

Do not complete this PDF. It is only for reference. The online survey will show the necessary questions to your district.

Please Note: this document shows the entire District Personnel Survey, which includes questions that are dynamically shown on-screen based on a district's enrollment or answers to a previous question. You will not see every item shown here in the online survey.

The responding school district grants TASB a perpetual, nonexclusive, royalty-free license to copy, modify, and use any information and data obtained from this survey so that TASB may create analytical trend data and to improve the quality of TASB's services to its members, clients, and constituents, as well as to carry out TASB's legitimate business purposes, including the creation of statistical studies and compilations. Such studies and compilations may be shared with third parties, such as the Texas Education Agency, the Texas Legislature, and media.

TASB District Personnel Survey 2023-2024

| Contact information for person con Information will be used to follow | pleting survey up on any data questions during the validation process. |
|--|---|
| Name * | Job title/Department |
| Email Address * | Phone number |
| | |
| Student enrollment as of Septem Spring TEA value has been pre- | |
| | ceholder; you may miss benchmarks that are relevant to your district's size. value if you are not sure at this time. |
| | |
| Employee count as of September Spring TEA value has been pre- Do not include temporary or stud floating subs). | |

| General |
|---|
| Number of full-time teachers * Duty days in standard calendar (e.g., 187)* |
| Average Actual Base Salary Highest Actual Base Salary (for duty days above; no stipends) * (for duty days above; no stipends) * |
| Comments |
| |
| |
| Please report the base salaries from your new hire teacher schedule, for Bachelor's degree teachers working standard duty days. If your district uses an open range for teachers, please enter the range minimum as '0 years' and the range maximum as 'highest salary on schedule'. Average amounts by year may be entered for 5 through 20. |
| 0 Years (\$) * 5 Years (\$) 10 Years (\$) 15 Years (\$) 20 Years (\$) |
| Highest Salary on Schedule * (for new hire with Bachelor's, working standard days) |
| Highest year on schedule for placement of new hires (e.g., 20, 25, 30) |
| Submitting a copy of the district's teacher hiring schedule and stipend information can reduce the number of follow- up questions we need to ask once your survey is complete. Upload the file here if available. If your file is larger than 1 MB, please try submitting only the teacher schedule. Browse |

Teachers

Teaching Fields

Leave **blank** for any stipends the district does not currently pay.

| Amounts | | Comments | |
|---------|---|----------|-------------------|
| | Special Education - General | | SpEd- Gen |
| | Special Education - High Needs (describe) | | SpEd-HN (desc) |
| | Foreign Language | | Lang Bil |
| | Bilingual Education | | BII ESL-Gen |
| | ESL - General | | ESL-Dual |
| | ESL - Dual Language Program | | Math |
| | Secondary Mathematics | | Sci |
| | Secondary Science | | |

Teacher Incentives

Leave **blank** for any stipends the district does not currently pay.

| Amounts | | Comments | |
|---------|--|----------|--------------------------|
| | Master's Degree - General | | Mast-Gen |
| | Master's Degree - Subject- Area | | Mast-Subj |
| | Hard-to-Staff Campus Stipend | | Campus |
| | Teacher Signing Bonus (describe) | | Sign (desc) NatBrd |
| | National Board Certification | | Perf (desc) |
| | Teaching Performance (describe) | | Other (desc) |
| | Other (describe) | | (0000) |

Teacher Leadership Roles

Leave **blank** for any stipends the district does not currently pay.

Amounts

| Amounts | | Comments | |
|---------|--|----------|--------|
| | Dept Chair/Grade Leader - High School | | DeptHS |
| | Dept Chair/Grade Leader - Middle School | | DeptMS |
| | Dept Chair/Grade Leader - Elementary School | | DeptES |
| | Mentor Teacher | | Mentor |

Teacher Substitute Daily Rates

If the same rate is paid for multiple types of substitute, enter amount on each line. Include only **teacher** substitute rates.

| | Non-Degreed |
|----------|--------------------------------------|
| | Short-term Degreed/Non- certified |
| | Short-term Certified |
| | Long-term Degreed/Non- certified |
| | Long-term Certified |
| Comments | |

2. Does the district pay a stipend or other supplemental pay to K-3 teachers or principals for participation in Reading Academies? *

- No, we don't pay for Reading Academies
- Teachers and literacy specialists
- Other instructional professionals
- Principals

3. What other job titles are paid for participating in Reading Academies?

4. How is this paid to employees?*

- C Annual or semi-annual stipend
- o After-school hourly supplemental pay
- o Summer hourly supplemental pay

5. What is the average **annual** amount paid to each employee?* *If paid as an hourly supplement or semi-annual stipend, please annualize the value for reporting.*

| Teachers and literacy specialists | Other instructional | Principals |
|-----------------------------------|---------------------|------------|
| | professionals | |
| | | |
| | | |

How are the following positions paid in your district?

| | Teacher Hiring Schedule by Experience | Other Schedule by Experience | Pay Range with Minimum and Maximum | No Set Structure | N/A don't have position |
|---|---|---------------------------------|--|------------------|----------------------------|
| Teachers | O | O | O | C | O |
| Librarians | O | 0 | 0 | C | O |
| Registered Nurses (RN) | o | 0 | o | о | 0 |
| School Counselors | O | 0 | O | O | 0 |
| Instructional Coaches | o | o | 0 | O | O |
| Special Education Related Services (e.g., LSSP, Diagnostician, OT, PT, SLP) | c | o | с | o | o |
| | | | | | |

6. Before you leave - are you finished with the Teachers section? *

- O Finished
- Need to come back later

District Leadership

Select all District Leadership benchmarks that are currently filled in the district. *

<u>Click here</u> to access the sample survey or survey assistance file to review job descriptions (Please do not report vacant positions)

- Superintendent
- Deputy Superintendent
- Chief Financial Officer
- Chief Academic Officer
- Chief Technology Officer
- Chief Facilities and Operations Officer
- Chief Human Resources Officer
- Area Superintendent
- Communications Officer
- General Counsel
- □ None

Superintendent

For all districts. Fewer data fields are included for Superintendent. Detailed superintendent compensation information was collected in the TASB/TASA Superintendent Survey administered from July to September.

| Full-time | Actual |
|------------|---------------|
| Incumbents | Incumbent Pay |
| 1 | |

Deputy Superintendent

For districts of 1,000 students or more. Scope and authority encompass several or all major districtwide divisions. Reports directly to the superintendent of schools. The administrator stands in place of the superintendent in his or her absence. May supervise assistant superintendents, executive directors, or principals. May be called chief of staff or other title. (Report only one person in this position.)



We routinely verify if there is more than one Deputy Superintendent.

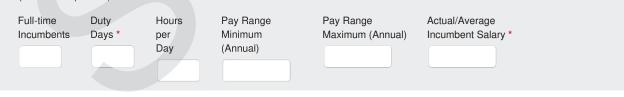
- If you reported chief officer or assistant superintendent positions here, please review the benchmark jobs and descriptions below by area of responsibility.
- If you find a match, move the incumbent under that benchmark instead.
- If there's no better match, check here to confirm you have more than one person in this position.
- Yes, we have more than one person in this position.

Chief Financial Officer

For districts of 1,000 students or more. Acts as the district's top financial executive. Responsible for the district's overall financial planning and strategy. Scope of authority includes the general oversight of all financial and business affairs of the district. May also have oversight responsibilities for other areas such as transportation or child nutrition. Serves as the chief financial and budget advisor to the superintendent and board of trustees. May be called assistant superintendent, executive director, or other title. Reports directly to the superintendent. (Report only one person in this position.)

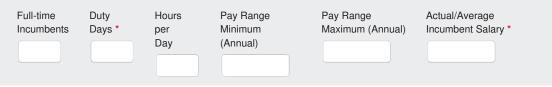


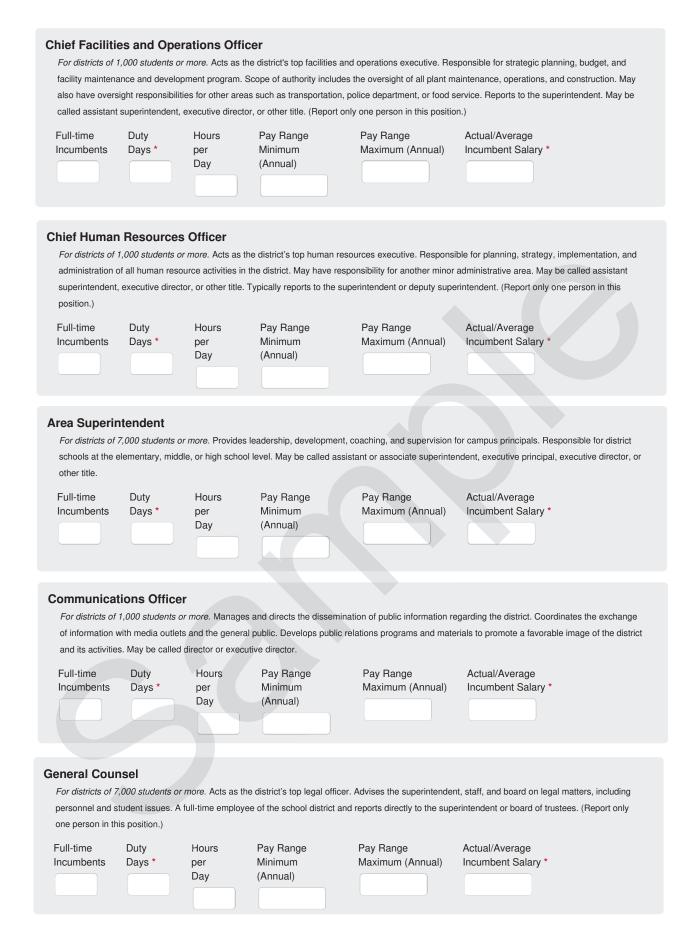
For districts of 1,000 students or more. Acts as the district's top instruction and curriculum executive. Evaluates and provides leadership for the overall instructional program of the district. Supervises other administrators responsible for portions of the district's instructional program. May supervise campus principals. May be called assistant superintendent, executive director, or other title. Reports directly to the superintendent. (Report only one person in this position.)



Chief Technology Officer

For districts of 1,000 students or more. Acts as the district's top information technology administrator. Responsible for strategic planning of technology systems districtwide. Provides expertise and direction in the development, deployment, and use of information technology in the district. May be called executive director, director, assistant superintendent, or other title. (Report only one person in this position.)





Some benchmarks above have more than one incumbent, which is less common for these benchmarks. Please review to ensure that these are all chief-level positions and match the benchmark descriptions. * *Directors will be surveyed on subsequent pages.*

☐ Yes, they are all chief officer level

District Leadership

Comments

(e.g., notes about level of job or job title matched to a benchmark)

Before you leave - are you finished with the Leadership section? *

- o Finished
- Need to come back later

Business/Finance

Select all Business/Finance benchmarks that are currently filled in the district.*

<u>Click here</u> to access the sample survey or survey assistance file to review job descriptions

(Please do not report vacant positions)

- Director of Finance/Business Manager
- Director of Risk Management
- Director of Purchasing
- Director of Payroll
- Director of Internal Audit
- Accountant (Degreed)
- Accounts Payable Specialist
- Accounting Specialist
- Payroll Specialist
- Payroll Supervisor
- Purchasing Specialist
- None

Director of Finance/Business Manager

For all districts. Directs and manages the district's business functions which may include accounting, payroll, accounts payable, purchasing, and/or tax collection. Manages staff engaged in these activities. May be called controller or other title. If position reports directly to the superintendent, report under chief financial officer.

| Full-time | Duty | Hours | Pay Range | Pay Range | Actual/Average |
|------------|--------|-------|-----------|------------------|--------------------|
| Incumbents | Days * | per | Minimum | Maximum (Annual) | Incumbent Salary * |
| | | Day | (Annual) | | |

Director of Risk Management

For districts of 7,000 students or more. Plans, directs, and coordinates safety and insurance programs of the district to control risks and losses.

Analyzes and classifies risks and measures the financial effect of risks on the district. Requires a bachelor's degree in business or related field. May be called risk manager.



Director of Purchasing

For districts of 1,000 students or more. Directs all purchasing activities in the district including bid/RFP processes. Oversees subordinate staff engaged in purchasing transactions. Reports to director of finance or chief financial officer. Requires a bachelor's degree in business, accounting, or related field.

| Full-time Incumbents | Duty Days * | Hours per | Pay Range Minimum | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|-------------------------|----------------|--------------|----------------------|-------------------------------|--------------------------------------|
| | | Day | (Annual) | | |
| | | | | | |

Director of Payroll

For districts of 7,000 students or more. Directs all payroll activities in the district. Oversees subordinate staff engaged in daily payroll activities. Ensures that payroll is delivered in compliance with applicable state and federal laws and regulations. Reports to director of finance or chief financial officer. Requires a bachelor's degree in business, accounting, or related field.

Full-time Incumbents Hours per Day Pay Range Minimum (Annual)

Pay Range Maximum (Annual) Actual/Average Incumbent Salary *

Director of Internal Audit

Duty

Days *

Duty

Days *

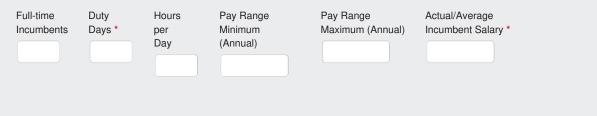
For districts of 7,000 students or more. Oversees the district's system of internal controls to ensure compliance with accounting standards, laws, regulations, and policies. Supervises staff that conduct audits of district standards and procedures and reports on findings following generally accepted auditing principles. Requires a bachelor's degree in accounting or business. Reports directly to the board of trustees or superintendent.

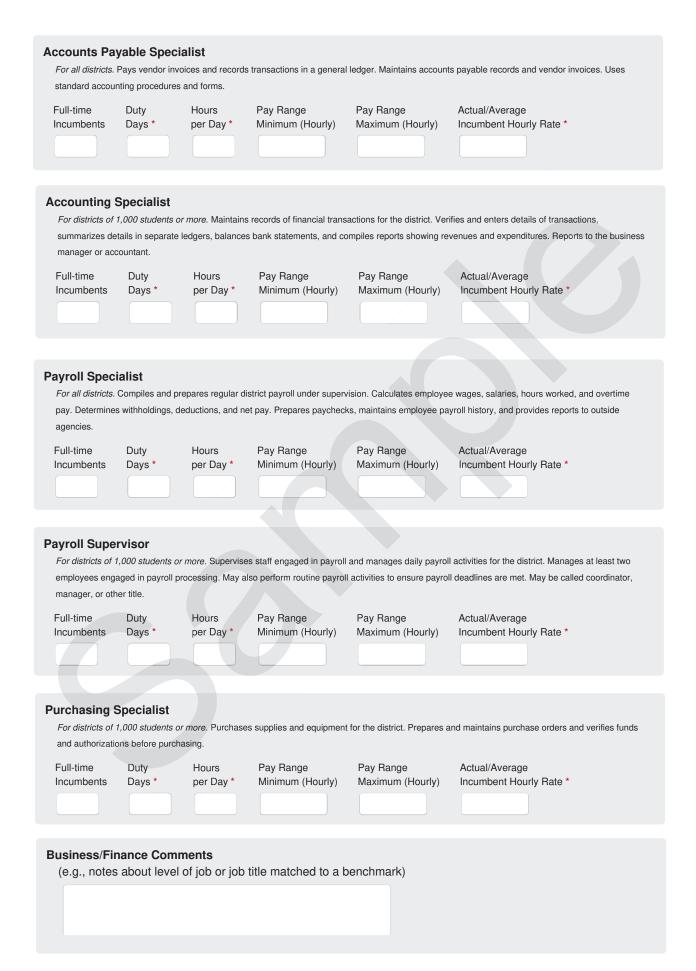
| Full-time |
|------------|
| Incumbents |
| |

Hours per Day Pay Range Minimum (Annual) Pay Range Maximum (Annual) Actual/Average Incumbent Salary *

Accountant (Degreed)

For districts of 1,000 students or more. Performs professional accounting work involving compilation, consolidation, analysis, and reporting of financial data. Computes and prepares data for journal entry. May perform cost accounting activities, bank reconciliation, or accounting for grant expenditures. Requires a bachelor's degree in accounting.





| Select all Human Resourd Click here to access the sample (Please do not report vacant pos Director of Human Resources Spec Human Resources Spec Employee Benefits Spec Certification Specialist None Director of Human Resources For districts of 1,000 students or | survey or survey iitions) purces cialist cialist urces | assistance file to review jo | b descriptions | ct. * a human resources function such as employee |
|--|--|--|-------------------------------|---|
| relations, staffing, compensation Full-time Duty Incumbents Days * | , position control, Hours per Day | or records management. Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
| | <i>more.</i> Provides slata entry of empl | | | may include processing new hire paperwork, posting job vacancies, and explaining HR |
| Full-time Duty Incumbents Days * | Hours per Day * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
| Employee Benefits Spec For districts of 1,000 students or maintaining benefits-related reco Please do not report this benchm | <i>more.</i> Coordinate | ployee benefit inquiries, a | nd preparing insurance sta | |
| Full-time Duty Incumbents Days * | Hours per Day * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
| Certification Specialist For districts of 1,000 students or assignments for school staffing. N Please do not report this benchm Full-time Duty Incumbents Days * | Maintains records | of certification status. Ve | rifies credentials of new en | |
| Human Resources Comm (e.g., notes about level o | | itle matched to a be | enchmark) | |
| 8. Before you leave - are y | ou finished v | vith the Central Off | ice Operations sec | tion? * |

O Need to come back later

Select all Curriculum/Instruction benchmarks that are currently filled in the district.*

Click here to access the sample survey or survey assistance file to review job descriptions

(Please do not report vacant positions)

- Director of Curriculum/Instruction
- Director of Special Education
- Director of Instructional Technology
- Director of Career & Technical Education
- Director of Fine Arts
- Director of Bilingual Education
- Director of Library & Media Services
- Director of Research, Evaluation, & Accountability
- Director of Nursing & Health Services
- Director of Guidance & Counseling
- Director of Professional Development
- Director of Student Services
- Federal Programs Administrator
- District Instructional Coordinator
- Instructional Technology Specialist
- District Testing Coordinator
- None

Director of Curriculum/Instruction

Duty

Days *

For all districts. Directs the development and implementation of districtwide academic instruction, such as elementary, secondary, or bilingual curriculum. Reports to the chief academic officer or superintendent.

Full-time Incumbents Hours Pay Range Minimum (Annual)

per

Day

Pay Range Maximum (Annual) Actual/Average Incumbent Salary *

Director of Special Education

For all districts. Directs and administers the district's special education program to ensure the delivery of needed services for special needs students. Coordinates delivery of special education program components to identified students. Oversees staff engaged in the coordination and delivery of special education services. May be called coordinator, executive director, or other title.



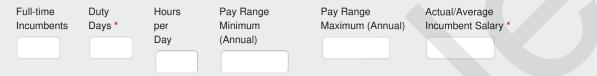
Director of Instructional Technology

For districts of 1,000 students or more. Directs the development and implementation of short- and long-range plans for the integration of technology into the instructional program. Works with curriculum/instruction and information technology to ensure district investments in technology systems and software support the goals of the district's instructional program. Ensures classroom teachers are prepared to integrate technology-based instructional tools into their classroom. May be called coordinator, executive director, or other title.



Director of Career & Technical Education

For districts of 1,000 students or more. Directs and coordinates all career and technical programs in the district. Develops and improves career and technology instructional programs. Works to develop community partnerships to provide program enhancements and training opportunities for career and technology students. May be called coordinator, executive director, or other title.



Director of Fine Arts

For districts of 1,000 students or more. Directs and administers the district fine arts program which includes all music programs, theater, visual arts, and dance. Manages the fine arts program budget and oversees staff engaged in the delivery of fine arts programs to students. May be called coordinator, executive director, or other title.

| Full-time Incumbents | Duty Days * | Hours per | Pay Range Minimum | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|-------------------------|----------------|--------------|----------------------|-------------------------------|--------------------------------------|
| | | Day | (Annual) | | |
| | | | | | |

Director of Bilingual Education

For districts of 1,000 students or more. Directs, administers, and evaluates the district's bilingual education program which may include English as a Second Language (ESL) for students with limited English proficiency. Develops, supports, and improves curriculum standards and monitors state and federal guidelines and regulations affecting the program for the district. Supervises bilingual program staff which may include instructional coordinators.

| Full-time | Duty |
|------------|--------|
| Incumbents | Days * |
| | |

| Hours | Pay Rang |
|-------|----------|
| per | Minimum |
| Day | (Annual) |
| | |

Range

Pay Range Maximum (Annual)

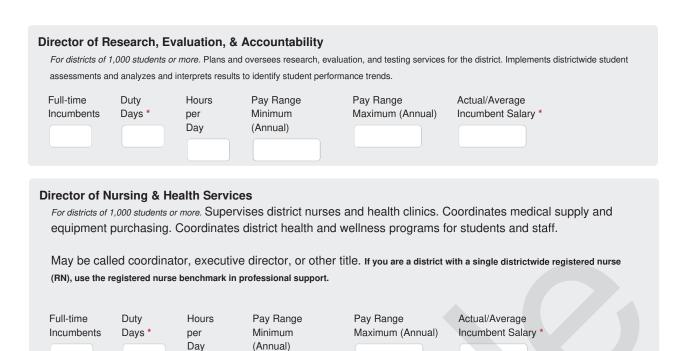
Actual/Average Incumbent Salary *

Director of Library & Media Services

For districts of 1,000 students or more. Oversees the administration of school library media centers. Coordinates all library and related media/software purchasing. Works with curriculum/instruction to ensure campus libraries have the facilities, resources, and materials needed to support campus instruction.

May be called coordinator, executive director, or other title. If you are a district with a single districtwide librarian, use the librarian benchmark in professional support.

| Full-time Incumbents | Duty Days * | Hours per | Pay Range Minimum | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|-------------------------|----------------|--------------|----------------------|-------------------------------|--------------------------------------|
| | | Day | (Annual) | | |
| | | | | | |



Director of Guidance & Counseling

For districts of 1,000 students or more. Directs the planning, implementation, and evaluation of the districtwide counseling and developmental guidance program. Collaborates with parents, teachers, and administrators to address the academic, career, and personal development of students. Coordinates crisis intervention support services to schools and families. May be called coordinator, executive director, or other title.

| Full-time | Duty |
|------------|--------|
| Incumbents | Days * |
| | |
| | |
| | |

Pay Range Minimum (Annual)

Hours

per

Day

Pay Range Maximum (Annual)

Actual/Average Incumbent Salary *

Director of Professional Development

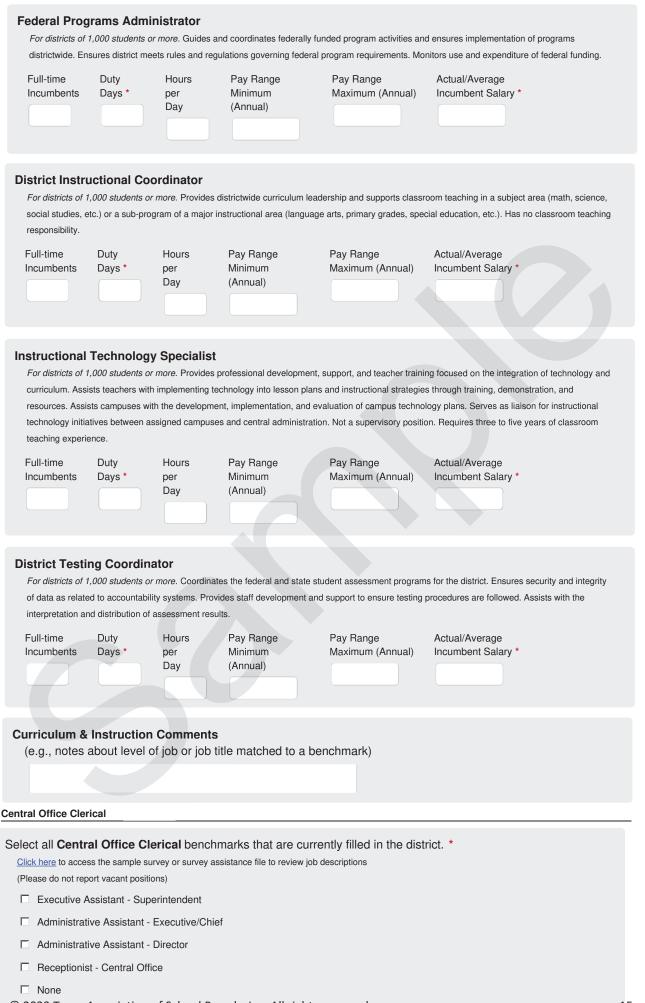
For districts of 7,000 students or more. Directs, plans, and evaluates the professional development program. Supervises all training and professional development opportunities available to staff, ensures staff development activities support district goals, and oversees tracking of professional development accrued by staff. May be called coordinator, executive director, or other title.



Director of Student Services

For districts of 7,000 students or more. Directs the operations of the student services department. Works with school personnel, students, and parents to resolve attendance, transfer, discipline, residency, and other concerns. Analyzes student discipline data and develops campus discipline improvement plans. May be called coordinator, executive director, or other title.



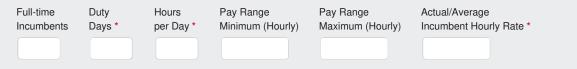


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Executive Assistant - Superintendent

For all districts. Provides primary administrative support to the superintendent. Maintains the superintendent and board calendars. Prepares information and materials for the public including posting meeting announcements and preparing board packets. Resolves routine issues and directs calls and other correspondence for the superintendent. May lead other administrative support personnel in the central office. (Report only one person in this position, even if more than one individual works in the superintendent's office.)



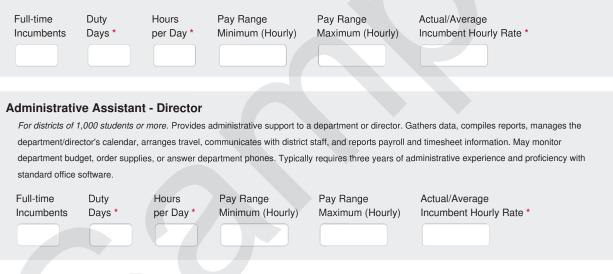
Typically there is only one Executive Assistant - Superintendent. Please check here to confirm there is more than one, or edit the full-time incumbent number above.

If the multiple incumbents are different levels (e.g., executive assistant - superintendent and office assistant - superintendent, please report only the higher-level position.

 \square Yes, we have more than one person in this position.

Administrative Assistant - Executive/Chief

For districts of 1,000 students or more. Provides administrative support to a cabinet-level administrator such as executive director, assistant superintendent, or chief officer. Gathers data, compiles various reports, maintains the executive's calendar, and makes travel arrangements. Coordinates events and projects impacting multiple departments. Communicates with executive staff, community members, and district employees. Typically requires five years of progressive administrative support experience and proficiency with standard office software.



Receptionist - Central Office

For districts of 1,000 students or more. Greets, receives, and directs visitors and routes inquiries to the appropriate information source. Duties may include distributing commonly used forms, responding to frequently asked questions, or operating a switchboard. May also do general office word processing.



Central Office Clerical Comments

(e.g., notes about level of job or job title matched to a benchmark)

Before you leave - are you finished with the Central Office Clerical section? *

- o Finished
- Need to come back later

Campus Administration

Select all Campus Administration benchmarks that are currently filled in the district.*

<u>Click here</u> to access the sample survey or survey assistance file to review job descriptions

(Please do not report vacant positions)

- Principal High School
- Principal Middle School
- Principal Elementary School
- Principal DAEP/JJAEP
- Assistant Principal High School
- Assistant Principal Middle School
- Assistant Principal Elementary School
- None

Principal - High School

For all districts. Serves as chief campus administrator of a high school campus. A principal who is responsible for both a middle school and high school should be reported at the high school level.



Principal - Middle School

For all districts. Serves as chief campus administrator of a middle school campus.

| Middle schools i level. | may include grad | es 6 through 8. C | ampuses serving a combir | nation of grades 4, 5, and 6 | should be reported at the elementary school |
|----------------------------|-------------------|---------------------|----------------------------------|-------------------------------|---|
| Full-time Incumbents | Duty Days * | Hours per Day | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
| | | | | | |
| Principal - Ele | ementary So | hool | | | |
| For all districts. | Serves as chief c | ampus administra | ator of an elementary or int | ermediate school campus. | |
| Campuses servi | ing a combinatior | of grades 4, 5, a | nd 6 should be reported at | the elementary school leve | əl. |
| Full-time | Duty | Hours | Pay Range | Pay Range | Actual/Average |
| Incumbents | Days * | per | Minimum | Maximum (Annual) | Incumbent Salary * |
| | | Day | (Annual) | | |

Principal - DAEP/JJAEP

For districts of 1,000 students or more. Serves as chief campus administrator in a disciplinary alternative education program setting at the secondary level.

| Full-time | Duty | Hours | Pay Range | Pay Range | Actual/Average |
|------------|--------|-------|-----------|------------------|--------------------|
| Incumbents | Days * | per | Minimum | Maximum (Annual) | Incumbent Salary * |
| | | Day | (Annual) | | |

Assistant Principal - High School

For all districts. May have the title assistant principal, associate principal, vice principal, or dean. May address all or some of student discipline, facilities, parental concerns, and teacher appraisals.

If the district has both associate and assistant principals, please report the position with more incumbents. Do not report department heads or subject-area supervisors/specialists in this position.

| Full-time Incumbents | Duty Days * | Hours per | Pay Range Minimum | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * | |
|-------------------------|----------------|--------------|----------------------|-------------------------------|--------------------------------------|--|
| | | Day | (Annual) | | | |
| | | | | | | |
| | | | | | | |

Assistant Principal - Middle School

For all districts. May have the title assistant principal, associate principal, vice principal, or dean. May address all or some of student discipline, facilities, parental concerns, and teacher appraisals.

If the district has both associate and assistant principals, please report the position with more incumbents.

Do not report department heads or subject-area supervisors/specialists in this position.

| Full-time | 9 | Duty |
|-----------|------|--------|
| Incumbe | ents | Days * |
| | | |
| | | |

Hours Pay Range per Minimum Day (Annual)

Pay Range Maximum (Annual) Actual/Average Incumbent Salary *

Assistant Principal - Elementary School

For all districts. May have the title assistant principal, associate principal, vice principal, or dean. May address all or some of student discipline, facilities, parental concerns, and teacher appraisals.

If the district has both associate and assistant principals, please report the position with more incumbents.

Do not report department heads or subject-area supervisors/specialists in this position.



Campus Administration Comments

(e.g., notes about level of job or job title matched to a benchmark)

Select all Campus Office Clerical benchmarks that are currently filled in the district.*

Click here to access the sample survey or survey assistance file to review job descriptions

(Please do not report vacant positions)

- Administrative Assistant to Principal High School
- Administrative Assistant to Principal Middle School
- Administrative Assistant to Principal Elementary School
- Attendance/PEIMS Data Assistant High School
- Attendance/PEIMS Data Assistant Middle School
- Attendance/PEIMS Data Assistant Elementary School
- Attendance/PEIMS Data Assistant Campus
- Bookkeeper High School
- Registrar High School
- Registrar Middle School
- Administrative Assistant Campus
- None

Administrative Assistant to Principal - High School

For all districts. Provides primary administrative and clerical support to a high school principal. Maintains principal's calendar and resolves routine inquiries from campus staff, parents, and the public. (Report only one person per campus in this position.)

| Full-time Incumbents | Duty Days * | Hours per Day * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
|-------------------------|----------------|--------------------|-------------------------------|-------------------------------|---|
| | | | | | |
| | | | | | |
| | | | | | |

Administrative Assistant to Principal - Middle School

For districts of 1,000 students or more. Provides primary administrative and clerical support to a middle school principal. Maintains principal's calendar and resolves routine inquiries from campus staff, parents, and the public. (Report only one person per campus in this position.)

| Full-time Incumbents | Duty Days * | Hours per Day * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * | |
|-------------------------|----------------|--------------------|-------------------------------|-------------------------------|---|--|
| | | | | | | |
| | | | | | | |

Administrative Assistant to Principal - Elementary School

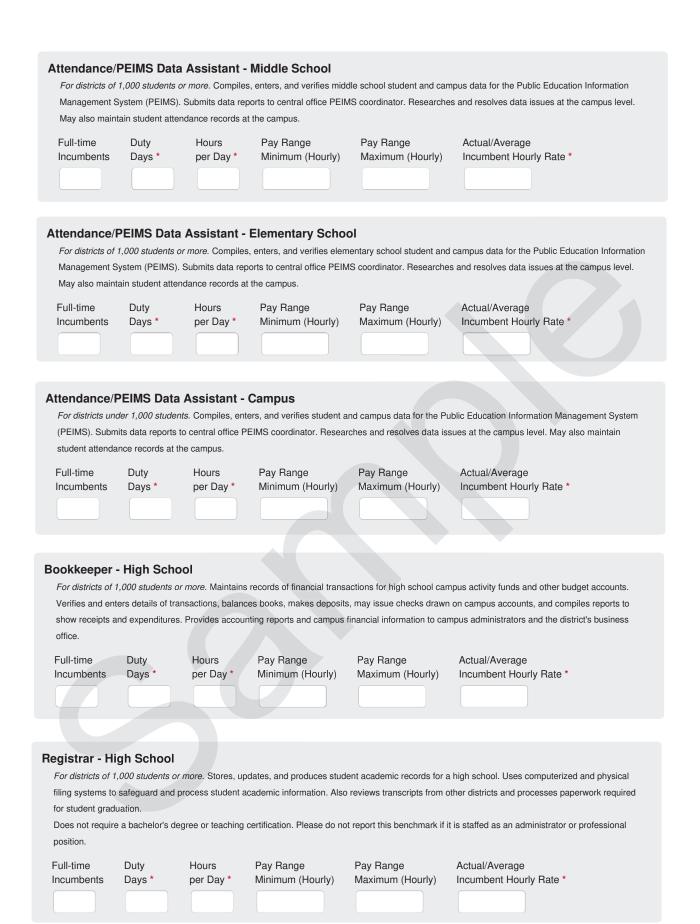
For all districts. Provides primary administrative and clerical support to an elementary school principal. Maintains principal's calendar and resolves routine inquiries from campus staff, parents, and the public. (Report only one person per campus in this position.)

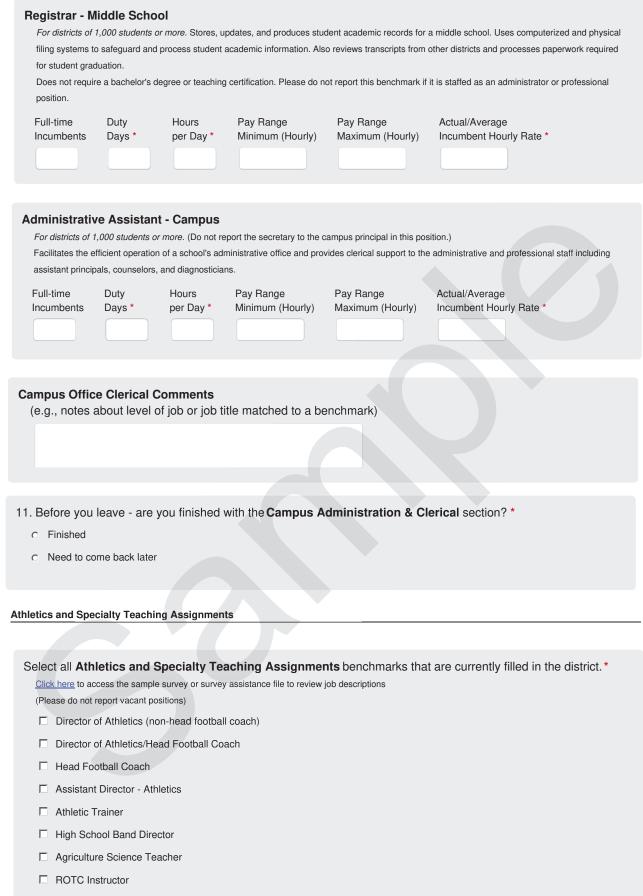
| Full-time | Duty | Hours | Pay Range | Pay Range | Actual/Average |
|------------|--------|-----------|------------------|------------------|-------------------------|
| Incumbents | Days * | per Day * | Minimum (Hourly) | Maximum (Hourly) | Incumbent Hourly Rate * |
| | | | | | |

Attendance/PEIMS Data Assistant - High School

For districts of 1,000 students or more. Compiles, enters, and verifies student and campus data for the Public Education Information Management System (PEIMS). Submits data reports to central office PEIMS coordinator. Researches and resolves data issues at the campus level. May also maintain student attendance records at the campus.

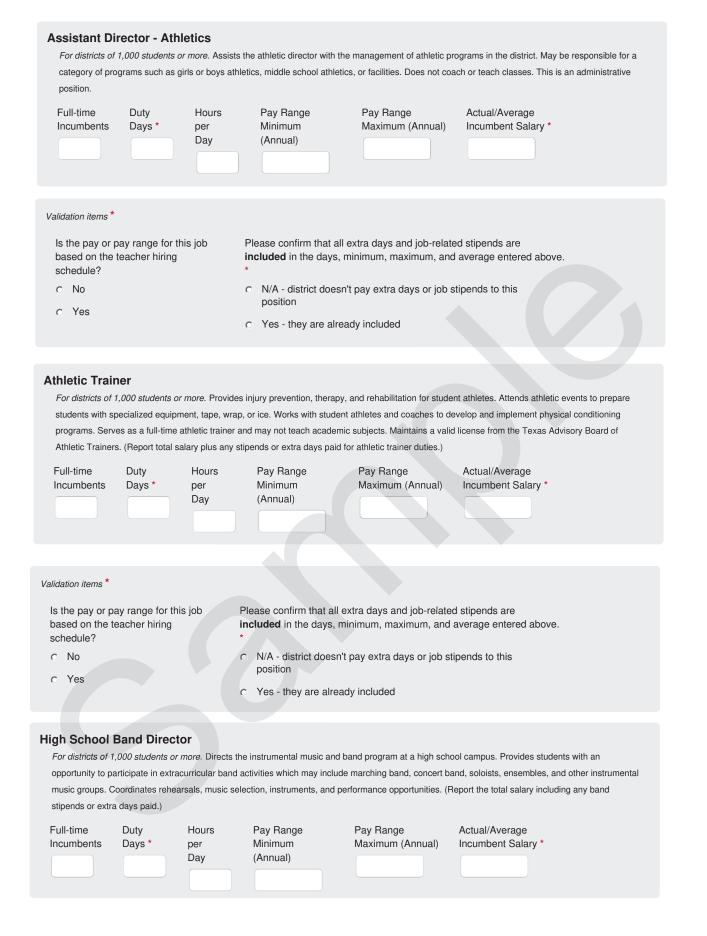
| Full-time | Duty | Hours | Pay Range | Pay Range | Actual/Average |
|------------|--------|-----------|------------------|------------------|-------------------------|
| Incumbents | Days * | per Day * | Minimum (Hourly) | Maximum (Hourly) | Incumbent Hourly Rate * |
| | | | | | |





None

| Director of Athletics (non-head fo For all districts. Directs and manages the enti- with local, state, and UIL rules and regulations | re district athletic program. Does not coach any sports or teach classes. Is responsible for compliance |
|--|--|
| Full-time Duty Hours Incumbents Days * per Day | Pay Range Pay Range Actual/Average Minimum Maximum (Annual) Incumbent Salary * (Annual) Incumbert Salary * |
| Validation items Is the pay or pay range for this job based on the teacher hiring schedule? C No C Yes | Please confirm that all extra days and job-related stipends are included in the days, minimum, maximum, and average entered above. * N/A - district doesn't pay extra days or job stipends to this position Yas they have been included above. |
| • | e district athletic program and serves as head high school football coach. Is responsible for compliance This position typically does not teach any regular academic subjects but may lead athletic periods. |
| | |
| Validation items * Is the pay or pay range for this job based on the teacher hiring schedule? | Please confirm that all extra days and job-related stipends are included in the days, minimum, maximum, and average entered above. N/A - district doesn't pay extra days or job stipends to this position Yes - they are already included |
| | on a high school campus but is not the district athletic director. Determines practice schedules, games, am. Oversees coordinators and assistant coaches. May teach some academic or athletic periods. elated stipends or extra days paid.) Pay Range Pay Range Actual/Average Minimum Maximum (Annual) Incumbent Salary * |
| Validation items * | Please confirm that all overa days and job related stippings are |
| Is the pay or pay range for this job based on the teacher hiring schedule? C No C Yes | Please confirm that all extra days and job-related stipends are included in the days, minimum, maximum, and average entered above. * N/A - district doesn't pay extra days or job stipends to this position C Yes - they are already included |



Validation items * Is the pay or pay range for this job Please confirm that all extra days and job-related stipends are based on the teacher hiring included in the days, minimum, maximum, and average entered above. schedule? No O N/A - district doesn't pay extra days or job stipends to this 0 position o Yes Yes - they are already included **Agriculture Science Teacher** For districts of 1,000 students or more. Provides students with appropriate learning activities and experiences in the agricultural science and technology program for assigned campus. Typically oversees Supervised Agricultural Experience Program (SAEP) and acts as an advisor to local Future Farmers of America (FFA) chapter. May manage associated facilities and equipment including school farm, greenhouses, or other school project centers. (Report the total salary including any stipends or extra days paid.) Full-time Hours Pay Range Pay Range Actual/Average Duty Incumbent Salary Incumbents Days * per Minimum Maximum (Annual) Day (Annual) Validation items * Please confirm that all extra days and job-related stipends are Is the pay or pay range for this job based on the teacher hiring included in the days, minimum, maximum, and average entered above. schedule? O N/A - district doesn't pay extra days or job stipends to this O No position o Yes Yes - they are already included **ROTC Instructor** For districts of 1,000 students or more. Oversees Junior ROTC activities such as military ceremonies, honor guard, rifle team, and other JROTC community service and leadership activities. Serves as liaison between the military and students. (Report the total salary including any stipends or extra days paid.) Pay Range Full-time Duty Hours Pay Range Actual/Average Incumbents Days * Minimum Maximum (Annual) Incumbent Salary * per (Annual) Day Validation items * Is the pay or pay range for this job Please confirm that all extra days and job-related stipends are based on the teacher hiring included in the days, minimum, maximum, and average entered above. schedule? No N/A - district doesn't pay extra days or job stipends to this 0 O position o Yes Yes - they are already included

Athletics and Specialty Teaching Assignment Comments

(e.g., notes about level of job or job title matched to a benchmark)

Before you leave - are you finished with the Athletics & Specialty Teaching section? *

- o Finished
- O Need to come back later

Professional Support

Select all Professional Support benchmarks that are currently filled in the district.*

 $\underline{\text{Click here}}$ to access the sample survey or survey assistance file to review job descriptions

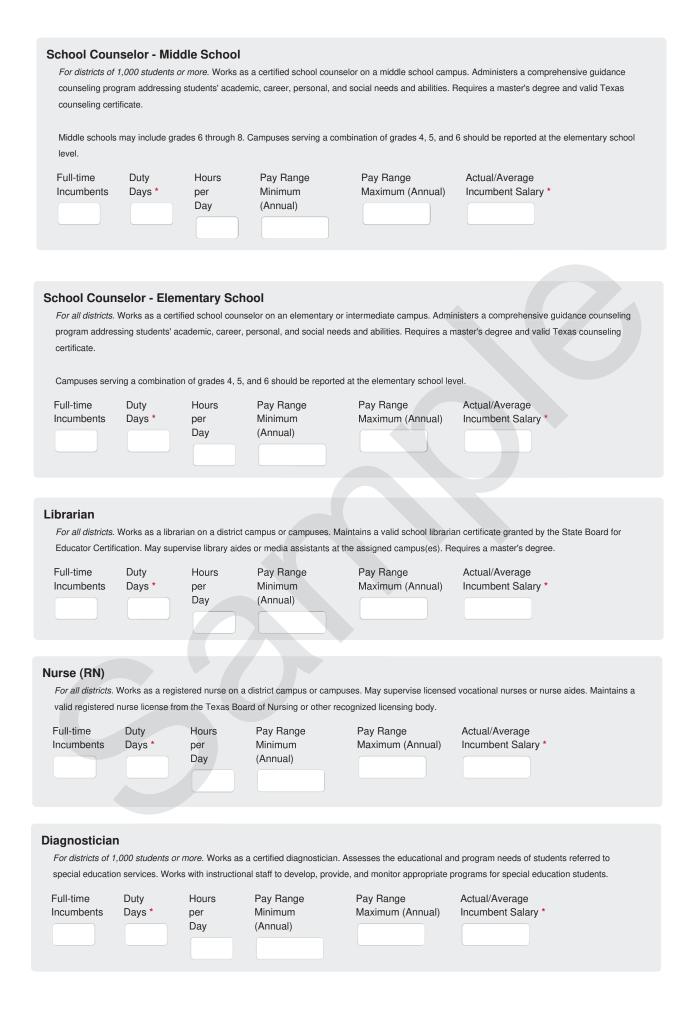
(Please do not report vacant positions)

- School Counselor High School
- School Counselor Middle School
- School Counselor Elementary School
- Librarian
- Nurse (RN)
- Diagnostician
- Licensed Specialist in School Psychology / School Psychologist
- Speech-Language Pathologist
- Speech-Language Pathology Assistant
- Occupational Therapist (Licensed)
- Physical Therapist (Licensed)
- Social Worker
- Behavior Specialist
- Campus Instructional Coach
- None

School Counselor - High School

For all districts. Works as a certified school counselor on a high school campus. Administers a comprehensive guidance counseling program addressing students' academic, career, personal, and social needs and abilities. Requires a master's degree and valid Texas counseling certificate.

| Full-time | Duty | Hours | Pay Range | Pay Range | Actual/Average |
|------------|--------|-------|-----------|------------------|--------------------|
| Incumbents | Days * | per | Minimum | Maximum (Annual) | Incumbent Salary * |
| | | Day | (Annual) | | |



Licensed Specialist in School Psychology / School Psychologist

For districts of 1,000 students or more. Staff members who are a licensed specialist in school psychology and providing psychological and assessment services to students. License is granted by the Texas State Board of Examiners of Psychologists. (Do not report LSSP Interns.)



Speech-Language Pathologist

For districts of 1,000 students or more. Plans and provides direct therapy to students with speech, voice, or language disorders. Assesses students and provides therapeutic intervention to eliminate or reduce speech/language problems or impairments. May oversee speech-language pathology assistants. Licensed by the State Board of Examiners for Speech–Language Pathology and Audiology (SBESLPA).



Speech-Language Pathology Assistant

For districts of 1,000 students or more. Under the direction of a licensed speech-language pathologist, assists in planning and providing therapy to students with speech, voice, or language disorders. Participates in determining student progress and collaborates with speech-language pathologists and classroom teachers to plan and implement classroom-based activities to improve oral and written language skills of students. Licensed as a speech-language pathologist assistant by the State Board of Examiners for Speech–Language Pathology and Audiology (SBESLPA).

| Full-time | Duty | Hours | Pay Range | Pay Range | Actual/Average |
|------------|--------|-------|-----------|------------------|--------------------|
| Incumbents | Days * | per | Minimum | Maximum (Annual) | Incumbent Salary * |
| | | Day | (Annual) | | |

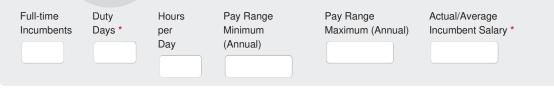
Occupational Therapist (Licensed)

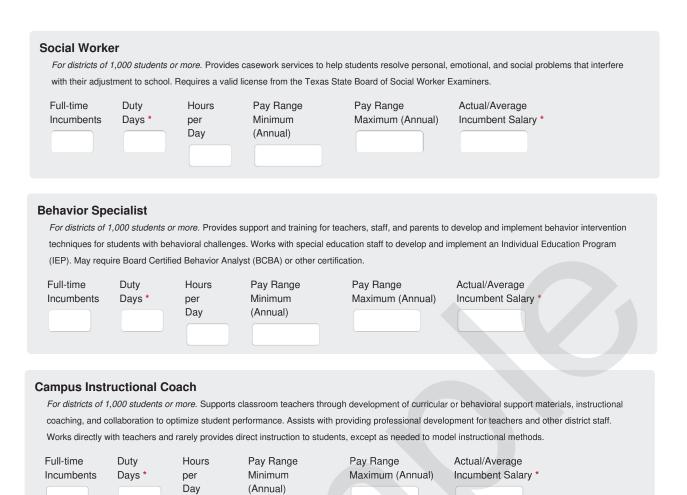
For districts of 1,000 students or more. Provides occupational therapy services to students with disabilities. Assesses students and provides direct and indirect therapeutic intervention to maximize physical or mental functioning. Requires a valid occupational therapist license granted by the Texas Board of Occupational Therapy Examiners.



Physical Therapist (Licensed)

For districts of 1,000 students or more. Licensed therapist who plans and provides direct therapy to students with physical disabilities. Assesses students and provides therapeutic intervention to eliminate or reduce gross motor skill problems or impairments.

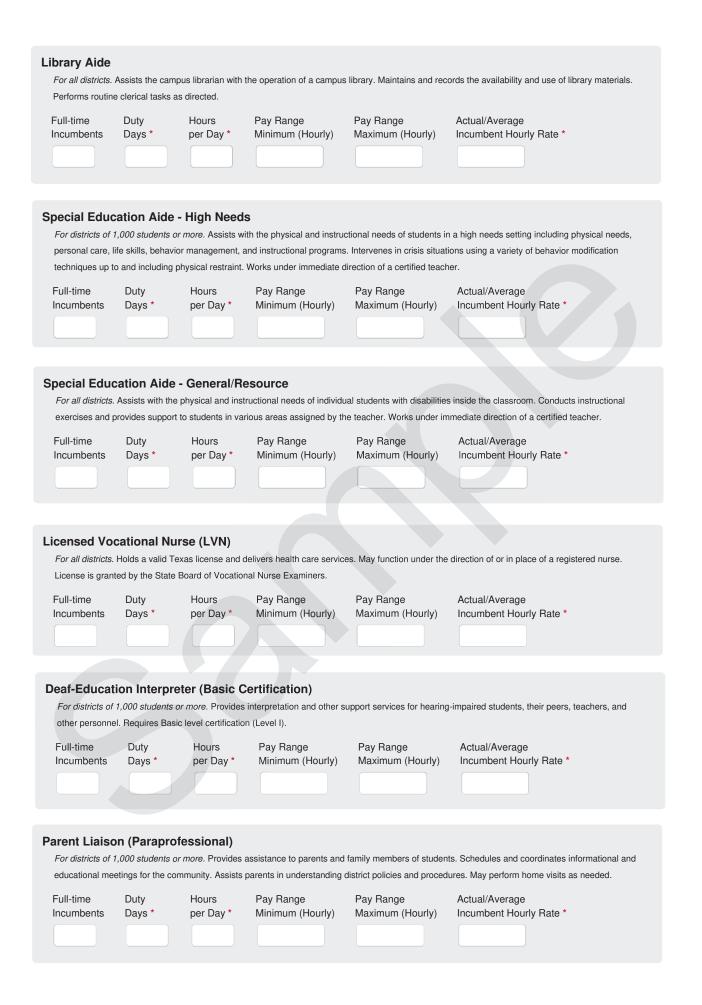




Professional Support Comments

(e.g., notes about level of job or job title matched to a benchmark)

| Click here to ac | - | survey or survey | Denchmarks that ar assistance file to review j | e currently filled in t | he district.* |
|-------------------------|---------------------|---------------------|---|--------------------------------|---|
| | m teacher Aide | | | | |
| Compute | r Lab Aide | | | | |
| Library A | ide | | | | |
| Special E | ducation Aide | - High Needs | | | |
| Special E | ducation Aide | - General/Reso | ource | | |
| Licensed | Vocational Nur | rse (LVN) | | | |
| 🗖 Deaf-Edu | cation Interpret | ter (Basic Cert | ification) | | |
| Parent Li | aison (Paraprof | fessional) | | | |
| None | | | | | |
| | | | | | |
| | | | | | |
| Classroom T | | | | | |
| | nt of classroom a | | to students under the dire | ect supervision of a certified | I teacher. Assists the teacher in the preparation |
| Full-time | Duty | Hours | Pay Range | Pay Range | Actual/Average |
| Incumbents | Days * | per Day * | Minimum (Hourly) | Maximum (Hourly) | Incumbent Hourly Rate * |
| | | | | | |
| | | | | | |
| Computer La | | pordinates the us | e of school computer lab | s). Assists users in an insti | ructional setting by providing user support to |
| students during | computer-based i | instruction. | | | |
| Full-time | Duty | Hours | Pay Range | Pay Range | Actual/Average |
| Incumbents | Days * | per Day * | Minimum (Hourly) | Maximum (Hourly) | Incumbent Hourly Rate * |
| | | | | | |
| | | | | | |
| Library Aide | | | | | |
| - | Assists the camp | us librarian with t | he operation of a campus | library. Maintains and reco | ords the availability and use of library materials. |
| Performs routine | e clerical tasks as | directed. | | | |
| Full-time Incumbents | Duty | Hours | Pay Range | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
| Incumbents | Days * | per Day * | Minimum (Hourly) | Maximum (Houry) | |
| | | | | | |
| | | | | | |
| Computer La | b Aide | | | | |
| For all districts. | Schedules and co | | se of school computer lab | (s). Assists users in an inst | ructional setting by providing user support to |
| - | computer-based | | | | |
| Full-time Incumbents | Duty Days * | Hours per Day * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
| | | | | | |



Paraprofessional Support Comments

(e.g., notes about level of job or job title matched to a benchmark)

- 13. Before you leave are you finished with the Professional & Paraprofessional Support section?*
 - o Finished
 - Need to come back later

Maintenance

Select all Maintenance benchmarks that are currently filled in the district.

<u>Click here</u> to access the sample survey or survey assistance file to review job descriptions

(Please do not report vacant positions)

- Director of Maintenance
- Energy Manager
- Construction Project Specialist
- Maintenance Supervisor (supervises maintenance foremen)
- Maintenance Foreman
- Groundskeeper
- Painter
- Carpenter
- Electrician (Journeyman License)
- HVAC Mechanic (Licensed)
- Plumber (Journeyman License)
- General Maintenance Worker
- Warehouse Supervisor
- Warehouse Assistant
- Pest Control Specialist
- □ None

Director of Maintenance

For all districts. Oversees the district's maintenance operations including custodial services, preventive maintenance, and/or facility repair. Ensures the efficient operation of the district's physical plant. Supervises skilled trades workers and foremen. Develops or provides input into district maintenance budget. May report to the superintendent or other chief administrator.



Energy Manager

For districts of 1,000 students or more. Monitors and analyzes energy use across the district. Develops plan to reduce energy and utility consumption. Promotes, implements, and coordinates the energy conservation program in the district. May be responsible for the district's recycling and hazardous waste programs.



Construction Project Specialist

For districts of 7,000 students or more. Coordinates and oversees all new construction and renovation projects in the district. Serves as liaison to architects and engineers to develop, review, and finalize project plans, drawings, schematics, and specifications. Ensures compliance with all planning and zoning requirements. Conducts project development and construction progress meetings.



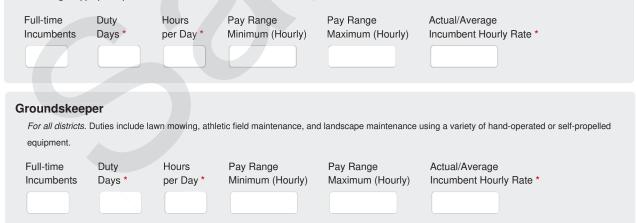
Maintenance Supervisor

For districts of 7,000 students or more. Supervises maintenance foremen to maintain, repair, and service district facilities. Directs, coordinates, and monitors maintenance activities for all district facilities. Inspects buildings, materials, and equipment to determine district needs with regard to emergencies, daily needs, and long-range planning. Reports to the director of maintenance.

| Full-time | Duty | Hours | Pay Range | Pay Range | Actual/Average |
|------------|--------|-----------|------------------|------------------|-------------------------|
| Incumbents | Days * | per Day * | Minimum (Hourly) | Maximum (Hourly) | Incumbent Hourly Rate * |
| | | | | | |

Maintenance Foreman

For districts of 1,000 students or more. Supervises employees who maintain, repair, and service district facilities. May be responsible for general areas of maintenance or a specific trades area such as plumbing, HVAC, or electrical. Estimates time and material costs for repair and maintenance projects and assigns appropriate personnel.

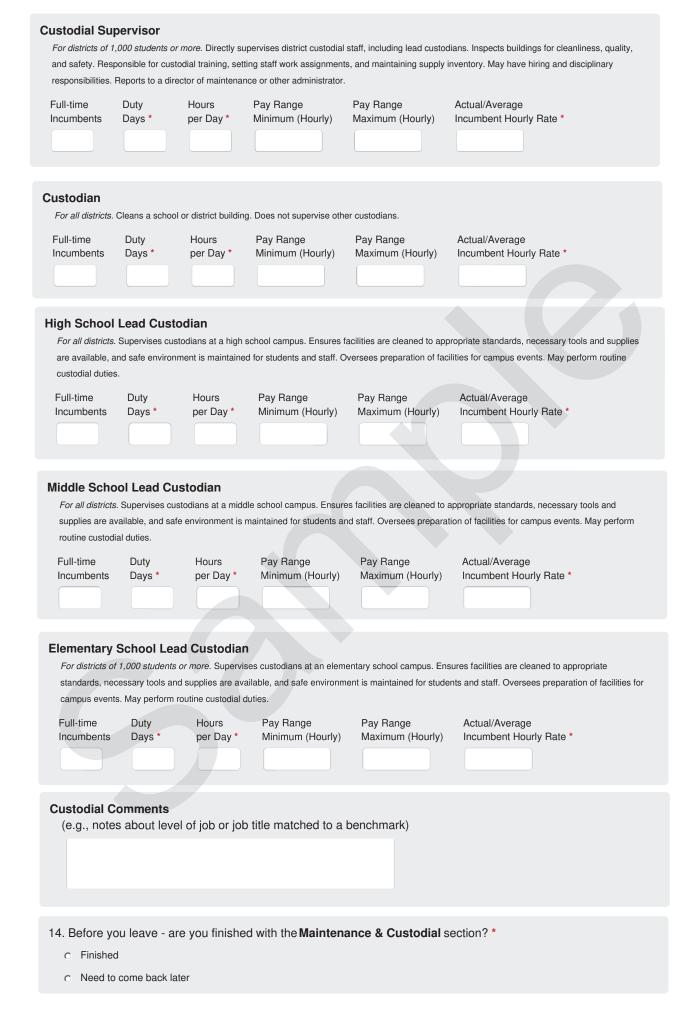


Painter

For districts of 1,000 students or more. Spends more than 50 percent of work time preparing and painting surfaces and has primary responsibility for related tasks. Applies, removes, mixes, and matches paint. Removes old finishes and prepares surfaces for painting on district grounds.

| related tasks. A | pplies, removes | , mixes, and mate | ches paint. Removes old fi | nishes and prepares surfa | ces for painting on district grounds. |
|------------------------------------|------------------|--|---|--|--|
| Full-time Incumbents | Duty Days * | Hours per Day * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
| | | | | | |
| arpenter | | | | | |
| | | | | ork time doing carpentry w ling woodwork and equipm | ork and has primary responsibility for related ent. |
| Full-time Incumbents | Duty Days * | Hours per Day * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
| | | | | | |
| Electrician (| lourneymai | n License) | | | |
| For districts of | 1,000 students o | or more. Spends i | | - | ork and has primary responsibility for related |
| | | eairs electrical equevel electrician lic | | ates, diagnoses, and repa | irs malfunctioning electrical systems or |
| Full-time Incumbents | Duty Days * | Hours per Day * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
| | | | | | |
| | - | | ns. Conducts routine main ntilation systems. | tenance checks of HVAC s | systems. Maintains required licenses and |
| Full-time Incumbents | Duty Days * | Hours per Day * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
| | | | | | |
| | | | | | |
| For districts of | - | | nore than 50 percent of wo | ork time doina plumbina wa | ork and has primary responsibility for related |
| | | | | | intains journey-level plumber license. |
| Full-time Incumbents | Duty Days * | Hours per Day * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * |
| | | | | | |
| | | | | | |
| General Mair For all districts. | | | ms general maintenance a | and repair of building struct | tures and their mechanical, electrical, or sanitary |
| | | - | | - | following tasks: repair building woodwork; |
| - | | ixtures; painting; enance foreman. | repair or replace plumbing | g fixtures; and replace brok | en glass. May work under the direction of a |
| Full-time | Duty | Hours | Pay Range | Pay Range | Actual/Average |
| Incumbents | Days * | per Day * | Minimum (Hourly) | Maximum (Hourly) | Incumbent Hourly Rate * |

| Warehouse Supervisor For districts of 1,000 students or more. Coordinates receipt and distribution of materials purchased. Assists with or supervises the moving and distribution of supplies, equipment, and materials. Ensures the security of materials and equipment stored in district warehouses. Supervises warehouse assistants. | | | | | | | | | |
|---|-------------------|--------------------------------|--|-------------------------------|--|--|--|--|--|
| Full-time Incumbents | Duty Days * | Hours per Day * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * | | | | |
| | | | | | | | | | |
| Warehouse A For districts of 1 inventory. | | <i>more.</i> Operates f | orklift; processes receipt a | and distribution of supplies | , equipment, and materials; and secures | | | | |
| Full-time Incumbents | Duty Days * | Hours per Day * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * | | | | |
| | | | | | | | | | |
| | 000 students or i | - | | | ogram. Applies pesticides and herbicides at granted by the Texas Department of Agriculture | | | | |
| Full-time Incumbents | Duty Days * | Hours per Day * | Pay Range Minimum (Hourly) | Pay Range Maximum (Hourly) | Actual/Average Incumbent Hourly Rate * | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| in your district. Check below if | Please revie | ew the job de rect as-is. * | | | nark titles may differ from titles used d make corrections above if needed. | | | | |
| | | | | | | | | | |
| Maintenance (e.g., notes a | | f job or job ti | tle matched to a be | enchmark) | | | | | |
| | | | | | | | | | |
| Custodial | | | | | | | | | |
| | | | | | | | | | |
| Click here to acc | | survey or survey | re currently filled in assistance file to review jo | | | | | | |
| Custodial | Supervisor | | | | | | | | |
| Custodiar | Custodian | | | | | | | | |
| High School | ool Lead Custo | dian | | | | | | | |
| Middle Sc | hool Lead Cus | todian | | | | | | | |
| Elementa | ry School Lead | Custodian | | | | | | | |
| None | | | | | | | | | |



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| Do | pes the district p | ay by the hour | or by the | route |
|----|--------------------|----------------|-----------|-------|
| | | Hourly Pay | Route Pay | N/A |
| | Bus Drivers | O | C | 0 |
| | Bus Monitors | 0 | O | 0 |
| | | | | |
| | | | | |
| _ | | _ | | |

Bus Driver: Route Rate

- This benchmark includes part-time employees.
- We use round-trip to refer to a single round trip in the morning or afternoon (i.e., two round trips per day). If you use daily rates, please divide by two.

| Incumbents * | Duty | Average Length of | Average |
|--------------|--------|----------------------|-------------------|
| | Days * | Round Trip (Hours) * | Round Trip Rate * |
| | | | |

Bus Monitor: Route Rate

- This benchmark includes part-time employees.
- We use round-trip to refer to a single round trip in the morning or afternoon (i.e., two round trips per day). If you use daily rates, please divide by two.

| Incumbents * | Duty Days * | Average Length of Round Trip (Hours) * | Average Round Trip Rate * | |
|--------------|----------------|--|------------------------------|--|
| | | | | |

Transportation

 Select all Transportation benchmarks that are currently filled in the district.*

 Click here to access the sample survey or survey assistance file to review job descriptions

 (Please do not report vacant positions)

 Director of Transportation

 Transportation Supervisor

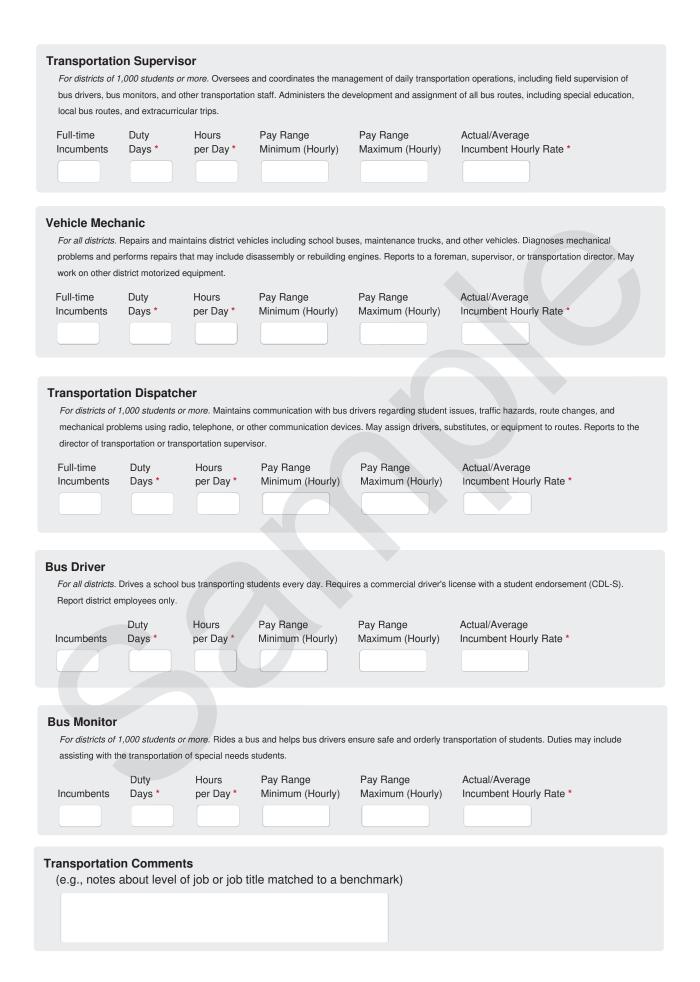
 Vehicle Mechanic

 Bus Driver

 Bus Monitor

 None

| Full-time Incumbents | Duty Days * | Hours per Day | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * | |
|-------------------------|----------------|---------------------|----------------------------------|-------------------------------|--------------------------------------|--|
|-------------------------|----------------|---------------------|----------------------------------|-------------------------------|--------------------------------------|--|



Select all Child Nutrition benchmarks that are currently filled in the district. *

Click here to access the sample survey or survey assistance file to review job descriptions

(Please do not report vacant positions)

- Director of Child Nutrition
- District Child Nutrition Supervisor
- High School Child Nutrition Manager
- Middle School Child Nutrition Manager
- Elementary School Child Nutrition Manager
- Child Nutrition Worker
- None

Director of Child Nutrition

For districts of 1,000 students or more. Manages and coordinates the entire child nutrition operation of the district. Plans and implements programs that meet regulatory and nutritional requirements for students. Supervises campus-level food service managers and supervisors. May be called director of food service.



District Child Nutrition Supervisor

For all districts. Oversees and coordinates the management of daily child nutrition operations over multiple district campuses, including the daily supervision of campus cafeteria managers. Ensures and monitors the implementation of district nutritional programs, verifies accuracy of inventory, purchasing, and accounting records. (For small districts, report the top child nutrition position, whether titled director, manager, or supervisor.)

| Full-time | Duty | Hours | Pay Range | Pay Range | Actual/Average |
|------------|--------|-----------|------------------|------------------|-------------------------|
| Incumbents | Days * | per Day * | Minimum (Hourly) | Maximum (Hourly) | Incumbent Hourly Rate * |
| | | | | | |

High School Child Nutrition Manager

For all districts. Operates a high school campus cafeteria. Supervises staff engaged in preparing and serving food. Ensures nutrition, health, and safety guidelines are enforced. May maintain inventory records and place orders for food and supplies. Ensures cash and other forms of payment are collected and recorded. May oversee a satellite snack bar operating on the same campus.



Middle School Child Nutrition Manager

For all districts. Operates a middle school campus cafeteria. Supervises staff engaged in preparing and serving food. Ensures nutrition, health, and safety guidelines are enforced. May maintain inventory records and place orders for food and supplies. Ensures cash and other forms of payment are collected and recorded. May oversee a satellite snack bar operating on the same campus.

| Full-time | Duty | Hours | Pay Range | Pay Range | Actual/Average |
|------------|--------|-----------|------------------|------------------|-------------------------|
| Incumbents | Days * | per Day * | Minimum (Hourly) | Maximum (Hourly) | Incumbent Hourly Rate * |
| | | | | | |



Select all Safety/Security benchmarks that are currently filled in the district.

Positions that typically coordinate contacts with outside law enforcement agencies and establish and administer security regulations and procedures to protect students, staff, and property. *

<u>Click here</u> to access the sample survey or survey assistance file to review job descriptions (Please do not report vacant positions)

- □ Chief of Police with <u>District</u> Police Officers (supervises and oversees an adequately staffed, trained, and equipped guard force of certified police officers that are employed full-time by the district)
- □ Director of Security and/or Chief of Police with<u>Interlocal</u> Police Officers (oversees a force of certified police officers that are temporarily dispatched to the district from a local law enforcement agency)
- □ Director of Security over security guards or planning (leads security efforts in district but is<u>not</u> licensed by TCOLE, and/or oversees security guards without police officers)
- Police Lieutenant
- Police Sergeant
- Police Officer/Certified Peace Officer
- Security Guard (Unarmed)
- Crossing Guard
- None

Director of Security

We are continuing to asses how common Director of Security is across Texas school districts to refine our benchmarks in the future. Please attach the Director of Security job description used in your district.

Browse...

Chief of Police

For districts of 1,000 students or more. Establishes and administers adequate security regulations and procedures to protect students, staff, and property. Supervises and oversees an adequately staffed, trained, and equipped force of certified police officers. Coordinates contacts with outside law enforcement agencies.

| Full-time Incumbents | Duty Days * | Hours per Day | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|-------------------------|----------------|---------------------|----------------------------------|-------------------------------|--------------------------------------|
| | | | | | |

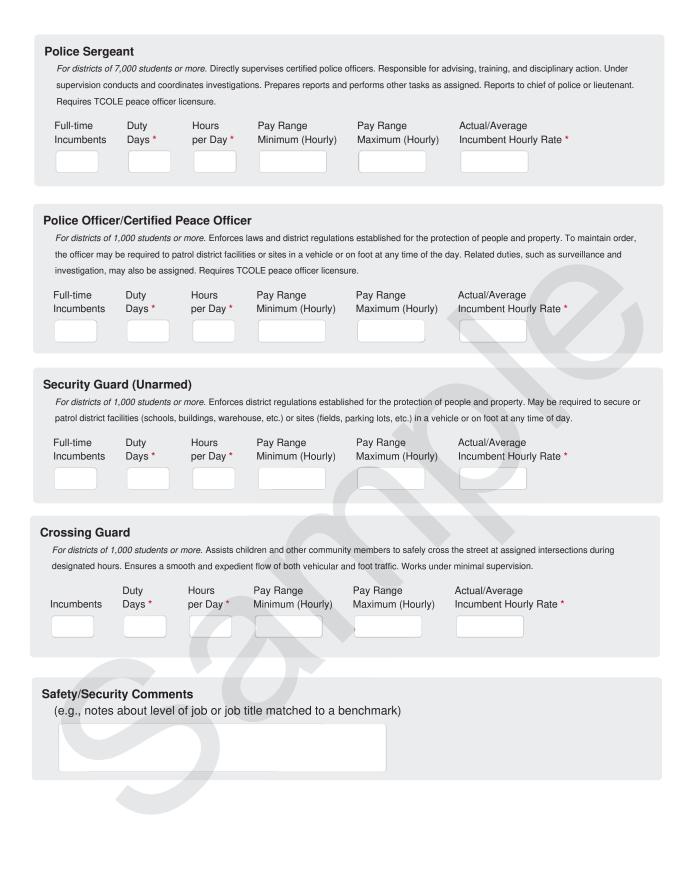
More than one Chief of Police was reported, which is less commonly seen. Please check here to confirm there is more than one, or edit the full-time incumbent number above.

Yes, we have more than one person in this position.

Police Lieutenant

For districts of 7,000 students or more. Coordinates daily operations of department to provide adequate security regulations and procedures to protect students, staff, and property. Supervises and oversees district sergeants and other first line supervisors as assigned. May assist the police chief in the development and implementation of department procedures. Reports to chief of police. Requires TCOLE peace officer licensure.

| Full-time Incumbents | Duty Days * | Hours per | Pay Range Minimum | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|-------------------------|----------------|--------------|----------------------|-------------------------------|--------------------------------------|
| | | Day | (Annual) | | |
| | | | | | |



Select all Information Technology benchmarks that are currently filled in the district.*

Click here to access the sample survey or survey assistance file to review job descriptions

(Please do not report vacant positions)

- IT Coordinator/Manager
- Network Administrator
- Database Administrator
- Systems Programmer/Analyst Entry
- Systems Programmer/Analyst Senior
- Web Administrator
- PEIMS Manager
- District PEIMS Specialist
- Computer Technician
- Telecommunication Technician
- Help Desk Technician
- Network Technician
- None

IT Coordinator/Manager

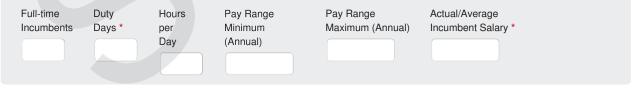
For all districts. Responsible for all information systems and computer services of the district. Maintains and monitors servers, firewalls, voice and data networks, and Web technologies. Orders equipment and manages the technology budget. May install hardware or software and perform help desk support and basic computer training. Utilizes vendor support or outside contractors to address complex technology issues or custom development. May require a bachelor's or associate's degree.

| Full-time | Duty | Hours | Pay Range |
|------------|--------|-------|-----------|
| Incumbents | Days * | per | Minimum |
| | | Day | (Annual) |
| | | | |

Pay Range Maximum (Annual) Actual/Average Incumbent Salary *

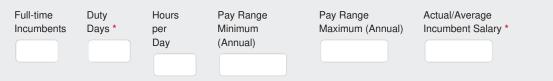
Network Administrator

For districts of 1,000 students or more. Installs, maintains, and monitors the operations of the information network consisting of multiple data and file servers and associated workstations with a large number of users. Manages performance of network systems to ensure availability and security of network resources. Requires an understanding of operational and applications software and network operations gained through job training and experience. May require specialized network certification.



Database Administrator

For districts of 1,000 students or more. Manages, monitors, and maintains district databases. Makes requested changes, updates, and modifications to database structure and data. Ensures database integrity, stability, security, and system availability. Maintain database backup and recovery infrastructure. May require an associate's degree, professional database certification (such as Microsoft or Oracle), and 3 or more years of experience.



Systems Programmer/Analyst - Entry

For districts of 1,000 students or more. Maintains and prepares detailed specifications of automated and manual programs and systems. Designs, specifies, codes, tests, maintains, and documents computer programs. Projects are limited in scope or guided by a senior programmer/analyst. Analyzes new systems functions. May require an associate's degree and 1–2 years of information technology experience.

| Full-time Incumbents | Duty Days * | Hours per Day | Pay Range Minimum (Annual) | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|-------------------------|----------------|---------------------|----------------------------------|-------------------------------|--------------------------------------|
| | | | | | |

Systems Programmer/Analyst - Senior

For districts of 1,000 students or more. Interfaces with users to apply systems solutions to business problems through the design and programming of automated systems. Prepares detailed specifications from which programs will be written. Designs, codes, tests, debugs, and documents programs. Able to work in all phases of system analysis and programming activities. May serve in a lead role on software development or modification projects. May require a bachelor's degree and 5–7 years of experience.



Web Administrator

For districts of 1,000 students or more. Responsible for the district's Internet and/or intranet functions. Supervises development efforts including firewall, intranets, domain name services, content, design and production, site maintenance, and updating. Acts as a liaison between the site and users. Position requires specialized knowledge of Web technologies, HTML, graphic design and layout, and computer file management.

| Full-time Incumbents | Duty Days * | Hours per | Pay Range Minimum | Pay Range Maximum (Annual) | Actual/Average Incumbent Salary * |
|-------------------------|----------------|--------------|----------------------|-------------------------------|--------------------------------------|
| | | Day | (Annual) | | |
| | | | | | |
| | | | | | |

PEIMS Manager

For districts of 1,000 students or more. Manages and directs all PEIMS data collection and input in the district. Responsible for training and supervision of district and campus personnel involved in PEIMS and attendance data services. Plans for future development and enhancements regarding student data.

| Full-time | Duty |
|------------|------|
| Incumbents | Days |

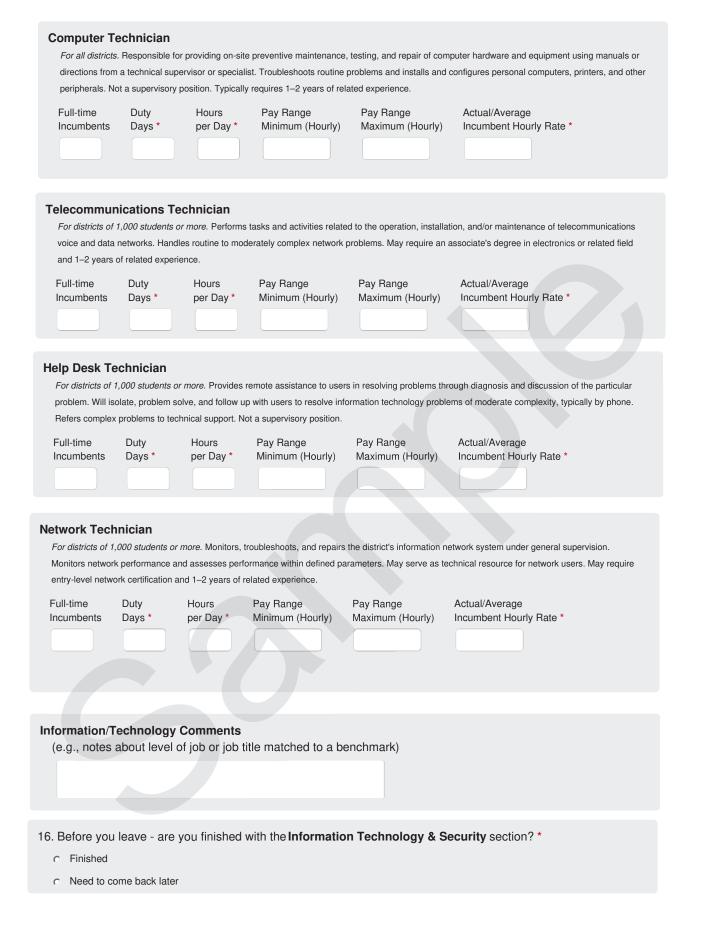


Pay Range Minimum (Annual) Pay Range Maximum (Annual) Actual/Average Incumbent Salary *

District PEIMS Specialist

For all districts. Specializes in the data collection and input for districtwide PEIMS. Researches and corrects data reported by PEIMS edits. Serves as resource and point of contact for campus-based PEIMS data assistants. Ensures PEIMS data is correct and submitted to TEA according to prescribed state deadlines.





17. Which of the following **employee pay options** did the board approve for this current school year? (select all that apply) *

(A step increase is an increase to base rate/salary)

| Increase to base rate/salary | One-time payment | Neither |
|------------------------------|---------------------|---------------------|
| | | |
| | | |
| | | |
| | | |
| | | rate/salary payment |

18. How was the increase to salary determined for each group? *

For step increase, choose percentage and use our survey assistance file here.

| | Percentage of midpoint or of market value | Percentage of salary | Flat dollar value not from percentage |
|------------------------------|---|----------------------|---|
| Teachers | O | o | 0 |
| Administrators/Professionals | C | O | O |
| Clerical/Paraprofessionals | O | o | o |
| Auxiliary/Hourly Support | O | o | 0 |
| | | | |

Pay Increases

| 19. Teachers |
|--------------|
|--------------|

- 20. Administrators/Professionals *
- 21. Clerical/Paraprofessionals *
- 22. Auxiliary/Hourly Support *

31. Pay Increase Comments

Does your district's current pay practice allow employees to be paid above pay grade maximum or schedule maximum?

Providing an answer can help reduce questions while we review survey responses.

| Yes | |
|--------------------------|----------|
| No | \equiv |
| Not sure | \equiv |
| Do not have set maximums | - |

32. Does the district employ any of the following?

- Registered Behavior Technician: Works under the supervision of Board Certified Behavior Analysts (BCBA) to provide interventions that encourage socially acceptable replacement behaviors so clients can build and improve upon their communication, social interaction, and problem-solving skills.
- ☐ Mobile Device Technician: Provides support for mobile devices (e.g., iPads, other tablets) to faculty, staff, and students for the district; does <u>not</u> provide general computer or help desk support.

Are there specific **teacher or job benchmarks** not currently covered that you would like us to consider including in a future survey? Please list them below.

We're interested in adding benchmarks that will be common across school districts in Texas, and we sometimes add jobs targeted to a certain size district (e.g., under 1,000 students or at least 7,000 students).

Comments or suggestions for improving this survey

P.O. Box 400, Austin, Texas 78767-0400

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