

HCEA ESP Tentative Agreement for Membership Vote

April 2025

Changes to the current contract are in red. Sections or clauses with no changes are not listed below.

Article 17: Salaries

3 -year agreement:

- FY 26 (next year): A Step raise for all eligible employees, and a 2.75% COLA applied to all ESP scales.
- FY 27: A Step raise for all eligible employees, and a 2% COLA applied to all ESP scales.
- FY 28: A Step raise for all eligible employees, and a 3% COLA applied to all ESP scales.

The parties agree that the full contract will be closed through the end of FY28.

ESP Job Titles By Grade (Note: the list below is NOT currently accurate, but will be updated)

“As of the effective date of this contract, the following positions can be found in grades as identified.”

Assistant	Central Office Technical 10-Month	Central Office Technical 12-Month	Secretary
Grade 2 DAYCARE PROVIDER ASSISTANT 10	Grade 20 LIAISON BILINGUAL COMMUNITY 10 LIAISON BILINGUAL COMMUNITY 11 LIAISON COMMUNITY BSAP LIAISON FAMILY INVOLVEMENT 10 LIAISON FAMILY INVOLVEMENT 11 LIAISON HISPANIC ACHVMNT 10 SCH MENTAL HEALTH TECH 10 TECH DIRECTOR ROUSE THEATER	Grade 24 ACCOUNTANT ACCOUNTANT FDSV ACCOUNTANT SCHCON ACCOUNTANT SPEDSCH GRNT COMPUTER OPERATOR I INFOFD INSPECTOR BLDMNT INSPECTOR SCHCON NETWORK ENGINEER NETECH SPEC AUTISM/EI 12MO SPEC CONSTRUCTION INTERAGENCY SPEC I TECHNOLOGY TRAINER SPEC INDUSTRY HYGIENE & SAFETY SPEC PLANNING/PROGRAM SUPPORT SPECIALIST SERVER SUPPORT NETE	Grade 3 CLERK GENERAL 12 CLERK TYPIST I 12 Grade 6 SECRETARY MEDIA 10 OPERATOR REPRO EQUIPMENT CLERK SUPPORT SERVICES II 12 CLERK SCIENCE RES CTR I 12 Grade 7 SECRETARY TEACHERS 10 Grade 8 CLERK ACCOUNT II 10 FDSV CLERK MIDDLE SCHOOL DATA 10 GRADE SCHEDULING PROCESSOR 10 REGISTRARS 11 SCHOOL FINANCIAL BOOKKEEPER 10 SECRETARY GUIDANCE 10 TECHNICIAN AV ASSISTANT
Grade 3 PARAPRO STUDENT ASST ES RECC PARAPRO STUDENT ASST ES SPED PARAPRO STUDENT ASST HS SPED PARAPRO STUDENT ASST MS SPED PARAPRO STUDENT ASST OTHER SPE	Grade 21 ASST OCCUPATIONAL THERAPIST 10 ASST SPEECH LANG PATH 10 SPEEC Grade 22 SPEC SERVICE PROVIDER J CENTER Grade 24 SCH MENTAL HEALTH THERAPIST10 SPEC MENTAL HEALTH SRVCS 11 Grade 25 LEGISLATIVE LIAISON 10 MO	Grade 25 ACCOUNTANT FIXED ASSET BUDGET ANALYST BUYER BLDMNT COMM SPEC MULTIMEDIA PRJCTS COMPUTER OPERATOR II INFOFD SERVER ENGINEER NETECH SPEC BLACK ACHIEVEMENT OUTRCH SPEC DATA QUAL SPEC GEO & FAC MNGMNT SYSTEMS SPEC II CUSTOMER SERVICE TECH SPEC PUBLICATION SPEC TECHNOLOGY TRAINER II SPECIALIST RESEARCH TRANS ANALYST/PLANNER	Grade 9 SECRETARY 12 Grade 10 CLERK ACCOUNT IV 12 CLERK SCIENCE RES CTR II 12 SECRETARY ADMINISTRATIVE I 12 SECRETARY PRINCIPAL 12 Grade 11 CLERK ACCOUNT V 12 PAYRL CLERK BENEFITS 12 HLTHFD SECRETARY ADMINISTRATIVE II 12 Grade 12 CLERK LEAD PAYROLL 12 PAYRL ADMINISTRATIVE ASSISTANT 12 Grade 13 EXECUTIVE ASSISTANT 12
Grade 6 PARAEDUCATOR ES 10 PARAEDUCATOR ES 10 RECC GRNT PARAEDUCATOR ES 10 SPEDSCH GRN PARAEDUCATOR ES ALTERNATIVE ED PARAEDUCATOR ES CLASSROOM PARAEDUCATOR ES ESOL PARAEDUCATOR ES MEDIA PARAEDUCATOR ES RECC PARAEDUCATOR ES SPECIAL ED PARAEDUCATOR HS 10 SPEDSCH GRN PARAEDUCATOR HS ALTERNATIVE ED PARAEDUCATOR HS ESOL PARAEDUCATOR HS HOMEWOOD PARAEDUCATOR HS MATHEMATICS PARAEDUCATOR HS SPECIAL ED PARAEDUCATOR HS STAFFING PARAEDUCATOR KINDERGARTEN PARAEDUCATOR MS 10 SPEDSCH GRN PARAEDUCATOR MS ALTERNATIVE ED PARAEDUCATOR MS ESOL PARAEDUCATOR MS HOMEWOOD PARAEDUCATOR MS MATHEMATICS PARAEDUCATOR MS MEDIA PARAEDUCATOR MS SPECIAL ED PARAEDUCATOR OTHER 10 SPEDSCH PARAEDUCATOR OTHER BRIDGES PARAEDUCATOR OTHER CEDAR LANE PARAEDUCATOR OTHER HOMEWOOD PARAEDUCATOR OTHER SPEC ED PARAEDUCATOR OTHER SPECIAL ED PARAEDUCATOR PREKINDERGARTEN PARAEDUCATOR SCIENCE HS 10 PARAEDUCATOR SPELL READ 10 REA RETENTION PARAEDUCATOR 10 ALTS	Central Office Technical 12-Month Grade 20 LIAISON FAMILY INVOLVEMENT 12 Grade 21 TECH ASST NON-PUBLIC SCHOOLS TECHNICAL ASSISTANT TECHNICAL ASSISTANT ASSESS TECHNICAL ASSISTANT CURRICULUM TECHNICAL ASSISTANT FDSV TECHNICAL ASSISTANT POD TECHNICAL ASSISTANT PUPLSV TECHNICAL ASSISTANT SCHCNLS TECHNICAL ASSISTANT TITLE I Grade 22 ACCOUNTANT JR ACCOUNTANT SCHOOL ACTIVITY ACC ASSISTANT BENEFITS HLTHFD ASST SAFETY RISK MANAGEMENT WC DRIVER TRAINER PTRANS PRESS OPERATOR II PRODUCER TV CATV PROJECT ASSISTANT SPEC MEDIA TECHNICAL SERVICES SPEC PLANNING SCHPLN Grade 23 ASST CLAIMS SAFETY & INSURANCE ASST DATA PROGRAM EVALUATION A ASST SAFETY REGULATORY AFFAIRS AUDIOVISUAL PRODUCER CATV AUDIOVISUAL PRODUCER PUBINF PURCHASING TECHNICIAN ROTC ADVISOR 12 ROTC SPEC MEDIA TECHNICAL SERVICES SPEC PUBLICATION OCOMSV SPECIALIST PARTNERSHIPS TRAINER SPEC CUSTODIAL/GROUNDS	Grade 26 ADMINISTRATIVE ASSISTANT NONPU AREA MANAGER TRANSPORTATION MANAGER GRADE 26 PROJECT MNGR CAPITAL IMPROVMNT SPEC COMMUNITY SERVICES USEFAC SPEC ENERGY MANAGEMENT Grade 27 DATABASE ADMINISTRATOR INFOFD SOFTWARE DEVELOPER II INFOFD SYSTEMS ADMINISTRATOR INFOFD WEB DEVELOPER	Interpreter Lane B INTERPRETER-EDUCATIONAL SL SPE Lane C INTERPRETER-EDUCATIONAL SL SPE Lane D INTERPRETER-EDUCATIONAL SL SPE Nurse Lane 1 NURSE SCHOOL-BASED/FLOAT10 HLT NURSE SCHOOL-BASED/FLOAT11 HLT Lane 2 NURSE CLUSTER10 HLTHSV NURSE CLUSTER11 HLTHSV FOOD SERVICE Grade 2 FOOD SERV WRKR I 10 M FDSV Grade 3 FOOD SERV WORKER II 10M FDSV

Reimbursement for Paraprofessional Assessment (Note: This language will be placed in Article 13)

The Board will reimburse the cost of the ParaPro Assessment for all paraeducators who are not otherwise eligible to achieve “highly qualified” status, if the employee meets the Maryland qualifying score on the ParaPro Assessment.

Reimbursement for Pre-K Requirements (Note: This language will be placed in Article 6)

Effective July 1, 2025, current HCPSS Pre-K Paraeducators who do not meet state requirements to work in a pre-K position, or who have not had the requirement waived, will be free to apply for new positions or be placed on the involuntary transfer list. Should a position not be available for placement, the staff member's salary will be red-lined for one year and the individual will be placed in a position for which they are qualified until such a position is available. In the event that the number of involuntary transfer requests exceeds the number of open positions, qualified staff will be placed in the available positions based on length of service.

Paraeducators Assigned to Title I Schools

Paraeducators assigned to Title I schools will receive ~~\$0.50~~ ~~\$0.25~~ more per hour if they have attained Para Pro certification, an Associate's Degree in a related area of education, or 48 credit hours in a related area of education.

Paraeducators Assigned to Specialized Programs

Paraeducators assigned to the following specialized programs or schools, ~~and Itinerant Behavior Paraeducators~~, will receive ~~\$1.75~~ ~~\$1.50~~ more per hour:

- RECC Level: all MINC and PALS programs
- Elementary School Level: all regional UL & PL, regional ALS and regional ED programs
- Middle School Level: all regional ALS, regional ED, and local ALS programs
- High School Level: all regional ALS, regional ED and local ALS programs
- Cedar Lane
- The Bridges Program
- Any other programs/schools identified by the Superintendent's designee

General Education Paraeducators

All general education paraeducators will receive \$.30 more per hour added to their hourly rate of pay.

Paraeducators Not Assigned to Specialized Programs

All paraeducators assigned as special education paraeducators who are not assigned to specialized programs will receive ~~\$0.75~~ ~~\$0.60~~ more per hour.

Interpreters-Hourly

Salary Grades

Grade D: Any two national certifications/qualifications from level C or a master's level certification (NIC Level 3 Master Certification; NAD level 5 Master Certification; **CDI Certification**)

Notes: Interpreters-Hourly

1. Employees who fail to complete education requirements remain at the same salary grade.
2. The interpreter designated as Program Head shall receive an additional \$1.50 per hour.
3. Work performed outside the duty day will be reimbursed at the rate of **\$35.79** per hour for non-certificated Interpreters, **\$40.90** per hour for certificated interpreters who meet the requirements of salary grade "C," and **\$46.01** per hour for certificated interpreters who meet the requirements of salary grade "D." Every year, starting in FY25, the rates will increase by the same COLA applied to the Interpreters salary scale.
4. **Starting in FY26, CDI certification will be categorized as a master's level certification, eligible for placement on Grade D. Should additional national certifications become available for deaf interpreters, CDI certification will no longer be categorized as a master's level certification and this language will sunset at the end of that year. Any existing employees with CDI certification will remain on Grade D.**

10 Month Technical Central Office and School Based & 12 Month Technical Central Office and School Based

(under Notes for each section):

Employees working under the Information Technology Office will be provided a \$750.00 per year supplement for responding to after-hours calls.

Longevity

1. **Starting on July 1, 2026, Salaried personnel with 25 or more years of regular service in the Howard County Public School System will receive \$1000 annually.**
2. **Salaried personnel hired before April 1 of a fiscal year will be granted a full year toward longevity.**

Notes: All Hourly Support Personnel

Longevity

1. Hourly Support personnel with 13-14 years of regular service in the Howard County Public School System will receive an additional **\$.50 \$.25** per hour.
2. Hourly Support personnel with 15-19 years of regular service in the Howard County Public School System will receive an additional **\$.75 \$.56** per hour.
3. Hourly Support personnel with 20 or more years of regular service in the Howard County Public School System will receive **\$1.25 \$1.00** per hour.

Notes: All ESP (Hourly and Salaried)

Programs Outside the Duty Day

HCPSS personnel employed in after-school extension programs shall be paid a rate of ~~\$25.56~~ per hour when working as a paraeducator, or ~~\$40.90~~ per hour when working as a teacher. HCPSS personnel shall be paid a rate of ~~\$25.56~~ per hour for attending workshops, or ~~\$40.90~~ per hour when leading workshops. Every year starting in FY25, the rates will increase by the same COLA applied to the Secretaries, Assistants, Clerks salary scale.

When payment, according to language above, would constitute a violation of the Fair Labor Standards Act, the impacted employee will be paid at their appropriate hourly rate, including longevity.

Summer School

HCPSS personnel employed for summer school shall be paid an hourly rate, which is based on their current salary excluding any stipends or supplements.

Employees working in summer programs that run 20 or more calendar days will accrue one (1) day of sick leave.

All non-certificated staff (ESP), working within positions that are still within the ESP bargaining unit, but are outside of the job they perform during the work year, will be paid at the grade of the position they are working within. They will be placed on the step they currently hold within the grade of the summer school position. For example: A paraeducator (current grade 6) on step 15 working as a teacher's secretary, will receive compensation, per hour, based on placement on the teacher's secretary grade (currently grade 7) on step 15.

All non-certificated staff (ESP), working in a summer position in the certificated unit, will receive the hourly rate of a teacher on Step 4, Lane A of the certificated salary scale. For example, a paraeducator (current grade 6) on step 15 working as a teacher, will receive compensation, per hour, based on placement on the teacher's scale, lane A, step 4.

All certificated staff working in summer school as an ESP will receive the hourly rate of the ESP position in which they are employed, but at the last step of the grade they are performing the work within. For example: A teacher on Lane C step 15, working as a paraeducator will receive compensation, per hour, based on placement on grade 6 step 19+.

Out of County Student Tuition Rates for Children of HCPSS Employees

Any employee residing out of county who is a parent or legal guardian of a child enrolled in a Howard County public school shall receive a 50% discount on HCPSS tuition while employed with HCPSS, as defined and provided for in Board policy. This benefit shall cease or change if the Board policy is eliminated or altered.

Interscholastic Athletics Coaches'/Advisors' Stipends [Note ALL stipend amounts under this contract section will be increasing by the amount of the COLA each year of the new contract, under language already in the current contract that provides for that.]

New stipends for the following positions:

- Sophomore Class Advisor (1) – \$1834
- Freshman Class Advisor (1) - \$1834
- National Social Studies Honor Society – Rho Kappa (1) - \$2180
- Youth Climate Advisor (1) - \$2180