



GULF SHORES CITY BOARD OF EDUCATION
REGULAR MEETING AGENDA
CITY HALL COUNCIL CHAMBERS
APRIL 11, 2019
5:00 P.M.

- 1. Call To Order**
- 2. Reflection**
- 3. Pledge Of Allegiance**
- 4. Roll Call**
- 5. Adoption Of The Agenda**
- 6. Opening Annoucements**
- 7. Approval Of Minutes**
 - A. March 14, 2019 - Regular Meeting
 - B. March 14, 2019 - Public Hearing
 - C. March 21, 2019 - Special Meeting
 - D. April 4, 2019 - Work Session Meeting
- 8. Discussion Items**
 - A. Non-Resident Applications
 - B. Personnel (Hiring) Update
- 9. Action Items**
 - A. Legal Fees
 - B. Financial Consultant Fees
 - C. Board Policy Manual Update
 - a. Annual (Vacation) Leave
 - D. Salary Schedules - Update
 - E. Purchase Agreement
 - a. PowerSchool Student Management System
 - b. Frontline - Human Resources Software

Documents:

[POLICY UPDATE VACATION LEAVE \(SECTION 5.10.7\).PDF](#)
[SALARY SCHEDULE UPDATED \(4-4-19\).PDF](#)
[POWERSCHOOL \(STUDENT MANAGEMENT\) SOFTWARE \(4-11-19\).PDF](#)
[FRONTLINE ACCOUNTING SOFTWARE \(4-11-19\).PDF](#)

- 10. Superintendent Report**
- 11. Public Comment**

12. Future Meeting Dates

A. Thursday, May 2, 2019 - Work Session - 4:00 P.M.

B. Thursday, May 9, 2019 - Regular Board Meeting - 5:00 P.M.

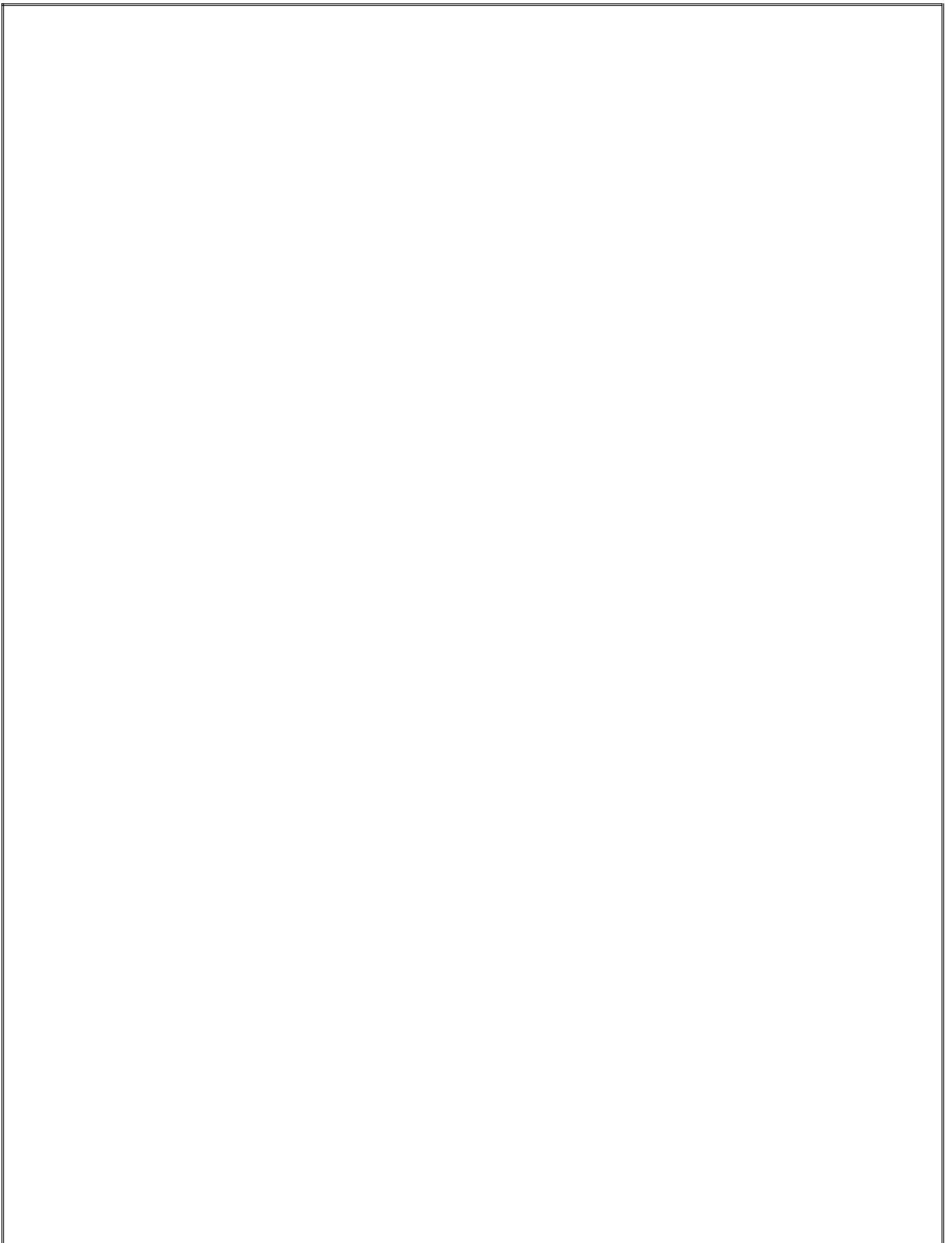
13. Attorney Client Privilege

14. Adjournment

5.10.7 Vacation

- a. *Eligible Employees* – Twelve-month full-time employees are eligible for paid vacation.
- b. *Vacation Benefits* – Eligible employees will earn vacation benefits as follows:
 1. Twelve-month employees will be granted one (1) day of vacation leave per month (12 days per year). After ten (10) consecutive years of service as a twelve-month employee with Gulf Shores Schools said employees will earn 1.5 days per month (18 days per year). “Consecutive years” will include previous years of employment with the Baldwin County School System before the effective separation date of the Gulf Shores City School System if the employee transferred from Baldwin County School System to Gulf Shores City School System during the separation process. This shall not include newly hired employees after the separation date.
 2. Only consecutive service with the Board will be considered in establishing length of service for purposes of determining vacation benefits.
 - i. *Accrual and Accumulation of Vacation Time* – For the purpose of calculating vacation leave, July 1 and June 30 will be the beginning and ending dates, respectively, for all full-time, twelve-month employees regardless of contract date or hire date.
 - ii. Vacation days are earned on the last working day of the month.
 - iii. All twelve-month employees shall be permitted to accumulate vacation for a maximum of 30 days. Vacation days exceeding 30 must be used by December 31st of the following year or be forfeited. Employees will be paid for earned vacation time if not used prior to the effective date of resignation or retirement.
 3. Employees transferring from the Baldwin County School System to the Gulf Shores City School

System shall retain accrued Annual Leave Benefits as defined in Baldwin County Board Policy #840 for previous years of employment with Baldwin County pursuant to the separation agreement if the employees transferred from Baldwin County School System to Gulf Shores City School System during the separation process. This shall not include newly hired employees after the separation date. All transferred Annual Leave days from Baldwin County shall be treated as Vacation days pursuant to the current policy section (5.10.7).



GULF SHORES CITY SCHOOLS SALARY SCHEDULE

INTRODUCTION

The salary schedule provides a uniform and equitable payment of wages for services rendered by certificated and classified employees. Certified employees must possess a valid Alabama Teacher's or be eligible for a waiver from the State Department of Education. Classified personnel include all support employees who do not work as certificated employees.

Salaries in the Schedule are based on years of experience, degree/certification, and assignment. Credit may be granted for years of experience outside the school system. It is the responsibility of the employee to submit appropriate verification of experience, degree/certification, and/or other information offering compensation to the personnel division of the Board.

Contract Days

- Nine Months = 187 days
- Ten Months = 202 days
- Twelve Months = 240 days

Employees are generally paid in twelve equal monthly installments, regardless of the term of the appointment. The payroll period normally extends from the first Sunday of each month thru the last Saturday of each month. Payroll checks are issued the last day of the month.

Participation in the Retirement Systems of Alabama is mandatory if an individual is employed in a position that is eligible for coverage and is employed on at least a one-half time basis.

Certificated Salaries

Certificated employees will be paid at the level of their highest earned degree from a regionally accredited institution upon proper documentation of that degree and verification of that degree by the Alabama State Department of Education. It should be noted that State Department reviews for higher degree are only performed for individuals with current valid Alabama certification.

Teachers holding career and technical education certificates endorsed in technical education or healthcare science and technology shall be paid at the appropriate degree equivalency.

Classified Salaries

Employees with a bachelor's degree on the classified schedules will receive an additional \$213 monthly supplement for each month employed. Employees with a master's degree or higher and are on the classified pay schedule will receive an additional \$233 monthly supplement for each month employed.

GULF SHORES CITY SCHOOLS
TEACHER SALARY SCHEDULE

	Exp	Bachelor/Non-Degree				Master			
		9-month	10-month	11-month	12-month	9-month	10-month	11-month	12-month
New	0	\$41,059.00	\$44,353.00	\$48,745.00	\$53,136.00	\$47,217.00	\$51,004.00	\$56,053.00	\$61,105.00
Step 1-2	1-2	\$41,059.00	\$44,353.00	\$48,745.00	\$53,136.00	\$47,217.00	\$51,004.00	\$56,053.00	\$61,105.00
	3-5	\$45,163.00	\$48,785.00	\$53,616.00	\$58,446.00	\$51,939.00	\$56,105.00	\$61,659.00	\$67,214.00
	6-8	\$47,141.00	\$50,923.00	\$55,964.00	\$61,006.00	\$54,213.00	\$58,561.00	\$64,359.00	\$70,157.00
	9-11	\$47,773.00	\$51,604.00	\$56,714.00	\$61,825.00	\$54,939.00	\$59,346.00	\$65,222.00	\$71,099.00
	12-14	\$48,642.00	\$52,544.00	\$57,746.00	\$62,949.00	\$55,935.00	\$60,421.00	\$66,404.00	\$72,387.00
	15-17	\$49,750.00	\$53,741.00	\$59,063.00	\$64,383.00	\$57,215.00	\$61,803.00	\$67,922.00	\$74,041.00
	18-20	\$50,394.00	\$54,436.00	\$59,825.00	\$65,214.00	\$57,950.00	\$62,599.00	\$68,797.00	\$74,994.00
	21-23	\$51,036.00	\$55,130.00	\$60,588.00	\$66,047.00	\$58,693.00	\$63,400.00	\$69,678.00	\$75,956.00
	24-26	\$51,644.00	\$55,787.00	\$61,311.00	\$66,834.00	\$59,301.00	\$64,057.00	\$70,399.00	\$76,742.00
	27	\$52,253.00	\$56,446.00	\$62,032.00	\$67,622.00	\$59,909.00	\$64,716.00	\$71,123.00	\$77,530.00
	Exp	6-year				Doctoral			
		9-month	10-month	11-month	12-month	9-month	10-month	11-month	12-month
New	0	\$50,915.00	\$54,998.00	\$60,442.00	\$65,888.00	\$54,608.00	\$58,990.00	\$64,830.00	\$70,671.00
Step 1-2	1-2	\$50,915.00	\$54,998.00	\$60,442.00	\$65,888.00	\$54,608.00	\$58,990.00	\$64,830.00	\$70,671.00
	3-5	\$56,002.00	\$60,494.00	\$66,484.00	\$72,473.00	\$60,068.00	\$64,887.00	\$71,312.00	\$77,736.00
	6-8	\$58,470.00	\$63,162.00	\$69,413.00	\$75,667.00	\$62,698.00	\$67,727.00	\$74,432.00	\$81,139.00
	9-11	\$59,240.00	\$63,991.00	\$70,328.00	\$76,665.00	\$63,539.00	\$68,636.00	\$75,432.00	\$82,228.00
	12-14	\$60,314.00	\$65,154.00	\$71,603.00	\$78,054.00	\$64,695.00	\$69,885.00	\$76,802.00	\$83,723.00
	15-17	\$61,691.00	\$66,639.00	\$73,238.00	\$79,835.00	\$66,166.00	\$71,472.00	\$78,548.00	\$85,625.00
	18-20	\$62,487.00	\$67,498.00	\$74,181.00	\$80,864.00	\$67,024.00	\$72,400.00	\$79,568.00	\$86,735.00
	21-23	\$63,285.00	\$68,361.00	\$75,130.00	\$81,899.00	\$67,878.00	\$73,324.00	\$80,584.00	\$87,843.00
	24-26	\$63,894.00	\$69,021.00	\$75,854.00	\$82,689.00	\$68,488.00	\$73,982.00	\$81,306.00	\$88,633.00
	27	\$64,503.00	\$69,677.00	\$76,574.00	\$83,474.00	\$69,096.00	\$74,639.00	\$82,029.00	\$89,418.00

Annual Based upon 187 day contract. Actual work days are specified by calendar.
All certified staff salary annualized and equally divided by twelve.

Valid Alabama educator certification categories: audiologists, behavioral consultants, counselors, curriculum leader, educational diagnosticians, evaluators, librarians, psychometrists, reading coaches, speech pathologists, speech path asst., teachers, technology facilitators, and other certificated personnel. This schedule reflects 100% (or more) of the State Minimum Salary Schedule for the corresponding years of experience.

**ASSISTANT PRINCIPALS
(12 MONTHS)**

	Elementary		Middle School		High School	
	Master	6 year	Master	6 year	Master	6 year
New	71,073	75,697	73,119	77,744	77,140	81,766
Step 1	71,405	76,031	73,453	78,078	77,577	82,201
2	71,739	76,363	73,786	78,410	78,012	82,638
3	72,072	76,695	74,118	78,745	78,449	83,074
4	72,404	77,030	74,451	79,078	78,884	83,510
5	72,740	77,364	74,786	79,410	79,319	83,944
6	73,074	77,696	75,119	79,743	79,755	84,380
7	73,404	78,032	75,453	80,077	80,191	84,817
8	73,740	78,364	75,785	80,409	80,627	85,252
9	74,073	78,699	76,119	80,745	81,062	85,688

Supplements: add the following appropriate amount based on classroom experience in years:

0-<6	\$651.00
6-<10	\$1,301.00
10+	\$2,082.00

PROFESSIONAL SUPPORT PERSONNEL

		NURSES				
	Yrs. Exp	9 Mo LPN	9 Mo RN	10Mo RN	9Mo RN MS	10Mo RN MS
New	0	21,585	41,059	44,353	47,217	51,004
Step 1-2	1-2	21,585	41,059	44,353	47,217	51,004
3-5	3-5	23,721	45,163	48,785	51,939	56,105
6-8	6-8	24,740	47,141	50,923	54,213	58,560
9-11	9-11	25,062	47,773	51,604	54,939	59,346
12-14	12-14	25,514	48,642	52,544	55,935	60,422
15-17	15-17	26,075	49,750	53,741	57,215	61,803
18-20	18-20	26,389	50,394	54,436	57,950	62,599
21-23	21-23	26,704	51,036	55,130	58,693	63,400
24-26	24-26	27,272	51,644	55,787	59,301	64,057
27	27+	27,840	52,253	56,446	59,909	64,716

RN/LPNs are placed on a step equal to applicable verified public K-12 experience as a school nurse.

Step	STUDENT SUPPORT 9-MONTH SALARY SCHEDULE		
	Preschool Aide*	Paraeducator & OCS*	Instructional, ESL & Driver Ed Aides*
	7.5 hours	OCS 7 hours	7 hours
New	\$21,518.00	\$19,102.00	\$17,956.00
1	\$21,701.00	\$19,923.00	\$18,126.00
2	\$21,865.00	\$20,093.00	\$18,282.00
3	\$22,232.00	\$20,418.00	\$18,622.00
4	\$22,579.00	\$20,744.00	\$18,946.00
5	\$23,460.00	\$21,735.00	\$19,767.00
6	\$23,991.00	\$23,050.00	\$20,263.00
7	\$24,687.00	\$23,375.00	\$20,913.00
8	\$25,384.00	\$23,701.00	\$21,564.00
9	\$26,264.00	\$24,027.00	\$22,385.00
10	\$27,143.00	\$24,694.00	\$23,205.00

IT 12 Month		
Step	Tech Support*	IT Systems Admin*
New	28,698.00	32,230.00
1	28,989.00	34,808.00
2	29,256.00	37,387.00
3	29,839.00	38,123.00
4	30,396.00	38,860.00
5	31,802.00	39,598.00
6	32,652.00	40,335.00
7	33,768.00	41,072.00
8	34,883.00	41,809.00
9	36,289.00	42,546.00
10	37,698.00	43,246.00

**Student support and classified employees with a bachelor's degree will receive an additional \$213 monthly supplement for each month employed. Employees with a master's degree or higher will receive an additional \$233 monthly supplement for each month employed. In addition, employees with an earned bachelor's degree or higher will be paid at Step 6 of that salary schedule.*

Bus Mechanic 12 Month	
Step	
New	39,004.00
1	39,590.00
2	40,183.00
3	40,785.00
4	41,397.00
5	42,018.00
6	42,648.00
7	43,288.00
8	43,938.00
9	44,596.00
10	45,264.00
11	45,945.00
12	46,633.00
13	47,332.00
14	48,043.00
15	48,763.00

BUS DRIVER, BUS AIDE & BUS DRIVER FIELD TRIP SALARY SCHEDULE

Regular - Bus Driver Route		182 Days			
		Bus Driver Supplements			
Step	Regular 0-4 hours	CAT I 5 hours	CAT II 6 hours	CAT III 7 hours	CAT IV 8 hours
1	13,440	2,625	5,250	7,875	10,500
2	13,709	2,678	5,355	8,033	10,710
3	13,983	2,731	5,462	8,193	10,924
4	15,033	2,868	5,735	8,603	11,470
5	15,333	2,925	5,850	8,775	11,699
6	15,640	2,984	5,966	8,950	11,933
7	15,953	3,044	6,086	9,264	12,172
8	16,272	3,105	6,208	9,449	12,415
9	16,597	3,167	6,332	9,638	12,663
10	16,929	3,230	6,459	9,831	12,916
11 to 12	17,979	3,392	6,782	10,323	13,562
13 to 15	18,338	3,460	6,991	10,528	13,833
16 to 21	18,705	3,529	7,131	10,739	14,109
22 to 24	19,079	3,599	7,273	11,507	14,391
25 to 27	19,842	3,672	7,419	11,795	14,679
28+	20,892	3,856	7,790	12,385	15,413

The amount of time allotted for each route and each school to school trip will be determine by the Transportation Department. This will determine the category for placement on the salary schedule. PLEASE NOTE: Steps are compensation steps, not experience steps.

No continuing service status in the supplement position is implied or should be assumed by the individual receiving the supplement. Supplements **WILL** be adjusted for change in route/trip assignments.

BUS AIDE 182-Days		
Step	4hrs Annual	7hrs Annual
NEW	7,031	12,303
1	7,158	12,528
2	7,443	13,025
3	7,856	13,750
4	8,121	14,213
5	8,270	14,472
6	8,520	14,910

BUS DRIVER FIELD TRIPS	
Length of Trip	Rate of Pay
Less than 3 hrs	\$35.29
*3+	\$12.13 an hour

It is understood, that on overnight trips, the sponsoring organization will pay for the drivers motel room. 8 hours of sleep time is not compensable.

Athletic coaches driving field trips will not be paid from this schedule during the time they are performing coaching duties.

*Field Trips of 8 hours or more will be paid a food/meal allowance in accordance to the in-state and out-of-state travel procedures set forth by the Business & Finance Accounts Payable Department. Food/meal allowance is not allowable for local travel. Pay for food/meal allowance is paid by the sponsoring organization and is in addition to the hourly rate of pay.

CHILD NUTRITION PROFESSIONAL SALARY SCHEDULE

	187 days CNP Manager*	187 days CNP Manager*	187 days CNP Manager*	185 days CNP Assistant Manager*	202 days CNP Lead Manager*	185 days CNP Worker*	185 days CNP Worker*
Step	Under 350 Avg Daily Meals	349+ Avg Daily Meals	700+ Avg Daily Meals				
	8 hours	8 hours	8 hours	7.5 hours	7.5 hours	6.5 hours	7.5 hours
New	\$21,925.00	\$23,342.00	\$28,495.00	\$19,447.00	\$38,169.00	\$13,678.00	\$15,434.00
1	\$22,136.00	\$24,357.00	\$28,925.00	\$19,633.00	\$38,551.00	\$13,884.00	\$15,670.00
2	\$22,327.00	\$24,568.00	\$30,443.00	\$19,801.00	\$39,128.00	\$14,089.00	\$15,906.00
3	\$22,747.00	\$24,969.00	\$32,083.00	\$20,174.00	\$39,520.00	\$14,294.00	\$16,142.00
4	\$23,149.00	\$25,371.00	\$32,514.00	\$20,526.00	\$40,112.00	\$14,690.00	\$16,599.00
5	\$24,165.00	\$26,652.00	\$32,843.00	\$21,421.00	\$40,513.00	\$15,263.00	\$17,262.00
6	\$24,779.00	\$28,362.00	\$33,273.00	\$21,960.00	\$41,121.00	\$15,987.00	\$18,149.00
7	\$25,585.00	\$28,784.00	\$34,079.00	\$22,668.00	\$42,363.00	\$16,136.00	\$18,334.00
8	\$26,431.00	\$29,207.00	\$34,883.00	\$23,376.00	\$42,786.00	\$16,425.00	\$18,689.00
9	\$27,495.00	\$29,628.00	\$35,911.00	\$24,271.00	\$43,729.00	\$16,711.00	\$19,044.00
10	\$28,562.00	\$30,493.00	\$36,977.00	\$25,165.00	\$44,081.00	\$16,998.00	\$19,396.00
11						\$17,148.00	\$19,583.00
12						\$17,602.00	\$20,121.00
13						\$18,055.00	\$20,644.00
14						\$18,682.00	\$21,371.00
15						\$19,297.00	\$22,077.00
16						\$20,057.00	\$22,955.00
17						\$20,848.00	\$23,864.00

**Classified employees with a bachelor's degree will receive an additional \$213 monthly supplement for each month employed. Employees with a master's degree or higher will receive an additional \$233 monthly supplement for each month employed. In addition, employees with an earned bachelor's degree or higher will be paid at Step 6 of that salary schedule.*

CLASSIFIED/OFFICE SALARIES

Step	High School Exec Secretary* 12 Month
New	48,027.00
1	48,704.00
2	49,382.00
3	50,058.00
4	50,734.00
5	51,410.00
6	52,087.00

Step	High School Bldg/Grds Mgr* 12 Month
New	38,557.00
1	39,911.00
2	42,752.00
3	44,373.00
4	44,780.00
5	45,728.00
6	46,676.00

**Classified employees with a bachelor's degree will receive an additional \$213 monthly supplement for each month employed. Employees with a master's degree or higher will receive an additional \$233 monthly supplement for each month employed.*

Step	High School Registrar* 12 month	MS, Elem Registrar* 12 Month	HS, MS, Elem Bookkeeper* 12 month	HS, MS Elem, Clerk* 10 month	MS, Elem Bldg/Grds Mgr* 12 month	Custodian* 12 month	Custodian* 10 month
New	35,175.00	30,662.00	35,175.00	22,450.00	30,662.00	23,232.00	19,392.00
1	35,734.00	32,070.00	35,734.00	22,666.00	32,070.00	23,716.00	19,634.00
2	36,289.00	32,361.00	36,289.00	22,862.00	32,361.00	24,200.00	19,877.00
3	36,875.00	32,919.00	36,875.00	23,293.00	32,919.00	26,136.00	20,766.00
4	37,431.00	33,476.00	37,431.00	23,706.00	33,476.00	26,620.00	21,008.00
5	39,396.00	35,175.00	39,396.00	24,749.00	35,175.00	27,104.00	21,331.00
6	41,519.00	37,431.00	41,519.00	25,376.00	37,431.00	28,556.00	22,624.00
7	42,077.00	37,989.00	42,077.00	26,235.00	37,989.00	29,040.00	23,028.00
8	42,502.00	38,548.00	42,502.00	27,103.00	38,548.00	29,524.00	23,351.00
9	43,058.00	39,104.00	43,058.00	28,176.00	39,104.00	30,008.00	23,836.00
10	44,176.00	40,245.00	44,176.00	29,289.00	40,245.00	31,944.00	25,048.00
11						32,428.00	25,290.00
12						32,912.00	25,775.00
13						33,396.00	26,179.00
14						33,880.00	26,664.00
15						34,364.00	27,472.00
16						34,848.00	27,876.00
17						35,816.00	29,088.00

**Classified employees with a bachelor's degree will receive an additional \$213 monthly supplement for each month employed. Employees with a master's degree or higher will receive an additional \$233 monthly supplement for each month employed.
In addition, employees with an earned bachelor's degree or higher will be paid at Step 6 of that salary schedule.*

Assistant Superintendent- 12 Month				
Year	Bachelors	Masters	6 Year	Doctoral
0-2	\$86,222.00	\$99,155.00	\$106,919.00	\$114,681.00
3-5	\$87,515.00	\$100,642.00	\$108,523.00	\$116,427.00
6-8	\$88,828.00	\$102,152.00	\$110,151.00	\$118,200.00
9-11	\$90,160.00	\$103,684.00	\$111,803.00	\$120,000.00
12-14	\$91,513.00	\$105,239.00	\$113,480.00	\$121,800.00
15-17	\$92,886.00	\$106,818.00	\$115,182.00	\$123,627.00
18-20	\$94,279.00	\$108,420.00	\$116,909.00	\$125,481.00
21-23	\$95,693.00	\$110,047.00	\$118,664.00	\$127,363.00
24-26	\$97,128.00	\$111,697.00	\$120,443.00	\$129,273.00
>27	\$98,585.00	\$113,373.00	\$122,250.00	\$131,212.00

Director of School Operations 12 Month		
Step	Non-Degree	Degree
0-2	\$59,375.00	\$62,500.00
3-5	\$61,750.00	\$65,000.00
6-8	\$64,220.00	\$67,600.00
9-11	\$66,789.00	\$70,304.00
12-14	\$69,460.00	\$73,116.00
15-17	\$72,239.00	\$76,041.00
18-20	\$75,128.00	\$79,082.00
21-23	\$78,133.00	\$82,246.00
24-26	\$81,259.00	\$85,536.00
>27	\$84,509.00	\$88,957.00

Agenda Item: Authorization to Expend Funds

The district obtained a quote from Powerschool to provide an iNow (Chalkable) subscription. The total one year cost will be \$30,922.53. The recurring annual cost will be \$22,629.05. However, the state will begin to pay for the subscription starting with school year 2020-2021. The state requires all school systems to use the INOW software. Therefore, it is necessary that we enter into contract with Powerschool to provide the services. Since the purchase exceeds the Superintendent's authorization level of \$15,000.00, it is necessary to obtain board approval.

The Superintendent recommends that the Board authorize the Superintendent to approve the purchase of the necessary INOW subscription as presented herein.

4-11-19

Agenda Item: Authorization to Expend Funds

The district obtained a quote to purchase time and attendance software in the amount of \$21,431. This includes a onetime setup fee of \$8,500. The recurring cost, if renewed, will be \$12,931 annually. The time and attendance software will be necessary to have implemented before the start of school. The software will take 8-10 weeks to build. Therefore, it is necessary that we enter into contract with Frontline Education to provide the services. Since the purchase exceeds the Superintendent's authorization level of \$15,000.00, it is necessary to obtain board approval.

The Superintendent recommends that the Board authorize the Superintendent to approve the purchase of the necessary time and attendance software as presented herein.

4-11-19