

1 COMMITTEE SUBSTITUTE

2 FOR

3 **H. B. 4572**

4
5 (By Delegates Perry, Smith, Shaver, Lawrence, M. Poling,
6 Paxton, Crosier, Marcum, Barill, Duke and Rowan)

7 (Originating in the Committee on Finance)

8 [February 24, 2012]

9
10 A BILL to amend and reenact §18-20-2 of the Code of West Virginia,
11 1931, as amended; to amend and reenact §18A-2-4 of said code;
12 and to amend and reenact §18A-4-8 and §18A-4-8a of said code,
13 all relating to school service personnel classification and
14 compensation; modifying and updating certain classification
15 titles; modifying certain pay grade levels; providing for
16 additional compensation in certain circumstances; and
17 modifying the conditions for issuance and revocation of
18 certain certifications.

19 *Be it enacted by the Legislature of West Virginia:*

20 That §18-20-2 of the Code of West Virginia, 1931, as amended,
21 be amended and reenacted; that §18A-2-4 of said code be amended and
22 reenacted; and that §18A-4-8 and §18A-4-8a of said code be amended
23 and reenacted, all to read as follows:

24 **CHAPTER 18. EDUCATION.**

25 **ARTICLE 20. EDUCATION OF EXCEPTIONAL CHILDREN.**

26 **§18-20-2. Providing suitable educational facilities, equipment and**

1 **services.**

2 (a) Each county board shall provide suitable educational
3 facilities, special equipment and special services that are
4 necessary. Special services include provisions and procedures for
5 finding and enumerating exceptional children of each type,
6 diagnosis by appropriate specialists who will certify the child's
7 need and eligibility for special education and make recommendations
8 for treatment and prosthesis as may alleviate the disability,
9 special teaching by qualified and specially trained teachers,
10 transportation, lunches and remedial therapeutic services.
11 Qualifications of teachers and therapists shall be in accordance
12 with standards prescribed or approved by the State Board.

13 (b) A county board may provide for educating resident
14 exceptional children by contracting with other counties or other
15 educational agencies which maintain special education facilities.
16 Fiscal matters shall follow policies approved by the State Board.

17 (c) The county board shall provide a four-clock-hour program
18 of training for any teacher aide employed to assist teachers in
19 providing services to exceptional children under this article prior
20 to the assignment. The program shall consist of training in areas
21 specifically related to the education of exceptional children,
22 pursuant to rules of the State Board. The training shall occur
23 during normal working hours and an opportunity to be trained shall
24 be provided to a service person prior to filling a vacancy in
25 accordance with the provisions of section eight-b, article four,
26 chapter eighteen-a of this code.

1 (d) The county board annually shall make available during
2 normal working hours to all regularly employed teachers' aides
3 twelve hours of training that satisfies the continuing education
4 requirements for the aides regarding:

5 (1) Providing services to children who have displayed violent
6 behavior or have demonstrated the potential for violent behavior;
7 and

8 (2) Providing services to children diagnosed as autistic or
9 with autism spectrum disorder. This training shall be structured
10 to permit the employee to qualify as an autism mentor after a
11 minimum of four years of training. The county board shall:

12 (A) Notify in writing all teachers' aides of the location,
13 date and time when training will be offered for qualification as an
14 autism mentor; and

15 (B) Reimburse any regularly employed or substitute teacher's
16 aide who elects to attend this training for one-half of the cost of
17 the tuition.

18 (e) For any student whose individualized education plan (IEP)
19 requires the services of a sign support specialist or an
20 educational sign language interpreter I or II:

21 (1) Any educational sign language interpreter I or II assigned
22 to assist that student is a related service provider member of the
23 education team who participates in IEP meetings and works with the
24 team to implement the IEP;

25 (2) A sign support specialist may be assigned to a student
26 with an exceptionality other than deaf or hard of hearing if it is

1 determined that the student needs signs to support his or her
2 expressive communication; and

3 (3) A sign support specialist may be assigned to a student who
4 is deaf or hard of hearing only if an educational sign language
5 interpreter I or II is unavailable, and the sign support specialist
6 is executing a professional development plan while actively seeking
7 certification as an educational sign language interpreter I or II.
8 After two years the sign support specialist may remain in the
9 assignment only if an educational sign language interpreter I or II
10 remains unavailable, and with an approved waiver by the West
11 Virginia Department of Education. An employee in this situation is
12 entitled to full payment of the costs of certification acquisition
13 or renewal pursuant to the certification renewal provisions of
14 section four, article two, chapter eighteen-a of this code.

15 **CHAPTER 18A. SCHOOL PERSONNEL.**

16 **ARTICLE 2. SCHOOL PERSONNEL.**

17 **§18A-2-4. Commercial driver's license for school personnel;**
18 **intrastate waiver for bus operators diagnosed with**
19 **diabetes mellitus requiring insulin; reimbursement**
20 **of electrician's and commercial driver's license**
21 **and sign language interpreter certification when**
22 **required.**

23 (a) If a commercial driver's license is required as a
24 condition of employment for any school employee or qualified
25 applicant who becomes an employee by a county board of education,

1 the cost ~~shall be~~ is paid in full by the ~~employer~~ county board.

2 ~~It is unlawful for any county board of education to~~ A county
3 board may not require any employee or applicant who becomes an
4 employee of the board to pay the cost of acquiring a commercial
5 driver's license as a condition of employment.

6 (b) The Division of Motor Vehicles shall accept the West
7 Virginia Department of Education physical and psychomotor test
8 result forms in lieu of the Division of Motor Vehicles vision
9 report form.

10 (c) A school bus operator who is currently employed by a
11 county board ~~of education~~ or who is otherwise subject to State
12 Board rules governing school bus operators and who is diagnosed
13 with diabetes mellitus requiring insulin is not ineligible for
14 employment as a school bus operator because of the diagnosis if the
15 operator is issued a passenger endorsement for his or her
16 commercial driver license through the intrastate waiver program
17 pertaining to diabetes of the West Virginia Division of Motor
18 Vehicles, subject to the following:

19 (1) A copy of the information required to be submitted to the
20 Division of Motor Vehicles for waiver application and proof of
21 passenger endorsement under the waiver program is submitted to his
22 or her employer; and

23 (2) The operator remains in compliance with the stipulations
24 of and grounds for eligibility for the intrastate waiver.

25 (d) If a county board ~~of education~~ requires of any employee
26 who is employed as an electrician any license renewal when the

1 employee is exempt from renewing the license pursuant to section
2 three, article three-b, chapter twenty-nine of this code, the cost
3 of ~~such the~~ license renewal ~~shall be~~ is paid in full by the county
4 board. ~~of education~~

5 (e) The cost of certification renewal is paid in full by the
6 employer for any service person who is:

7 (1) Employed as an educational sign language interpreter I or
8 II and is required to complete any testing, training or continuing
9 education in order to renew or maintain certification at that
10 level;

11 (2) Employed as an educational sign language interpreter I and
12 is required to complete any testing, training or continuing
13 education to advance to an educational sign language interpreter
14 II; or

15 (3) Employed as a sign support specialist and is required to
16 complete any testing, training or continuing education in order to
17 advance to an educational sign language interpreter I or II.

18 (f) For any service person required to hold certification as
19 a condition of employment, any time devoted to acquiring or
20 maintaining the certification, including instructional time,
21 training and testing, constitutes hours of continuing education for
22 purposes of meeting the annual continuing education requirements in
23 State Board policy.

24 (g) Compliance with or failure to comply by a health care
25 provider licensed and authorized pursuant to chapter thirty of this
26 code, with the reporting requirements of the Division of Motor

1 Vehicles regarding the provisions of subsection (c) of this section
2 does not constitute negligence, nor may compliance or noncompliance
3 with the requirements of this section be admissible as evidence of
4 negligence in any civil or criminal action.

5 **ARTICLE 4. SALARIES, WAGES AND OTHER BENEFITS.**

6 **§18A-4-8. Employment term and class titles of service personnel;**
7 **definitions.**

8 (a) The purpose of this section is to establish an employment
9 term and class titles for service personnel. The employment term
10 for service personnel may not be less than ten months. A month is
11 defined as twenty employment days. The county board may contract
12 with all or part of these service personnel for a longer term. The
13 beginning and closing dates of the ten-month employment term may
14 not exceed forty-three weeks.

15 (b) Service personnel employed on a yearly or twelve-month
16 basis may be employed by calendar months. Whenever there is a
17 change in job assignment during the school year, the minimum pay
18 scale and any county supplement are applicable.

19 (c) Service personnel employed in the same classification for
20 more than the two hundred-day minimum employment term ~~shall be~~ are
21 paid for additional employment at a daily rate of not less than the
22 daily rate paid for the two hundred-day minimum employment term.

23 (d) A service person may not be required to report for work
24 more than five days per week without his or her agreement, and no
25 part of any working day may be accumulated by the employer for

1 future work assignments, unless the employee agrees thereto.

2 (e) If a service person whose regular work week is scheduled
3 from Monday through Friday agrees to perform any work assignments
4 on a Saturday or Sunday, the service person ~~shall be~~ is paid for at
5 least one-half day of work for each day he or she reports for work.
6 If the service person works more than three and one-half hours on
7 any Saturday or Sunday, he or she ~~shall be~~ is paid for at least a
8 full day of work for each day.

9 (f) A custodian, aide, maintenance, office and school lunch
10 service person required to work a daily work schedule that is
11 interrupted ~~shall be~~ is paid additional compensation in accordance
12 with this subsection.

13 (1) A maintenance person means a person who holds a
14 classification title other than in a custodial, aide, school lunch,
15 office or transportation category as provided in section one,
16 article one of this chapter.

17 (2) A service person's schedule is considered to be
18 interrupted if he or she does not work a continuous period in one
19 day. Aides are not regarded as working an interrupted schedule
20 when engaged exclusively in the duties of transporting students;

21 (3) The additional compensation provided for in this
22 subsection:

23 (A) Is equal to at least one-eighth of a service person's
24 total salary as provided by the state minimum pay scale and any
25 county pay supplement; and

26 (B) Is payable entirely from county board funds.

1 (g) When there is a change in classification or when a service
2 person meets the requirements of an advanced classification, his or
3 her salary shall be made to comply with the requirements of this
4 article and any county salary schedule in excess of the minimum
5 requirements of this article, based upon the service person's
6 advanced classification and allowable years of employment.

7 (h) A service person's contract, as provided in section five,
8 article two of this chapter, shall state the appropriate monthly
9 salary the employee is to be paid, based on the class title as
10 provided in this article and on any county salary schedule in
11 excess of the minimum requirements of this article.

12 (i) The column heads of the state minimum pay scale and class
13 titles, set forth in section eight-a of this article, are defined
14 as follows:

15 (1) "Pay grade" means the monthly salary applicable to class
16 titles of service personnel;

17 (2) "Years of employment" means the number of years which an
18 employee classified as a service person has been employed by a
19 county board in any position prior to or subsequent to the
20 effective date of this section and includes service in the Armed
21 Forces of the United States, if the employee was employed at the
22 time of his or her induction. For the purpose of section eight-a
23 of this article, years of employment is limited to the number of
24 years shown and allowed under the state minimum pay scale as set
25 forth in section eight-a of this article;

26 (3) "Class title" means the name of the position or job held

1 by a service person;

2 (4) "Accountant I" means a person employed to maintain payroll
3 records and reports and perform one or more operations relating to
4 a phase of the total payroll;

5 (5) "Accountant II" means a person employed to maintain
6 accounting records and to be responsible for the accounting process
7 associated with billing, budgets, purchasing and related
8 operations;

9 (6) "Accountant III" means a person employed in the county
10 board office to manage and supervise accounts payable, payroll
11 procedures, or both;

12 (7) "Accounts payable supervisor" means a person employed in
13 the county board office who has primary responsibility for the
14 accounts payable function and who either has completed twelve
15 college hours of accounting courses from an accredited institution
16 of higher education or has at least eight years of experience
17 performing progressively difficult accounting tasks.
18 Responsibilities of this class title may include supervision of
19 other personnel;

20 ~~(8) "Aide I" means a person selected and trained for a~~
21 ~~teacher aide classification such as monitor aide, clerical aide,~~
22 ~~classroom aide or general aide;~~

23 ~~(9) "Aide II" means a service person referred to in the "Aide~~
24 ~~I" classification who has completed a training program approved by~~
25 ~~the state board, or who holds a high school diploma or has received~~
26 ~~a general educational development certificate. Only a person~~

1 ~~classified in an Aide II class title may be employed as an aide in~~
2 ~~any special education program (10)~~ selected and trained as a
3 teacher-aide in such areas of responsibility as monitor aide,
4 clerical aide, classroom aide or general aide;

5 (9) "Aide III" means a service person referred to in the ~~"Aide~~
6 ~~I"~~ "Aide II" classification who holds a high school diploma or a
7 general educational development certificate; and

8 (A) Has completed six semester hours of college credit at an
9 institution of higher education; or

10 (B) Is employed as an aide in a special education program and
11 has one year's experience as an aide in special education;

12 ~~(11)~~ (10) "Aide IV" means a service person referred to in the
13 ~~"Aide I"~~ "Aide II" classification who holds a high school diploma
14 or a general educational development certificate; and

15 (A) Has completed eighteen hours of State Board-approved
16 college credit at a regionally accredited institution of higher
17 education, or

18 (B) Has completed fifteen hours of State Board-approved
19 college credit at a regionally accredited institution of higher
20 education; and has successfully completed an in-service training
21 program determined by the State Board to be the equivalent of three
22 hours of college credit;

23 ~~(12) "Audiovisual technician" means a person employed to~~
24 ~~perform minor maintenance on audiovisual equipment, films, and~~
25 ~~supplies and who fills requests for equipment;~~

26 ~~(13)~~ (11) "Auditor" means a person employed to examine and

1 verify accounts of individual schools and to assist schools and
2 school personnel in maintaining complete and accurate records of
3 their accounts;

4 ~~(14)~~ (12) "Autism mentor" means a person who works with
5 autistic students and who meets standards and experience to be
6 determined by the State Board. A person who has held or holds an
7 aide title and becomes employed as an autism mentor shall hold a
8 multiclassification status that includes both aide and autism
9 mentor titles, in accordance with section eight-b of this article;

10 ~~(15)~~ (13) "Braille ~~or sign language~~ specialist" means a person
11 employed to provide braille ~~and/or sign language~~ assistance to
12 students. A service person who has held or holds an aide title and
13 becomes employed as a braille ~~or sign language~~ specialist shall
14 hold a multiclassification status that includes both aide and
15 braille ~~or sign language~~ specialist title, in accordance with
16 section eight-b of this article;

17 ~~(16)~~ (14) "Bus operator" means a person employed to operate
18 school buses and other school transportation vehicles as provided
19 by the State Board;

20 ~~(17)~~ (15) "Buyer" means a person employed to review and write
21 specifications, negotiate purchase bids and recommend purchase
22 agreements for materials and services that meet predetermined
23 specifications at the lowest available costs;

24 ~~(18)~~ (16) "Cabinetmaker" means a person employed to construct
25 cabinets, tables, bookcases and other furniture;

26 ~~(19)~~ (17) "Cafeteria manager" means a person employed to

1 direct the operation of a food services program in a school,
2 including assigning duties to employees, approving requisitions for
3 supplies and repairs, keeping inventories, inspecting areas to
4 maintain high standards of sanitation, preparing financial reports
5 and keeping records pertinent to food services of a school;

6 ~~(20) "Carpenter I" means a person classified as a carpenter's~~
7 ~~helper;~~

8 ~~—— (21) "Carpenter II"~~

9 (18) "Carpenter" means a person classified as a journeyman
10 carpenter;

11 ~~(22)~~ (19) "Chief mechanic" means a person employed to be
12 responsible for directing activities which ensure that student
13 transportation or other county board-owned vehicles are properly
14 and safely maintained;

15 ~~(23) "Clerk I" means a person employed to perform clerical~~
16 ~~tasks,~~

17 ~~(24) "Clerk II"~~

18 (20) "Clerk" means a person employed to perform general
19 clerical tasks, prepare reports and tabulations, and operate office
20 machines;

21 ~~(25)~~ (21) "Computer operator" means a qualified person
22 employed to operate computers;

23 ~~(26) "Cook I" means a person employed as a cook's helper;~~

24 ~~(27)~~ (22) "Cook II" means a person employed to interpret
25 menus and to prepare and serve meals in a food service program of
26 a school; ~~This definition includes a service person who has been~~

1 ~~employed as a "Cook I" for a period of four years; (28)~~

2 (23) "Cook III" means a person employed to prepare and serve
3 meals, make reports, prepare requisitions for supplies, order
4 equipment and repairs for a food service program of a school
5 system;

6 ~~(29) "Crew leader" means a person employed to organize the~~
7 ~~work for a crew of maintenance employees to carry out assigned~~
8 ~~projects;~~

9 ~~(30) "Custodian I" means a person employed to keep buildings~~
10 ~~clean and free of refuse; (31)~~

11 (24) "Custodian II" means a person employed as a watchman or
12 groundsman;

13 ~~(32)~~ (25) "Custodian III" means a person employed to keep
14 buildings clean and free of refuse, to operate the heating or
15 cooling systems and to make minor repairs;

16 ~~(33)~~ (26) "Custodian IV" means a person employed as a head
17 ~~custodians~~ custodian. In addition to providing services as defined
18 in "Custodian III" duties may include supervising other custodian
19 personnel;

20 ~~(34)~~ (27) "Director or coordinator of services" means an
21 employee of a county board who is assigned to direct a department
22 or division.

23 (A) Nothing in this subdivision prohibits a professional
24 person or a professional educator from holding this class title;

25 (B) Professional personnel holding this class title may not be
26 defined or classified as service personnel unless the professional

1 person held a service personnel title under this section prior to
2 holding the class title of "director or coordinator of services;"

3 (C) The director or coordinator of services ~~shall be~~ is
4 classified either as a professional person or a service person for
5 state aid formula funding purposes;

6 (D) Funding for the position of director or coordinator of
7 services is based upon the employment status of the director or
8 coordinator either as a professional person or a service person;
9 and

10 (E) A person employed under the class title "director or
11 coordinator of services" may not be exclusively assigned to perform
12 the duties ascribed to any other class title as defined in this
13 subsection: *Provided*, That nothing in this paragraph prohibits a
14 person in this position from being multiclassified;

15 ~~(35)~~ (28) "Draftsman" means a person employed to plan, design
16 and produce detailed architectural/engineering drawings;

17 (29) "Educational Sign Language Interpreter I" means a person
18 employed to provide communication access across all educational
19 environments to students who are deaf or hard of hearing, and who
20 holds the Initial Paraprofessional Certificate - Educational
21 Interpreter pursuant to State Board policy.

22 (30) "Educational Sign Language Interpreter II" means a person
23 employed to provide communication access across all educational
24 environments to students who are deaf or hard of hearing, and who
25 holds the Permanent Paraprofessional Certificate - Educational
26 Interpreter pursuant to State Board policy.

1 ~~(36) "Electrician I" means a person employed as an apprentice~~
2 ~~electrician helper or one who holds an electrician helper license~~
3 ~~issued by the State Fire Marshal;~~

4 ~~(37) "Electrician II"~~

5 (31) "Electrician" means a person employed as an electrician
6 journeyman or one who holds a journeyman electrician license issued
7 by the State Fire Marshal;

8 ~~(38) "Electronic technician I" means a person employed at the~~
9 ~~apprentice level to repair and maintain electronic equipment;~~

10 ~~(39) "Electronic technician II" means a person employed at the~~
11 ~~journeyman level to repair and maintain electronic equipment;~~

12 ~~(40)~~ (32) "Executive secretary" means a person employed as
13 secretary to the county school superintendent or as a secretary who
14 is assigned to a position characterized by significant
15 administrative duties;

16 ~~(41)~~ (33) "Food services supervisor" means a qualified person
17 who is not a professional person or professional educator as
18 defined in section one, article one of this chapter. The food
19 services supervisor is employed to manage and supervise a county
20 school system's food service program. The duties include preparing
21 in-service training programs for cooks and food service employees,
22 instructing personnel in the areas of quantity cooking with economy
23 and efficiency and keeping aggregate records and reports;

24 ~~(42)~~ (34) "Foreman" means a skilled person employed to
25 supervise personnel who work in the areas of repair and maintenance
26 of school property and equipment, and may be assigned to repair and

1 maintenance duties in addition to supervising other employees;

2 ~~(43)~~ (35) "General maintenance" means a person employed as a
3 helper to skilled maintenance employees, ~~and~~ to perform minor
4 repairs to equipment and buildings of a county school system, to
5 perform routine manual tasks in any operation of the county school
6 system, to replace glass or other materials in windows and doors,
7 to do minor carpentry tasks, to maintain the appearance, repair and
8 general care of school grounds in a county schools system, and to
9 protect school property against damage or theft;

10 ~~(44)~~ "Glazier" means a person employed to replace glass or
11 other materials in windows and doors and to do minor carpentry
12 tasks;

13 (36) Graphic communications operator means a person employed
14 to operate and maintain printing equipment and to prepare and
15 distribute materials;

16 ~~(45)~~ (37) "Graphic ~~artist~~ designer" means a person employed to
17 prepare graphic illustrations and communications using color type,
18 illustration, photography, animation, various print and layout
19 techniques for print and other media including web publications;

20 ~~(46)~~ "Groundsman" means a person employed to perform duties
21 that relate to the appearance, repair and general care of school
22 grounds in a county school system. ~~Additional assignments may~~
23 ~~include the operation of a small heating plant and routine cleaning~~
24 ~~duties in buildings;~~

25 ~~(47)~~ "Handyman" means a person employed to perform routine
26 manual tasks in any operation of the county school system;

1 ~~(48) "Heating and air conditioning mechanic I" means a person~~
2 ~~employed at the apprentice level to install, repair and maintain~~
3 ~~heating and air conditioning plants and related electrical~~
4 ~~equipment;~~

5 ~~(49) "Heating and air conditioning mechanic II"~~

6 (38) "Heating and air conditioning mechanic" means a person
7 employed at the journeyman level to install, repair and maintain
8 heating and air conditioning plants and related electrical
9 equipment;

10 ~~(50)~~ (39) "Heavy equipment operator" means a person employed
11 to operate heavy equipment;

12 ~~(51)~~ (40) "Inventory supervisor" means a person employed to
13 supervise or maintain operations in the receipt, storage,
14 inventory and issuance of materials and supplies;

15 ~~(52) "Key punch operator" means a qualified person employed~~
16 ~~to operate key punch machines or verifying machines;~~

17 ~~(53)~~ (41) "Licensed practical nurse" means a nurse, licensed
18 by the West Virginia Board of Examiners for Licensed Practical
19 Nurses, employed to work in a public school under the supervision
20 of a school nurse;

21 ~~(54)~~ (42) "Locksmith" means a person employed to repair and
22 maintain locks and safes;

23 ~~(55) "Lubrication man" means a person employed to lubricate~~
24 ~~and service gasoline or diesel-powered equipment of a county~~
25 ~~school system;~~

26 ~~(56)~~ (43) "Machinist" means a person employed to perform

1 machinist tasks which include the ability to operate a lathe,
2 planer, shaper, threading machine and wheel press. A person
3 holding this class title also should have the ability to work from
4 blueprints and drawings;

5 ~~(57)~~ (44) "Mail ~~clerk~~ courier" means a person employed to
6 receive, sort, dispatch, deliver or otherwise handle letters,
7 parcels and other mail;

8 ~~(58)~~ "~~Maintenance clerk~~" ~~means a person employed to maintain~~
9 ~~and control a stocking facility to keep adequate tools and~~
10 ~~supplies on hand for daily withdrawal for all school maintenance~~
11 ~~crafts;~~

12 ~~(59)~~ (45) "Mason" means a person employed to perform tasks
13 connected with brick and block laying and carpentry tasks related
14 to these activities;

15 ~~(60)~~ (46) "Mechanic" means a person employed to perform
16 skilled duties independently in the maintenance and repair of
17 automobiles, school buses and other mechanical and mobile
18 equipment to use in a county school system;

19 ~~(61)~~ "~~Mechanic assistant~~" ~~means a person employed as a~~
20 ~~mechanic apprentice and helper;~~

21 ~~(62)~~ (47) "Multiclassification" means a person employed to
22 perform tasks that involve the combination of two or more class
23 titles in this section. In these instances the minimum salary
24 scale ~~shall be~~ is the higher pay grade of the class titles
25 involved;

26 ~~(63)~~ "~~Office equipment repairman I~~" ~~means a person employed~~

1 ~~as an office equipment repairman apprentice or helper;~~

2 ~~(64) "Office equipment repairman II" means a person~~
3 ~~responsible for servicing and repairing all office machines and~~
4 ~~equipment. A person holding this class title is responsible for~~
5 ~~the purchase of parts necessary for the proper operation of a~~
6 ~~program of continuous maintenance and repair;~~

7 ~~(65)~~ (48) "Painter" means a person employed to perform duties
8 painting, finishing and decorating wood, metal and concrete
9 surfaces of buildings, other structures, equipment, machinery and
10 furnishings of a county school system;

11 ~~(66)~~ (49) "Paraprofessional" means a person certified
12 pursuant to section two-a, article three of this chapter to
13 perform duties in a support capacity including, but not limited
14 to, facilitating in the instruction and direct or indirect
15 supervision of students under the direction of a principal, a
16 teacher or another designated professional educator.

17 (A) A person employed on the effective date of this section
18 in the position of an aide may not be subject to a reduction in
19 force or transferred to create a vacancy for the employment of a
20 paraprofessional;

21 (B) A person who has held or holds an aide title and becomes
22 employed as a paraprofessional shall hold a multiclassification
23 status that includes both aide and paraprofessional titles in
24 accordance with section eight-b of this article; and

25 (C) When a service person who holds an aide title becomes
26 certified as a paraprofessional and is required to perform duties

1 that may not be performed by an aide without paraprofessional
2 certification, he or she shall receive the paraprofessional title
3 pay grade;

4 ~~(67)~~ (50) "Payroll supervisor" means a person employed in the
5 county board office who has primary responsibility for the payroll
6 function and who either has completed twelve college hours of
7 accounting from an accredited institution of higher education or
8 has at least eight years of experience performing progressively
9 difficult accounting tasks. Responsibilities of this class title
10 may include supervision of other personnel;

11 ~~(68)~~ "~~Plumber I~~" ~~means a person employed as an apprentice~~
12 ~~plumber and helper;~~

13 ~~(69)~~ "~~Plumber II~~" ~~means a person employed as a journeyman~~
14 ~~plumber~~

15 (51) "Plumber" means a person employed to provide general
16 repair, maintenance, and installation of utility lines and systems
17 necessary for heat, water, and sewage disposal in school system
18 facilities for the efficient maintenance and preventive
19 maintenance of school system plants;

20 ~~(70)~~ "~~Printing operator~~" ~~means a person employed to operate~~
21 ~~duplication equipment, and to cut, collate, staple, bind and~~
22 ~~shelve materials as required;~~

23 ~~(71)~~ "~~Printing supervisor~~" ~~means a person employed to~~
24 ~~supervise the operation of a print shop;~~

25 ~~(72)~~ (52) "Programmer" means a person employed to design and
26 prepare programs for computer operation;

1 ~~(73)~~ (53) "Roofing/sheet metal mechanic" means a person
2 employed to install, repair, fabricate and maintain roofs,
3 gutters, flashing and duct work for heating and ventilation;

4 ~~(74)~~ (54) "Sanitation plant operator" means a person employed
5 to operate and maintain a water or sewage treatment plant to
6 ensure the safety of the plant's effluent for human consumption or
7 environmental protection;

8 ~~(75)~~ (55) "School bus supervisor" means a qualified person:

9 (A) Employed to assist in selecting school bus operators and
10 routing and scheduling school buses, operate a bus when needed,
11 relay instructions to bus operators, plan emergency routing of
12 buses and promote good relationships with parents, students, bus
13 operators and other employees; and

14 (B) Certified to operate a bus or previously certified to
15 operate a bus;

16 ~~(76) "Secretary I" means a person employed to transcribe from~~
17 ~~notes or mechanical equipment, receive callers, perform clerical~~
18 ~~tasks, prepare reports and operate office machines; (77)~~

19 (56) "Secretary II" means a person employed in any
20 elementary, secondary, kindergarten, nursery, special education,
21 ~~vocational~~ career or technical, or any other school as a
22 secretary. The duties may include performing general clerical
23 tasks; transcribing from notes; ~~steno~~type, ~~mechanical equipment or~~
24 ~~a sound-producing machine~~ operating audio or electronic equipment,
25 or both; preparing reports; receiving callers and referring them
26 to proper persons; operating switchboard equipment, operating

1 office machines; keeping records and handling routine
2 correspondence. Nothing in this subdivision prevents a service
3 person from holding or being elevated to a higher classification;

4 ~~(78)~~ (57) "Secretary III" means a person assigned to the
5 county board office administrators in charge of various
6 instructional, maintenance, transportation, food services,
7 operations and health departments, federal programs or departments
8 with particular responsibilities in purchasing and financial
9 control or any person who has served for eight years in a position
10 which meets the definition of "secretary II" or "secretary III";

11 ~~(79)~~ (58) "Sign Support Specialist" means a person employed
12 to provide sign supported speech assistance to students who are
13 able to access environments through audition. A person who has
14 held or holds an aide title and becomes employed as a sign support
15 specialist shall hold a multi-classification status that includes
16 both aide and sign support specialist titles, in accordance with
17 section eight-b of this article.

18 (59) "Supervisor of maintenance" means a skilled person who
19 is not a professional person or professional educator as defined
20 in section one, article one of this chapter. The responsibilities
21 include directing the upkeep of buildings and shops, and issuing
22 instructions to subordinates relating to cleaning, repairs and
23 maintenance of all structures and mechanical and electrical
24 equipment of a county board;

25 ~~(80)~~ (60) "Supervisor of transportation" means a qualified
26 person employed to direct school transportation activities

1 properly and safely, and to supervise the maintenance and repair
2 of vehicles, buses and other mechanical and mobile equipment used
3 by the county school system. After July 1, 2010, all persons
4 employed for the first time in a position with this classification
5 title or in a multi-classification position that includes this
6 title shall have five years of experience working in the
7 transportation department of a county board. Experience working
8 in the transportation department ~~shall consist~~ consists of serving
9 as a bus operator, bus aide, assistant mechanic, mechanic, chief
10 mechanic or in a clerical position within the transportation
11 department;

12 ~~(81) "Switchboard operator-receptionist" means a person~~
13 ~~employed to refer incoming calls, to assume contact with the~~
14 ~~public, to direct and to give instructions as necessary, to~~
15 ~~operate switchboard equipment and to provide clerical assistance;~~

16 (61) "Technology system specialist" means a service person
17 qualified and employed to perform hands-on repair, service,
18 maintenance and installation of local area networks, servers,
19 computers, computer work stations, printers, computer related
20 equipment, computer related systems, computer related
21 technologies, and other office electronic equipment utilized in
22 the areas of data sharing, communication, printing, visual
23 teaching aids, and security in the school system;

24 ~~(82)~~ (62) "Truck driver" means a person employed to operate
25 light or heavy duty gasoline and diesel-powered vehicles;

26 ~~(83)~~ (63) "Warehouse clerk" means a person employed to be

1 responsible for receiving, storing, packing and shipping goods;
2 and

3 ~~(84) "Watchman" means a person employed to protect school~~
4 ~~property against damage or theft. Additional assignments may~~
5 ~~include operation of a small heating plant and routine cleaning~~
6 ~~duties;~~

7 ~~(85)~~ (64) "Welder" means a person employed to provide
8 acetylene or electric welding services for a school system. ~~and~~

9 ~~(86) "WVEIS data entry and administrative clerk" means a~~
10 ~~person employed to work under the direction of a school principal~~
11 ~~to assist the school counselor or counselors in the performance of~~
12 ~~administrative duties, to perform data entry tasks on the West~~
13 ~~Virginia Education Information System, and to perform other~~
14 ~~administrative duties assigned by the principal.~~

15 (j) Notwithstanding any provision in this code to the
16 contrary, and in addition to the compensation provided for service
17 personnel in section eight-a of this article, each service person
18 is entitled to all service personnel employee rights, privileges
19 and benefits provided under this or any other chapter of this code
20 without regard to the employee's hours of employment or the
21 methods or sources of compensation.

22 (k) A service person whose years of employment exceeds the
23 number of years shown and provided for under the state minimum pay
24 scale set forth in section eight-a of this article may not be paid
25 less than the amount shown for the maximum years of employment
26 shown and provided for in the classification in which he or she is

1 employed.

2 (1) Each county board shall review each service person's job
3 classification annually and shall reclassify all service persons
4 as required by the job classifications. The state superintendent
5 may withhold state funds appropriated pursuant to this article for
6 salaries for service personnel who are improperly classified by
7 the county boards. Further, the state superintendent shall order
8 a county board to correct immediately any improper classification
9 matter and, with the assistance of the Attorney General, shall
10 take any legal action necessary against any county board to
11 enforce the order.

12 (m) Without his or her written consent, a service person may
13 not be:

14 (1) Reclassified by class title; or

15 (2) Relegated to any condition of employment which would
16 result in a reduction of his or her salary, rate of pay,
17 compensation or benefits earned during the current fiscal year; or
18 for which he or she would qualify by continuing in the same job
19 position and classification held during that fiscal year and
20 subsequent years.

21 (n) Any county board failing to comply with the provisions of
22 this article may be compelled to do so by mandamus and is liable
23 to any party prevailing against the board for court costs and the
24 prevailing party's reasonable attorney fee, as determined and
25 established by the court.

26 (o) Notwithstanding any provision of this code to the

1 contrary, a service person who holds a continuing contract in a
2 specific job classification and who is physically unable to
3 perform the job's duties as confirmed by a physician chosen by the
4 employee, shall be given priority status over any employee not
5 holding a continuing contract in filling other service personnel
6 job vacancies if the service person is qualified as provided in
7 section eight-e of this article.

8 (p) Any person employed in an aide position on the effective
9 date of this section may not be transferred or subject to a
10 reduction in force for the purpose of creating a vacancy for the
11 employment of a licensed practical nurse.

12 (q) Without the written consent of the service person, a
13 county board may not establish the beginning work station for a
14 bus operator or transportation aide at any site other than a
15 county board-owned facility with available parking. The workday
16 of the bus operator or transportation aide commences at the bus at
17 the designated beginning work station and ends when the employee
18 is able to leave the bus at the designated beginning work station,
19 unless he or she agrees otherwise in writing. The application or
20 acceptance of a posted position may not be construed as the
21 written consent referred to in this subsection.

22 (r) Itinerant status means a service person who does not have
23 a fixed work site and may be involuntarily reassigned to another
24 work site. A service person is considered to hold itinerant
25 status if he or she has bid upon a position posted as itinerant or
26 has agreed to accept this status. A county board may establish

1 positions with itinerant status only within the aide and autism
2 mentor classification categories and only when the job duties
3 involve exceptional students. A service person with itinerant
4 status may be assigned to a different work site upon written
5 notice ten days prior to the reassignment without the consent of
6 the employee and without posting the vacancy. A service person
7 with itinerant status may be involuntarily reassigned no more than
8 twice during the school year. At the conclusion of each school
9 year, the county board shall post and fill, pursuant to section
10 eight-b of this article, all positions that have been filled
11 without posting by a service person with itinerant status. A
12 service person who is assigned to a beginning and ending work site
13 and travels at the expense of the county board to other work sites
14 during the daily schedule, ~~shall not be~~ is not considered to hold
15 itinerant status.

16 (s) Any service person holding a classification title on June
17 30, 2012, that is removed from the classification schedule
18 pursuant to amendment and reenactment of this section in the year
19 2012, has his or her employment contract revised as follows:

20 (1) Any service person holding the Aide I classification
21 title has that classification deleted from and the classification
22 title Aide II added to his or her employment contract. This
23 action does not require the service person to take the aide
24 competency test and does not result in a loss or reduction of
25 salary or supplement by the employee. Any seniority earned in the
26 Aide I classification prior to July 1, 2012, continues to be

1 credited as seniority earned with the Aide II classification;

2 (2) Any service person holding the Braille or Sign Language
3 Specialist classification title has that classification title
4 renamed on his or her employment contract as either Braille
5 Specialist or Sign Support Specialist. This action does not
6 result in a loss or reduction of salary or supplement by any
7 employee. Any seniority earned in the Braille or Sign Language
8 Specialist classification prior to July 1, 2012, continues to be
9 credited as seniority earned in the Braille Specialist or Sign
10 Support Specialist classification;

11 (3) Any service person holding the Paraprofessional
12 classification title and holding the Initial Paraprofessional
13 Certificate - Educational Interpreter has the title Educational
14 Interpreter I added to his or her employment contract. This
15 action does not result in a loss or reduction of salary or
16 supplement by any employee. Any seniority earned in the
17 Paraprofessional classification prior to July 1, 2012, continues
18 to be credited as seniority earned in the Educational Interpreter
19 I classification;

20 (4) Any service person holding the Paraprofessional
21 classification title and holding the Permanent Paraprofessional
22 Certificate - Educational Interpreter has the title Educational
23 Interpreter II added to his or her employment contract. This
24 action does not result in a loss or reduction of salary or
25 supplement by any employee. Any seniority earned in the
26 Paraprofessional classification prior to July 1, 2012, continues

1 to be credited as seniority earned in the Educational Interpreter
2 II classification;

3 (5) Any service person holding either the Carpenter I or
4 Carpenter II classification title has that classification title
5 deleted from and the classification title Carpenter added to his
6 or her employment contract. This action does not require any
7 employee to take the carpenter competency test and does not result
8 in a loss or reduction of salary or supplement by any employee.
9 Any seniority earned in the Carpenter I or Carpenter II
10 classification prior to July 1, 2012, continues to be credited as
11 seniority earned in the Carpenter classification;

12 (6) Any service person holding either the Clerk I or Clerk II
13 classification title has that classification title deleted from
14 and the title Clerk added to his or her employment contract. This
15 action does not require any employee to take the clerk competency
16 test and does not result in a loss or reduction of salary or
17 supplement by any employee. Any seniority earned in the Clerk I
18 or Clerk II classification prior to July 1, 2012, continues to be
19 credited as seniority earned in the Clerk classification;

20 (7) Any service person holding the Cook I classification
21 title has that classification title deleted from and the title
22 Cook II added to his or her employment contract. This action does
23 not require the employee to take the cook competency test and does
24 not result in a loss or reduction of salary or supplement by the
25 employee. Any seniority earned in the Cook I classification prior
26 to July 1, 2012, continues to be credited as seniority earned in

1 the Cook II classification;

2 (8) Any service person holding either the Electrician I or
3 Electrician II classification title has that classification title
4 deleted from and the title Electrician added to his or her
5 employment contract. This action does not require the employee to
6 take the electrician competency test nor to obtain any additional
7 licensure, and does not result in a loss or reduction of salary or
8 supplement by the employee. Any seniority earned in the
9 Electrician I or Electrician II classification prior to July 1,
10 2012, continues to be credited as seniority earned in the
11 Electrician classification;

12 (9) Any service person holding the Crew Leader classification
13 title has that title deleted from and the title Foreman added to
14 his or her employment contract. This action does not require the
15 employee to take the foreman competency test and does not result
16 in a loss or reduction of salary or supplement by the employee.
17 Any seniority earned in the Crew Leader classification prior to
18 July 1, 2012, continues to be credited as seniority earned in the
19 Foreman classification;

20 (10) Any service person holding the Groundsman, Handyman,
21 Glazier or Watchman classification title has that title deleted
22 from and the title General Maintenance added to his or her
23 employment contract. This action does not require the employee to
24 take the general maintenance competency test and does not result
25 in a loss or reduction of salary or supplement by the employee.
26 Any seniority earned in the Groundsman, Handyman, Glazier or

1 Watchman classification prior to July 1, 2012, continues to be
2 credited as seniority earned in the General Maintenance
3 classification;

4 (11) Any service person holding the Printing Operator or
5 Printing Supervisor classification title has that title deleted
6 from and the title Graphic Communications Operator added to his or
7 her employment contract. This action does not require the
8 employee to take the graphic communications operator competency
9 test and does not result in a loss or reduction of salary or
10 supplement by the employee. Any seniority earned in the Printing
11 Operator or Printing Supervisor classification prior to July 1,
12 2012, continues to be credited as seniority earned in the Graphic
13 Communications Operator classification;

14 (12) Any service person holding either the Heating and Air
15 Conditioning Mechanic I or Heating and Air Conditioning Mechanic
16 II classification title has that title deleted from and the title
17 Heating and Air Conditioning Mechanic added to his or her
18 employment contract. This action does not require any employee to
19 take the heating and air conditioning mechanic competency test nor
20 acquire any additional licensure, and does not result in a loss or
21 reduction of salary or supplement by any employee. Any seniority
22 earned in the Heating and Air Conditioning Mechanic I or Heating
23 and Air Conditioning Mechanic II classification prior to July 1,
24 2012, continues to be credited as seniority earned in the Heating
25 and Air Conditioning Mechanic classification;

26 (13) Any service person holding the Mail Clerk classification

1 title has that title deleted from and the title Mail Courier added
2 to his or her employment contract. This action does not require
3 the employee to take the mail courier competency test and does not
4 result in a loss or reduction of salary or supplement by the
5 employee. Any seniority earned in the Mail Clerk classification
6 prior to July 1, 2012, continues to be credited as seniority
7 earned in the Mail Courier classification;

8 (14) Any service person holding the Lubrication Man or
9 Mechanic Assistant classification title has that title deleted
10 from and the title Mechanic added to his or her employment
11 contract. This action does not require the employee to take the
12 mechanic competency test and does not result in a loss or
13 reduction of salary or supplement by the employee. Any seniority
14 earned in the Lubrication Man or Mechanic Assistant classification
15 prior to July 1, 2012, continues to be credited as seniority
16 earned in the Mechanic classification;

17 (15) Any service person holding either the Plumber I or
18 Plumber II classification title has that title deleted from and
19 the title Plumber added to his or her employment contract. This
20 action does not require any employee to take the plumber
21 competency test nor to acquire any additional licensure, and does
22 not result in a loss or reduction of salary or supplement by any
23 employee. Any seniority earned in the Plumber I or Plumber II
24 classification prior to July 1, 2012, continues to be credited as
25 seniority earned in the Plumber classification;

26 (16) Any service person holding the Secretary I or

1 Switchboard Operator-Receptionist classification title has that
2 title deleted from and the title Secretary II added to his or her
3 employment contract. This action does not require the employee to
4 take the secretary competency test and does not result in a loss
5 or reduction of salary or supplement by the employee. Any
6 seniority earned in the Secretary I or Switchboard
7 Operator-Receptionist classification prior to July 1, 2012,
8 continues to be credited as seniority earned in the Secretary II
9 classification;

10 (17) Any service person holding the Audiovisual Technician,
11 Electronic Technician I or II, or Office Equipment Repairman I or
12 II classification has that title deleted from and the title
13 Technology System Specialist added to his or her employment
14 contract. This action does not require the employee to take the
15 technology systems specialist competency test and does not result
16 in a loss or reduction of salary or supplement by the employee.
17 Any seniority earned in the Audiovisual Technician, Electronic
18 Technician I or II, Office Equipment Repairman I or II
19 classification prior to July 1, 2012, continues to be credited as
20 seniority earned in the Technology Systems Specialist
21 classification; and

22 (18) Any service person holding the Maintenance Clerk
23 classification has that title deleted from and the title Warehouse
24 Clerk added to his or her employment contract. This action does
25 not require the employee to take the warehouse clerk competency
26 test and does not result in a loss or reduction of salary or

1 supplement by the employee. Any seniority earned in the
 2 Maintenance Clerk classification prior to July 1, 2012, continues
 3 to be credited as seniority earned in the Warehouse Clerk
 4 classification.

5 (t) After June 30, 2012, an employee may not be employed as
 6 a Food Services Supervisor for the first time. Any employees who
 7 holds this classification retains the classification at the same
 8 pay grade as provided by section eight-a of this article and any
 9 employee who previously held that classification retains the
 10 seniority earned in that classification category.

11 **§18A-4-8a. Service personnel minimum monthly salaries.**

12 (a) The minimum monthly pay for each service ~~employee~~ person
 13 whose employment is for a period of more than three and one-half
 14 hours a day ~~shall be~~ is at least the amounts indicated in the
 15 state minimum pay scale pay grade and the minimum monthly pay for
 16 each service ~~employee~~ person whose employment is for a period of
 17 three and one-half hours or less a day ~~shall be~~ is at least one-
 18 half the amount indicated in the state minimum pay scale pay grade
 19 set forth in this section.

20 **STATE MINIMUM PAY SCALE PAY GRADE**

21	Years	PAY GRADE							
22	Exp.	A	B	C	D	E	F	G	H
23	0	1,577	1,598	1,639	1,691	1,743	1,805	1,836	1,908
24	1	1,609	1,630	1,671	1,723	1,775	1,837	1,868	1,940
25	2	1,641	1,662	1,703	1,755	1,807	1,869	1,900	1,972
26	3	1,673	1,694	1,735	1,787	1,839	1,901	1,932	2,004

1	4	1,705	1,726	1,767	1,819	1,871	1,933	1,964	2,037
2	5	1,737	1,758	1,799	1,851	1,903	1,965	1,996	2,069
3	6	1,769	1,790	1,832	1,883	1,935	1,997	2,028	2,101
4	7	1,802	1,822	1,864	1,915	1,967	2,029	2,060	2,133
5	8	1,834	1,854	1,896	1,947	1,999	2,061	2,092	2,165
6	9	1,866	1,886	1,928	1,980	2,031	2,093	2,124	2,197
7	10	1,898	1,919	1,960	2,012	2,063	2,126	2,157	2,229
8	11	1,930	1,951	1,992	2,044	2,095	2,158	2,189	2,261
9	12	1,962	1,983	2,024	2,076	2,128	2,190	2,221	2,293
10	13	1,994	2,015	2,056	2,108	2,160	2,222	2,253	2,325
11	14	2,026	2,047	2,088	2,140	2,192	2,254	2,285	2,357
12	15	2,058	2,079	2,120	2,172	2,224	2,286	2,317	2,389
13	16	2,090	2,111	2,152	2,204	2,256	2,318	2,349	2,422
14	17	2,122	2,143	2,185	2,236	2,288	2,350	2,381	2,454
15	18	2,154	2,175	2,217	2,268	2,320	2,382	2,413	2,486
16	19	2,187	2,207	2,249	2,300	2,352	2,414	2,445	2,518
17	20	2,219	2,239	2,281	2,333	2,384	2,446	2,477	2,550
18	21	2,251	2,271	2,313	2,365	2,416	2,478	2,509	2,582
19	22	2,283	2,304	2,345	2,397	2,448	2,511	2,542	2,614
20	23	2,315	2,336	2,377	2,429	2,481	2,543	2,574	2,646
21	24	2,347	2,368	2,409	2,461	2,513	2,575	2,606	2,678
22	25	2,379	2,400	2,441	2,493	2,545	2,607	2,638	2,710
23	26	2,411	2,432	2,473	2,525	2,577	2,639	2,670	2,742
24	27	2,443	2,464	2,505	2,557	2,609	2,671	2,702	2,774
25	28	2,475	2,496	2,537	2,589	2,641	2,703	2,734	2,807
26	29	2,507	2,528	2,570	2,621	2,673	2,735	2,766	2,839
27	30	2,540	2,560	2,602	2,653	2,705	2,767	2,798	2,871
28	31	2,572	2,592	2,634	2,685	2,737	2,799	2,830	2,903
29	32	2,604	2,624	2,666	2,718	2,769	2,831	2,862	2,935
30	33	2,636	2,656	2,698	2,750	2,801	2,863	2,895	2,967

1	34	2,668	2,689	2,730	2,782	2,833	2,896	2,927	2,999
2	35	2,700	2,721	2,762	2,814	2,866	2,928	2,959	3,031
3	36	2,732	2,753	2,794	2,846	2,898	2,960	2,991	3,063
4	37	2,764	2,785	2,826	2,878	2,930	2,992	3,023	3,095
5	38	2,796	2,817	2,858	2,910	2,962	3,024	3,055	3,127
6	39	2,828	2,849	2,890	2,942	2,994	3,056	3,087	3,159
7	40	2,860	2,881	2,922	2,974	3,026	3,088	3,119	3,192

8	(Class Title)	Pay Grade
9	Accountant I	D
10	Accountant II	E
11	Accountant III	F
12	Accounts Payable Supervisor	G
13	Aide I	A
14	Aide II	B
15	Aide III	C
16	Aide IV	D
17	Audiovisual Technician	C
18	Auditor	G
19	Autism Mentor	F
20	Braille or Sign Language Specialist	E
21	Bus Operator	D
22	Buyer	F
23	Cabinetmaker	G
24	Cafeteria Manager	D <u>E</u>
25	Carpenter I	E <u>F</u>
26	Carpenter II	F

1	Chief Mechanic	G
2	Clerk I	B <u>C</u>
3	Clerk II	C
4	Computer Operator	E
5	Cook I	A
6	Cook II	B
7	Cook III	C
8	Crew Leader	F
9	Custodian I	A
10	Custodian II	B
11	Custodian III	C
12	Custodian IV	D
13	Director or Coordinator of Services	H
14	Draftsman	D
15	<u>Educational Sign Language Interpreter I</u>	<u>F</u>
16	<u>Educational Sign Language Interpreter II</u>	<u>G</u>
17	Electrician I	F <u>G</u>
18	Electrician II	G
19	Electronic Technician I	F
20	Electronic Technician II	G
21	Executive Secretary	G
22	Food Services Supervisor	G
23	Foreman	G
24	General Maintenance	C
25	Glazier	D
26	Graphic Artist <u>Designer</u>	D

1	<u>Graphic Communications Operator</u>	G
2	Groundsman	B
3	Handyman	B
4	Heating and Air Conditioning Mechanic I	E G
5	Heating and Air Conditioning Mechanic II	G
6	Heavy Equipment Operator	E
7	Inventory Supervisor	D
8	Key Punch Operator	B
9	Licensed Practical Nurse	F
10	Locksmith	G
11	Lubrication Man	C
12	Machinist	F
13	Mail Clerk <u>Courier</u>	D
14	Maintenance Clerk	C
15	Mason	G
16	Mechanic	F
17	Mechanic Assistant	E
18	Office Equipment Repairman I	F
19	Office Equipment Repairman II	G
20	Painter	E
21	Paraprofessional	F
22	Payroll Supervisor	G
23	Plumber I	E G
24	Plumber II	G
25	Printing Operator	B
26	Printing Supervisor	D

1	Programmer	H
2	Roofing/Sheet Metal Mechanic	F
3	Sanitation Plant Operator	G
4	School Bus Supervisor	E
5	Secretary I	D
6	Secretary II	E
7	Secretary III	F
8	<u>Sign Support Specialist</u>	<u>E</u>
9	Supervisor of Maintenance	H
10	Supervisor of Transportation	H
11	Switchboard Operator-Receptionist	D
12	<u>Technology System Specialist.....</u>	<u>G</u>
13	Truck Driver	D
14	Warehouse Clerk	C
15	Watchman	B
16	Welder	F
17	WVEIS Data Entry and Administrative Clerk	B

18 (b) An additional ~~twelve dollars~~ \$12 per month ~~shall be~~ is
19 added to the minimum monthly pay of each service ~~employee~~ person
20 who holds a high school diploma or its equivalent.

21 (c) An additional ~~eleven dollars~~ \$11 per month also ~~shall be~~
22 is added to the minimum monthly pay of each service ~~employee~~
23 person for each of the following:

24 (1) A service ~~employee~~ person who holds twelve college hours
25 or comparable credit obtained in a trade or vocational school as
26 approved by the State Board;

1 (2) A service ~~employee~~ person who holds twenty-four college
2 hours or comparable credit obtained in a trade or vocational
3 school as approved by the State Board;

4 (3) A service ~~employee~~ person who holds thirty-six college
5 hours or comparable credit obtained in a trade or vocational
6 school as approved by the State Board;

7 (4) A service ~~employee~~ person who holds forty-eight college
8 hours or comparable credit obtained in a trade or vocational
9 school as approved by the State Board;

10 (5) A service ~~employee~~ person who holds sixty college hours
11 or comparable credit obtained in a trade or vocational school as
12 approved by the State Board;

13 (6) A service ~~employee~~ person who holds seventy-two college
14 hours or comparable credit obtained in a trade or vocational
15 school as approved by the State Board;

16 (7) A service ~~employee~~ person who holds eighty-four college
17 hours or comparable credit obtained in a trade or vocational
18 school as approved by the State Board;

19 (8) A service ~~employee~~ person who holds ninety-six college
20 hours or comparable credit obtained in a trade or vocational
21 school as approved by the State Board;

22 (9) A service ~~employee~~ person who holds one hundred eight
23 college hours or comparable credit obtained in a trade or
24 vocational school as approved by the State Board; and

25 (10) A service ~~employee~~ person who holds one hundred twenty
26 college hours or comparable credit obtained in a trade or

1 vocational school as approved by the State Board.

2 (d) An additional ~~forty dollars~~ \$40 per month also ~~shall be~~
3 is added to the minimum monthly pay of each service ~~employee~~
4 person for each of the following:

5 (1) A service ~~employee~~ person who holds an associate's
6 degree;

7 (2) A service ~~employee~~ person who holds a bachelor's degree;

8 (3) A service ~~employee~~ person who holds a master's degree;

9 (4) A service ~~employee~~ person who holds a doctorate degree.

10 (e) An additional ~~eleven dollars~~ \$11 per month ~~shall be~~ is
11 added to the minimum monthly pay of each service ~~employee~~ person
12 for each of the following:

13 (1) A service ~~employee~~ person who holds a bachelor's degree
14 plus fifteen college hours;

15 (2) A service ~~employee~~ person who holds a master's degree
16 plus fifteen college hours;

17 (3) A service ~~employee~~ person who holds a master's degree
18 plus thirty college hours;

19 (4) A service ~~employee~~ person who holds a master's degree
20 plus forty-five college hours; and

21 (5) A service ~~employee~~ person who holds a master's degree
22 plus sixty college hours.

23 (f) A Mechanic, Chief Mechanic or Supervisor of
24 Transportation who holds certification by the American Institute
25 for Automotive Service Excellence in the ASE School Bus Technician
26 Series receives an additional amount per month added to his or her

1 minimum monthly pay as follows:

2 (1) For certification in three areas, \$35;

3 (2) For certification in seven areas, \$145.

4 (g) An Educational Sign Language Interpreter II who holds
5 certification through the Educational Interpreters Performance
6 Assessment (EIPA), the National Interpreter Certification (NIC),
7 or both, receives an additional amount per month added to his or
8 her minimum monthly pay as follows:

9 (1) For EIPA certification with a score of 3.5 to 3.9 and NIC
10 certification, \$25;

11 (2) For EIPA certification with a score of 4.0 to 4.4, \$35;

12 (3) For EIPA certification with a score of 4.0 to 4.4 and NIC
13 certification, \$55;

14 (4) For EIPA certification with a score of 4.5 to 5.0, \$85;

15 and

16 (5) For EIPA certification with a score of 4.5 to 5.0 and NIC
17 certification, \$125.

18 (6) The State Board may designate by board policy
19 certifications not included in this subsection which are
20 equivalent to those listed and qualify for the additional pay
21 provided.

22 (h) When any part of a school service ~~employee's~~ person's
23 daily shift of work is performed between the hours of six o'clock
24 p.m. and five o'clock a.m. the following day, the employee ~~shall~~
25 ~~be~~ is paid no less than an additional ~~ten dollars~~ \$10 per month
26 and one half of the pay ~~shall be~~ is paid with local funds.

1 ~~(g)~~ (i) Any service ~~employee~~ person required to work on any
2 legal school holiday ~~shall be~~ is paid at a rate one and one-half
3 times the employee's usual hourly rate.

4 ~~(h)~~ (j) Any full-time service ~~personnel~~ person required to
5 work in excess of ~~their~~ his or her normal working day during any
6 week which contains a school holiday for which ~~they are~~ he or she
7 is paid shall be paid for the additional hours or fraction of the
8 additional hours at a rate of one and one-half times ~~their~~ the
9 usual hourly rate and paid entirely from county board funds.

10 ~~(i)~~ ~~No service employee may~~

11 (k) A service person may not have his or her daily work
12 schedule changed during the school year without ~~the employee's~~ his
13 or her written consent, and the ~~employee's~~ service person's
14 required daily work hours may not be changed to prevent the
15 payment of time and one-half wages or the employment of another
16 employee.

17 ~~(j)~~ (l) The minimum hourly rate of pay for extra duty
18 assignments as defined in section eight-b of this article ~~shall be~~
19 is no less than one seventh of the employee's daily total salary
20 for each hour the employee is involved in performing the
21 assignment and paid entirely from local funds: *Provided*, That an
22 alternative minimum hourly rate of pay for performing extra duty
23 assignments within a particular category of employment may be used
24 if the alternate hourly rate of pay is approved both by the county
25 board and by the affirmative vote of a two-thirds majority of the
26 regular full-time employees within that classification category of

1 employment within that county: *Provided, however,* That the vote
2 shall be by secret ballot if requested by a service ~~personnel~~
3 ~~employee~~ person within that classification category within that
4 county. The salary for any fraction of an hour the employee is
5 involved in performing the assignment ~~shall be~~ is prorated
6 accordingly. When performing extra duty assignments, employees
7 who are regularly employed on a one-half day salary basis shall
8 receive the same hourly extra duty assignment pay computed as
9 though the employee were employed on a full-day salary basis.

10 ~~(k)~~ (m) The minimum pay for any service ~~personnel employees~~
11 person engaged in the removal of asbestos material or related
12 duties required for asbestos removal ~~shall be~~ there is the regular
13 total daily rate of pay and no less than an additional \$3 per hour
14 or no less than \$5 per hour for service personnel supervising
15 asbestos removal responsibilities for each hour these employees
16 are involved in asbestos related duties. Related duties required
17 for asbestos removal include, but are not limited to, travel,
18 preparation of the work site, removal of asbestos decontamination
19 of the work site, placing and removal of equipment and removal of
20 structures from the site. If any member of an asbestos crew is
21 engaged in asbestos related duties outside of the employee's
22 regular employment county, the daily rate of pay ~~shall be~~ is no
23 less than the minimum amount as established in the employee's
24 regular employment county for asbestos removal and an additional
25 ~~thirty dollars~~ \$30 per each day the employee is engaged in
26 asbestos removal and related duties. The additional pay for

1 asbestos removal and related duties ~~shall be~~ is payable entirely
2 from county funds. Before service personnel ~~employees~~ may be used
3 in the removal of asbestos material or related duties, they shall
4 have completed a federal Environmental Protection Act approved
5 training program and be licensed. The ~~employer~~ county board shall
6 provide all necessary protective equipment and maintain all
7 records required by the Environmental Protection Act.

8 ~~(1)~~ (n) For the purpose of qualifying for additional pay as
9 provided in section eight, article five of this chapter, an aide
10 ~~shall be~~ is considered to be exercising the authority of a
11 supervisory aide and control over pupils if the aide is required
12 to supervise, control, direct, monitor, escort or render service
13 to a child or children when not under the direct supervision of
14 certified professional personnel within the classroom, library,
15 hallway, lunchroom, gymnasium, school building, school grounds or
16 wherever supervision is required. For purposes of this section,
17 "under the direct supervision of certified professional personnel"
18 means that certified professional personnel is present, with and
19 accompanying the aide.