# MEMORANDUM OF UNDERSTANDING
BETWEEN
ST. JOHNS COUNTY SCHOOL DISTRICT
("District") AND THE
ST. JOHNS EDUCATION SUPPORT PROFESSIONALS ASSOCIATION ("SJESPA" or "Union")

## Referendum Supplement

In accordance with the language of the 2024 local referendum, the district will commit eighty-five percent (85%) of the total funds (net of the pro rata share to be distributed to Charter schools) raised through the 1 mill increase to recruit and retain high-quality teachers and staff with competitive compensation as compared to surrounding school districts For clarification purposes the remaining fifteen percent (15%) will be dedicated to other educational expenses (see previous MOU dated 12/17/24). The parties agree that the amount of funds distributed to educational support employees shall be based on the percentage of educational support employees proportional to the total amount of employees eligible for the supplement.

This annual salary supplement will be paid during the following School Years: 2025-2026, 2026-2027, 2027- 2028, and 2028-2029. The parties shall meet no later than May 1st of each year this agreement is in effect to review revenue, reports from the citizen advisory committee, and determine any needed changes to the agreement.

~~It is agreed by all parties that the union president or designee will be a member of the citizen advisory committee.~~

This agreement shall sunset at the end of the 2029 fiscal year, unless the millage referendum is renewed by the voters of St. Johns County in a future election, in which case the parties will meet at a mutually agreeable time to negotiate updates to this agreement.

This supplement will be paid out under the following conditions:

1. Regular full-time employees as defined by Article VI (C) shall receive the full negotiated amount.
2. Regular part-time employees shall receive half of the full-time employee amount.
3. Employees holding Part Time As Needed positions are not eligible for this supplement.
4. This payment is a supplement to the employee's base pay and shall be treated as salary.
5. This salary supplement is FRS eligible in accordance with the law.
6. This salary supplement will be paid within the employee's regularly scheduled paychecks.
7. Regular payments will be clearly identified on the employee's pay stub.
8. If payments do not begin on the employee's first paycheck of each contractual year, the employee will receive retroactive payment to July 1 of each fiscal year.
9. Employees who are returning from leave or who are newly hired and begin work after the start of their contractual year will receive a prorated share of the annual supplement.
10. Any employee on a board approved unpaid leave of absence will not receive the supplement until they return to work and will receive a pro-rated share of the annual supplement.
11. Employees that terminate employment for any reason prior to the end of the contract year will not be eligible for further supplement payments past their end date.

The funds reserved for the educational support unit shall be paid to employees within the educational support bargaining unit in referendum supplements calculated as follows:

1. Total funds available for educational support professional unit will be determined by the ~~Final Conference Report (FCR) in May/June~~ July 1 certified tax roll provided by the St. Johns County Property Appraiser's Office.
2. Total educational support funds will be divided by the total number of educational support positions and distributed evenly.
   *** Projection (See Attachment)
   Total educational support funds available:
   Total education support positions:
   2,256 divided by $16,221,017 = $7,190 for each education support position.
3. The amount each full-time employee will receive will be no less than $7,190 as long as the total value of one mill is not less than $64,478,798.
4. Any additional referendum funds generated in the 26-27 SY to the educational support professional unit will be carried forward and added to the next year's available funds.

Funds generated from the millage referendum are intended to supplement employee base salaries and are not intended to diminish or supplant any other funds available to increase employee wages each year.

Wayne King, Chief Negotiator
St. Johns County School District

July 27th 2026
Date

Bethany Koch, Chief Negotiator
(SJESPA), NEFSU

7/27/26
Date

## ARTICLE XII
### *Compensation*

A. Present employees employed by the Board and employed by the Board as of July 1, 2014 will be compensated based on the appropriate Salary Schedule based on their years of experience. The following Salary Schedules are part of this compensation article:

#1 Paraprofessionals
#2 Bus Operators
#3 Clerk/Bus Attendant*
#4 Computer Operators
#5 Custodians
#6 Food Service Workers*
#7 Head Start and Pre/Early Intervention Lead Staff*
#8 Laboratory Assistants
#9 Maintenance Mechanics
#10 Maintenance Mechanics Helper
#11 Media Technicians/AV Specialist
#12 School Secretaries*
#13 Miscellaneous
#14 Extended Day Aides
*Includes differentials

B. The Salary Schedules are identified by job titles and based on years of experience.

C. New hires will be placed on the appropriate level/step based on years of experience.

1. Beginning October 21, 2021, new hires can be granted up to fourteen (14) years of full-time experience, which may include up to two years of military experience (must be honorably discharged) for placement on this schedule. There will be no retro pay prior to October 21, 2021.

2. Beginning October 21, 2021, new hires can be granted one (1) year of credit for each two (2) years of verified part-time work experience as long as each of the part-time positions were held for six months or longer up to a total of 14 years of credit on the salary schedule.

D. Advancement on the Salary Schedule will be implemented until they are negotiated in an agreement and ratified by the respective parties.

E. Employees who voluntarily transfer to another job classification shall transfer at the same level/step of their current position whether it be an increase or a decrease to their current rate of pay. Former employees who return to the school district, in the same position, shall be granted credit for all of their years of service to the district for placement on the appropriate salary schedule. Persons previously employed by the St. Johns County School District and subsequently rehired shall have the date of most recent hire as their anniversary date.

F. Any active educational support professional employee that transfers into a position paid on the Maintenance Mechanic salary schedule from any other salary schedule will be paid on the Step that is two steps higher than the value closest to but not less than the hourly rate they are currently paid with the lowest placement at Step 02. If the active employee has related work

experience in the Maintenance Mechanic field, the employee will be paid on two steps above their current rate of pay, plus an additional step for each year of verified and approved related work experience as defined in C (1) and C (2).

Example: A Custodian on Step 14 at $19.50 per hour with no experience in the new position would be placed on the Maintenance Mechanic on Step 6 at $20.12 per hour.

Example: A Custodian on Step 14 at $19.50 per hour with five years of experience in the new position would be placed on the Maintenance Mechanic on Step 11 at $21.69 per hour.

G. Employees who are involuntary transferred to a different position shall be placed at a Step level that is equal to their current pay on the new Salary Schedule unless placement on the new schedule placement at their current experience level would provide equal or more pay. In no case shall an involuntary reassignment result in a pay loss unless it is disciplinary (subject to the grievance procedure).

H. Employees shall be entitled to terminal pay for unused sick leave days at the time of termination of employment, at retirement or such benefits shall be paid to their beneficiaries if service is terminated by death, a cash payment for unused sick leave days as follows:

1. During the first 12 years of continuous employment in St. Johns County if terminated by one of the following:

   1) Death

   **OR**

   2) Retirement (as defined by the Florida Retirement System),

   such terminal pay shall not exceed an amount determined as follows:

   a. During the first 3 years of service, the daily rate of pay multiplied by 35 percent times the number of days of accumulated sick leave.

   b. During the next 3 years of service, the daily rate of pay multiplied by 40 percent times the number of days of accumulated sick leave.

   c. During the next 3 years of service, the daily rate of pay multiplied by 45 percent times the number of days of accumulated sick leave.

   d. During the next 3 years of service, the daily rate of pay multiplied by 50 percent times the number of days of accumulated sick leave.

2. During and after the thirteenth ($13^{th}$) year of continuous service in St. Johns County, if one of the following occurs:

   1) terminated voluntarily (resignation),
   2) at death, or
   3) at retirement

   The daily rate of pay shall be multiplied by one hundred percent (100%) times the number of unused sick leave days.

3. When termination of employment is by the employee's death, any terminal pay may be

paid to the employee's beneficiary as designated on an approved form on file with the District.

4. Terminal pay will be paid out as provided for in the tax deferment payment plan adopted by the School Board.

H. Negotiated salary adjustments will be made as stated on each salary schedule.

I. Any increased pay for field trips and extracurricular activities will be effective as of the date of ratification by Association and school board.

J. The Board will furnish bus operators, cafeteria workers, custodians, maintenance, warehouse, parking attendants and garage employees six (6) uniforms (shirt/blouse and pants/skirts, their dress/overall-jumpsuit) the first year of employment for use of these employees while on duty in performing services for the Board. The Board will select the uniforms and will prescribe procedures for their use, including but not limited to responsibility for cleaning and upkeep.

Current employees shall be issued vouchers to purchase additional or replacement uniforms and their approved accessories not to exceed the following amounts:

| | | | |
|---|---|---|---|
| Bus Operators: | $110.00 | Maintenance: | $139.00 |
| Cafeteria Workers: | $110.00 | Warehouse: | $125.00 |
| Custodians: | $125.00 | Garage: | $139.00 |
| Parking Attendants: | $110.00 | | |

The Board will approve the purchase and issue the vouchers no later than September 15th of each year.

Upon termination for any reason, any uniforms received by the employee will be returned. Up to $139.00 may be withheld from the employee's final paycheck if such uniforms are not returned.

K. 12- Month Employees shall receive 24 pay checks per school year. 10-Month employees shall receive 20 paychecks per school year. Scheduled paydays will be based on pay calendars mutually agreed upon in writing by the Association President and the Chief Financial Officer. If Friday is a holiday, payday will be the last workday before the holiday.

L. Retirement Bonus:

1. Regular full-time employees who have completed 15 years of full-time continuous employment with the St. Johns County School District to include the school year at the time of retirement with the Florida Retirement System (FRS) Pension Plan shall receive a retirement bonus of $3,000.00.

An additional $250.00 shall be added for each year of continuous full-time employment with the St. Johns County School District beyond the initial 15 years up to a maximum of thirty (30) years of continuous service.

Continuous Service shall be defined as:
a. uninterrupted service within the district and
b. serving in a full time benefits eligible position.

2. Those retiring under the FRS investment plan will be held to the employment requirements in L(1) above and must have:

a. completed twenty (25) years of creditable service with FRS or
b. retire at the age of 52 or beyond.

3. The retirement bonus will not be paid to any employee if he continues their employment beyond their retirement date with FRS unless the employee is participating in the Deferred Retirement Option Program (DROP).

M. Compensable time/adjusted work schedule shall be used within the pay period in which it is earned/adjusted.

N. An employee shall receive a minimum of two (2) hours pay when called in to work after their normal work hours. The school district will follow Fair Labor Standard Act rules regarding overtime during such occasions.

O. The school district will make every effort not to schedule any employees to work on a designated state or national holiday.

P. Except in emergency situations, an employee will be given twenty-four (24) hours' notice if there is a need for weekend work. In the event the need arises, management shall seek qualified volunteers first.

Q. Employees who are working two or more job classifications (example: bus operator and food service worker) will be compensated on an hourly rate based on the appropriate salary schedule for the job being performed. They will also earn benefits that would apply to both positions (example: sick leave, vacation), but in no case earn more than the benefits for a full-time position. Leave accumulation and usage shall be linked to the position that earns the leave. Overtime compensation will be at a blended rate.

R. Every effort will be made to limit assignment of extra duties that are not directly specified in the Computer Operator job description (i.e., lunch duty, bus duty, etc.).

S. For the **2024-2025 school year**, changes to hourly rates were made directly to the attached salary schedules. Increases for Education Support Professionals will be as follows.

1. One step for eligible employees.
2. Increase hourly rates of pay (when necessary) to ensure that each step between 0 and 13 increases by a minimum of $500.00 annually. Increase of an annual value of $500.00 for Step 14 based upon the maximum possible hours and days for each salary schedule. All increases shall be effective July 1, 2024.
3. Any full-time education support staff employee that received up to and including the $750.00 supplement during the 2023-2024 school year will receive the same dollar amount for the 2024-2025 school year which will be paid at the end of the school year on a separate check or via a separate direct deposit (depending on how the employee receives their pay during the school year).
4. Any full-time education support staff employee that received up to and including the $500.00 supplement during the 2023-2024 school year will receive the same dollar amount for the 2024-2025 school year which will be paid at the end of the school year on a separate check or via a separate direct deposit (depending on how the employee receives their pay during the school year).
5. No additional employees will receive longevity supplements.

6. Employees working less than the contractual full-time amount of 6.0 hours for food service, 7.50 for 186 days, 7.5 hours for 196 days or 8.00 hours for 252 days will earn a prorated amount based upon their new hourly rate of pay.

T. Education Support Professionals who are required by their supervisor to attend in-service held beyond their contractual time will earn their hourly rate of pay. No more than 8 hours of in-service may be attended in one day. Employees will receive their in-service payments through the regular payroll process. All rules under the Fair Labor Standards Act and the Florida Retirement System will be followed. An employee that voluntarily attends an in-service outside of contract hours shall have no expectation of payment.

U. For the 2025-2026 school year, changes to hourly rates were made directly to the attached salary schedules. Increases for education support staff personnel will be as follows:

1. One step for eligible employees.
2. Increases effective July 1, 2025.
3. Increase hourly rates of pay (when necessary) to ensure that each level 1 through 14 increases by a minimum of $500 for the year.*
4. A one-time non-recurring supplement for the 2025-2026 school year of $150.00 divided by the remaining paychecks for the school year for all active full-time education support staff employees.
5. Those full-time education support staff employees that received up to and including $750 supplement during 2024-2025 school year will receive the same dollar amount for the 2025-2026 school year which will be paid at the end of the school year on a separate check or via a separate direct deposit (depending on how the employee receives their pay during the school year.)
6. Those full-time education support staff employees that received up to and including the $500 supplement during the 2024-2025 school year will receive the same dollar amount for the 2025-2026 school year which will be paid at the end of the school year on year on a separate check or via a separate direct deposit (depending on how the employee receives their pay during the school year.)
7. No additional employees will receive longevity supplements.

*Employees working less than the contractual full-time amount of 5.0 hours for food service, 7.50 for 186 days, 7.5 for 196 days or 8.00 hours for 252 days will earn a prorated amount based upon their new hourly rate of pay.

U. ~~For the **2026-2027 school year,** changes to hourly rates were made directly to the attached salary schedules. Increases for education support staff personnel will be as follows.~~

~~1. One step for eligible employees.~~

~~2. Increases effective July 1, 2026.~~

~~3. Increase the Maintenance Mechanic Salary Schedule by $1.00 per hour for levels 0 through 14.~~

~~4. Increase hourly rates of pay (when necessary) to ensure that each level between 0 and 14 increases by a minimum of $600.00 for the 2026-2027 school year. **excluding** the Maintenance Mechanics Schedule.*~~

~~5. Those full-time education support staff employees that received up to and including the $750 supplement during the 2025-2026 school year will receive the same dollar amount for the 2026-2027 school year which will be paid at the end of the school year on a separate check or via a separate direct deposit (depending on how the employee receives their pay during the school year).~~

~~6. Those full-time education support staff employees that received up to and including the $500 supplement during the 2025-2026 school year will receive the same dollar amount for the 2026-2027 school year which will be paid at the end of the school year on a separate check or via a separate direct deposit (depending on how the employee receives their pay during the school year).~~

~~7. No additional employees will receive longevity supplements.~~

~~*Employees working less than the contractual full-time amount of 6.0 hours for food service, 7.50 for 186 days, 7.5 hours for 196 days or 8.00 hours for 252 days will earn a prorated amount based upon their new hourly rate of pay.~~

# SALARY SCHEDULE #9

## MAINTENANCE MECHANICS

| *Years Experience* | *July 2024 Hourly Rate* | *July 2025 Hourly Rate* |
|---|---|---|
| 0 | $19.00 | $19.00 |
| 1 | $19.49 | $19.49 |
| 2 | $19.52 | $19.74 |
| 3 | $19.54 | $19.77 |
| 4 | $19.60 | $19.79 |
| 5 | $19.82 | $19.85 |
| 6 | $20.12 | $20.12 |
| 7 | $20.40 | $20.40 |
| 8 | $20.66 | $20.66 |
| 9 | $20.99 | $20.99 |
| 10 | $21.27 | $21.27 |
| 11 | $21.69 | $21.69 |
| 12 | $22.30 | $22.30 |
| 13 | $23.06 | $23.06 |
| 14 | $26.02 | $26.27 |

Specific employees paid on this salary schedule will receive an additional $ 0.50 per hour for a certification in one of the following. One supplement maximum – additional pay will not be added for multiple certifications.

1. Automotive Service of Excellence (ASE) S1 through ASE S7 (Bus Mechanic positions only – must have all seven tests).
2. Journeyman (Electrician, Mechanical/HVAC, and Plumber positions only)
3. Valid St. Johns County Class II Contractor License (All Maintenance Mechanic positions with the exception of Bus Mechanics)
4. ~~Holds and maintains a valid Commercial Driver's License (CDL).~~

The employee must hold valid certification to earn this supplement. Maintenance Mechanics in this section that earn their certification during the current school year, will be paid the additional $0.50 per hour supplement beginning with the date in which certification is earned. This assignment is not considered a separate position but a supplemental pay if voluntary or involuntary transfer occurs the supplement does not follow employee.

Bethany Koch

7/27/26

Wayne King July 27th 2026

July 27, 2026

# MEMORANDUM OF UNDERSTANDING

Between the
St. Johns County School District
And the
St. Johns Educational Support Professional Association

## VPK Lead Supplement - ~~2025-2026~~ 2026-2027

This memorandum is written to serve as an agreement between the St. Johns County School District and the St. Johns Educational Support Professional Association. VPK program accountability has increased to include observations by the Division of Early Learning and three annual assessments to determine learning gains and proficiency scores.

The purpose of this agreement is two-fold.

~~Reassign staff working in the VPK classroom setting (Ketterlinus, Timberlin Creek, and Cunningham Creek) to the Paraprofessional Salary Schedule #1. This would apply to both Lead and Assistant~~.

1. Establish an hourly supplement for the employees that assume the additional roles and responsibilities of the Lead in a VPK classroom.
2. Establish a VPK Lead allocation.

Additional responsibilities of the VPK Lead include:

**Job Responsibilities/Leadership**

1. Required Lesson Planning
2. Facilitate and lead Parent Conferences
3. Required Student Grading and Reporting
4. Guidance and direction for the VPK assistant
5. Participate in professional learning

**State Requirements**

1. State Credentials – CDA, FCCPC, Associate's Degree or Bachelor's Degree
2. State Required Emergent Literacy credential
3. State Required Florida Early Learning Developmental Standards credential
4. CPR/First Aide Certified credential

VPK staff currently (as of August 28, 2025) compensated under the Extended Day Community Aide Salary Schedule shall be reassigned to Paraprofessional positions utilizing the Paraprofessional Salary Schedule. VPK staff to be reassigned to a Paraprofessional positions must meet paraprofessional credentials in order to transition.

The VPK Lead will report to site-based Principal. The Paraprofessional in the VPK classroom will report to the site-based Principal.

Employees assigned as the VPK Lead shall receive an additional $2.00 per hour supplement, not to exceed 7.5 hours per day.

Additionally, the VPK Lead, hired on or before September 1st, shall receive a one-time $300

~~supplement~~ allocation in order to purchase supplemental ~~necessary~~ supplies and materials for their classrooms. This ~~supplement~~ allocation will be ~~paid out~~ made available before September 30th and will follow the same procedures in place by the District for the teacher classroom supply program.

This MOU shall take effect on July 1, ~~2025~~ 2026 and remain in effect through June 30, ~~2026~~ 2027.

~~Bethany Koch~~ 7/9/26

Bethany Koch, Chief Negotiator
SJESPA, North East Florida Service Unit

~~Patrick Snodgrass~~ 7/9/26

Patrick Snodgrass Chief Negotiator
St. Johns County School District

# MEMORANDUM OF UNDERSTANDING

Between the
St. Johns County School District
And the
St. Johns Education Support Professional Association
2026-2027 School Year

**"Critical Temporary Support Positions"**

This memorandum is written to serve as an agreement between the St. Johns County School District and the St. Johns Educational Support Professional Association to be referred to as "Critical Temporary Support Positions" beginning July 1, 2026, to June 30, 2027. Both parties agree that the need to fill posted vacancies with internal staff on a temporary basis is still a need as we approach the summer months when it is a critical time to deep clean our facilities without students present and maintain services during the 2026-2027 school year. These temporary positions may be temporarily filled with a "Temporary Regular Part Time" basis (working a consistent schedule with identified days and hours until the vacancy is filled).

Both parties to the items below:

1. The memorandum only applies to these positions: Bus Attendant, Clerk, Custodian, Extended Day Aide, Food Service Worker, Paraprofessional and ESE Paraprofessional.
2. These temporary positions will be paid at $15.00 per hour (ESE Paraprofessionals will receive $15.75).
3. Payments will be made in accordance with the Fair Labor Standards Act rules when overtime applies and overtime compensation will be at the blended rate.
4. The district will continue to post vacancies for which these temporary positions are assisting (both internally and externally) and actively interview to fill open slots with non-temporary hires.
5. Once a vacancy is filled with a non-temporary hire, that specific "critical temporary support position" will immediately end.
6. Critical Temporary Support Positions that become available shall be posted and filled under the following procedures:
    a. emailed and posted*, first, in the school where the vacancy exists for a period of two (2) days. Priority consideration will be given to qualified support staff first, followed by instructional then administrative personnel from within the school where the vacancy exists.
    b. If not staff member is interested and/or qualified after two (2) days, the position will be emailed to the Administrative Assistant in Human Resources for a district email distribution to all employees.
    c. If interested, District employees should email the designated Principal regarding the posted position.
    d. School Administration with openings will contact individuals expressing interested in posted position(s), giving priority to support staff first. Interviews will occur when more than one staff member expresses interest in a single position. In the event no support staff applies or qualifies, the school

administration will then consider instructional and administrative staff that have expressed interest. The same interview process will occur until an employee is selected.

7. All work completed in the "critical temporary support position" must be completed outside of the employee's work hours of their regularly established position.

*Posted shall include but is not limited to an email to all employees and a hard copy of the email displayed near employee mailboxes, in faculty lounges, or union bulletin board, etc.

This memorandum shall commence effective July 1, 2026, through June 30, 2027.

Bethany Koch 7/9/26

Bethany Koch Date

Patrick Lynn 7/9/26

~~Wayne King~~ Patrick Snodgrass Date

# Memorandum of Understanding

St. Johns County School District and
St. Johns Educational Support Professional Association 2026-2027 School Year
**"School Bus Operator Sign-On and Recruitment Bonuses"**

This memorandum is written to serve as an agreement between the St. Johns County School District and the St. Johns Educational Support Professional Association for the 2026-2027 school year regarding the recruitment and retention of school bus operators. Currently, the position of school bus operator is an area of critical shortage for school districts across Florida. The purposes of this memorandum of understanding is to recruit and retain school bus operators for the St. Johns County School District. Maintaining full time school bus operators is imperative to ensuring the safety of children and attaining the agility and flexibility required to successfully operate school buses in St. Johns County.

**Definitions:**

a. Recruiting Employee: Any school district bargaining unit employee regardless of department. There are no limits on the number of recruiting bonuses a recruiting employee can receive from the Transportation Department
b. **Candidate for School Bus Operator:** A person referred by the recruiting employee or establishing candidacy without a referral who is interested in serving as a school bus operator for St. Johns County School District who has not yet fulfilled the requirements of becoming an entry level school bus operator.
c. **Prequalified Candidate for School Bus Operator:** A person with a current Class A or Class B Commercial Driver's License (CDL) with Passenger (P) and School Bus (S) Endorsements without air brake restrictions who has not yet fulfilled the requirements of becoming an entry level school bus operator. A person with a Class C Commercial Driver's License (CDL) or a Class B Commercial Driver's License (CDL) with air brake restrictions does not qualify as a prequalified candidate for school bus operator.
d. **Entry Level School Bus Operator:** A licensed and certified school bus operator of the St. Johns County School District with less than twelve (12) consecutive months of service.
e. **Prequalified Entry Level School Bus Operator:** A licensed and certified school bus operator of the St. Johns County District with less than twelve (12) consecutive months of service.
f. **School Day:** For the purpose of this MOU, a school day is a day in which school buses are operating with children aboard traveling to and from schools and bus stops/residences without a school bus trainer aboard. Absences for any reason do not count towards qualifying school days for bonuses.

**Process:**

a. Recruiting employees identify people who they believe will tirelessly, safety, and expertly serve the children of St. Johns County School District as school bus operators.
b. Candidates for school bus operator contact the Transportation Department's recruiter alerting them of their interest in a school bus operator position.
c. During the initial contact, the Transportation Department's recruitment will inquire as to how the candidate for school bus operator learned of the employment opportunity as a school bus operator for St. Johns County School District. The recruiter will officially log how the candidates for school bus operator learned of the opportunity. If the sign on/recruiter bonuses apply, the recruiter's record will serve as the formal start of the process for bonuses.
d. Candidates for school bus operator are eligible for the sign on bonus regardless of whether they were referred by a recruiting employee or not.

**Conditions of Service for Entry Level Operator:**

Once licensed and certified as a school bus operator for St. Johns County School District, entry level operators must fulfill the following requirements over sixty (60) school days to maintain eligibility for payment of the recruiting and/or sign on bonuses:

a. Demonstrate proper conduct as a school bus operator for St. Johns County School District
b. Report to duty on a regular basis without system attendance issues
c. Successfully fulfill duties as a fulltime school bus operator for the St. Johns County School District
d. Pass all administered drug and alcohol tests, random and directed
e. Receive a favorable recommendation by their supervisor, the Fleet Operations Manager
f. Not receive any written disciplinary action
g. Apply and become employed as a fulltime school bus operator with the St. Johns County School District

**Conditions for Payment of Bonuses:**

**Sign on Bonus Only:** Once an entry level operator completes sixty (60) school days as a licensed/certified as a school bus operator for St. Johns County School District, the entry level operator is eligible for a sign on bonus in the amount of $500. Entry level operators are entitled to the sign on bonus one (1) time only.

**Recruiting and Sign-On Bonus:** Once an entry level operator completes sixty (60) school days as a licensed/certified as a school bus operator for St. Johns County School District, the entry level operator is eligible for a sign on bonus in the amount of $2,500 and the recruiting employee is eligible for a recruiting bonus in the amount of $500.

Once the conditions of service are fulfilled, the Transportation Department will initiate lump sum payments as appropriate:

a. A payment of $2,500 to entry level operator
b. A payment of $500 to the recruiting employee

**Sign on Bonus for Prequalified Candidates for School Bus Operator:** School bus operator candidates who are currently licensed operators with Class A or Class B Commercial Driver's Licensed (CDL) with Passenger (P) and School Bus (S) endorsements are eligible for $5,000 sign on bonus after completing ninety (90) school days as a licensed/certified school bus operator for St. Johns County School District. A $500 recruiting bonus applies if a recruiting employee recommends the candidate for hire. The $5,000 sign on bonus does not apply to school bus operator candidates with a Class C Commercial Driver's License (CDL) or candidates with a Class B Commercial Driver's License (CDL) with air brake restriction. Any new hire operator candidates who terminated employment from a St. Johns County School District school bus operator position with the past fifteen (15) months is ineligible for this bonus. Prequalified entry level school bus operators are entitled to the sign on bonus one (1) time only.

**Budget:** The Transportation Department shall make payments in the order of date of hire of the recruited entry level operator. Payments are made in order of application for school bus operator candidacy. The Transportation Department may suspend and restart the sign on and recruiting bonus program when appropriate based on availability of qualified school bus operators.

**Transportation Department Recruiter:**

Printed Name and Signature: _____

Todays' Date: _____

Date Referral Received: _____

Recruiting Employee Identified: _____

**Recruiting Employee:**

Printed Name and Signature: _____

Today's Date: _____

**Entry Level Operator:**

Printed Name and Signature: _____

Today's Date: _____

Official Start Date as a Licensed/Certified School Bus Operator:

_____

*OR*

**Newly Hired School Bus Operator: Currently licensed with Class A or Class B Commercial Driver's License (CDL) with Passenger (P) and School Bus (S) Endorsements:**

Printed Name and Signature: _____

Today's Date: _____

Official Start Date as a SJCSD School Bus Operator: _____

Senior Director for Transportation:

Alfred A. Pantano Jr. _____

Todays' Date: _____

This Memorandum of Understanding begins July 1, 2026, and shall expire on June 30, 2027.

Bethany Koch 7/9/26

Bethany Koch Date

Patrick Snodgrass 7/9/26

~~Wayne King~~ Date

Patrick Snodgrass

ARTICLE VI

*General Terms and Conditions of Employment*

**A. ANNUAL EMPLOYMENT STATUS– Effective this Agreement, all employees shall serve a ~~one (1) year~~ two (2) year** annual ~~probationary~~ **period which may be extended to three (3) years ~~two (2) year four (4) years~~ when prescribed by the Board** ~~and agreed to in writing by the employee~~, **and then shall be considered a** continuous ~~permanent~~ **employee. ~~All employees covered by this Agreement (who have been employed for the length of the~~** probationary annual **~~period) on its effective date will be past their probationary period and will be permanent employees.~~**

1. PROBATIONARY STATUS: New employees hired in the bargaining unit shall be on probationary status for the first six (6) months. During this period the probationary employee may be dismissed at any time. **After the first six months of employment an employee may be non-renewed at the end of any employment year or for just cause any time during the year.** ~~for reasons including, but not limited to the following~~:

~~a. Violation of a of the School Board Rules of St. Johns County.~~
~~b. Violation of work rules.~~
~~c. Gross insubordination – refusal to follow a proper directive, order or assignment from a supervisor.~~
~~d. Immorality.~~
~~e. Misconduct in office.~~
~~f. Incompetence.~~
~~g. Willful neglect of duty.~~
~~h. Drunkenness.~~
~~i. Possession of, sale of, intent to sell, dispensing of, or being under the influence of any illegal substance.~~
~~j. Sexual harassment of any employee, student, or other individual.~~
~~k. Conviction of any crime involving moral turpitude.~~
~~l. Endangering the health, safety or welfare of any student or employee of the District.~~
~~m. The conviction of a felony in the State of Florida or notice of conviction of a substantially parallel offense in another jurisdiction.~~
~~n. An act committed while off duty, which adversely affects the employee's performance of duties, or disrupts the operations of the District, its school or other facilities.~~
~~o. Improper use of leave.~~
~~p. Failure to perform work-related assigned duties.~~
~~q. Intentional or negligent damage to School Board property.~~
~~r. Unethical use or administration of test materials.~~
~~s. Failure to report to work.~~
~~t. Theft.~~

~~u. The act of job abandonment, in being absent from work for three (3) consecutive days, without proper notification to the immediate supervisor or designee~~

~~v. Other infractions as set forth from time to time in writing and disseminated by the Superintendent.~~

2. An employee shall be notified in writing if not rehired for the following school/fiscal year not later than ~~thirty (30)~~ **fifteen (15)** workdays prior to the end of the contract date for the current school/fiscal year.

3. An employee non-renewed may make a written request no later than ten (10) days after the end of the employee contract for a hearing with the Superintendent or their designee. After hearing arguments and receiving evidence from the affected employee/and or their representative, the Superintendent will either uphold the preceding action or recommend reemployment and notify the employee in writing within ten (10) workdays. The decision of the Superintendent will be final.

CONTINUOUS EMPLOYMENT STATUS – Continuous employment status may be granted to an employee who has completed ~~six (6) months~~ **two (2) successive years** ~~**one (1) year**~~ in the district and has been recommended by the Superintendent and reappointed by the School Board based on successful performance of duties and demonstration of competence in the job assignment.

4. The continuous employment status shall be effective at the beginning of the school/fiscal year following completion of all requirements.

5. **The period of service provided herein may be extended to** three (3) ~~**four (4)**~~ **years when prescribed by the principal/supervisor.** ~~**and agreed to in writing by the employee.**~~

6. ~~A supervisor will initiate an improvement plan in writing should an employee holding continuous status be charged with performance deficiencies. At the start of the improvement period, the supervisor will meet with the employee to clarify the desired standard and provide any additional suggestions, training and/or assistance as may be appropriate in a written assistance plan. Such suggestions, training and/or assistance shall be noted in writing and an initialed copy retained by both the administrator and employee. Should an employee fail to be successful at completing an improvement plan, they may be non-renewed.~~

   **An employee holding continuous employment status may be non-renewed when the principal/supervisor charges in writing of performance deficiencies which may result in non-reappointment if not corrected within a specified time. The notice will include**:

1 = Notice of deficiencies.
2 = Explanation of deficiencies and suggestions for corrections.
3 = Assistance rendered to correct deficiencies.
4 = Timelines shall be established for alleged deficiencies to be corrected.

7. ~~An employee holding continuous employment status may be non-renewed when the principal/supervisor charges the employee in writing of performance deficiencies which may result in non-reappointment if not corrected within a specified time. The notice will include:~~
   ~~1= Notice of deficiencies~~
   ~~2= Explanation of deficiencies and suggestions for corrections.~~
   ~~3= Assistance rendered to correct deficiencies.~~
   ~~4= Time for alleged deficiencies to be corrected.~~

7. An employee may face progressive discipline, **be non-renewed, suspended, dismissed, or returned to probationary status** as defined in Article II of this contract at any time during the year for reasons including, but not limited to the following:
   a. Violation of a rule of the School Board of St. Johns County.
   b. Violation of work rules.
   c. Gross insubordination – refusal to follow a proper directive, order or assignment from a supervisor.
   d. Immorality.
   e. Misconduct in office.
   f. Incompetence.
   g. Willful neglect of duty.
   h. Drunkenness.
   i. Possession of, sale of, intent to sell, dispensing of, or being under the influence of any illegal substance.
   j. Sexual harassment of any employee, student, or other individual.
   k. Conviction of any crime involving moral turpitude.
   l. Endangering the health, safety or welfare of any student or employee of the District.
   m. The conviction of a felony in the State of Florida or notice of conviction of a substantially parallel offense in another jurisdiction.
   n. An act committed while off duty, which adversely affects the employee's performance of duties, or disrupts the operations of the District, its schools or other facilities.
   o. Improper use of leave.
   p. Failure to perform work-related assigned duties.
   q. Intentional or negligent damage to School Board property.
   r. Unethical use or administration of test materials.
   s. Failure to report to work.
   t. Theft.

u. The act of job abandonment, in being absent from work for three (3) consecutive days, without proper notification to the immediate supervisor or designee
v. Other infractions as set forth from time to time in writing and disseminated by the Superintendent.

8. An employee with continuous employment status recommended for non-renewal, suspension, termination ~~they~~ or return to ~~probationary~~ annual status may file a grievance at Step Two of the Formal Grievance Procedure in accordance with Article ~~5~~ V of this agreement. Such request shall be submitted in writing to the Superintendent within fifteen (15) working days of receipt of notification of the action being taken.

9. In the event the number of employees is reduced on a district-wide basis, continuous employment status for an employee will only be applicable as specified in the reduction in force procedure of this Agreement.

B. Absence of an employee without proper leave, under the terms of this Agreement, is grounds for dismissal.

C. The beginning and ending of the regular workday or duty assignment may be varied to meet the requirements of each work center. The length of the regular full-time employee (except bus operators) work day will range from five (5) to eight (8) hours per day, based on the level and amount of service required by the board to operate the school system. The length of the regular full time employee workweek will be from twenty-five (25) to forty (40) hours. No change in the length of the normal work week will occur during the school year unless the change is for just cause or because of the reduction of force procedure outlined in this agreement. When 12-month employees go to a four-day workweek, the daily hours will be adjusted to equal the current hours of the normal workweek.

D. The minimum length of regular full-time employees normal work week and length of the work year will be established by the employee's administrator and approved by the Superintendent prior to the beginning of each school year. Thereafter, no change in the length of the normal work week will occur during the school year unless the change is for just cause or because of the reduction of force procedure outlined in this agreement.

E. If an employee's hours are permanently changed, the employee shall be notified in writing. A minimum of two weeks written notice shall be given to employees who will be required to permanently change their scheduled work hours/days. This notification does not apply to summer schedules for 12-month employees nor temporary changes to cover vacancies or leaves during the year.

F. The minimum length of regular full time employees normal work year including paid holidays shall be:

Bus operators 186 Days including 6 Paid Holidays
Cafeteria 186 Days including 6 Paid Holidays
10 Months 196 Days including 6 Paid Holidays
12 Months 252 Days including 12 Paid Holidays

G. Current employees who are scheduled to work less than 25 hours per week, are part-time employees, are not entitled to the fringe benefits conveyed by this Agreement.

H. The regular duty-free lunch period for each fulltime employee shall be part of the employee's workday and shall be followed as outline below.
   1. Fulltime employees assigned to work continuously between 5 and 6.9 hours per day shall be entitled to a twenty (20) minute lunch period.
   2. Fulltime employees assigned to work continuously for 7 or more hours per day shall be entitled to a thirty (30) minute lunch period.
   3. Fulltime employees who work less than their schedule work hours shall not forfeit any scheduled break times or lunch period that occurs during the portion of the day in which they are on duty.

I. Regular employees assigned to school/instructional centers, during the regular school year, shall be granted a lunch break, of which thirty (30) minutes will be duty free with pay and thirty (30) minutes of unpaid leave on preplanning, post-planning and teacher planning work days when school lunch rooms are not in operation. If the employee takes a sixty (60) minute lunch break, the employee will extend their work day by 30minutes.

J. The employee work day shall be devoted to tasks assigned by the Board or appropriate designee, utilizing the approved job description and normal assignments of the principal/supervisor, performing the standard of services determined by the Board in exercising control and discretion over its organization and operations.

K. The Board shall provide all safety items required by Florida law. Employees are required to furnish all personal items of clothing not provided under the terms of this agreement as needed to effectively fulfill their assigned responsibilities. The Association will encourage all employees to work safely, using all proper safety procedures. See Article X (A1).

L. Both the Association and the Board recognize that the employee workday is specifically for performing duties and assigned responsibilities.

M. It is the specific responsibility of each employee to be skilled and knowledgeable in the job for which they are employed to perform in the approved job description. When the skills of the job change, the Board will

provide at no cost to the employee the upgrading on-the-job training, with the understanding that the employee is responsible to fully participate in training while on duty. If state licensing is required the board will reimburse the employee for actual cost of the examination upon successful completion of the examination.

N. The District will not direct its employees to perform duties which are deemed to be regulated by the nurse practices acts. Employees who are required to administer, dispense medications or provide services to individuals with disabilities shall be provided training and are afforded protection from personal liability subject to the provisions of Florida Statues.

O. The cost of all physical or mental examinations required by the Board for continued employment shall be paid by the Board provided:
   1. The Board shall select the physician or agency to perform the examination and, at the board's option, schedule the appointment.
   2. Failure of the employee to report for the scheduled appointment may be grounds for disciplinary action.
   3. The Board shall have the right to use the results of the examination. Results of all physical and mental examinations shall be considered confidential.

P. The Board agrees to furnish and maintain all required common-use tools or equipment (excluding personal-use tools). Uniforms will be provided as outlined under the Compensation Article.

   1. The principal or supervisor shall determine the extent of maintenance needed for the tools or equipment.
   2. Employees using any tools or equipment furnished by the Board will be personally responsible for replacing any items they damage due to negligence or improper use, misplace or lose. Stolen items, where employee took all reasonable measures to protect same, will not be considered misplaced or lost if properly reported to principal or supervisor and to Law Enforcement agency where the incident occurred.
   3. Employees shall be responsible for taking care of tools or equipment they use, keeping them clean and in good repair.
   4. Any problems with equipment will be reported to the supervisor or principal, in writing.
   5. Employees who have been furnished uniforms as outlined in the Compensation Article must always wear their uniforms while on duty unless approved by the employees' immediate supervisor in advance.
   6. Employees who have been furnished uniforms will be responsible for keeping them clean and in good repair.

Q. Emergency Calls: Employees will be furnished, at the option of the Board, a vehicle for emergency calls required by the Board. Any employee required to

return to duty on an emergency call and not furnished a Board vehicle shall be paid round-trip mileage from the home of the employee to the location of the emergency provided:

1. The rate of pay for mileage will be based on current rate in effect for School Board Employees.
2. All employees shall complete all required forms and/or documents.

R. First aid kits shall be furnished by the Board, as appropriate, for each work site, cafeteria and vehicles. Employees are responsible to notify the principal or supervisor verbally and in writing of any location where first aid kits are missing items.

S. Break time shall be scheduled by the principal/supervisor and shall be outlined as follows:

1. Full time employees assigned to work continuously between ~~5~~ **6** and 6.9 hours per day shall receive one (1) ten (10) minute break per day. This break time may be contiguous to the employee's lunch period if agreed upon by the employee and the principal/supervisor.
2. Fulltime employees assigned to work continuously for seven (7) or more hours shall receive two (2) ten (10) minute breaks per day, one in the morning and one in the afternoon or as assigned by the supervisor. This break time is not to be contiguous to the employee's lunch period.
3. 12-Month Employees will be granted two (2) fifteen (15) minute breaks per day during the summer months when the district is working four (4) ten (10) hour days per week. The break time is not to be contiguous to the employee's lunch period.
4. Employees that do not work a full day shall forfeit any regularly scheduled break times or lunch period that occurs during the portion of the day in which they are not on duty.

T. The principal or supervisor may provide, if in their opinion it is justified, an adjusted work day within employee's regular work week to accommodate the needs of the employee or the school system, **provided a record keeping system as determined by the principal/supervisor, or as required by the Board, will be utilized by the employee to assure accurate records and meet auditing requirements.** ~~Compensable time/adjusted work time shall be tracked in a standardized system across the district. With prior approval of a supervisor, compensable time may be used within the school year in which it is earned. At the end of the school year, any unused compensable time will be paid to the employee at their hourly rate of pay.~~

U. Job descriptions will be available from principals or supervisors for employees who request a copy. The board shall provide all new employees a copy of the current job description and updated changes will be provided as appropriate.

V. Inservice activities and workshops related to employee's job description may be available to employee, provided:

1. The employee is to attend on their off-duty time unless scheduled or assigned to attend by employee's principal or supervisor. See Article XII regarding compensation for inservice.
2. Nothing in this Article relieves the employee from the responsibility of being proficient in performing their assigned duties and responsibilities.

W. Employees will be surveyed by the Director of Professional Development annually regarding recommendations for inservice opportunities to be provided by the district.

X. Employees will follow all written and verbal directives, even if such directives are allegedly in conflict with the provisions of the Agreement. Compliance with such directives will not in any way prejudice the employees' right to file a grievance under the grievance procedure of the Agreement, nor shall compliance affect the ultimate resolution of the grievance.

Y. A notice will be posted on the front door of each school district location/facility in which surveillance equipment is in use.

*Specific Working Conditions*

1. School Bus Operators and School Bus Attendants

The primary responsibility of bus operators is the safe transportation of students. The primary job assignment is transportation of students to and from school. Field trips are a secondary job assignment. Regular full time bus operators are guaranteed twenty-five (25) hours per week or five (5) hours per day for less than a normal work week.

1. The parties agree that the Student Code of Conduct shall be enforced on school buses in the same manner as any other school property including school buildings. All operators shall be furnished a copy of the Student Code of Conduct at orientation prior to the start of each school year when possible or no later than ten (10) work days after the beginning of the students' school year. It is the responsibility of the operator to read the Student Code of Conduct, be knowledgeable of the contents, and act accordingly. Violations of the Student Code of Conduct shall be reported to the school administrator by the bus operator and/or attendant when they occur.

2. All school bus operators are required to maintain a Class A or Class B Commercial Driver's License (CDL) with passenger and school bus endorsements. Failure of a bus operator to notify the Director of Transportation of suspension or revocation of their license (personal, CDL or state bus operator) shall be grounds for disciplinary action, up to and including discharge.

3. A training program for all bus operator and attendants will be established by the board. The Transportation Department will provide an Employee Handbook to all bus operators and attendants upon hire with the district and a current copy at the start of each school year.

4. All school bus operators are required to complete and pass an annual Department of Transportation physical examination by a Department of Transportation certified physician from a healthcare facility identified by the St. Johns County School District as well as a dexterity test by a certified examiner with the St. Johns County School District Transportation Department.

5. All buses will normally be equipped with two way radios for official use as outlined and authorized under procedures developed by the transportation department. Under no circumstances will they be used for personal or unauthorized transmissions. School bus operators are required to monitor these communications while on a route.

6. If a bus operator has any concern relating to the action or inaction of any attendant, and/or other employee assigned to their bus, the operator shall file a written report to the Director of Transportation with a copy to the immediate supervisor of the individual involved.

7. Nothing in this agreement prohibits the School Board from using other qualified employees to drive school buses.

8. All buses shall be equipped with a fire extinguisher, first aid kit, gloves, mouth breathing apparatus and necessary supplies for containment and/or cleanup of body fluids (blood, vomit, etc.)

9. The established average time for required inspections, cleaning, fueling, and other responsibilities of the bus operator will be included in the work day/work week for pay purposes.

10. In the fourth 4th quarter of each school year, management will communicate through a summer job fair the availability of summer work. Placement will be determined by ~~first by interest, then qualifications and finally by seniority.~~ **management based upon interest, performance and qualifications.**

11. ~~Any meeting held at a location other than an employee's normally assigned compound will offer shuttle service to and from the compound to the location of the meeting.~~

MEMORANDUM OF UNDERSTANDING

BETWEEN

ST. JOHNS COUNTY SCHOOL DISTRICT ("District")

AND THE

ST. JOHNS EDUCATION SUPPORT PROFESSIONALS ASSOCIATION ("SJESPA" or "UNION")

**Insurance Plan Design & Premium Increases MOU**

This Memorandum of Understanding ("MOU") is entered into by and between St. Johns County School District and St. Johns Education Support Professional Association. The parties acknowledge and agree to the insurance plan design changes and premium adjustments that will go into effect January 2027 – December 2027 as outlined in the attached documents, Appendix D and Insurance Premiums.

By signing below, the parties affirm their agreement to the insurance plan design modifications and premium increases as described in the attachments.

It is the understanding of these parties that the plan design and premiums will be reevaluated as stated in Article XIII Insurance

This Memorandum of Understanding begins July 1, 2026, and shall expire on June 30, 2027.

Bethany Koch 7/27/26

Bethany Koch Date

Wayne King July 28th 2026

Wayne King Date

# Memorandum of Understanding

Between the St. Johns County School District
And St. Johns Education Support Professional Association
**"Safe Operator Plan (Supplement)"**

This memorandum is written to serve as an agreement between the St. Johns County School District and the St. Johns Educational Support Professional Association.

**Point Reduction Opportunities (PRO):**

A. **Excellence in School Bus Operation (ESBO):** Operators who demonstrate excellence in school bus operations for a period of ninety (90) school days are eligible for a fifty (50) percent reduction in assessed Safe Operator points. Eligibility is established from the last date of appearance at the Safe Operator Committee plus ninety (90) school days. Once eligible, operators interested in ESBO will contact their assigned Fleet Operation Coordinator (FOC) to initiate the action.

B. **Excellence in Training (EIT):** Operators willing to complete three (3) hours of enhanced training related to school bus operations are eligible for a reduction of six (6) assessed operator points once per school year. Interested operators will contact their assigned FOC to schedule an EIT. Training may include classroom, virtual, and hands on behind the wheel training intended to enhance an operator's performance.

This Memorandum of Understanding begins July 1, 2026, and shall expire on June 30, 2027, at which point it will be incorporated into the collective bargaining agreement.

Wayne King
Chief Negotiator
St. Johns County School District

Ms. Bethany Koch
Chief Negotiator, NEFSU
St. Johns Educational Support Association

## ARTICLE XII – COMPENSATION

U. For the **2026-2027 school year**, changes to hourly rates were made directly to the attached salary schedules. Increases for education support staff personnel will be as follows.

1. One step for eligible employees.
2. Increases effective July 1, 2026.
3. Per Article VI (F), General Terms and Conditions of Employment, the normal work year for 12 Month regular full time employees includes 12 paid holidays. For the 2026-2027 school year **only**, 12-month support staff personnel will receive two additional paid holidays. The dates will be Monday, November 23, 2026 and Tuesday, November 24, 2026.
4. Increase the Maintenance Mechanic Salary Schedule by $1.00 per hour for levels 0 through 14.
5. Increase hourly rates of pay (when necessary) to ensure that each level between 0 and 14 increases by a minimum of ~~$600.00~~ $900.00 for the 2026-2027 school year **excluding** the Maintenance Mechanics Salary Schedule.*
6. Those full-time education support staff employees that received up to and including the $750 supplement during the 2025-2026 school year will receive the same dollar amount for the 2026-2027 school year which will be paid at the end of the school year on a separate check or via a separate direct deposit (depending on how the employee receives their pay during the school year).
7. Those full-time education support staff employees that received up to and including the $500 supplement during the 2025-2026 school year will receive the same dollar amount for the 2026-2027 school year which will be paid at the end of the school year on a separate check or via a separate direct deposit (depending on how the employee receives their pay during the school year).
8. No additional employees will receive longevity supplements.

*Employees working less than the contractual full-time amount of 6.0 hours for food service, 7.50 for 186 days, 7.5 hours for 196 days or 8.00 hours for 252 days will earn a prorated amount based upon their new hourly rate of pay.

TA 7/27/26

July 27th 2026

# Memorandum of Understanding

St. Johns County School District and
St. Johns Educational Support Professional Association
2026-2027 School Year
**"Emergency Class Coverage"**

This memorandum is written as a solution to the current teacher vacancies.

Employees in paraprofessional or FCTC lab assistant positions shall not be reassigned to substitute for absent teachers, except in an emergency or with the approval of the Principal/designee. To avoid undue impact on the paraprofessional, FCTC lab assistant or the teachers they assist, such reassignments should be rotated among all available paraprofessionals or FCTC lab assistants.

Due to the absence of a teacher and lack of an available substitute, a paraprofessional or FCTC lab assistant may be assigned as a substitute for that teacher. Paraprofessionals and FCTC lab assistants will not be expected or requested to create lesson plans however they will be responsible for the supervision of students in their care and for providing instruction to the best of their ability.

The paraprofessionals or FCTC lab assistants will receive a supplement of $50 for a full day (7.5 hours). If the position is filled for a half day, the paraprofessional or FCTC lab assistant employee will receive $25 for a half day (3.75 hours).

This MOU is effective from July 1, 2026, through June 30, 2027.

Bethany Koch 7/9/26
Bethany Koch Date

Patrick Snodgrass 7/9/26
~~Wayne King~~ Date
Patrick Snodgrass

# MEMORANDUM OF UNDERSTANDING

The School Board of St. Johns County and
ST. JOHNS EDUCATIONAL SUPPORT PROFESSIONAL ASSOCIATION

New Schools Extra Planning Day

**2026-2027 School Year**

This memorandum is written to serve as an agreement between the St. Johns County School District and the St. Johns Educational Professional Association. The purpose of this agreement is to allow Magnolia Oaks Academy and Sabal Crest Academy instructional and support personnel to engage in PLC/collaborative group work prior to any master calendar pre-planning for the 2026-2027 school year. The information below outlines and addresses the one day of voluntary additional time.

1. There is a recognition that opening a new school, Magnolia Oaks Academy and Sabal Crest Academy, is an exciting proposition but also demands many more hours of planning and collaboration than is typical at the start of a school year at established schools.
2. The goal for Magnolia Oaks Academy and Sabal Crest Academy is to provide additional planning time to help facilitate academic and culture building ability.
3. This will allow the school to have the opportunity to plan prior to school starting wherein instructional and support staff members would be able to focus on the most critical data points through the Professional Learning Community (PLC) process.
4. Staff in-person attendance will be on a voluntary basis. This MOU will accompany the schools' email communication to faculty to avoid misunderstanding.
5. Staff will be paid their hourly rate of pay for the planning opportunity for a maximum of 7.5 hours on or before August 2, 2026. The exact date will be communicated by the building Principal.

Bethany Koch, Chief Negotiator, SJESPA

5/6/26
Date

Dr. Kyle Dresback, Chief Negotiator, SJCSD

5/6/2026
Date

**MEMORANDUM OF UNDERSTANDING**

The School Board of St. Johns County and The St. Johns Education Support Professional Association

2026-2027 School Year

**"Paid Parental Leave"**

This memorandum is written to serve as an agreement between the St. Johns County School District and St. Johns Education Support Professional Association.

Effective July 1, ~~2025~~ 2026, the parties agree to ~~fifteen (15)~~ ~~five (5)~~ six (6) days of paid parental leave for the ~~2025-2026~~ 2026- 2027 year.

**Eligibility for Paid Parental Leave:**

Employees who have been actively employed for at least three (3) years without a break in service (break in service shall be considered any period of time a person serves as a non-employee after previously being considered an employee, this may be due to resignation, retirement, non-reappointment, or termination) will be eligible for paid parental leave upon the birth or adoption of a child. Rehires, who have not retired, shall be entitled to this leave, if the break in service is less than 180 calendar days.

**Paid Parental Leave:**

An eligible employee as defined above will receive ~~fifteen (15)~~ ~~five (5)~~ six (6) days of fully compensated paid parental leave time. These days will not be charged against the employee's sick or personal leave. Paid Parental Leave may be used on any regularly scheduled work day falling within the contracted school year, for a period of six (6) weeks following the birth or adoption of the child. Employees may combine Paid Parental Leave with accrued sick leave and other approved leave types during their leave.

**Application for Paid Parental Leave:**

An eligible employee, as defined above, shall submit a long-term leave request form to their supervisor at least 30 days in advance, except in case of an emergency.

This Memorandum of Understanding begins July 1, ~~2025~~ 2026, and shall expire on June 30, ~~2026~~ 2027.

Bethany Koch 8/6/26 — Bethany Koch Date

Wayne King Aug 6th 26 — Wayne King Date

| St. Johns County School District<br>1/1/2027 | FL Blue BlueOptions<br>PPO<br>Hospital 1 | FL Blue BlueOptions<br>PPO<br>Hospital 2 | FL Blue BlueOptions<br>PPO<br>Hospital 1 | FL Blue BlueOptions<br>PPO<br>Hospital 2 | FL Blue BlueOptions<br>PPO<br>5906<br>Hospital 1 | FL Blue BlueOptions<br>PPO<br>(Prior Hos 1 05770)<br>Hospital 2 |
|---|---|---|---|---|---|---|
| | Current | | Renewal | | Option 3 | |
| **IN NETWORK** | | | | | *Accepted 260408* | |
| Deductible (CYD): (Ind / Fam) | $1,000 / $3,000 | $300 / $600 | $1,000 / $3,000 | $300 / $600 | $5,000 / $10,000 | $2,000 / $6,000 |
| Coinsurance: Carrier / Member | 80% / 20% | 80% / 20% | 80% / 20% | 80% / 20% | 80% / 20% | 80% / 20% |
| Physician Services: PCP / Specialist | $30 / $60 | $30 / $50 | $30 / $60 | $30 / $50 | $10 / $100 | $10 / $75 |
| Independent Diagnostic Lab/X-Ray/AIS | $30 | $30 | $30 | $30 | CYD + 20% | $50, CYD + 20% AIS |
| Outpatient Surgery and Services | CYD + 20% | CYD + 20% | CYD + 20% | CYD + 20% | CYD + 20% | CYD + 20% |
| Emergency Room Services | $100 + CYD + 20% | $100 + CYD + 20% | $100 + CYD + 20% | $100 + CYD + 20% | CYD + $250 + 20% | $200 + CYD + 20% |
| Urgent Care Services | $30 | $30 | $30 | $30 | $75 | $60 |
| Rx Deductible | $200 | $0 | $200 | $0 | $300 | $0 |
| Prescription Drugs - Generic | $20 | $15 | $20 | $15 | $20 | $10 |
| Prescription Drugs - Brand | $35 | $30 | $35 | $30 | $70 | $50 |
| Prescription Drugs - Non-formulary Brand | $55 | $50 | $55 | $50 | $110 | $80 |
| Out of Pocket Maximum (Ind / Fam) | $5,000/$13,200 | $5,000 / $13,200 | $5,000/$13,200 | $5,000 / $13,200 | $7,900 / $15,800 | $6,350 / $19,050 |
| **OUT OF NETWORK** | | | | | | |
| Deductible (Individual / Family) | $2,000/$6,000 | $600 / $1,200 | $2,000/$6,000 | $600 / $1,200 | $10,000 / $20,000 | $5,000 / $15,000 |
| Coinsurance: Carrier / Member | 60%/40% | 75% / 25% | 60%/40% | 75% / 25% | 50% / 50% | 50% / 50% |
| Out of Pocket Maximum (Ind / Fam) | $6,500/$20,000 | $6,500/$20,000 | $6,500/$20,000 | $6,500/$20,000 | $20,000 / $40,000 | $13,000 / $26,000 |

# Your Insurance Committee Medical Plan Recommendations



TA Bethany Koch 8/16/26

Wayne Jr aug 8th 26

# APPENDIX D

## Supporting Rates for Insurance Article

Beginning with the November 15, 2026 Paycheck

**STANDARD AND BUY UP MEDICAL PLAN**

| | Employee Premium Hosp 1 | Employee Premium Hosp 2 | Employee Indemnity Plan | Board Premium Medical | Employee Premium Dental 1 | Employee Premium Dental 2 | Board Premium Dental | Employee Premium Vision | Board Premium Vision |
|---|---|---|---|---|---|---|---|---|---|
| Employee | $77.37 | $185.89 | $0.00 | $395.14 | $0.00 | $6.15 | $23.81 | $0.00 | $6.42 |
| Family W 2 Children | $161.88 $80.94 per employee | $469.90 $234.95 per employee | N/A | $962.24 $481.12 per employee | $5.08 $2.54 per employee | $30.50 $15.25 per employee | $42.78 $21.39 per employee | $3.88 $1.94 per employee | $12.64 $6.32 per employee |
| Family W 2 Single | $154.74 $77.37 per employee | $371.78 $185.89 per employee | N/A | $1,060.36 $530.18 per employee | $0.00 | $12.30 $6.15 per employee | $42.78 $21.39 per employee | $0.00 | $12.84 $6.42 per employee |
| Family | $323.76 | $631.78 | N/A | $800.35 | $21.47 | $48.88 | $23.81 | $7.82 | $8.71 |

*** Premiums above are based upon 19 paychecks annually. Employees hired after the start of the school year may require a pro-rated premium. Premiums are subject to change through board approval.

**LONG TERM DISABILITY AT 50% BENEFIT**

| | Employee Premium LTD | Board Premium LTD |
|---|---|---|
| Employee | $0.00 | $.085 per $100 of salary |
| Family W 2 | N/A | N/A |
| Family | N/A | N/A |

aug 6th 26

TA Bethany Koch 8/16/26

TA Bethany Ison 8/6/26

SJESPA Proposal: Article VIII
Counter proposal

aug 6th 2026
#4

*ARTICLE VIII*
Employee Evaluation/Personnel File

A. The parties agree that the board has the responsibility and right to evaluate its employees. A Board approved form will be used for evaluation of educational support professional, which will include strengths and weaknesses with appropriate recommendations of identified needs for improvement of job performance. Any addendum to the Board approved form shall be used district-wide for all employees within the same job or group of job classifications.

B. Each employee shall receive no less than an annual evaluation by their supervisor or principal.

1. Probationary employees may be evaluated by their principal/supervisor during their first three (3) months of employment.

~~2.~~ After completion of this probationary period, each employee shall be evaluated annually by the principal/supervisor by April 30th. ~~Those employees who receive less than satisfactory ratings at the time may request a period in which to demonstrate improvement in the noted areas of deficiency. At the start of the improvement period, the evaluator will meet with the employee to clarify the desired standard and provide any additional suggestions, training and/or assistance as may be appropriate in a written assistance plan. Such suggestions, training and/or assistance shall be noted in writing and an initialed copy retained by both the administrator and employee.~~

~~After the improvement period, a final evaluation shall then be written and submitted by the administrator.~~

~~In the event an employee receives an unsatisfactory evaluation and a subsequent unsatisfactory success plan, he/she may request a second evaluation with a different administrator.~~

~~In the event an employee receives an unsatisfactory evaluation, he or she may request a second evaluation with a different administrator.~~

3. In instances where the evaluation includes areas of required specific performance improvement, the evaluator shall provide the employee with written specific improvement details and a specified time line of when the improvements are expected. Failure of the employee to make the improvements within the time specified may result in disciplinary action up to and including termination.

C. Following any written evaluation of an employee, the employee will receive a copy of the evaluation, signed by the principal or supervisor.

D. By April 30th, the employee shall sign this evaluation with the understanding that the signature of the employee does not necessarily indicate concurrence with the evaluation but indicates the employee has been given a copy of the written evaluation.

E. The employee shall have the right to respond in writing and have said response attached to the evaluation form for inclusion in the employee's personnel file.

F. The Board agrees that evaluations are personal and shall be handled in a confidential manner.

G. All evaluations of an employee shall be concluded prior to severance, when the employee has given the board a two week notice of resignation. (moved from below)

H. Supervisors will meet with staff upon written request to review an employee's evaluation upon a mutually agreed upon date between the supervisor and employee ~~within 10 working days of the evaluation being completed.~~ Any item discussed during this meeting may be considered by the supervisor, who may revise the evaluation.

Personnel Files

A. Although the Board agrees to protect the confidentiality of personal references and other similar documents to the extent permitted by applicable state and federal laws, an employee shall have the right to review contents of their personnel file and to receive copies. An employee shall be entitled to have a representative accompany him during such a review.

B. Material derogatory to an employee shall not be placed in their personnel file unless the employee has an opportunity to review, sign and date said material. Copies of any complaints which are placed in the personnel file are to be sent to the employee at their residential address, with an additional copy sent to the employee's principal or supervisor.

C. Employees shall have the right to respond to all materials contained in said file. The employees response shall be attached to that material and shall become part of said file.

D. Any memorandum or letter of reprimand to an employee from their principal or supervisor, which indicates a copy to the personnel file, will be signed (all copies) by the employee prior to being placed in the personnel file provided:

1. The employee's signature on the copies does not signify agreement but only verifies that the employee received a copy of the memorandum or letter.
2. In the event an employee is not available to sign the letter or memorandum, a copy will be sent to the employee by certified mail with return receipt requested.
3. The employee may write a letter of rebuttal which will be attached to any letter of reprimand or memorandum.

E. Personnel files of members of the bargaining unit shall be maintained in accordance with Florida Statute. Employees shall have the right to place written materials that pertain to the employee's position in the district, such as commendations or summaries of achievements of noteworthy nature, in their personnel files.

F. Employees may make an inquiry with the Community Relations Department to determine if their personnel file has been reviewed under the Florida Public Records Law.

# MEMORANDUM OF UNDERSTANDING

Between the
St. Johns County School District
And the
St. Johns Educational Support Professional Association

**"Bereavement Leave"**

This memorandum is written to serve as an agreement between the St. Johns County School District and the St. Johns Educational Support Professional Association.

Any professional employee will be granted three (3) days of fully compensated bereavement leave per contract year due to a death in their immediate family or a parent who suffers a miscarriage.

Immediate family is defined as father, mother, brother, sister, spouse, child, (or their in-law or step relative counterpart) or other close relative, or member of their own household.

The District may require proof of death within thirty (30) days after Bereavement Leave is taken. A copy of the newspaper or online obituary or the funeral card/program for the deceased are examples of acceptable proof of death.

Employees will not accrue a negative leave balance because of bereavement leave. These days will not be charged against the employee's sick or personal leave. Bereavement leave days are non-accruable. Employees will not be paid for bereavement leave on days not scheduled to work.

This Memorandum of Understanding begins July 1, 2025, and shall expire on June 30, 2027.

Tracy Butler, Chief Negotiator, SJESPA

9/29/25
Date

Dr. Kyle Dresback, Chief Negotiator, SJCSD

9/29/2025
Date

# SALARY SCHEDULE #1
## PARAPROFESSIONALS/VPK Teachers

| ***Years Experience*** | ***July 2025 Hourly Rate*** | ***July 2026 Hourly Rate*** |
|---|---|---|
| | | |
| 0 | $15.00 | $15.00 |
| 1 | $15.35 | $15.62 |
| 2 | $15.70 | $15.97 |
| 3 | $16.01 | $16.32 |
| 4 | $16.01 | $16.63 |
| 5 | $16.11 | $16.63 |
| 6 | $16.11 | $16.73 |
| 7 | $16.16 | $16.73 |
| 8 | $16.16 | $16.78 |
| 9 | $16.22 | $16.78 |
| 10 | $16.53 | $16.84 |
| 11 | $16.80 | $17.15 |
| 12 | $17.03 | $17.42 |
| 13 | $18.70 | $18.70 |
| 14 | $22.94 | $23.55 |

***Note***: Employees on this schedule shall have met the criteria for highly qualified as defined by Federal guidelines and spend 50% or more of their day in instructional student activities under the direction of a certified teacher.

The assignments identified below are not considered separate positions, but they are receiving supplemental pay for the assignment. If a voluntary or involuntary transfer occurs from supplemental position, the supplement does not follow employee.

Paraprofessionals assigned to a Title I school or program will receive an additional $.75 an hour added to their rate. This assignment is not considered a separate position, but a supplemental pay for assignment. If a voluntary or involuntary transfer occurs from the supplemental position, the supplement does not follow employee. Effective with the 2023-2024 school year, the following previous Title 1 schools will participate in the paraprofessional supplement of $.75 an hour added to their rate: Otis A. Mason Elementary, Ketterlinus Elementary, R. J. Murray Middle, Sebastian Middle, Gamble Rogers Middle, Evelyn Hamblen Center, St. Augustine High, and Pedro Menendez High.

Paraprofessionals assigned to an ESE program will receive an additional $.75 an hour added to their rate. This assignment is not considered a separate position, but a supplemental pay for assignment. If voluntary or involuntary transfer occurs from supplemental position, supplement does not follow employee**.** Beginning July 1, 2016, employees assigned as a Pre-K paraprofessional will receive this supplement due to ESE responsibilities and duties required in these positions.

Paraprofessional assigned to a Behavior Unit which requires the employee to hold a District approved Crisis Management System certification will receive an additional .25 per hour on top

of the $.75 assigned to ESE. The employee must hold valid certification to earn this supplement. Paraprofessionals in this section that earn their certification during the current school year, will be paid the additional .25 per hour supplement beginning with the date in which certification is earned. This assignment is not considered a separate position but a supplemental pay for assignment if voluntary or involuntary transfer occurs from supplemental position, supplement does not follow employee

Beginning July 1, 2022, paraprofessionals assigned to Gaines Alternative School or Transitions School will receive an additional $2.00 an hour added to their rate in addition to any applicable supplements listed above.

Employees assigned as the VPK Lead shall receive an additional $2.00 per hour supplement, not to exceed 7.5 hours per day.

# SALARY SCHEDULE #2

## BUS OPERATORS

| ***Years Experience*** | ***July 2025 <u>Hourly Rate</u>*** | ***July 2026 <u>Hourly Rate</u>*** |
|---|---|---|
| 0 | $17.50 | $17.50 |
| 1 | $17.89 | $18.20 |
| 2 | $18.28 | $18.59 |
| 3 | $18.38 | $18.98 |
| 4 | $18.48 | $19.08 |
| 5 | $18.63 | $19.18 |
| 6 | $18.80 | $19.33 |
| 7 | $19.15 | $19.50 |
| 8 | $19.50 | $19.85 |
| 9 | $19.85 | $20.20 |
| 10 | $20.15 | $20.55 |
| 11 | $20.35 | $20.85 |
| 12 | $20.55 | $21.05 |
| 13 | $22.86 | $22.86 |
| 14 | $26.74 | $27.43 |

Bus Operators assigned to Lead Operator will receive $2.25 an hour added to their rate. This assignment is not considered a separate position, but a supplemental pay for assignment. If voluntarily or involuntarily transfer occurs from supplemental position, supplement does not follow the employee.

# SALARY SCHEDULE #3
# CLERK
# CLERK/BUS ATTENDANT

| ***Years Experience*** | ***July 2025 Hourly Rate*** | ***July 2026 Hourly Rate*** |
|---|---|---|
| 0 | $15.00 | $15.00 |
| 1 | $15.35 | $15.62 |
| 2 | $15.70 | $15.97 |
| 3 | $16.01 | $16.32 |
| 4 | $16.01 | $16.63 |
| 5 | $16.06 | $16.63 |
| 6 | $16.06 | $16.68 |
| 7 | $16.06 | $16.68 |
| 8 | $16.11 | $16.68 |
| 9 | $16.11 | $16.73 |
| 10 | $16.11 | $16.73 |
| 11 | $16.16 | $16.73 |
| 12 | $16.23 | $16.78 |
| 13 | $17.04 | $17.04 |
| 14 | $21.28 | $21.89 |

** Employees that are required to have specialized medical training due to being assigned to ride the bus with a particular student and that are approved by the district to provide these specialized/individualized medical services along with monitoring to the individual student during District provided bus service (to and from the student's assigned school), shall receive their current hourly rate of their regularly established position plus an additional $1.00 per hour while fulfilling this extension (bus) service from portal to portal. The assigned employee shall be determined by administrative staff and may or may not be in a bus aide position. If a voluntary or involuntary transfer occurs by the employee or if the student is no longer in need of the service, the supplement will not continue.

Bus Attendant assigned to Lead Attendant position will receive $2.25 an hour added to their rate. This assignment is not considered a separate position, but a supplemental pay for assignment. If voluntarily or involuntarily transfer occurs from supplemental position, supplement does not follow the employee.

# SALARY SCHEDULE #4A
# COMPUTER OPERATORS
# ELEMENTARY

| ***Years Experience*** | ***July 2025 Hourly Rate*** | ***July 2026 Hourly Rate*** |
|---|---|---|
| | | |
| 0 | $15.45 | $15.45 |
| 1 | $15.83 | $15.90 |
| 2 | $16.08 | $16.28 |
| 3 | $16.33 | $16.53 |
| 4 | $16.68 | $16.78 |
| 5 | $16.96 | $17.13 |
| 6 | $17.24 | $17.41 |
| 7 | $17.52 | $17.69 |
| 8 | $17.83 | $17.97 |
| 9 | $18.23 | $18.28 |
| 10 | $18.61 | $18.68 |
| 11 | $18.89 | $19.06 |
| 12 | $19.42 | $19.42 |
| 13 | $19.97 | $19.97 |
| 14 | $23.09 | $23.54 |

Computer Operators will receive supplemental pay as defined below. Each year on July 1, supplements will be recalculated based upon pending student enrollment. The supplement will be adjusted and set at October FTE for the remainder of the school year (whether an increase or a decrease). If a voluntary or involuntary transfer occurs, the supplement does not follow the employee.

| **LEVEL** | **ENROLLMENT** | **SUPPLEMENT PER HOUR** |
|---|---|---|
| Elementary School | 1000 and above | $0.25 |

# SALARY SCHEDULE 4B
# COMPUTER OPERATORS
# MIDDLE, K-8, HIGH, ALTERNATIVE

| *Years Experience* | *July 2025* ***Hourly Rate*** | *July 2026* ***Hourly Rate*** |
|---|---|---|
| | | |
| 0 | $15.70 | $15.70 |
| 1 | $16.08 | $16.15 |
| 2 | $16.33 | $16.53 |
| 3 | $16.58 | $16.78 |
| 4 | $16.93 | $17.03 |
| 5 | $17.21 | $17.38 |
| 6 | $17.49 | $17.66 |
| 7 | $17.77 | $17.94 |
| 8 | $18.08 | $18.22 |
| 9 | $18.48 | $18.53 |
| 10 | $18.86 | $18.93 |
| 11 | $19.14 | $19.31 |
| 12 | $19.67 | $19.67 |
| 13 | $20.22 | $20.22 |
| 14 | $23.34 | $23.79 |

Computer Operators will receive supplemental pay as defined below. Each year on July 1, supplements will be recalculated based upon pending student enrollment. The supplement will be adjusted and set at October FTE for the remainder of the school year (whether an increase or a decrease). If a voluntary or involuntary transfer occurs, the supplement does not follow the employee.

| LEVEL | ENROLLMENT | SUPPLEMENT PER HOUR |
|---|---|---|
| Middle School | 1201 and above | $0.25 |
| K-8 School | 1200 through 1450 | $0.25 |
| K-8 School | 1451 and above | Additional $0.25 |
| High School* | 2000 and above | $0.25 |

*High School includes St. Johns Technical High School, FCTC, St. Johns Virtual and Transitions/Gaines Alternative School.

# SALARY SCHEDULE #5

## CUSTODIANS

| ***Years Experience*** | ***July 2025 Hourly Rate*** | ***July 2026 Hourly Rate*** |
|---|---|---|
| 0 | $15.00 | $15.00 |
| 1 | $15.25 | $15.45 |
| 2 | $15.50 | $15.70 |
| 3 | $15.73 | $15.95 |
| 4 | $15.73 | $16.18 |
| 5 | $15.78 | $16.18 |
| 6 | $15.78 | $16.23 |
| 7 | $15.78 | $16.23 |
| 8 | $15.83 | $16.23 |
| 9 | $15.83 | $16.28 |
| 10 | $15.83 | $16.28 |
| 11 | $15.88 | $16.28 |
| 12 | $15.88 | $16.33 |
| 13 | $16.01 | $16.33 |
| 14 | $20.00 | $20.45 |

***Note***: Groundskeepers salaries are red-lined (frozen) at their June 30, 2004 rate until their salary is less than that related to the salary schedule and year of experience. Groundskeepers will continue to be granted years of experience to move up on the salary schedule so that eventually their current salary will equal that of a future salary schedule. At such time they will then receive the benefit of the salary schedule.

As of June 30, 2013, one (1) employee remains at the Groundskeeper rate of pay. Beginning July1, 2013, this one (1) employee's pay will remain frozen at their June 30, 2013 rate of pay.

# SALARY SCHEDULE #6

## FOOD SERVICE WORKERS

| ***Years Experience*** | ***July 2025 Hourly Rate*** | ***July 2026 Hourly Rate*** |
|---|---|---|
| 0 | $15.00 | $15.00 |
| 1 | $15.45 | $15.80 |
| 2 | $15.90 | $16.25 |
| 3 | $16.30 | $16.70 |
| 4 | $16.30 | $17.10 |
| 5 | $16.30 | $17.10 |
| 6 | $16.35 | $17.10 |
| 7 | $16.35 | $17.15 |
| 8 | $16.35 | $17.15 |
| 9 | $16.40 | $17.15 |
| 10 | $16.40 | $17.20 |
| 11 | $16.40 | $17.20 |
| 12 | $16.53 | $17.20 |
| 13 | $16.73 | $17.33 |
| 14 | $20.80 | $21.60 |

***Note:*** Managers in Training will be paid $.75 per hour above their scheduled salary for one hundred eighty (180) calendar days.

# SALARY SCHEDULE #7

## HEAD START AND PRE-K / EARLYINTERVENTION

## LEAD STAFF

| *Years Experience* | *July 2025 Hourly Rate* | | *July 2026 Hourly Rate* | |
|---|---|---|---|---|
| | *Interpreters Not Certified** | *Interpreters Certified** | *Interpreters Not Certified** | *Interpreters Certified** |
| | | | | |
| 0 | -- | -- | - | - |
| 1 | -- | -- | -- | -- |
| 2 | -- | -- | -- | -- |
| 3 | -- | -- | -- | -- |
| 4 | -- | -- | -- | -- |
| 5 | -- | -- | -- | -- |
| 6 | -- | -- | -- | -- |
| 7 | -- | -- | -- | -- |
| 8 | -- | -- | -- | -- |
| 9 | -- | -- | -- | -- |
| 10 | -- | -- | -- | -- |
| 11 | -- | -- | -- | -- |
| 12 | -- | -- | -- | -- |
| 13 | -- | -- | -- | -- |
| 14 | $23.66 | $26.66 | $24.27 | $27.27 |

***Note:*** Head Start Facilitators and Family Specialists will receive an additional $3.00 per hour over their hourly rate.

Interpreters will be paid at the top (Step 14) of the salary schedule. *Interpreters who are required to be certified through RID (Registry of Interpreters of the Deaf), EIPA (Educational Interpreter Performance Assessment) or NIC (National Interpreter Certification) will be paid an additional $3.00 per hour and hold such certification.

# SALARY SCHEDULE #8

## LABORATORY ASSISTANTS

| ***Years Experience*** | ***July 2025 Hourly Rate*** | ***July 2026 Hourly Rate*** |
|---|---|---|
| 0 | $15.00 | $15.00 |
| 1 | $15.35 | $15.62 |
| 2 | $15.70 | $15.97 |
| 3 | $16.01 | $16.32 |
| 4 | $16.01 | $16.63 |
| 5 | $16.06 | $16.63 |
| 6 | $16.11 | $16.68 |
| 7 | $16.11 | $16.73 |
| 8 | $16.19 | $16.73 |
| 9 | $16.49 | $16.81 |
| 10 | $16.75 | $17.11 |
| 11 | $17.00 | $17.37 |
| 12 | $17.31 | $17.62 |
| 13 | $19.20 | $19.20 |
| 14 | $23.30 | $23.91 |

***Note:*** Laboratory Assistant II will receive an additional $.10 per hour added to the level.
Laboratory Assistant III will receive an additional $.25 per hour added to the level.
Laboratory Assistant IV will receive an additional $.50 per hour added to the level.
Nurse Assistant will be paid on this salary schedule.
Intervention Asst./ESE will be paid on this salary schedule and will receive an additional $1.00 per hour added to their level.

As of June 30, 2013, there is one (1) employee paid as an Intervention Assistant. This one (1) employee's rate of pay will remain frozen beginning July 1, 2013 at their June 30, 2013 rate of pay.

Beginning July 1, 2013, employees in Extended Day Aide positions paid at the Lab Aide rate of pay (currently 7 at the time of the contract) will remain frozen at their June 30, 2013 rate of pay.

# SALARY SCHEDULE #9

## MAINTENANCE MECHANICS

| ***Years Experience*** | ***July 2025 Hourly Rate*** | ***July 2026 Hourly Rate*** |
|---|---|---|
| 0 | $19.00 | $20.00 |
| 1 | $19.49 | $20.49 |
| 2 | $19.74 | $20.74 |
| 3 | $19.77 | $20.77 |
| 4 | $19.79 | $20.79 |
| 5 | $19.85 | $20.85 |
| 6 | $20.12 | $21.12 |
| 7 | $20.40 | $21.40 |
| 8 | $20.66 | $21.66 |
| 9 | $20.99 | $21.99 |
| 10 | $21.27 | $22.27 |
| 11 | $21.69 | $22.69 |
| 12 | $22.30 | $23.30 |
| 13 | $23.06 | $24.06 |
| 14 | $26.27 | $27.27 |

Specific employees paid on this salary schedule will receive an additional $0.50 per hour for an active certification in one of the following. One supplement maximum – additional pay will not be added for multiple certifications.

1. Automotive Service of Excellence (ASE) S1 through ASE S7 (Bus Mechanic positions only – must have all seven tests).
2. Journeyman (Electrician, Mechanical/HVAC, and Plumber positions only)
3. Valid St. Johns County Class II Contractor License (All Maintenance Mechanic positions with the exception of Bus Mechanics)

The employee must hold valid certification to earn this supplement. Maintenance Mechanics in this section that earn their certification during the current school year, will be paid the additional $0.50 per hour supplement beginning with the date in which certification is earned. This assignment is not considered a separate position but a supplemental pay if voluntary or involuntary transfer occurs the supplement does not follow employee. If the certification is no longer active, the employee will lose the supplemental pay.

# SALARY SCHEDULE #10A
# For employees hired into Maintenance Mechanics Helper positions On or prior to June 30, 2015 ONLY

## MAINTENANCE MECHANICS HELPER

| ***Years Experience*** | ***July 2025 Hourly Rate*** | ***July 2026 Hourly Rate*** |
|---|---|---|
| 0 | $15.34 | $15.34 |
| 1 | $15.59 | $15.79 |
| 2 | $15.84 | $16.04 |
| 3 | $16.14 | $16.29 |
| 4 | $16.61 | $16.61 |
| 5 | $17.01 | $17.06 |
| 6 | $17.29 | $17.46 |
| 7 | $17.54 | $17.74 |
| 8 | $17.79 | $17.99 |
| 9 | $18.04 | $18.24 |
| 10 | $18.27 | $18.49 |
| 11 | $18.50 | $18.72 |
| 12 | $18.70 | $18.95 |
| 13 | $20.73 | $20.73 |
| 14 | $23.94 | $24.39 |

This Salary Schedule is specifically for those employees (18 at the time of this contract) who hold Maintenance Mechanic Helper positions as of June 30, 2015. No new employees will be added to this Salary Schedule. Employees on this Salary Schedule that voluntarily request a transfer to a different position in the school district will be removed from this schedule and will be placed on the Salary Schedule applicable to the vacant position even if that deems a decrease in pay. They will not be eligible to return to this schedule in the future.

Employees on this Salary Schedule who terminate employment or retire from the school district will not be placed back on this schedule if rehired with the St. Johns County School District. The number of employees that this table applies to will continue to decrease as employees voluntarily transfer positions or leave the district. At some time in the future, the number of employees paid on this Salary Schedule will become 0 and at that time, the Salary Schedule will become void and it will be removed from the Negotiated Agreement.

# SALARY SCHEDULE #10B
# For employees hired into
# Maintenance Mechanics Helper positions
# On or after July 1, 2015.

## MAINTENANCE MECHANICS HELPER

| ***Years Experience*** | ***July 2025 Hourly Rate*** | ***July 2026 Hourly Rate*** |
|---|---|---|
| 0 | $15.34 | $15.34 |
| 1 | $15.72 | $15.79 |
| 2 | $15.97 | $16.17 |
| 3 | $16.22 | $16.42 |
| 4 | $16.61 | $16.67 |
| 5 | $17.01 | $17.06 |
| 6 | $17.39 | $17.46 |
| 7 | $17.67 | $17.84 |
| 8 | $17.92 | $18.12 |
| 9 | $18.17 | $18.37 |
| 10 | $18.42 | $18.62 |
| 11 | $18.65 | $18.87 |
| 12 | $18.88 | $19.10 |
| 13 | $19.08 | $19.33 |
| 14 | $20.81 | $21.26 |

**Beginning July 1, 2016, the Transportation Parts Clerk position will be paid on salary Schedule 10B**

# SALARY SCHEDULE #11

## MEDIA TECHNICIANS

## (A.V. Specialist)

| ***Years Experience*** | ***July 2025 Hourly Rate*** | ***July 2026 Hourly Rate*** |
|---|---|---|
| 0 | $15.00 | $15.00 |
| 1 | $15.35 | $15.62 |
| 2 | $15.70 | $15.97 |
| 3 | $16.01 | $16.32 |
| 4 | $16.11 | $16.63 |
| 5 | $16.21 | $16.73 |
| 6 | $16.31 | $16.83 |
| 7 | $16.64 | $16.93 |
| 8 | $16.95 | $17.26 |
| 9 | $17.26 | $17.57 |
| 10 | $17.53 | $17.88 |
| 11 | $17.82 | $18.15 |
| 12 | $18.20 | $18.44 |
| 13 | $19.50 | $19.50 |
| 14 | $23.64 | $24.25 |

# SALARY SCHEDULE #12

## SCHOOL SECRETARIES

| ***Years Experience*** | ***July 2025 Hourly Rate*** | ***July 2026 Hourly Rate*** |
|---|---|---|
| 0 | $15.00 | $15.00 |
| 1 | $15.25 | $15.45 |
| 2 | $15.50 | $15.70 |
| 3 | $15.73 | $15.95 |
| 4 | $15.73 | $16.18 |
| 5 | $15.78 | $16.18 |
| 6 | $15.78 | $16.23 |
| 7 | $15.78 | $16.23 |
| 8 | $15.83 | $16.23 |
| 9 | $15.83 | $16.28 |
| 10 | $15.83 | $16.28 |
| 11 | $15.88 | $16.28 |
| 12 | $16.69 | $16.69 |
| 13 | $17.50 | $17.50 |
| 14 | $20.71 | $21.16 |

***Note:*** School Secretary II will receive an additional $.50 per hour added to their hourly rate. Employees currently in School Secretary II positions will continue to receive the additional pay until they vacate the position, at which time the position will no longer be available to be filled at the School Secretary II level.

# SALARY SCHEDULE #13

## MISCELLANEOUS*

| ***Years Experience*** | ***July 2025 Hourly Rate*** | ***July 2026 Hourly Rate*** |
|---|---|---|
| 0 | $15.00 | $15.00 |
| 1 | $15.25 | $15.45 |
| 2 | $15.50 | $15.70 |
| 3 | $15.73 | $15.95 |
| 4 | $15.73 | $16.18 |
| 5 | $15.78 | $16.18 |
| 6 | $15.78 | $16.23 |
| 7 | $15.83 | $16.23 |
| 8 | $16.05 | $16.28 |
| 9 | $16.30 | $16.50 |
| 10 | $16.53 | $16.75 |
| 11 | $16.76 | $16.98 |
| 12 | $16.96 | $17.21 |
| 13 | $17.09 | $17.41 |
| 14 | $20.01 | $20.46 |

*This schedule consolidates previous Schedules 14, Safety and Security Staff; 17, Transportation Mechanics Helper/Warehouseman; and 18, Transportation Parts Clerk.

# SALARY SCHEDULE #14
## EXTENDED DAY AIDES

| ***Years Experience*** | ***July 2025 Hourly Rate*** | ***July 2026 Hourly Rate*** |
|---|---|---|
| 0 | $15.00 | $15.00 |
| 1 | $15.35 | $15.62 |
| 2 | $15.70 | $15.97 |
| 3 | $16.01 | $16.32 |
| 4 | $16.01 | $16.63 |
| 5 | $16.01 | $16.63 |
| 6 | $16.06 | $16.63 |
| 7 | $16.06 | $16.68 |
| 8 | $16.06 | $16.68 |
| 9 | $16.11 | $16.68 |
| 10 | $16.11 | $16.73 |
| 11 | $16.18 | $16.73 |
| 12 | $16.38 | $16.80 |
| 13 | $16.61 | $17.00 |
| 14 | $19.07 | $19.68 |

All employees assigned to Extended Day Aide positions prior to July 1, 2006 paid on Clerk (Schedule #4) or Laboratory Assistants salary schedule (Schedule #9) will move to the Extended Day Aides schedule (Schedule #16), as long as they can be placed on a level that is equal to or closest to, but not less than their current salary effective July 1, 2006.

All employees assigned to Extended Day Aide positions on or after July 1, 2006, will be paid on the Extended Day Aide schedule (Schedule #16).