	1	\$1,400
Golf		1	1	\$2,500
Tennis		1	1	\$2,000
Soccer - Intramural	Boys	1	1	\$2,000
Soccer - Intramural	Girls	1	1	\$2,000
Soccer - Intramural	Assistant, Girls	1	1	\$1,000
Soccer - Intramural	Assistant, Boys	1	1	\$1,000
All Sport - ABLE	Boys, Girls	1	0	\$1,650

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# SECTION 5

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## Substitute Pay



Montgomery ISD

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# MONTGOMERY INDEPENDENT SCHOOL DISTRICT

## SUBSTITUTE HIRING SCHEDULE

2021 - 2022

Teacher:	Daily Rate	Long Term	Monday / Friday Rate
Certified	\$105.00	\$140.00	\$110.00
Degreed	\$90.00	\$100.00	\$95.00
Non-Degreed	\$85.00	\$95.00	\$90.00
Support Staff	\$70.00	\$80.00	\$80.00

*Long term rate begins after 10th consecutive day of same assignment.*