

WEST VIRGINIA LEGISLATURE

SECOND EXTRAORDINARY SESSION, 1974

ENROLLED

COMMITTEE SUBSTITUTE
SENATE BILL NO. 19

(By Mr. BROTHERTON,)
MR. PRESIDENT

PASSED JUNE 25, 1974

In Effect JULY 1, 1974 Passage



FILED IN THE OFFICE
EDGAR F. HEISKELL III
SECRETARY OF STATE
THIS DATE 7/22/74

ENROLLED

COMMITTEE SUBSTITUTE FOR

Senate Bill No. 19

(MR. BROTHERTON, MR. PRESIDENT, *original sponsor*)

[Passed June 25, 1974; in effect July 1, 1974.]

AN ACT to amend and reenact sections two and eight, article four, chapter eighteen-a of the code of West Virginia, one thousand nine hundred thirty-one, as amended; and to further amend said article by adding thereto a new section, designated section eight-a, relating to state minimum salaries for teachers and classification and compensation of school service and auxiliary personnel.

Be it enacted by the Legislature of West Virginia:

That sections two and eight, article four, chapter eighteen-a of the code of West Virginia, one thousand nine hundred thirty-one, as amended, be amended and reenacted; and that said article be further amended by adding thereto a new section, designated section eight-a, all to read as follows:

ARTICLE 4. SALARIES, WAGES AND OTHER BENEFITS.

§18A-4-2. State minimum salaries.

STATE MINIMUM SALARY SCHEDULE

Experi- ence	Fourth Class	Third Class	Second Class	A.B.	A.B. +15	M.A.	M.A. +15	M.A. +30	Ph.D.
0	4,453	5,060	5,303	6,455	6,759	7,063	7,365	7,669	7,972
1	4,599	5,206	5,449	6,601	6,905	7,209	7,511	7,815	8,118
2	4,745	5,352	5,595	6,747	7,051	7,355	7,657	7,961	8,264
3	4,891	5,498	5,741	6,893	7,197	7,501	7,803	8,107	8,410
4	5,037	5,644	5,887	7,039	7,343	7,647	7,949	8,253	8,556
5	5,183	5,790	6,033	7,185	7,489	7,793	8,095	8,399	8,702
6	5,329	5,936	6,179	7,331	7,635	7,939	8,241	8,545	8,848
7		6,082	6,325	7,477	7,781	8,085	8,387	8,691	8,994
8		6,228		7,623	7,927	8,231	8,533	8,837	9,140
9			6,617	7,769	8,073	8,377	8,679	8,983	9,286
10			6,763	7,915	8,219	8,523	8,825	9,129	9,432
11				8,061	8,365	8,669	8,971	9,275	9,578
12				8,207	8,511	8,815	9,117	9,421	9,724
13				8,353	8,657	8,961	9,263	9,567	9,870
14						9,107	9,409	9,713	10,016
15						9,253	9,555	9,859	10,162
16						9,399	9,701	10,005	10,308
17								10,151	10,454
18								10,297	10,600
19								10,443	10,746

§18A-4-8. Minimum monthly pay for service and auxiliary personnel.

1 The purpose of this section is to establish a state mini-
2 mum monthly pay scale and employment term for auxili-
3 ary and service personnel. The employment term for
4 auxiliary and service personnel shall be no less than ten
5 months, a month being defined as twenty employment
6 days: *Provided*, That the county board of education may
7 contract with all or part of such personnel for a longer
8 term. The beginning and closing dates of the ten-month
9 term shall not exceed forty-three weeks. Auxiliary and
10 service personnel employed on a yearly or twelve-month
11 basis may be employed by calendar months. Whenever
12 there is a change in job assignment during the school
13 year, the minimum pay scale and any county supplement
14 shall be applicable.

15 Upon the change in classification or upon meeting the
16 requirements of an advanced classification of or by any
17 employee, his salary shall be made to comply with the

18 requirements of this article, and to any county salary
19 schedule in excess of the minimum requirements of this
20 article, based upon his advanced classification and allow-
21 able years of employment.

22 An employee's contract as provided in sections four
23 and five, article two, of this chapter shall state the
24 appropriate monthly salary the employee is to be paid
25 based on the class title as provided in this article and any
26 county salary schedule in excess of the minimum require-
27 ments of this article.

28 The column heads of the state minimum pay scale and
29 class titles, set forth below are defined as follows:

30 "Pay grade" means the monthly salary applicable to
31 class titles of auxiliary and service personnel.

32 "Years of employment" means the number of years
33 which an employee classified as auxiliary or service per-
34 sonnel has been employed by a board of education in any
35 position prior to or subsequent to the effective date of
36 this section and including service in the armed forces of
37 the United States if the employee were employed at the
38 time of his induction. For the purpose of this section,
39 years of employment shall be limited to the number of
40 years shown and allowed under the state minimum pay
41 scale set forth hereinafter.

42 "Class title" means the name of the position or job
43 held by auxiliary and service personnel.

44 "Aide I" means auxiliary personnel as defined in sec-
45 tion one, article one of this chapter.

46 "Aide II" means auxiliary personnel as defined in sec-
47 tion one, article one of this chapter who have completed
48 a training program approved by the state board of edu-
49 cation.

50 "Custodian I" means personnel employed to keep build-
51 ings clean and free of refuse.

52 "Custodian II" means personnel employed as a watch-
53 man or groundsman.

54 "Custodian III" means personnel employed to keep
55 buildings clean and free of refuse, to operate the heating
56 or cooling systems and to make minor repairs.

57 "Custodian IV" means personnel employed as head
58 custodians. In addition to providing services as defined
59 in "Custodian III", their duties may include supervising
60 other custodian personnel.

61 "Carpenter I" means personnel classified as a carpenter's
62 helper.

63 "Carpenter II" means personnel classified as a journey-
64 man carpenter.

65 "Electrician I" means personnel employed as an ap-
66 prentice electrician and helper or holds an electrician
67 helper license issued by the state fire marshal.

68 "Electrician II" means personnel employed as an elec-
69 trician journeyman or holds a journeyman electrician
70 license issued by the state fire marshal.

71 "Foreman" means skilled persons employed for super-
72 vision of personnel who work in the areas of repair and
73 maintenance of school property and equipment.

74 "General Maintenance" means personnel employed as
75 helpers to skilled maintenance employees and to perform
76 minor repairs to equipment and buildings of a county
77 school system.

78 "Groundsmen" means personnel employed to perform
79 duties that relate to the appearance, repair and general
80 care of school grounds in a county school system. Addi-
81 tional assignments may include the operation of a small
82 heating plant and routine cleaning duties in buildings.

83 "Handyman" means personnel employed to perform
84 routine manual tasks in any operation of the county
85 school system.

86 "Lubrication Man" means personnel employed to lubri-
87 cate and service gasoline or diesel-powered equipment of
88 a county school system.

89 "Machinist" means personnel employed to perform
90 machinist tasks which include the ability to operate
91 lathes, planer, shaper, threading machine and wheel press.
92 Such personnel should also have ability to work from
93 blueprints and drawings.

94 "Mechanic" means personnel employed who can inde-
95 pendently perform skilled duties in the maintenance and

96 repair of automobiles, school buses and other mechanical
97 and mobile equipment to use in a county school system.

98 "Mechanic Assistant" means personnel employed as a
99 mechanic apprentice and helper.

100 "Office Equipment Repairman I" means personnel em-
101 ployed as an office equipment repairman apprentice or
102 helper.

103 "Office Equipment Repairman II" means personnel re-
104 sponsible for servicing and repairing all office machines
105 and equipment. Such personnel shall be responsible for
106 parts being purchased necessary for the proper operation
107 of a program of continuous maintenance and repair.

108 "Painter" means a person employed to perform duties
109 of painting, finishing and decorating of wood, metal and
110 concrete surfaces of buildings, other structures, equip-
111 ment, machinery and furnishings of a county school
112 system.

113 "Plumber I" means personnel employed as an apprentice
114 plumber and helper.

115 "Plumber II" means personnel employed as a journey-
116 man plumber.

117 "Supervisor of Maintenance" means skilled personnel
118 not defined as professional personnel or professional edu-
119 cators as in section one, article one, of this chapter. His
120 responsibilities would include directing the upkeep of
121 buildings and shops, issuing instructions to subordinates
122 relating to cleaning, repairs and maintenance of all struc-
123 tures, mechanical and electrical equipment of a board
124 of education.

125 "Truck Driver" means personnel employed to operate
126 light or heavy duty gasoline and diesel-powered vehicles.

127 "Watchman" means personnel employed to protect
128 school property against damage or theft. Additional as-
129 signments may include operation of a small heating plant
130 and routine cleaning duties.

131 "Clerk I" means personnel employed to perform clerical
132 tasks.

133 "Clerk II" means personnel employed to perform gen-

134 eral clerical tasks, prepare reports and tabulations and
135 operate office machines.

136 "Secretary I" means personnel employed to transcribe
137 from notes or mechanical equipment, receive callers, per-
138 form clerical tasks, prepare reports and operate office
139 machines.

140 "Secretary II" means personnel employed as school,
141 office or program secretaries to perform general clerical
142 tasks, transcribe, prepare reports, receive callers and refer
143 them to proper persons, operate office machines, keep
144 records and handle routine correspondence.

145 "Secretary III" means personnel assigned to the county
146 board of education office administrators in charge of
147 various departments or have particular responsibilities
148 of purchasing and financial control.

149 "Cafeteria Manager" means personnel employed to di-
150 rect the operation of a food services program in a school,
151 including assigning duties to employees, approving requi-
152 sitions for supplies and repairs, keeping inventories, in-
153 specting areas to maintain high standards of sanitation,
154 preparing financial reports and keeping records pertinent
155 to food services of a school.

156 "Cook I" means personnel employed as a cook's helper.

157 "Cook II" means personnel employed to interpret
158 menus, to prepare and serve meals in a lunch program
159 of a school system.

160 "Cook III" means personnel employed to prepare and
161 serve meals, make reports, prepare requisitions for sup-
162 plies, order equipment and repairs for a lunch program
163 of a school system.

164 "Food Services Supervisor" means qualified personnel
165 not defined as professional personnel or professional edu-
166 cator as in section one, article one, of this chapter, em-
167 ployed to manage and supervise a county school system's
168 food service or school lunch program. The duties would
169 include preparing in-service training programs for cooks
170 and food service employees, instructing personnel in the
171 areas of quantity cooking with economy and efficiency,
172 keeping aggregate records and reports.

173 "Bus Operator" means personnel employed to operate
174 school buses and other school transportation vehicles as
175 provided by the state board of education.

176 "School Bus Supervisor" means qualified personnel em-
177 ployed to assist in selecting school bus operators and
178 routing and scheduling of school buses, operate a bus
179 when needed, relay instructions to bus operators, plan
180 emergency routing of buses and promote good relation-
181 ships with parents, pupils, bus operators and other em-
182 ployees.

183 The minimum monthly pay for regular full-time auxili-
184 ary and service personnel as provided in section one (i),
185 article one, chapter eighteen of this code shall be in
186 accordance with the following minimum pay scale:

STATE MINIMUM PAY SCALE

YEARS OF EMPLOYMENT

PAY GRADE	0	1	2	3	4	5	6	7	8	9	10
A. Monthly _____	350	360	370	380	390	400	410	420	430	440	450
B. Monthly _____	370	380	390	400	410	420	430	440	450	460	470
C. Monthly _____	410	420	430	440	450	460	470	480	490	500	510
D. Monthly _____	460	470	480	490	500	510	520	530	540	550	560
E. Monthly _____	510	520	530	540	550	560	570	580	590	600	610
F. Monthly _____	570	580	590	600	610	620	630	640	650	660	670
G. Monthly _____	600	610	620	630	640	650	660	670	680	690	700
H. Monthly _____	670	680	690	700	710	720	730	740	750	760	770

CLASS TITLE

PAY GRADE

Aide I	A
Aide II	B
Custodian I	A
Custodian II	B
Custodian III	C
Custodian IV	D
Carpenter I	E
Carpenter II	F
Electrician I	F
Electrician II	G
Foreman	G
General Maintenance	C
Groundsman	B
Handyman	B
Lubrication Man	C
Machinist	F
Mechanic	F
Mechanic Assistant	E
Office Equipment Repairman I	F

CLASS TITLE

PAY GRADE

Office Equipment Repairman II	G
Painter	E
Plumber I	E
Plumber II	G
Supervisor of Maintenance	H
Truck Driver	D
Watchman	B
Clerk I	B
Clerk II	C
Secretary I	D
Secretary II	E
Secretary III	F
Cafeteria Manager	D
Cook I	A
Cook II	B
Cook III	C
Food Services Supervisor	E
Bus Operator	D
School Bus Supervisor	E

187 From the effective date of this section, the county
188 boards of education pay scale for each classification of
189 regular full-time auxiliary and service personnel shall
190 not be less than the state minimum pay scale heretofore
191 set forth.

192 Auxiliary and service personnel whose years of employ-
193 ment exceed the number of years shown and provided
194 for under the state minimum pay scale heretofore set
195 forth shall not be paid less than the amount shown for
196 the maximum years of employment shown and provided
197 for in the classification in which he is employed.

198 The county board of education may establish salary
199 schedules which shall be in excess of the state minimum
200 fixed by this article, such county schedules to be uniform
201 throughout the county with regard to any training classi-
202 fications, experience, years of employment, responsibility,
203 duties, pupil participation, pupil enrollment, size of build-
204 ings, operation of equipment or other requirements. Uni-
205 formity shall apply to any additional salary increments
206 or compensation for all persons performing like assign-
207 ments and duties within the county. In establishing such
208 local salary schedules, no county, from the effective date
209 of this article, shall reduce local funds allocated for
210 auxiliary and service personnel salaries used for supple-
211 menting federal and state funds provided for such salaries.

212 The state board of education is hereby authorized to
213 establish other class titles of auxiliary and service per-
214 sonnel positions and jobs not listed in this section. The
215 state board of education is further authorized to provide
216 appropriate pay grades for such positions and jobs but
217 pay shall be established within the minimum salary scale
218 of this section.

219 Any board failing to comply with the provisions of this
220 article may be compelled to do so by mandamus.

221 The provisions of this section shall become effective
222 July one, one thousand nine hundred seventy-five.

§18A-4-8a. Use of foundation allowance.

1 The foundation allowance as provided in section five,
2 article nine-a, chapter eighteen of the code shall be used

3 for the employment, adjustment of and increase in the
4 pay of such personnel: *Provided*, That in any year when
5 there is a percentage increase in the state minimum salary
6 schedules for teachers as provided for in section two,
7 article four, chapter eighteen-a of this code, the total
8 increase in the allowance for other personnel over the
9 previous year as computed in section five, article nine-a,
10 chapter eighteen of the code, shall be used solely to pro-
11 vide a uniform percentage salary increase of existing
12 salaries for all such personnel included under the pro-
13 visions of this section. Such percentage of salary increase
14 shall be the same as that granted to increase the state
15 minimum salary schedule for teachers as contained in
16 section two of this article.

The Joint Committee on Enrolled Bills hereby certifies that the foregoing bill is correctly enrolled.

D. Daniel Darby
Chairman Senate Committee

Clarence M. Christman
Chairman House Committee

Originated in the Senate.

In effect July 1, 1974.

Howard R. Carson
Clerk of the Senate

W. B. Blankenship
Clerk of the House of Delegates

W. P. Brotherton Jr.
President of the Senate

Lewis J. McManus
Speaker House of Delegates

The within no approval or disapproval this the 3rd
day of July, 1974.

Arch A. Shaw Jr.
Governor

PRESENTED TO THE
GOVERNOR

Date 6/27/74

Time 1:25 p.m.