

**THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA**

*2018-2019 SCHOOL YEAR*

Board Approved:

**CAREER, TECHNICAL, ADULT, AND COMMUNITY EDUCATION  
PART-TIME SALARY SCHEDULES**

**INSTRUCTIONAL - Courses Requiring Teacher Certification**

| <b>POSITION</b>       | <b>HOURLY RATE</b> |
|-----------------------|--------------------|
| CLASSROOM INSTRUCTION | \$21.42            |
| TRAINING / INSERVICE  | \$12.24            |

1. "Courses Requiring Teacher Certification" include, but are not limited to, Postsecondary Adult Vocational (PSAV), Adult High School, General Educational Development (GED), Adult Basic Education (ABE), English as a Secondary Language (ESL), and certain Continuing Workforce Education (CWE) offerings.
2. Instructors will be compensated based on the hours of instruction in a given course. Instructors will not be compensated for the preparation of course materials, lesson planning, the grading of assignments, or completing necessary paperwork. Any exception must be authorized by the Executive Director of Career, Technical, and Adult Education.
3. Part-time employees with a date-of-hire on, or before, July 1, 2008 and who worked a minimum of 300 hours during the 2012-2013 School Year will be frozen at their current rate of pay.

**INSTRUCTIONAL - Courses that DO NOT Require Teacher Certification**

| <b>POSITION</b>           | <b>HOURLY RATE</b> |
|---------------------------|--------------------|
| TIER 1 COURSE INSTRUCTION | \$12.24            |
| TIER 2 COURSE INSTRUCTION | \$18.36            |
| TIER 3 COURSE INSTRUCTION | \$24.48            |
| TIER 4 COURSE INSTRUCTION | \$30.60            |

1. "Courses that DO NOT Require Teacher Certification" include, but are not limited to, Adult and Community Enrichment (ACE), Fee Support, and certain Continuing Workforce Education (CWE) offerings.
2. Instructors will be compensated based on the hours of instruction in a given course. Instructors will not be compensated for the preparation of course materials, lesson planning, the grading of assignments, or completing necessary paperwork. Any exception must be authorized by the Executive Director of Career, Technical, and Adult Education.
3. Compensation of Instructors is based on the tier of the individual course. Courses are assigned to one of the four tiers as a function of tuition, enrollment, and overhead.
  - Tuition is determined based on market conditions and is set at a breakeven point for a predictable minimum of students.
  - Enrollment is defined as paid students on the second day of class for courses with multiple meeting dates.
  - Overhead is calculated on an annual basis. Overhead rates for the current year will be based on the calculation of the previous year at the program level.

**INSTRUCTIONAL - Florida Department of Law Enforcement (FDLE) Trust Fund Courses**

| <b>POSITION</b>       | <b>HOURLY RATE</b> |
|-----------------------|--------------------|
| CLASSROOM INSTRUCTION | \$50.00            |

1. All "Trust Fund Courses" are funded through an annual FDLE allocation and are developed in conjunction with the Sarasota Criminal Justice Academy Advisory Committee based on the training needs of local law enforcement agencies.
2. Instructors of "Trust Fund Courses" must be credentialed by FDLE.
3. Instructors will be compensated based on the hours of instruction in a given course. Instructors will not be compensated for the preparation of course materials, lesson planning, the grading of assignments, or completing necessary paperwork. Any exception must be authorized by the Executive Director of Career, Technical, and Adult Education.

**CLASSIFIED**

| <b>POSITION</b>                | <b>HOURLY RATE</b> |
|--------------------------------|--------------------|
| Secretary/Registrar/Bookkeeper | \$11.87            |
| Technical Support              | \$12.80            |
| Food Service                   | \$8.29             |

1. Full-time, hourly employees of the district working in a part-time capacity will be compensated at their regular district rates. Time in excess of 40 hours-per-week will be compensated at time-and-a-half their regular district rates.
2. Part-time employees with a date-of-hire on, or before, July 1, 2008 and who worked a minimum of 300 hours during the 2012-2013 School Year will be frozen at their current rate of pay.