

*ROYSE CITY INDEPENDENT SCHOOL DISTRICT
2026-2027*

EMPLOYEE COMPENSATION

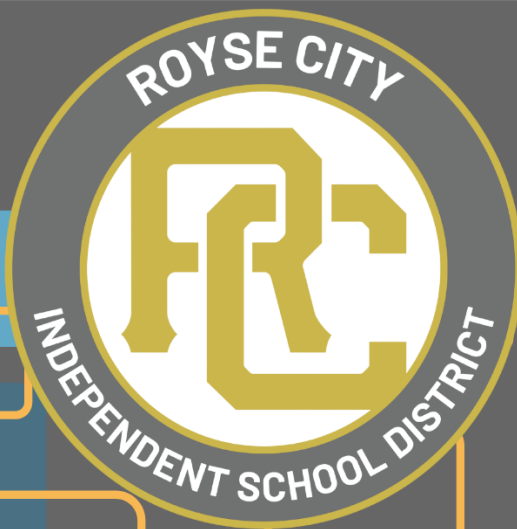


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Pay Guidelines

This is a guide for administering salaries and wages for Teachers, Administrative, Support, and Auxiliary (Child Nutrition and Maintenance) of Royse City Independent School District.

The practices described are intended to implement local School Board policy and goals, State and Federal regulations, and appropriate accreditation standards.

Employees are paid in accordance with an established pay structure. The district's pay plans are reviewed by the administration each year and adjusted as needed. All district positions are classified as exempt or nonexempt according to federal law. Professional employees and academic administrators are generally classified as exempt and are paid monthly salaries. They are not entitled to overtime compensation. Other employees are generally classified as nonexempt and are paid an hourly wage or salary and receive compensatory time or overtime pay for each hour worked beyond 40 in a workweek.

Job Classification

District jobs are assigned to pay ranges based on compensable factors and grouped with jobs of similar value.

In addition to the pay plan annual reviews, on a periodic basis, selected jobs from each pay grade are reviewed to ensure that conditions in the district, such as organizational structure, major programs, or significant responsibilities in a particular job, have not changed to a degree warranting a change in job range classification. This review is to be at the direction of the Superintendent or designees, which shall be the Chief Human Resource Officer and the Chief Financial Officer.

Newly established jobs should be analyzed, and pay range assignment determined prior to hiring personnel for the position. This procedure accomplishes two objectives. First, the appropriate pay range becomes part of the recruitment and hiring strategy of the District. Second, a consistent salary administration practice is established at the time of each job's initiation.

Pay Increases

Annual pay increases are not guaranteed. If approved, raises are based on the midpoint. The District finds the teacher midpoint by running a report of all teacher salaries and locating the median salary. Once that salary is found, we calculate the % increase at the midpoint of that salary. Other staff pay ranges are based on a percentage figured within the pay range. **Royse City ISD does not operate on a Step schedule.**

To qualify for a raise, an employee must be employed on the last day of their contract year without a break in service. New staff members (aside from those on the teacher pay scale) would be eligible for a raise if they begin working in their new position prior to July 1 of that calendar year. New employees who begin working after July 1 of that school year will be compensated as quoted by Human Resources at the time of hire.

Child Nutrition and Maintenance employees must be employed prior to the 90th calendar day of the appropriate work schedule and **must be employed on the last day of their contract year** and, **without a break in service**, in order to earn a year of service. They would still be eligible for a pay increase if the board approved one, but not a year of service credit.

General pay increase recommendations presented to the Royse City ISD Board of Trustees by the administration shall be based on consideration of factors such as cost-of-living indexes, wage increases in competitive job markets, and budget resources.

Annualized Employee Incentives

Incentives are not guaranteed and must be approved annually by the Board as part of the compensation plan. Employees who are not annualized are not eligible. To qualify for any additional monetary incentive, bonus, or retention payment, the employee must be hired by September 1 of the school year in which the payment is approved under the compensation plan. Employees who submit a resignation, retirement, abandon their position, or are terminated at any point during the school year prior to the end of the contract date are not eligible for this monetary incentive, bonus, or retention payment. *The District may require repayment from employees who accept a monetary incentive, bonus, or retention payment and then leave the District before the end of their contract.*

Pay Ranges

Pay ranges represent the internal job classification as well as external job market pay levels. The greater the level of compensable factors present in a job, the higher the placement in the pay range structure.

The use of pay range levels facilitates payroll administration and maintains the integrity of the job's worth. The midpoint is the chief control point in the system. A minimum and maximum pay rate for each range is computed from the control rate using technical standards that are designed to maintain pay equity or fair pay for each job in the system of jobs.

Employees should be assigned to a pay range and paid a salary rate between the minimum and maximum (inclusive). *Minimum and maximum pay rates are valid for only one year.* No general pay action is intended to extend an employee's pay above the pay range or add pay to an employee's pay already paid above the assigned range maximum.

Initial Employment

Employment, assignment, and salary placement should be in accordance with the job requirements as specified in the job description. The job description typically details only 25-30% of the duties. **Job requirements that require transcripts, certificates, or licenses must be provided by the employee with the official documents and maintained on file with the district. A Texas educator service record or chronology of prior work history (if previously employed full-time), including the last current salary or wage, is required.**

Salary scales and placement on pay plans will be at the direction of the Superintendent or designees, namely the Chief Human Resource Officer and the Chief Financial Officer. The Department of Human Resources shall determine hiring rates based upon job-related qualifications, salary history, and salaries of other employees in the same position. Advertisements for positions typically will identify the range, minimum up to the control rate, as the possible starting salary range. Salary placement strategies may differ by pay grade and be consistent with the District's goals.

Administrators/Non-teaching Professional Employees – The Superintendent or designees, who shall be the Chief Human Resource Officer and the Chief Financial Officer, shall individually set hiring rates for the new administrators/non-teaching professional employees under the following guidelines:

1. Persons with previous job experience or special skills may be hired at a rate up to but not exceeding the control rate of the pay range.
2. New administrators/non-teaching professional employees shall normally not be hired at a rate above the salary of other current district employees with more experience in the job or experience in that specific pay grade.
3. New administrators may be started at a salary above the control rate if a pay decrease would otherwise occur.
4. A new employee in a hard-to-fill position or with special qualifications may be placed above the control rate, with consideration given to current employees in that specific pay range.

Classroom Teachers

The Superintendent or designees, who shall be the Chief Human Resource Officer and the Chief Financial Officer, shall annually establish a starting salary for all new hire teachers with zero years of teaching experience. The teacher hiring pay scale applies only to teachers hired that year under that pay scale. This scale is ONLY for hiring purposes. Teachers in the District will make more than depicted on the hiring scale based on their years of experience.

The starting salary will reflect the District's hiring objectives. Starting salaries for all other new-hire teachers will be based on consideration of experience and teaching specialty. New teachers to the District will not be placed above the salary levels of continuing teachers with similar training and teaching experience. *Teachers in RCISD will not be paid less than a new teacher coming into the district with the same years of experience.*

Certified teachers will only receive an advanced degree stipend if the degree matches and directly relates to their field of teaching. *Example: if you have an advanced degree in Math but are teaching English, you would not be eligible for the advanced-degree stipend.*

DOI - Locally Certified Teacher Pay

Teachers who hold no Teacher Certification will be paid \$50 less than certified teachers their first year.

Promotion

For compensation purposes, a promotion occurs when an employee is placed in a higher pay range, except in cases of general structure changes or position reclassification. The effective date of the promotion is determined by the Superintendent or designee, who shall be the Chief Human Resource Officer.

The new salary rate shall be equal to or greater than the minimum rate for the new range, but in no case shall it exceed the maximum rate for the new range. Total years of experience are calculated only at the time of initial hire; promotions are based on years of experience directly related to the job within an ISD and in that specific pay plan.

Compensation within a pay grade should align (waterfall) with current staff members, based on their credited years of comparable experience. Increases over 30 percent in total pay must be approved by the Superintendent or designees, which shall be the Chief Human Resource Officer and the Chief Financial Officer.

Reclassification

On a periodic basis, jobs may be reclassified into a different pay range, or salaries may be adjusted within pay ranges to maintain internal/external equity with other jobs of similar worth in the District. Reclassification of a job is not a promotion or demotion. Reclassification changes result when there has been a significant modification of job duties or qualifications as determined by the Chief Human Resources Officer and the District. If an employee's job is reclassified, no special increase will be given unless the employee is below the minimum for the new pay range or the current job incumbent's pay rate is in an inequitable position in comparison to comparable jobs.

These job reclassifications and/or salary adjustments may be conducted annually. The request must be submitted by January 30th for review before the next calendar year begins on July 1, with approval from the Superintendent or designees, namely the Chief Human Resource Officer and the Chief Financial Officer.

Demotion

For compensation purposes, a demotion occurs when an employee is placed in a lower pay range, except for general salary structure changes or position reclassification. At the direction of the Superintendent or designees, which shall be the Chief Human Resource Officer and the Chief Financial Officer, an employee's pay rate may be reduced.

Reassignment

Placement in a lower pay range not resulting from a demotion may not immediately reduce salary. Programmatic, organizational, or funding changes are examples of such actions, which may create this condition.

Training Adjustments/Requirements

For the \$1,500 differential for teachers earning a Master's Degree, the employee must complete the Master's Stipend Request form and provide an official transcript showing the date the Master's degree was conferred/awarded. The degree must be in the area in which they

teach or in school administration to receive the Master's Degree stipend.

Librarians must have completed a Master's degree in library science.

Royse City Independent School District Compensation Package

Unless otherwise specified, the district unilaterally designates that all employees will be paid on an annualized (12-month) basis in accordance with the district's payroll calendar.

In addition to salary, the compensation package includes a District contribution of \$305.00 per employee per month for those enrolled in the TRS Active Care Plan, as well as a \$20,000 term life insurance policy. As of 2026-2027, the Board approved a District-funded Telehealth benefit for all employees, their spouse, and dependents with zero co-pays.

Salary Ranges

The district will continue to align its pay structure with the market data provided by the Texas Association of School Boards (TASB). The pay structure divides position titles into job grades, and within each job grade are pay ranges that categorize/align those positions that have common skills, responsibilities, and expectations. Each pay range consists of a minimum rate, midpoint rate, and maximum rate.

To identify an employee's pay range, please refer to the current Board-approved compensation plans located on the Human Resources page of the District's website.

Royse City ISD salary ranges remain competitive with those of nearby districts of similar size (10,000 students).

Other Employee Perks

- **Fall Break:** 5 days off for fall break in October (exception is 240 Calendar Staff)
- **5 Local Days:** The District provides all full-time staff 5 local days annually (days may be prorated if the contract is not fulfilled) - previously given only 3 days
- **5 State days:** The District provides 5 State days to staff annually (days may be prorated if the contract is not fulfilled)
- **2 Paid Holidays:** 12-Month Employees receive 2 paid holidays (June 19th & July 4th)
- **Non-Duty:** Employees on 226 Contracts will be awarded 5 non-duty days this year
- **Free Employee Assistance Program:** Confidential Counseling through Supportline at 800-475-3327
- **Employee Daycare Option:** Fees are provided by the facility

Royse City ISD

2026-2027 New Hire Guide for Teachers and Librarians \$61,500 Starting

Years of Experience	New Hire Salary
0	\$61,500
1	\$61,700
2	\$61,950
3	\$62,200
4	\$62,400
5	\$62,750
6	\$64,700
7	\$64,950
8	\$65,200
9	\$65,700
10	\$66,200
11	\$66,700
12	\$67,450
13	\$67,700
14	\$68,200
15	\$68,450
16	\$68,700
17	\$69,200
18	\$69,450
19	\$69,700
20	\$69,950
21	\$70,700
22	\$71,200
23	\$71,450
24	\$71,700
25+	\$71,950

Hiring Salary Range	
10-Month Pay Range Minimum:	\$61,500
10-Month Pay Range Maximum:	\$71,950

\$1,500 Subject-Area Master's Degree Stipend

High Needs Course Stipends

Math	\$4,000.00	All HS Credit Courses
Chemistry	\$4,000.00	High School
Physics	\$4,000.00	High School
LOTE	\$3,000.00	All HS Credit Courses
Self-Contained SPED	\$4,000.00	All Levels

To qualify for the above stipends, the teacher must be certified in and assigned to teach for RCHS in the high-needs subject for 50% or more of the instructional day.

The salaries listed above are based on 10-month (187 days) employment for the 2026-2027 school year. Salary plans are determined on an annual basis, and salary advancement is not guaranteed. Pay increases are based on the annual pay raise budget approved by the Board of Trustees.

Salaries are determined individually with consideration for job-related experience and credentials. Staff who are under the District of Innovation (DOI) plan as first-year teachers are paid \$50 less than certified teachers.

2026-2027 Auxiliary Pay Plan

Pay Grade	Job Title	Calendars		Hourly	Minimum	Midpoint	Maximum
1				Hourly	\$12.18	\$14.68	\$17.17
	Custodian	240					
	RCISD Learning Center Aide	187					
2				Hourly	\$13.78	\$15.59	\$18.24
	Food Service Worker	171					
	RCISD Learning Center Caregiver	187					
3				Hourly	\$15.07	\$18.09	\$21.10
	Mechanic Helper	240					
	Grounds	240					
4				Hourly	\$17.21	\$21.02	\$24.83
	Mail Carrier	226					
	Food Service Manager ES	187					
	Concessions Manager	209					
	Transportation Student Care Provider	171					
	Meal Application Processor	209					
	Security Guard	187					
5				Hourly	\$18.79	\$22.59	\$26.38
	Food Service Manager MS	187					
	Painter	240					
	Non-CDL Driver	171					
	Dispatcher	226					
	Warehouse Assistant	240					

6			Hourly	\$20.70	\$24.95	\$29.19	
	Maintenance Worker	240					
	Food Service Manager HS	187					
7			Hourly	\$24.64	\$29.69	\$34.75	
	Warehouse Supervisor	240					
	Mechanic	240					
	Carpenter	240					
	Small Appliance Specialist	240					
	Bus Driver	171					
	Locksmith	240					
	Food Service Supervisor	209					
	Landscape Irrigator	240					
	Transportation Specialist	226					
8			Hourly	\$26.44	\$31.73	\$37.02	
	Journey Electrician/Plumber	240					
	HVAC	240					
	K-9 Handler	187					
9			Hourly	\$32.51	\$38.73	\$45.19	
	Master Electrician/Plumber	240					
	Grounds Supervisor	240					
	Armed Security Guards (ASO)	187					
	RCISD Learning Center Supervisor	226					
Flat Rate Pay: Crossing Guards \$20/Hour							

2026-2027 Support Staff Pay Plan

Pay Grade	Job Title	Calendars			Minimum	Midpoint	Maximum
1				Hourly	\$13.71	\$16.64	\$19.55
	Aide - Classroom	187					
	Special Education Aide - Resource	187					
	Special Needs Aide +\$4/hour premium pay (self-contained classroom)	187					
	Bilingual & Headstart Aide +\$4/hour premium (self-contained classroom)	187					
	Receptionist - Campus	187					
2				Hourly	\$16.13	\$19.67	\$23.22
	Data Clerk, SPED	192					
	PEIMS/Registrar ES	209					
	504 Clerk	187					
	Title III Clerk	187					
	ARD Clerk	192					
3				Hourly	\$17.94	\$21.79	\$25.64
	Secretary, Principal ES	209					
	Secretary, Assistant Principal MS/HS	197					
	Attendance Clerk MS/HS	187/197					
	PEIMS/Registrar MS	209					
4				Hourly	\$19.75	\$24.16	\$28.55
	Bookkeeper, HS	226					
	Secretary, Principal MS	209					
	PEIMS/Registrar HS	209					
	PEIMS/Shars Clerk	226					

	Receptionist, Central Office	226						
	Secretary, Principal HS	226						
5			Hourly	\$20.97	\$26.00	\$31.02		
	Administrative Assistant to Director(s)	209, 226						
	Event Center Specialist	226						
	LVN	187						
6			Hourly	\$22.84	\$27.86	\$32.86		
	Accounts Payable Specialist	226						
	Purchasing Specialist	226						
	Human Resource Specialist	226						
	Multilingual Liaison	226						
	PEIMS Specialist	226						
	Campus Technician Specialist I	226						
	Help Desk Technician	226						
7			Hourly	\$25.63	\$30.60	\$35.74		
	Administrative Assistant to Executive Director(s)/Chief	226						
	Payroll Specialist	226						
	Accounting Specialist	226						
8			Hourly	\$27.73	\$32.53	\$37.33		
	Campus Technician Specialist II	226						
	PEIMS/Q Technician	226						
9			Hourly	\$33.19	\$39.28	\$45.36		
	Administrative Assistant to the Superintendent of Schools	226						
	Assistant Project Manager	226						
	Occupational Therapist (OT) Assistant	187						

	Onboarding Manager	226						
	Administrative Assistant to Superintendent & Board	226						

2026-2027 Administrative/Professional Pay Plan

Pay Grade	Job Title	Calendars			Minimum	Midpoint	Maximum
0			Daily		\$238.10	\$287.64	\$337.18
	Route Coordinator	226					
1			Daily		\$269.86	\$319.40	\$368.94
	Assistant Director of Food Service	209					
	Assistant Director of Transportation	226					
2			Daily		\$286.60	\$346.96	\$407.33
	System Engineer	226					
	Executive Director of Education Foundation	226					
	Staff Accountant	226					
	Facilities Coordinator	226					
	System (Skyward) Administrator	226					
3			Daily		\$314.67	\$370.21	\$425.74
	Transition Specialist	217					
	Speech Language Pathology Assistant (SLP-A)	187					
	VI/Orientation/Mobility Specialist	192					
	Adaptive PE	187					
	Hearing/Visually Impaired	187					
	Student Support Specialist (SSS/CTC)	197					

	Registered Nurse (RN)	192						
4			Daily	\$328.12	\$390.08	\$452.02		
	Athletic Trainer	209						
	Coordinator of Testing/504 Coordinator HS	197/209						
	Network Engineer	226						
	Systems Engineer	226						
	Budget Manager	226						
	Instructional Coach	209						
	SPED Instructional Coach	217						
	Academy Cohort Leader	209						
	CTE Specialist	209						
5			Daily	\$347.10	\$413.22	\$479.33		
	Assistant Principal, ES	217						
	Language Acquisition Specialist	209						
	Counselor HS	209, 226						
	Counselor ES/MS	197						
	SPED Counselor	192						
	Dual Credit Counselor, HS	226						
	Digital Content Coordinator	226						
	Budget Coordinator	226						
	Sports Information Coordinator	226						
	Coordinator of Payroll	226						
	Coordinator of Purchasing	226						
	Web and Multimedia Coordinator	226						
	Coordinator of Early Childhood Learning Center	226						
	Behavioral Coach	209						

	LSSP Intern	192						
	MTSS Specialist	209						
6				Daily	\$367.93	\$438.01	\$508.10	
	Assistant Principal MS	217						
	Associate Principal MS	226						
	Multilingual Program Coordinator	226						
	Coordinator Curriculum	226						
	Coordinator Student Services	226						
	Coordinator of Instructional Support	226						
	Coordinator of Special Education	226						
	Coordinator of Grow Your Own	226						
	Coordinator of Human Resources	226						
	Coordinator of Assessment & Accountability	226						
	Diagnostician	197						
	LSSP	192						
	Occupational Therapist	192						
	Physical Therapist	192						
	Speech Language Pathologist (SLP)	192						
7				Daily	\$390.00	\$464.24	\$538.58	
	Assistant Principal HS	226						
	Director of Technical Services	226						
	Head Band Director	226						
	Director of Purchasing	226						
	Director of PEIMS	226						
8				Daily	\$413.11	\$492.15	\$570.89	
	Associate Principal HS	226						

	Principal ES	217						
	Director of CTE	226						
	Director of 504/Dyslexia	226						
	Director of Maintenance	240						
	Director of Child Nutrition	226						
	Early Childhood Principal	217						
	Director of Transportation and Operations	226						
	Principal of DAEP/ALC	217						
9				Daily	\$445.44	\$521.68	\$605.15	
	Campus Athletic Director/Head Coach-Coordinator	226						
	Principal MS	226						
	Director of Professional Learning	226						
	Director of Accounting	226						
	Director of Health Services	226						
	Assistant Director of Athletics	226						
	Director of Early Childhood	226						
10				Daily	\$481.48	\$563.42	\$653.56	
	Director of Fine Arts	226						
	Director of Advanced Academics	226						
	Director of Student Services	226						
	Director of Talent Acquisition	226						
	Director of Human Resources	226						
	Director of Special Programs (SPED)	226						
	Director of Multilingual Services and MTSS	226						
11				Daily	\$528.16	\$628.78	\$729.41	
	Principal HS	226						

	Executive Director of Safety and Security	226						
	Executive Director of Learning Communities	226						
	Executive Director of Learning Technology & Support Services	226						
	Executive Director of Curriculum & Instruction	226						
	Executive Director of Athletics	226						
	Executive Director of Transportation	226						
	Executive Director of Maintenance & Operations	226						
	Executive Director of Human Resources	226						
	Executive Director of Special Programs	226						
12				Daily	\$561.17	\$660.21	\$759.24	
	Senior Executive Director	226						
13				Daily	\$606.082	\$713.03	\$819.98	
	Chief Communication Officer	226						
	Chief Technology & Construction Officer	226						
	Chief of Human Resources	226						
	Chief of Academics	226						
	Chief of Student Services & District Initiatives	226						
14				Daily	\$678.80	\$798.59	\$918.38	
	Deputy Superintendent	226						
	Chief Financial Officer	226						

2026-2027 GUEST EDUCATOR PAYRATES

TEACHING POSITIONS

HS, GED, ASSOCIATE'S DEGREE

DAILY RATE \$110.00
LONG TERM RATE \$140.00
PREFERRED RATE \$140.00
PREFERRED LONG TERM RATE \$145.00

BACHELOR'S DEGREE OR HIGHER

DAILY RATE \$120.00
LONG TERM RATE \$140.00
PREFERRED RATE \$140.00/*145.00

CERTIFIED TEACHER

DAILY RATE \$135.00
LONG TERM RATE \$155.00
PREFERRED RATE \$140.00
PREFERRED LONG TERM RATE \$160.00

PARAPROFESSIONAL POSITIONS

HS, GED, ASSOCIATE'S DEGREE

DAILY RATE \$105.00
PREFERRED RATE \$140.00

BACHELOR'S DEGREE OR HIGHER

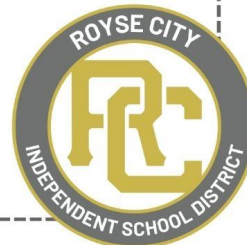
DAILY RATE \$115.00
PREFERRED RATE \$140.00

CERTIFIED TEACHER

DAILY RATE \$120.00
PREFERRED RATE \$140.00

REGISTERED NURSE POSITIONS

DAILY RATE \$160.00



Long-Term positions (11 consecutive days or more, or vacant position rate starts on day one)

Preferred Substitute Rates apply to individuals who are consistently present on all but 3 workdays per month.

Royse City ISD is pleased to hire substitutes as district employees. Substitutes are not considered to be annualized employees. Substitutes are not eligible for additional employee compensation, such as monetary incentives or loyalty bonuses, etc.

2026-2027 PAYROLL DATES

****All RCISD employees (Excluding substitutes) are paid an annualized salary regardless of the pay periods covered in this schedule.****

Pay period dates are for Docking absences and Overtime/Extra Hours ONLY.

10 MONTH EMPLOYEES (171 - 197 days) & SUBSTITUTES				11 MONTH EMPLOYEES (209 - 217 days)				12 MONTH EMPLOYEES (226 - 240+)			
Check Date	Due to Payroll	Pay Period	# of Weeks	Check Date	Due to Payroll	Pay Period	# of Weeks	Check Date	Due to Payroll	Pay Period	# of Weeks
9/10/2026	8/31/2026	7/26/26 - 8/29/26	5	8/10/2026	8/3/2026	7/5/26 - 8/1/26	4	7/9/2026	7/6/2026	6/14/26 - 6/27/26	2
9/25/2026	9/21/2026	8/30/26 - 9/12/26	2	8/25/2026	8/17/2026	8/2/26 - 8/15/26	2	7/23/2026	7/20/2026	6/28/26 - 7/11/26	2
10/9/2026	10/5/2026	9/13/26 - 9/26/26	2	9/10/2026	8/31/2026	8/16/26 - 8/29/26	2	8/10/2026	8/3/2026	7/12/26 - 8/1/26	3
10/23/2026	10/19/2026	9/27/26 - 10/10/26	2	9/25/2026	9/21/2026	8/30/26 - 9/12/26	2	8/25/2026	8/17/2026	8/2/26 - 8/15/16	2
11/10/2026	11/2/2026	10/11/26 - 10/24/26	2	10/9/2026	10/5/2026	9/13/26 - 9/26/26	2	9/10/2026	8/31/2026	8/16/26 - 8/29/26	2
11/20/2026	11/16/2026	10/25/26 - 11/7/26	2	10/23/2026	10/19/2026	9/27/26 - 10/10/26	2	9/25/2026	9/21/2026	8/30/26 - 9/12/26	2
12/10/2026	11/30/2026	11/8/26 - 11/21/26	2	11/10/2026	11/2/2026	10/11/26 - 10/24/26	2	10/9/2026	10/5/2026	9/13/26 - 9/26/26	2
12/18/2026	12/14/2026	11/22/26 - 12/5/26	2	11/20/2026	11/16/2026	10/25/26 - 11/7/26	2	10/23/2026	10/19/2026	9/27/26 - 10/10/26	2
1/8/2027	1/4/2027	12/6/26 - 12/19/26	2	12/10/2026	11/30/2026	11/8/26 - 11/21/26	2	11/10/2026	11/2/2026	10/11/26 - 10/24/26	2
1/25/2027	1/18/2027	12/20/26 - 1/9/27	3	12/18/2026	12/14/2026	11/22/26 - 12/5/26	2	11/20/2026	11/16/2026	10/25/26 - 11/7/26	2
2/10/2027	2/1/2027	1/10/27 - 1/23/27	2	1/8/2027	1/4/2027	12/6/26 - 12/19/26	2	12/10/2026	11/30/2026	11/8/26 - 11/21/26	2
2/25/2027	2/16/2027	1/24/27 - 2/6/27	2	1/25/2027	1/18/2027	12/20/26 - 1/9/27	3	12/18/2026	12/14/2026	11/22/26 - 12/5/26	2
3/10/2027	3/1/2027	2/7/27 - 2/20/27	2	2/10/2027	2/1/2027	1/10/27 - 1/23/27	2	1/8/2027	1/4/2027	12/6/26 - 12/19/26	2
3/25/2027	3/22/2027	2/21/27 - 3/6/27	2	2/25/2027	2/16/2027	1/24/27 - 2/6/27	2	1/25/2027	1/18/2027	12/20/26 - 1/9/27	3
4/9/2027	4/5/2027	3/7/27 - 3/27/27	3	3/10/2027	3/1/2027	2/7/27 - 2/20/27	2	2/10/2027	2/1/2027	1/10/27 - 1/23/27	2
4/23/2027	4/19/2027	3/28/27 - 4/10/27	2	3/25/2027	3/22/2027	2/21/27 - 3/6/27	2	2/25/2027	2/16/2027	1/24/27 - 2/6/27	2
5/10/2027	5/3/2027	4/11/27 - 4/24/27	2	4/9/2027	4/5/2027	3/7/27 - 3/27/27	3	3/10/2027	3/1/2027	2/7/27 - 2/20/27	2
5/25/2027	5/17/2027	4/25/27 - 5/8/27	2	4/23/2027	4/19/2027	3/28/27 - 4/10/27	2	3/25/2027	3/22/2027	2/21/27 - 3/6/27	2
6/10/2027	5/31/2027	5/9/27 - 5/29/27	3	5/10/2027	5/3/2027	4/11/27 - 4/24/27	2	4/9/2027	4/5/2027	3/7/27 - 3/27/27	3
6/24/2027	6/14/2027	5/30/27 - 6/12/27	2	5/25/2027	5/17/2027	4/25/27 - 5/8/27	2	4/23/2027	4/19/2027	3/28/27 - 4/10/27	2
7/8/2027	6/28/2027	6/13/27 - 6/26/27	2	6/10/2027	5/31/2027	5/9/27 - 5/29/27	3	5/10/2027	5/3/2027	4/11/27 - 4/24/27	2
7/22/2027	7/12/2027	6/27/27 - 7/3/27	1	6/24/2027	6/14/2027	5/30/27 - 6/12/27	2	5/25/2027	5/17/2027	4/25/27 - 5/8/27	2
8/10/2027	8/2/2027	7/4/27 - 7/17/27	2	7/8/2027	6/28/2027	6/13/27 - 6/26/27	2	6/10/2027	5/31/2027	5/9/27 - 5/29/27	3
8/25/2027	8/16/2027	7/18/27 - 7/24/27	1	7/22/2027	7/12/2027	6/27/27 - 7/3/27	1	6/24/2027	6/14/2027	5/30/27 - 6/12/27	2

1. EXAMPLE OF ANNUALIZED PAY:

Employee Service Calendar: 187 Days
 Employee Daily Rate: \$100
 Total Annualization: \$100 X 187= \$18,700 (If the employee works their full contract)
 Semi-Monthly Payments starting in September: \$18,700/24= \$799.16

2. EXAMPLE OF ANNUALIZED PAY:

Employee Service Calendar: 209 Days
 Employee Daily Rate: \$100
 Total Annualization: \$100 X 209= \$20,900 (If employee works full contract)
 Semi-Monthly Payments starting in August: \$18,700/24= \$870.83

You may enroll in direct deposit at any time by completing the Direct Deposit Form in QBusiness, attaching a voided check, and submitting it to the payroll office by the semi-monthly cut-off date (in order to be effective for the current month).

If you are already enrolled in Direct Deposit, please do not close your bank account without notifying the Payroll Department as soon as possible. Pay dates that fall on a weekend will be paid on Friday.

Staff members can view their individual compensation and stipend amounts at any time in Skyward QBusiness.

Stipends are not guaranteed annually and may change. It's the staff member's responsibility to check their compensation information annually and report any discrepancies to payroll immediately.

Duty Days/Dates/Stipend(s)

Employees receive a salary letter annually in Skyward that includes all duty start and end dates, the number of contract days, and salary information. It's the employee's responsibility to verify the information and report any errors promptly. Should an employee receive a stipend, that information is also included.

A stipend is in addition to an employee's regular salary. The start dates and end dates for the supplemental duty(ies) may be different from the start and end dates under your employment contract with the district. Your stipend(s) include(s) payment for all duties, responsibilities, and additional time your supplemental duty(ies) may require.

For team/department leads, this includes providing support and assistance to the team members you lead to ensure the overall success of students. Duties may include covering classes, mentoring, grading, and providing instruction during leave or absences that may be required.

Extracurricular and Co-Curricular stipends cover all aspects of those areas, including events where students accelerate and compete during holiday or summer breaks.

A stipend associated with a particular supplemental duty may be prorated if you do not complete the supplemental duty or if the supplemental duty is terminated for any reason.

Staff Calendar Start and end dates per Number of Work Days

Number of Work Days	Dates of Work Calendar
171 Day Calendar – Bus	7/31/26-5/21/27
171 Day Calendar - Food Service	8/4/26-5/21/27
187 Day Calendar	8/3/26-5/26/27
187 Day Calendar - BLC	7/28/26-5/26/27
192 Day Calendar	7/27/26-5/27/27
197 Day Calendar	7/21/26-5/28/27
209 Day Calendar	07/14/26-6/9/27
217 Day Calendar	7/8/26-6/15/27
226 Day Calendar	7/1/26-6/30-27
240 Day Calendar	7/1/26-6/30/27

Each staff member's annual salary letter indicates the number of days they are expected to work.

Extra Duty Pay Information

Extra duty must be approved by the supervisor prior to the work being performed. Any duties not on this approved list must get approval from that department's Chief prior to performing any of the duties.

District Extra Duty List				
	Hourly Rates			
Extra Duty	Elementary	Intermediate	Middle School	High School
After-school tutoring	\$35.00	\$35.00		
UIL - Judges	\$20.00	\$20.00	\$20.00	\$20.00
Summer School Teacher/RN	\$35.00	\$35.00	\$35.00	\$35.00
Bus driving - Coaches (flat rate)			\$75.00	\$75.00
Morning & Afternoon Detentions			\$20.00	\$20.00
Night School			\$20.00	\$20.00
Auditorium Lights & Sound				\$20.00
Credit Recovery Room Monitor				\$25.00
Saturday School				\$25.00
UIL - Team Coaches *	\$250.00	\$250.00	\$300.00	\$400.00
UIL - Invitational Meet				\$100.00
UIL - Post District Meet				\$100.00

**This is not an hourly rate but rather a team rate, 10 hours of practice + District Meet*

*** Athletics extra duty - will work with stadium manager/Athletic Events Coordinator to review needs.*

1. Only the RCISD extra duty pay approved above will be permitted to be paid to employees.
2. Only exempt, salaried employees are eligible to receive the extra duty payments listed.
3. Non-exempt, hourly employees should clock into Skyward for any extra duty worked.
4. Extra-duty pay earned will be paid during the pay period when earned (i.e., no accumulation of extra-duty pay)