

Secretarial / Clerical / Paraprofessional Salary 2024-2025

HALL COUNTY SCHOOLS

2024-2025 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>	\$23,759	\$23,887	\$24,282	\$24,906	\$25,554	\$26,226	\$26,919	\$27,641	\$28,225	\$28,993	\$29,791	\$30,616	\$31,472	\$32,359	\$33,279	\$34,026	\$34,801
<u>2</u>	\$23,566	\$23,703	\$24,116	\$24,751	\$25,408	\$26,087	\$26,790	\$27,519	\$28,105	\$28,880	\$29,681	\$30,512	\$31,373	\$32,265	\$33,188	\$33,930	\$34,728
<u>3</u>	\$24,913	\$25,051	\$25,472	\$26,064	\$26,676	\$27,309	\$27,961	\$28,635	\$29,160	\$29,922	\$30,727	\$31,559	\$32,381	\$33,312	\$34,235	\$34,978	\$35,777
<u>4</u>	\$24,736	\$24,882	\$25,320	\$25,923	\$26,548	\$27,188	\$27,851	\$28,534	\$29,064	\$29,787	\$30,532	\$31,298	\$32,094	\$32,910	\$33,752	\$34,404	\$35,214
<u>5</u>	\$26,892	\$27,053	\$27,543	\$28,279	\$29,041	\$29,830	\$30,646	\$31,491	\$32,163	\$33,060	\$33,989	\$34,949	\$35,943	\$36,969	\$38,032	\$38,880	\$39,802
<u>6</u>	\$25,475	\$25,613	\$26,033	\$26,627	\$27,237	\$27,870	\$28,523	\$29,196	\$29,723	\$30,435	\$31,169	\$31,932	\$32,714	\$33,525	\$34,362	\$35,125	\$35,953
<u>7</u>	\$27,967	\$28,135	\$28,649	\$29,485	\$30,349	\$31,247	\$32,175	\$33,143	\$33,935	\$34,964	\$36,035	\$37,142	\$38,293	\$39,486	\$40,725	\$41,735	\$42,728
<u>8</u>	\$36,195	\$36,424	\$37,125	\$38,322	\$39,561	\$40,852	\$42,191	\$43,582	\$44,736	\$46,228	\$47,774	\$49,596	\$51,263	\$52,996	\$54,770	\$56,234	\$57,590
<u>9</u>	\$37,363	\$37,603	\$38,330	\$39,450	\$40,609	\$41,810	\$43,049	\$44,334	\$45,367	\$46,732	\$48,361	\$49,821	\$51,333	\$53,068	\$54,827	\$56,291	\$57,648
<u>10</u>	\$37,845	\$38,088	\$38,825	\$39,981	\$41,179	\$42,420	\$43,703	\$45,032	\$46,110	\$47,524	\$49,202	\$50,719	\$52,288	\$53,901	\$55,558	\$56,893	\$58,265
<u>11</u>	\$42,922	\$43,205	\$44,057	\$45,249	\$46,483	\$47,751	\$49,275	\$50,629	\$51,682	\$53,107	\$54,557	\$56,054	\$57,597	\$59,190	\$60,831	\$62,106	\$63,609
<u>12</u>	\$22,759	\$22,887	\$23,282	\$23,906	\$24,554	\$25,226	\$25,919	\$26,641	\$27,225	\$27,993	\$28,791	\$29,616	\$30,472	\$31,359	\$32,279	\$33,026	\$33,801
<u>13</u>	\$23,913	\$24,051	\$24,472	\$25,064	\$25,676	\$26,309	\$26,961	\$27,635	\$28,160	\$28,922	\$29,727	\$30,559	\$31,381	\$32,312	\$33,235	\$33,978	\$34,777
<u>14</u>	\$29,036	\$29,213	\$29,750	\$30,627	\$31,536	\$32,475	\$33,454	\$34,467	\$35,294	\$36,376	\$37,496	\$38,661	\$39,865	\$41,118	\$42,416	\$43,477	\$44,514
<u>15</u>	\$24,076	\$24,217	\$24,641	\$25,312	\$26,014	\$26,737	\$27,486	\$28,264	\$28,895	\$29,725	\$30,585	\$31,476	\$32,402	\$33,358	\$34,351	\$35,159	\$35,988
<u>16</u>	\$25,327	\$25,475	\$25,929	\$26,568	\$27,229	\$27,913	\$28,615	\$29,345	\$29,976	\$30,812	\$31,680	\$32,578	\$33,464	\$34,469	\$35,464	\$36,266	\$37,123
<u>17</u>	\$23,611	\$23,748	\$24,162	\$24,817	\$25,501	\$26,206	\$26,938	\$27,697	\$28,312	\$29,122	\$29,962	\$30,830	\$31,734	\$32,667	\$33,635	\$34,423	\$35,234
<u>18</u>	\$24,831	\$24,975	\$25,419	\$26,041	\$26,687	\$27,353	\$28,039	\$28,751	\$29,367	\$30,181	\$31,029	\$31,904	\$32,770	\$33,749	\$34,721	\$35,503	\$36,341
<u>19</u>	\$25,742	\$25,742	\$25,742	\$25,742	\$25,742	\$25,742	\$25,742	\$25,742	\$25,742	\$25,742	\$25,742	\$25,742	\$25,742	\$25,742	\$25,742	\$25,742	\$25,742
<u>20</u>	\$32,560	\$32,762	\$33,378	\$34,383	\$35,419	\$36,496	\$37,609	\$38,772	\$39,722	\$40,957	\$42,242	\$43,571	\$44,951	\$46,383	\$47,871	\$49,082	\$50,259
<u>21</u>	\$22,898	\$23,029	\$23,427	\$24,056	\$24,713	\$25,390	\$26,092	\$26,821	\$27,411	\$28,189	\$28,994	\$29,829	\$30,696	\$31,591	\$32,522	\$33,278	\$34,060
<u>22</u>	\$24,070	\$24,208	\$24,634	\$25,232	\$25,851	\$26,491	\$27,149	\$27,832	\$28,424	\$29,205	\$30,019	\$30,860	\$31,690	\$32,631	\$33,564	\$34,315	\$35,122
<u>23</u>	\$64,833	\$65,235	\$66,462	\$68,325	\$70,255	\$72,255	\$74,335	\$76,476	\$78,226	\$80,536	\$82,963	\$85,457	\$87,994	\$90,677	\$93,426	\$95,675	\$98,017

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

HALL COUNTY SCHOOLS
2024-2025 SECRETARIAL / CLERICAL / PARAPROFESSIONAL SALARY SCHEDULE

<u>CLASS</u>	DESCRIPTION	# OF DAYS
1	SPECIAL EDUCATION SPECIALIZED PLACEMENT PARAPRO, RANK 1	190
2	COMPUTER LAB ASSISTANT, RANK 1	192
3	SPECIAL EDUCATION SPECIALIZED PLACEMENT PARAPRO, RANK 2	190
4	COMPUTER LAB 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	190
7	SCHOOL SECRETARY, BISTRO ASSISTANT, GET GIFTED, TITLE III FAMILY SERVICES BILINGUAL ASST	200
8	HIGH SCHOOL BOOKKEEPER, DESIGN LAB, ROUTING CLERK, TITLE I PARENT OUTREACH FACIL, TRANSPORTATION OFFICE CLERK	247
9	CENTRAL OFFICE SECRETARY, CENTRAL WAREHOUSE SECRETARY, CUSTOMER RELATIONS SPECIALIST*, FACILITIES SECRETARY, FEDERAL PROGRAMS SECRETARY, INSTRUCTIONAL DATA SPECIALIST, PAYROLL CLERK, PERSONNEL CLERK, PURCHASING/AP CLERK, SFS SECRETARY/BKKEEPER/CLK, STUDENT SERVICES SECRETARY	247
10	ACCOUNTING CLERK TECH DEPT, ASSISTANT SUPT T&L SECRETARY, TECH DEPT SECRETARY, PERSONNEL ASSISTANT, SAFETY & SECURITY ASSISTANT, TECHNOLOGY DISPATCHER, TRANSPORTATION SECRETARY, EVENTS MARKETING MANAGER	247
11	ACCOUNTING MANAGER*, CERTIFICATION SPECIALIST, FACILITIES COORDINATOR*, SFS FINANCIAL MANAGER, SFS PERSONNEL MANAGER, INSURANCE CLERK, PAYROLL MANAGER, PERSONNEL MANAGER*	247
12	PARAPRO, RANK 1; 190 DAY CLERK, RANK1 (Office)	190
13	PARAPRO, RANK 2; 190 DAY CLERK, RANK 2 (Office); MIGRANT PARAPRO (add \$2,500 supplement)	190
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	205
17	200 DAY MIDDLE SCHOOL GUIDANCE CLERK, RANK 1	200
18	200 DAY MIDDLE SCHOOL GUIDANCE CLERK, RANK 2	200
19	PRE-K TEACHING ASSISTANT	
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	BUDGET MANAGER	205

**See Compensation Handbook*