

Secretarial / Clerical / Paraprofessional Salary 2023-2024

HALL COUNTY SCHOOLS

2023-2024 SECRETARIAL / CLERICAL/ PARAPROFESSIONAL SALARY SCHEDULE

	<u>STEP</u>	<u>STEP</u>	<u>STEP</u>	<u>STEP</u>	<u>STEP</u>	<u>STEP</u>	<u>STEP</u>	<u>STEP</u>	<u>STEP</u>	<u>STEP</u>	<u>STEP</u>	<u>STEP</u>	<u>STEP</u>	<u>STEP</u>	<u>STEP</u>	<u>STEP</u>	<u>STEP</u>
<u>CLASS</u>	<u>0</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	<u>9-10</u>	<u>11-12</u>	<u>13-14</u>	<u>15-16</u>	<u>17-18</u>	<u>19-20</u>	<u>21-22</u>	<u>23+</u>
<u>1</u>	\$21,680	\$21,810	\$22,204	\$22,826	\$23,476	\$24,146	\$24,841	\$25,562	\$26,146	\$26,916	\$27,713	\$28,539	\$29,397	\$30,283	\$31,204	\$31,952	\$32,726
<u>2</u>	\$22,566	\$22,703	\$23,116	\$23,751	\$24,408	\$25,087	\$25,790	\$26,519	\$27,105	\$27,880	\$28,681	\$29,512	\$30,373	\$31,265	\$32,188	\$32,930	\$33,728
<u>3</u>	\$22,840	\$22,977	\$23,398	\$23,990	\$24,603	\$25,236	\$25,887	\$26,563	\$27,149	\$27,922	\$28,727	\$29,559	\$30,381	\$31,312	\$32,235	\$32,978	\$33,777
<u>4</u>	\$23,736	\$23,882	\$24,320	\$24,923	\$25,548	\$26,188	\$26,851	\$27,534	\$28,064	\$28,787	\$29,532	\$30,298	\$31,094	\$31,910	\$32,752	\$33,404	\$34,214
<u>5</u>	\$25,892	\$26,053	\$26,543	\$27,279	\$28,041	\$28,830	\$29,646	\$30,491	\$31,163	\$32,060	\$32,989	\$33,949	\$34,943	\$35,969	\$37,032	\$37,880	\$38,802
<u>6</u>	\$24,089	\$24,224	\$24,638	\$25,222	\$25,823	\$26,446	\$27,088	\$27,751	\$28,269	\$28,970	\$29,693	\$30,444	\$31,213	\$32,011	\$32,835	\$33,586	\$34,401
<u>7</u>	\$26,967	\$27,135	\$27,649	\$28,485	\$29,349	\$30,247	\$31,175	\$32,143	\$32,935	\$33,964	\$35,035	\$36,142	\$37,293	\$38,486	\$39,725	\$40,735	\$41,728
<u>8</u>	\$35,195	\$35,424	\$36,125	\$37,322	\$38,561	\$39,852	\$41,191	\$42,582	\$43,736	\$45,228	\$46,774	\$48,596	\$50,263	\$51,996	\$53,770	\$55,234	\$56,590
<u>9</u>	\$36,363	\$36,603	\$37,330	\$38,450	\$39,609	\$40,810	\$42,049	\$43,334	\$44,367	\$45,732	\$47,361	\$48,821	\$50,333	\$52,068	\$53,827	\$55,291	\$56,648
<u>10</u>	\$36,845	\$37,088	\$37,825	\$38,981	\$40,179	\$41,420	\$42,703	\$44,032	\$45,110	\$46,524	\$48,202	\$49,719	\$51,288	\$52,901	\$54,558	\$55,893	\$57,265
<u>11</u>	\$41,922	\$42,205	\$43,057	\$44,249	\$45,483	\$46,751	\$48,275	\$49,629	\$50,682	\$52,107	\$53,557	\$55,054	\$56,597	\$58,190	\$59,831	\$61,106	\$62,609
<u>12</u>	\$21,415	\$21,541	\$21,930	\$22,544	\$23,182	\$23,843	\$24,526	\$25,236	\$25,811	\$26,567	\$27,352	\$28,164	\$29,007	\$29,880	\$30,785	\$31,520	\$32,283
<u>13</u>	\$22,551	\$22,687	\$23,101	\$23,684	\$24,286	\$24,909	\$25,551	\$26,214	\$26,731	\$27,433	\$28,155	\$28,906	\$29,675	\$30,474	\$31,298	\$32,048	\$32,824
<u>14</u>	\$28,036	\$28,213	\$28,750	\$29,627	\$30,536	\$31,475	\$32,454	\$33,467	\$34,294	\$35,376	\$36,496	\$37,661	\$38,865	\$40,118	\$41,416	\$42,477	\$43,514
<u>15</u>	\$23,076	\$23,217	\$23,641	\$24,312	\$25,014	\$25,737	\$26,486	\$27,264	\$27,895	\$28,725	\$29,585	\$30,476	\$31,402	\$32,358	\$33,351	\$34,159	\$34,988
<u>16</u>	\$24,327	\$24,475	\$24,929	\$25,568	\$26,229	\$26,913	\$27,615	\$28,345	\$28,976	\$29,812	\$30,680	\$31,578	\$32,464	\$33,469	\$34,464	\$35,266	\$36,123
<u>17</u>	\$22,611	\$22,748	\$23,162	\$23,817	\$24,501	\$25,206	\$25,938	\$26,697	\$27,312	\$28,122	\$28,962	\$29,830	\$30,734	\$31,667	\$32,635	\$33,423	\$34,234
<u>18</u>	\$23,831	\$23,975	\$24,419	\$25,041	\$25,687	\$26,353	\$27,039	\$27,751	\$28,367	\$29,181	\$30,029	\$30,904	\$31,770	\$32,749	\$33,721	\$34,503	\$35,341
<u>19</u>	\$20,595	\$20,595	\$20,595	\$20,595	\$20,595	\$20,595	\$20,595	\$20,595	\$20,595	\$20,595	\$20,595	\$20,595	\$20,595	\$20,595	\$20,595	\$20,595	\$20,595
<u>20</u>	\$31,560	\$31,762	\$32,378	\$33,383	\$34,419	\$35,496	\$36,609	\$37,772	\$38,722	\$39,957	\$41,242	\$42,571	\$43,951	\$45,383	\$46,871	\$48,082	\$49,259
<u>21</u>	\$21,898	\$22,029	\$22,427	\$23,056	\$23,713	\$24,390	\$25,092	\$25,821	\$26,411	\$27,189	\$27,994	\$28,829	\$29,696	\$30,591	\$31,522	\$32,278	\$33,060
<u>22</u>	\$23,070	\$23,208	\$23,634	\$24,232	\$24,851	\$25,491	\$26,149	\$26,832	\$27,424	\$28,205	\$29,019	\$29,860	\$30,690	\$31,631	\$32,564	\$33,315	\$34,122
<u>23</u>	\$63,833	\$64,235	\$65,462	\$67,325	\$69,255	\$71,255	\$73,335	\$75,476	\$77,226	\$79,536	\$81,963	\$84,457	\$86,994	\$89,677	\$92,426	\$94,675	\$97,017

See Class, Description and # of Days for the 2023-2024 Secretarial – Clerical – Paraprofessional Salary Schedule.

HALL COUNTY SCHOOLS
2023-2024 SECRETARIAL / CLERICAL / PARAPROFESSIONAL SALARY SCHEDULE

<u>CLASS</u>	DESCRIPTION	# OF DAYS
1	190 DAY CLERK, RANK 1 (Office)	190
2	TECHNOLOGY SUPPORT ASSISTANT, RANK 1	192
3	190 DAY CLERK, RANK 2 (Office) 30 or more semester hours of post-secondary education-transcripts required	190
4	TECHNOLOGY SUPPORT ASSISTANT, RANK 2 - 30 or more semester hours of post-secondary education-transcripts required	192
5	HIGH SCHOOL DATA ENTRY CLERK	200
6	BILINGUAL PARENT LIAISON, ANCILLIARY EXAMINER	187
7	SCHOOL SECRETARY, TITLE III FAMILY SERVICES BILINGUAL ASST., RTI ADMINISTRATIVE SUPPORT, HOSTESS, RESERVATIONIST & TRAINER FOR BISTRO	200
8	HIGH SCHOOL BOOKKEEPER, ROUTING CLERK, GET GIFTED MANAGER	12 MONTHS
9	CENTRAL OFFICE SECRETARY, CENTRAL WAREHOUSE SECRETARY, CUSTOMER RELATIONS SPECIALIST*, FEDERAL PROGRAMS SECRETARY, INSTRUCTIONAL DATA SPECIALIST, PAYROLL CLERK, PERSONNEL CLERK, PURCHASING/AP CLERK, STUDENT SERVICES SECRETARY, TITLE I PARENT OUTREACH FACILITATOR	12 MONTHS
10	ACCOUNTING CLERK TECH DEPT, ASSISTANT SUPT T&L SECRETARY, PERSONNEL ASSISTANT, FACILITIES SECRETARY, TECHNOLOGY ACCOUNTING SUPERVISOR, DIGITAL CONVERGENCE CLERK	12 MONTHS
11	ACCOUNTING MANAGER*, FACILITIES COORDINATOR*, SN FINANCIAL MANAGER, SN PERSONNEL MANAGER, PAYROLL MANAGER, PERSONNEL MANAGER*, PERSONNEL SPECIALIST, SAFETY & SECURITY ASSISTANT, SN BENEFIT ISSUANCE SPECIALIST, SN OPERATIONS SPECIALIST, SN PROCUREMENT MANAGER, AP MANAGER, EVENTS MARKETING MANAGER, TRANSPORTATION OFFICE MANAGER, SCHOOL BASED ACCOUNTING MANAGER	12 MONTHS
12	PARAPRO, RANK 1	187
13	PARAPRO, RANK 2 - 30 or more semester hours of post-secondary education-transcripts required; MIGRANT PARAPRO (add \$2,563 supplement)	187
14	ELEMENTARY EXTENDED YEAR SCHOOL SECRETARY	210
15	205 DAY HIGH SCHOOL GUIDANCE CLERK, RANK 1	205
16	205 DAY HIGH SCHOOL GUIDANCE CLERK, RANK 2 - 30 or more semester hours of post-secondary education-transcripts required	205
17	200 DAY MIDDLE SCHOOL GUIDANCE CLERK, RANK 1	200
18	200 DAY MIDDLE SCHOOL GUIDANCE CLERK, RANK 2 - 30 or more semester hours of post-secondary education-transcripts required	200
19	PRE-K TEACHING ASSISTANT	190
20	SCHOOL SECRETARY	12 MONTHS
21	MEDIA CLERK, RANK 1	192
22	MEDIA CLERK, RANK 2 - 30 or more semester hours of post-secondary education-transcripts required	192
23	MUNIS ADMINISTRATOR	205