

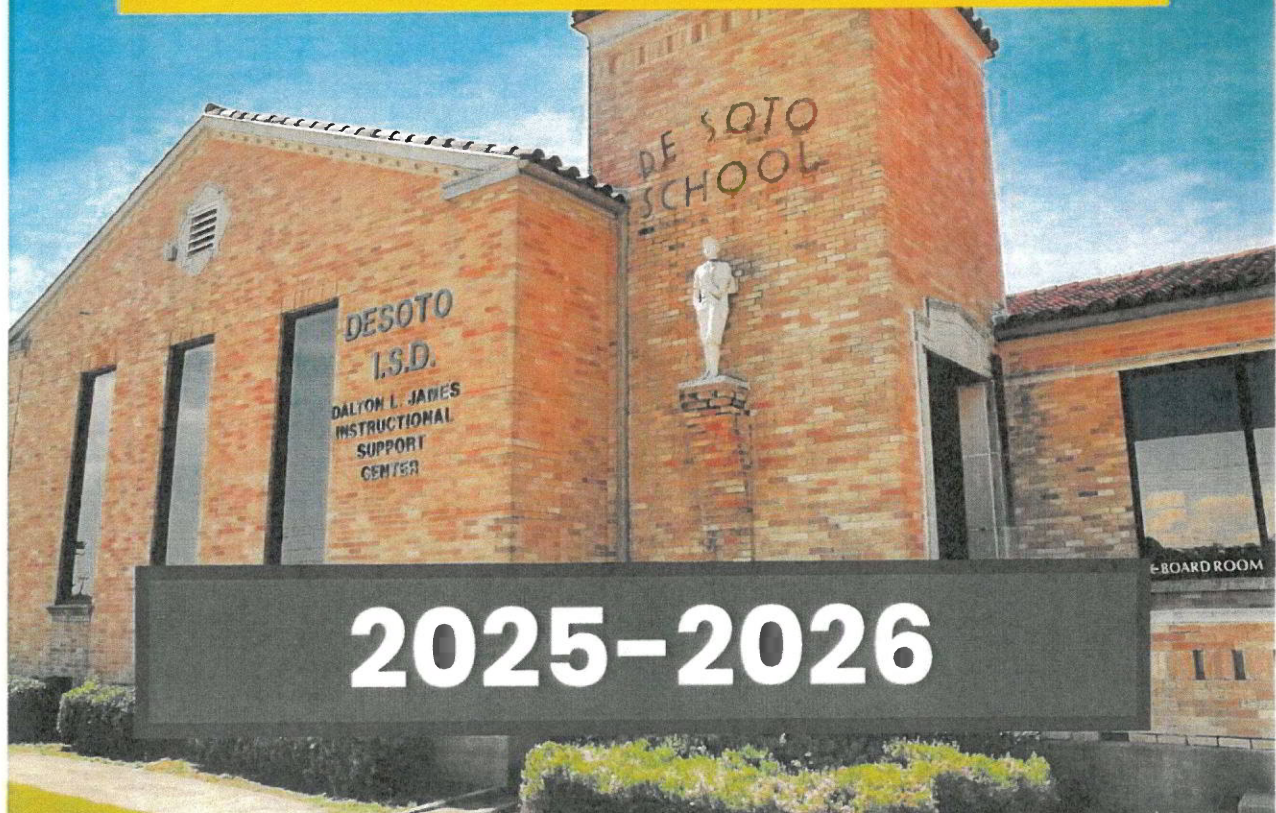
DRAFT



DESOTO ISD COMPENSATION MANUAL

The Mission of DeSoto ISD is to ensure students, without exception, learn and grow at their highest levels.

This Salary Schedule does not represent a contract or create any employment right. Should conflicts exist between this Salary Schedule and District Policy governs.



Welcome

Welcome, welcome! We are grateful for the expertise and skills you bring to our district, which undoubtedly enrich and fortify our community. The DeSoto ISD Board of Trustees, the DeSoto ISD Human Capital Management Team, and I extend a warm welcome to all as we embark on the 2025-2026 School Year.

Within the following pages of this manual, you will find an overview and historical context of the DeSoto ISD compensation manual. Understanding this background is essential as you navigate through the manual, especially concerning your own compensation.

As you explore the manual, please don't hesitate to contact the Human Capital Management (HCM) Team if you have questions. The HCM Team is here to assist you with any questions or concerns you may have. Once again, thank you for choosing DeSoto ISD, your steadfast dedication and unwavering commitment to our students are deeply appreciated.

Warmest regards,

Usamah Rodgers, Ed.D.

Superintendent of Schools

DeSoto Independent School District Compensation Manual 2025-2026

Purpose

This manual is a guide for administering salaries and wages for Teachers, Administrative and Support staff, Paraprofessionals (Instructional, Support, and Clerical), Auxiliary and Substitute employees of DeSoto Independent School District.

The District maintains position classification and pay range structures for all jobs. Each job is assigned a pay grade that determines the minimum to maximum pay range for the position.

No employee will be paid more than the maximum rate for his/her pay grade. Employee salaries will advance through the pay range when there is a general pay increase budget approved by the Board. Annual pay increases are not guaranteed. Raises are generally based on the mid-point of each pay range.

This compensation plan is for the 2025-2026 school year. No salary increases are granted automatically each year; therefore, neither past nor future salaries can be calculated, assumed, or predicted on the basis of this schedule. The Board of Trustees adopts a new compensation plan each year and future salaries cannot be assumed or predicted.

IMPORTANT NOTICE

Starting salaries for all new hire
Teachers/Nurses/Librarians/Speech Language Pathologist
Assistant/Occupational Therapy Assistant, Instructional
Specialist, ARD Facilitators, and G/T Specialist will be
and in accordance with the district's
based upon
financial decisions regarding increases for employees.
verification of prior teacher experience
Salary schedules are valid for the year shown on schedules
and shall not be used to determine
future years earnings.
Salary schedules are for reference only.
Actual salary is calculated by the
Human Capital Management Department.



TEACHER SALARY SCHEDULE

DeSoto ISD
2025-2026 New Hire Schedule
Teachers, Librarians, Registered Nurses, Speech Language Pathologist Assistant,
Occupational Therapy Assistant, Instructional Specialist, G/T Specialist, ARD
Facilitator

Completed Years of Experience	24-25 Adopted Salary	Teacher Retention Allotment	25-26 Proposed Salary
*TIR	\$56,000	\$2,500	\$58,500
0-2	\$58,500	\$2,500	\$61,000
3	\$58,800	\$2,500	\$61,300
4	\$59,100	\$2,500	\$61,600
5	\$59,400	\$5,000	\$64,700
6	\$59,700	\$5,000	\$65,200
7	\$60,050	\$5,000	\$65,050
8	\$60,400	\$5,000	\$65,400
9	\$60,750	\$5,000	\$65,750
10	\$61,100	\$5,000	\$66,100
11	\$61,450	\$5,000	\$66,450
12	\$61,850	\$5,000	\$66,850
13	\$62,250	\$5,000	\$67,250
14	\$62,650	\$5,000	\$67,650
15	\$62,950	\$5,000	\$67,950
16	\$63,250	\$5,000	\$68,250
17	\$63,550	\$5,000	\$68,550
18	\$63,850	\$5,000	\$68,850
19	\$64,150	\$5,000	\$69,150
20	\$64,450	\$5,000	\$69,450
21	\$64,750	\$5,000	\$69,750
22	\$65,050	\$5,000	\$70,050
23	\$65,450	\$5,000	\$70,450
24	\$65,912	\$5,000	\$70,912
25	\$66,420	\$5,000	\$71,420
26	\$67,177	\$5,000	\$72,177
27	\$67,934	\$5,000	\$72,934
28	\$68,691	\$5,000	\$73,691
29	\$69,448	\$5,000	\$74,448
30	\$70,205	\$5,000	\$75,205
31	\$70,961	\$5,000	\$75,961
32	\$71,718	\$5,000	\$76,718
33	\$72,475	\$5,000	\$77,475
34	\$73,232	\$5,000	\$78,732
35	\$73,989	\$5,000	\$78,989
36	\$74,746	\$5,000	\$79,746
37	\$75,503	\$5,000	\$80,503

*Difference in salary for Teacher of Residence supports a Stipend for the Mentor Teacher

DeSoto ISD

2025-2026 New Hire Schedule

**Teachers, Librarians, Registered Nurses (192 days), Speech Language Pathologist Assistant,
Occupational Therapy Assistant (192 days), Instructional Specialist (192 days), G/T Specialist
(197 days), ARD Facilitator (207 days)**

Completed Years of Experience	Daily Rate	New Hire Salary
*TIR	\$312.83	\$58,500
0-2	\$326.20	\$61,000
3	\$327.80	\$61,300
4	\$329.41	\$61,600
5	\$347.05	\$64,900
6	\$348.66	\$65,200
7	\$350.53	\$65,550
8	\$352.40	\$65,900
9	\$354.27	\$66,250
10	\$356.14	\$66,600
11	\$358.02	\$66,950
12	\$360.16	\$67,350
13	\$362.29	\$67,750
14	\$364.43	\$68,150
15	\$366.04	\$68,450
16	\$367.64	\$68,750
17	\$369.25	\$69,050
18	\$370.85	\$69,350
19	\$372.45	\$69,650
20	\$374.06	\$69,950
21	\$375.66	\$70,250
22	\$377.27	\$70,550
23	\$379.41	\$70,950
24	\$381.88	\$71,412
25	\$384.59	\$71,920
26	\$388.64	\$72,677
27	\$392.69	\$73,434
28	\$396.74	\$74,191
29	\$371.37	\$74,948
30	\$404.83	\$75,705
31	\$408.88	\$76,461
32	\$412.93	\$77,218
33	\$416.97	\$77,975
34	\$421.02	\$78,732
35	\$425.07	\$79,489
36	\$429.12	\$80,246
37	\$433.17	\$81,003

* Difference in salary for Teacher of Residence supports a Stipend for the Mentor Teacher



COUNSELOR SALARY SCHEDULE

DeSoto ISD
2025-2026 New Hire Schedule
Counselors

Years of Completed Experience as a Counselor	Daily Rate	197 Days	207 Days
0-2	\$323.50	\$63,730	\$66,965
3	\$325.14	\$64,053	\$67,304
4	\$326.79	\$64,378	\$67,646
5	\$328.43	\$64,701	\$67,985
6	\$330.08	\$65,026	\$68,327
7	\$331.99	\$65,402	\$68,722
8	\$333.91	\$65,780	\$69,119
9	\$335.83	\$66,159	\$69,517
10	\$337.75	\$66,537	\$69,914
11	\$339.67	\$66,915	\$70,312
12	\$341.86	\$67,346	\$70,765
13	\$344.05	\$67,778	\$71,218
14	\$346.25	\$68,211	\$71,674
15	\$347.89	\$68,534	\$72,013
16	\$349.53	\$68,857	\$72,353
17	\$351.18	\$69,182	\$72,694
18	\$352.82	\$69,506	\$73,034
19	\$354.47	\$69,831	\$73,375
20	\$356.11	\$70,154	\$73,715
21	\$357.76	\$70,479	\$74,056
22	\$359.40	\$70,802	\$74,396
23	\$361.59	\$71,233	\$74,849
24	\$364.13	\$71,734	\$75,375
25	\$366.91	\$72,281	\$75,950
26	\$371.06	\$73,099	\$76,809
27	\$375.21	\$73,916	\$77,668
28	\$379.36	\$74,734	\$78,528
29	\$383.00	\$75,451	\$79,281
30	\$387.15	\$76,269	\$80,141
31	\$391.30	\$77,087	\$81,000
32	\$395.46	\$77,905	\$81,860



**ADMINISTRATOR &
PROFESSIONAL
SUPPORT
SALARY SCHEDULE**

DeSoto ISD 2025-2026
Administrator and Support Professional Pay Plan

Pay Grade	Job Title	Calendars	Minimum		Midpoint	Maximum	
AD 01			Daily		\$270.73	\$325.00	\$379.28
	Athletic Trainer	226	226	Days	\$61,184.98	\$73,450.00	\$85,717.28
	Coordinator, Attendance, Truancy & Student Services	226					
	Coordinator, Benefits & Leaves	226					
	Coordinator, Campus Testing	226					
	Coordinator, Communications	226					
	Coordinator, Position Control & Compensation	226					
	Manager, Safety & Security	226					
	Manager, System Support	226					
AD02			Daily		\$284.26	\$341.25	\$398.24
	Academic Facilitator	212	197	Days	\$55,999.22	\$67,226.25	\$78,453.28
	Coordinator, Behavior Intervention	226	207	Days	\$58,841.82	\$70,638.75	\$82,435.68
	Coordinator, District Testing & Accountability	226	212	Days	\$60,263.12	\$72,345.00	\$84,426.88
	Coordinator, Human Capital Management	226	226	Days	\$64,242.76	\$77,122.50	\$90,002.24
	Coordinator, Instructional	226					
	Coordinator, Operations	226					
	Educational Diagnostician	212					
	Instructional Design Leader	226					
	Instructional Design Leader, Bilingual/ESL (District)	226					
	Occupational Therapist	197					
	Physical Therapist	197					
	Specialist, Special Populations	207					
	Specialist, Special Populations Administrative Services	226					
AD 03			Daily		\$301.32	\$361.73	\$422.14
	Assistant Principal, ES	207	207	Days	\$62,373.24	\$74,878.11	\$87,382.98
	Manager, Instructional Technologist	226	226	Days	\$68,098.32	\$81,750.98	\$95,403.64
	Manager, Specialized Instruction Services	226					
	Network Engineer	226					
	Supervisor, Compliance	226					
	Supervisor, Data Processing PEIMS	226					
	Systems Engineer	226					
AD 04			Daily		\$322.41	\$387.05	\$451.69
	Assistant Director, Internal Communication	226	197	Days	\$63,514.77	\$76,248.85	\$88,982.93
	Assistant Principal, MS	207	207	Days	\$66,738.87	\$80,119.35	\$93,499.83
	Head Band Director	226	226	Days	\$72,864.66	\$87,473.30	\$102,081.94
	JROTC Director	226					
	School Psychologist	197					
	Speech Language Pathologist	207					
	Staff Accountant	226					
AD 05			Daily		\$354.66	\$425.76	\$496.86
	Assistant Principal, HS	212	207	Days	\$73,414.62	\$88,132.32	\$102,850.02
	Associate Principal, Early College	226	212	Days	\$75,187.92	\$90,261.12	\$105,334.32
	Associate Principal, HS	226	226	Days	\$80,153.16	\$96,221.76	\$122,565.88
	Coordinator, Speech Language Pathologist	207					
	Data Strategist	226					
	Manager, Grants & Special Revenue	226					
	Manager, Payroll	226					
	Manager, Purchasing	226					

DeSoto ISD 2025-2026
Administrator and Support Professional Pay Plan

Pay Grade	Job Title	Calendars	Minimum		Midpoint	Maximum	
AD 06			Daily		\$393.67	\$472.59	\$551.51
	Director, Accounting Services	226	226	Days	\$88,969.42	\$106,805.34	\$124,641.26
	Director, Advanced Academics & G/T	226					
	Director, Assessment & Evaluation	226					
	Director, Bilingual/ESL	226					
	Director, Career & Technology Programs	226					
	Director, Finanical Operations	226					
	Director, Fine Arts	226					
	Director, Health Services	226					
	Director, Human Capital Management	226					
	Director, MTSS	226					
	Director, Maintenance	226					
	Director, Professional Development	226					
	Director, Sports Medicine	226					
	Director, Special Education	226					
	Director, Student & Staff Services	226					
	Head Basketball Coach	226					
AD 07			Daily		\$437.90	\$515.12	\$614.46
	Principal, Alternative School	226	226	Days	\$98,965.40	\$116,417.12	\$138,868.00
	Principal, ES	226					
	Principal, K-8	226					
	Principal, MS	226					
	Senior Associate Director, Collegiate Programs	226					
AD 08			Daily		\$477.31	\$561.48	\$689.90
	Athletic Director / Head Coach	226	226	Days	\$107,872.06	\$126,894.48	\$155,917.40
	Controller, Finance	226					
	Executive Director, Administrative Services	226					
	Executive Director, CCMR & Counseling Services	226					
	Executive Director, Human Capital Management	226					
	Executive Director, Research, Evaluation & Design	226					
	Executive Director, School Leadership	226					
	Executive Director, Special Populations	226					
	Executive Director, Student & Staff Support Services	226					
	Executive Director, Technology	226					
	Principal, HS	226					
AD 09			Daily		\$548.85	\$645.70	\$742.56
	Chief Academic Officer	226	226	Days	\$124,040.10	\$145,928.20	\$167,818.56
	Chief Communications Officer	226					
	Chief Operations & Maintenance Officer	226					
AD 10			Daily		\$628.04	\$722.25	\$830.58
	Chief Business Officer	226	226	Days	\$141,937.04	\$163,228.50	\$187,711.08



CLERICAL AND PARAPROFESSIONAL SALARY SCHEDULE

DeSoto ISD 2025-2026
Clerical and Paraprofessional Pay Play

Pay Grade	Job Title	Calendars	Hourly	Minimum	Midpoint	Maximum
PARA 1			Hourly	\$14.17	\$16.51	\$22.17
	Receptionist, ES	187	187 Days	\$ 21,192.11	\$ 24,695.22	\$ 33,166.32
PARA 2			Hourly	\$15.48	\$17.17	\$21.60
	Administrative Assistant, Counselor MS	197	187 Days	\$23,158.08	\$25,686.32	\$32,313.60
	Aide, Behavior Support (ISS)	187	192 Days	\$23,777.28	\$26,373.12	\$33,177.60
	Aide, Bilingual	187	197 Days	\$24,396.48	\$27,059.92	\$34,041.60
	Aide, Instructional	187	207 Days	\$25,634.88	\$28,433.52	\$35,769.60
	Aide, Library	187	226 Days	\$27,987.84	\$31,043.36	\$39,052.80
	Aide, Physical Education	187	260 Days	\$32,198.40	\$35,713.60	\$44,928.00
	Facilitator, Classroom ECHS (Aide)	187				
	Office Assistant, Campus	187				
PARA 3			Hourly	\$16.06	\$18.72	\$27.44
	Administrative Assistant, Assistant Principal HS	207	187 Days	\$24,025.76	\$28,005.12	\$41,050.24
	Attendance/PEIMS (Early College, ES,HS,MS)	197	192 Days	\$24,668.16	\$28,753.92	\$42,147.84
	Campus Clerk MS	192	197 Days	\$25,310.56	\$29,502.72	\$43,245.44
	Clerk, Special Education Assessment	226	207 Days	\$26,595.36	\$31,000.32	\$45,440.64
	Clerk, Special Education Assessment	226	226 Days	\$29,036.48	\$33,845.76	\$49,611.52
	Special Education Aide	187				
	Special Education Aide, 1:1	187				
	Special Education Aide, Adaptive BIC	187				
	Special Education Aide, Applied Academics	187				
	Special Education Aide, Base	187				
	Special Education Aide, BIC	187				
	Special Education Aide, BSI Unit	187				
	Special Education Aide, ECSE	187				
	Special Education Aide, Inclusion	187				
	Special Education Aide, Life Skills	187				
	Special Education Aide, RISE 18+	187				
	Special Education Aide, STRIVES	187				
PARA 4			Hourly	\$18.35	\$21.34	\$28.07
	Administrative Assistant, DAEP	207	207 Days	\$30,387.60	\$35,339.04	\$46,483.92
	Administrative Assistant, Principal ES	212	212 Days	\$31,121.60	\$36,192.64	\$47,606.72
	Administrative Assistant, Principal MS	226	226 Days	\$33,176.80	\$38,582.72	\$50,750.56
	Bookkeeper, HS	226				
	Receptionist, District	226				
	Administrative Assistant, Early College	226				
PARA 5			Hourly	\$20.51	\$23.89	\$29.23
	Administrative Assistant, Athletics	226	187 Days	\$30,682.96	\$35,739.44	\$43,728.08
	Administrative Assistant, Plant Services	226	226 Days	\$37,082.08	\$43,193.12	\$52,847.84
	Administrative Assistant, Principal HS	226				
	Administrative Assistant, Technology	226				
	Bilingual Liaison	187				
	Registrar / PEIMS High School	226				
PARA 6			Hourly	\$22.15	\$25.80	\$30.45
	Executive Assistant, Central Staff	226	192 Day	\$ 34,022.40	\$ 39,628.80	\$ 46,771.20
	LVN (School Nurse)	192	226 Day	\$ 40,047.20	\$ 46,646.40	\$ 55,053.60
	Specialist, Special Education Student Services	226				

DeSoto ISD 2025-2026
Clerical and Paraprofessional Pay Play

Pay Grade	Job Title	Calendars			Minimum	Midpoint	Maximum
PARA 7			Hourly		\$24.37	\$28.38	\$37.50
	Specialist, Accounts Payable	226	226	Days	\$ 44,060.96	\$ 51,311.04	\$ 67,800.00
	Specialist, Communications	226					
	Specialist, District Instructional Materials	226					
	Specialist, Family & Community Engagement	226					
	Specialist, Purchasing	226					
PARA 8			Hourly		\$27.65	\$33.18	\$38.71
	Specialist, Human Resource II	226	226	Days	\$50,000.00	\$60,000.00	\$70,000.00
PARA 9			Hourly		\$30.68	\$35.76	\$40.83
	Senior Executive Assistant, Board of Trustees	226	226	Days	\$55,469.44	\$64,654.08	\$73,820.64
	Senior Executive Assistant, Superintendent	226					



AUXILIARY SALARY SCHEDULE

DeSoto ISD
2025-2026 Auxiliary Pay Plan

Pay Grade	Job Title	Calendar	Minimum		Midpoint	Maximum	
AUX 1							
	Crossing Guard (4 hrs/ a day)	187	Hourly		\$11.78	\$13.72	\$15.66
			187	Days	\$8,811.44	\$10,262.56	\$11,713.68
AUX 2							
	HVAC, Prevention Maintenance	260	Hourly		\$17.28	\$20.14	\$25.54
	Grounds/Maintenance	260	187	Days	\$25,850.88	\$30,129.44	\$38,207.84
	Painter	260	260	Days	\$35,942.40	\$41,891.20	\$53,123.20
	Security Guard	187					
AUX 3							
	HVAC, Keys	260	Hourly		\$19.70	\$22.96	\$29.10
	Mechanic	260	260	Days	\$40,976.00	\$47,756.80	\$60,528.00
	Grounds/Maintenance, Athletics	260					
AUX 4							
	HVAC Technician	260	Hourly		\$23.05	\$26.86	\$30.67
	Plumber	260	260	Days	\$47,944.00	\$55,868.80	\$63,793.60
AUX 5							
	Electrician	260	Hourly		\$26.98	\$31.43	\$35.88
	Electrician, Licensed	260	226	Days	\$48,779.84	\$56,825.44	\$64,871.04
	Manager, Child Nutrition	226	260	Days	\$56,118.40	\$65,374.40	\$74,630.40
	Supervisor, Grounds	260					
	Supervisor, Maintenance	260					
	System Support Specialist	226					



College Driven Grant
Next Generation Grant
Stronger Connections Grant
TI Foundation Grant

DeSoto ISD
2025-2026 Grant Pay Plan

Pay Grade	Job Title	Calendars
--------------	-----------	-----------

GEAR UP - COLLEGE DRIVEN GRANT

Coordinator, College and Career Readiness
 Family / Financial Advocate
 GEAR UP Site Coordinator
 Program Assistant
 Project Director

DAYS	Amount
226	\$90,000.00
226	\$75,000.00
217	\$81,000.00
226	\$50,000.00
226	\$119,000.00

GEAR UP - NEXT GENERATION GRANT

Family Financial Advocate
 Lead Content Coach
 Program Assistant
 Project Director
 Site Coordinator

DAYS	Amount
226	\$75,396.00
226	\$92,532.00
226	\$50,264.00
226	\$119,377.00
217	\$82,509.00

STRONGER CONNECTIONS GRANT

Coordinator, Restorative and Positive Behavior
 Safe Cycle II Grant
 Aide, Campus Support De-escalation
 Restorative Practices

DAYS	AMOUNT
207	\$67,644.96
207	\$67,644.96
197	\$35,002.96

TI FOUDATION GRANT

STEM Coordinator

DAYS	AMOUNT
226	\$75,000



SUBSTITUTE PAY SCHEDULE

DeSoto ISD
2025-2026 Substitute Pay Plan

Assignment & Requirements

General Substitute Assignment (Non-Degreed Teacher & Clerical)

Long-term Vacancy

Days	Pay
0-20	\$ 100.00
21+	\$ 110.00
21+	\$ 130.00

Assignment & Requirements

General Substitute Assignment (Degreed Teacher & Clerical)

Long-term Vacancy

Days	Pay
0-20	\$ 110.00
21+	\$ 120.00
21+	\$ 140.00

Assignment & Requirements

General Substitute Assignment (Certified Teacher)

Long-term Vacancy

Days	Pay
0-20	\$ 120.00
21+	\$ 130.00
21+	\$ 150.00

Assignment & Requirements

Nurse/Counselor Assignment

Days	Pay
0-20	\$ 200.00
21+	\$ 210.00

INTERIM ADMINISTRATOR
Certified External Interim Administrator
Internal Interim Administrator (Current Administrator in District)
Internal Long Term Interim (District Employee not in Administrative Role)

Amount
Minimum of Range of Level Assigned + 1% for each 5 years of experience
Current Daily Rate + 10%
Minimum of the Range



SUPPLEMENTAL PAY SCHEDULE

IMPORTANT NOTICE REGARDING EXTRA WORK AND EXTRA PAY

DeSoto ISD employees who work additional hours or duties with a promise of additional pay beyond their regular salary shall not perform those duties unless they have written approval from the Human Capital Management Department. That approval will include the timeline for the expected work, an outline of the duties, and the proposed pay.

Any exempt employee who performs work with a promise of pay prior to the approval of the HCM department will not receive compensation. Non-exempt employees who do additional work with a promise of pay that is beyond the time and a half over time as required by the FLSA (Fair Labor Standards Act) will be compensated at the time and a half requirement only.

Additionally, hiring managers shall not offer additional duties for pay or require an employee to work any job with a promise of additional pay without the written approval / authorization from the HCM department as noted in the first paragraph above.

Please note that this does not give an employee the green light to refuse to perform "other duties as assigned" by their supervisors. This type of refusal shall result in disciplinary action.

Examples:

1. The Director of HCM is asked to do finance duties for extra pay. - Prior approval required
2. Executive Assistant to the Chief of HCM is asked to do work in the Operations department that does not have an Executive Assistant - Employee will be paid time and a half for all work performed over 40 hours in a work week.

Paraprofessionals who may fill in when a teacher is absent will not receive additional pay

**DESOTO INDEPENDENT SCHOOL DISTRICT
2025-2026 SALARY SCHEDULE
EXTRA DUTY PAY AND STIPENDS**

**PLEASE
NOTE THE FOLLOWING REGARDING
“EXTRA-DUTY” PAY AND STIPENDS**

1. Non-exempt employees shall not be selected for duties that require stipends.
2. As a rule, the job responsibility of an administrator is purposely broad to include any work performed for DeSoto ISD. Therefore, stipends are not generally applicable to administrators. Exceptions shall require written approval by the superintendent or designee.
3. Generally, stipends are paid for extra duties performed outside of the academic day.
4. Written approval is required for compensation for additional duties performed during the school day.
5. All stipends are annualized over a twelve-month period in accordance with the employees pay contract unless otherwise noted.
6. Stipends and incentive pay are not a part of an employee's salary **and are not guaranteed** from year to year.

DEFINITIONS

Supplemental Pay Definition

Supplemental wages are paid to an employee in addition to their regular wages. Supplemental pay has three categories: stipends, incentives, extra duty payments. Desoto ISD pays supplemental payments for coaching stipends, critical shortage incentive and extra duty payment to professional employees who may be required to perform extra duties after their regular work day has ended to perform job duties outside their day to day scope of responsibilities.

Supplemental Pay Categories

Stipends: A stipend refers to a predetermined amount that has been agreed upon. A stipend is normally paid on a recurring or non-recurring period of time set by district administrative guidelines. Due to Federal Labor Standards, nonexempt personnel are not eligible for flat stipend amounts.

Extra Duty: District personnel who are in an active status may sometimes be required to work additional duties outside their regular contract work day. Extra duty payments to non-exempt personnel should be very limited and monitored by the timekeeper as overtime guidelines may apply and should follow the Department of Labor guidelines.

Non-Exempt

Overtime: Any hours worked by an employee that exceed their normally scheduled working hours; Paid at a rate of at least one and a half times the employees hourly pay rate for all hours worked over 40 in each workweek. Nonexempt staff who are scheduled to work less than 40 hours in a workweek are not eligible to receive overtime pay, until after work hours in a workweek has exceeded 40 hours. According to Fair Labor Standards act: Averaging of employee hours over two or more weeks is not permitted. Normally, overtime pay earned in a particular workweek must be paid on the regular pay day for the pay period in which the wages were earned.

Nonexempt employees are not authorized to work beyond their normal work schedule without advance approval from their supervisor. A nonexempt employee who works overtime without prior approval will be subject to disciplinary action

Desoto ISD only pays an employee overtime if the work has been performed before the employee regular work hour began or for hours worked after their regular workday has ended.

Example: Allowable Overtime/Extra Duty Pay for Non-Exempt

An employee who performs extra duties after their regular work day has ended will be paid overtime for excess hours over 40 hours in the same work week.

Example: Non-Allowable Overtime/Extra Duty Pay for Non-Exempt

An employee who performs extra duties during their regular work day for another campus/department are not eligible for extra duty payments.

Non-exempt employee who does not satisfy the districts requirement of working excess hours over 40 hours in the same work week, are ineligible for compensation.

Desoto ISD Supplemental Guidelines

Personnel who are responsible for monitoring and recording time worked for their department and or campus must follow supplemental guidelines set forth by the district.

Guidelines

1. Supplemental duties are required to be performed outside of normal work or contracted hours. Duties are considered infrequent, voluntary and distinctly different from the employee's normal duties performed during the day, during normal work hours.
2. Noncontractual supplemental duties for which supplemental pay is received may be discontinued by either party at any time. An employee who wished to relinquish a paid supplemental duty may do so by notifying the Superintendent or designee in writing. Paid supplemental duties are not part of District's contractual obligation to the employee, and an employee shall hold no expectation of continuing assignment to any paid supplemental duty.
3. Supplemental pay is not guaranteed or automatically granted for certain positions and is awarded based on various criteria including, but not limited to: extra days required, supplemental duties assigned, the number of sections that are taught for various classes, student number or performance requirements, and meeting the required expectations for the stipend.
4. Supplemental earnings are not included in individual base salaries quoted by the Compensation Department. If an employee fails to meet all criteria stipulated in the Supplemental Earnings Guide, earnings may be stopped and/or recovered. If a recovery is in order, the employee will be notified of the terms
5. Desoto ISD does not pay for supplemental duties worked from home.
6. Function codes are required and should be requested from the Human Resources department at least two weeks prior to the employee performing the duty.
 - a. Function codes not requested in a timely manner may cause a delay in payment to the employee; The supervisor or timekeeper are required to notify Human Resources within the two-week allotted timeframe before the extra duty is performed to ensure payment for the extra duty work.
7. Employees who are separating from the district are not eligible to receive supplemental earnings after their separation date. Employees new to the district can start earning supplemental earnings after the beginning of their contractual start date and otherwise will not be eligible for supplemental payment if duties are performed before their contractual start date. *Special circumstances will require prior approval from Human Resources/Superintendents office and are approved on an as needed basis.*
8. *Recurring stipends paid to an employee are subject to a prorated payment contingent upon the amount of days worked in the employee respective contract.*
9. *Extracurricular or supplemental duty assignments may be reassigned at any time unless an extracurricular or supplemental duty assignment is part of a dual-assignment contract.*



STIPENDS

DeSoto ISD
2025-2026 Stipends

Instructional		
ASSIGNMENT	LEVEL	AMOUNT
*Bilingual Counselor	All Campuses	\$4,000
*Bilingual (including TIR)	PK - 5th	\$4,000
* Bilingual/ESL Parent Liaison	District	\$2,000
Campus Communication Coordinator	All Campuses	\$720
Campus Computer Coordinator	All Campuses	\$1,190
Mentor Teachers	All Campuses	\$2,000
CTE Facilitator I	High School/Middle School	\$2,000
CTE Sponsor I	High School	\$500
CTE Sponsor II	High School	\$1,000
Core Subject Department Chairs (MS & HS)	Secondary	\$1,500
Grade Level Chair	Elementary	\$1,500
Dual Credit	District	\$1,500
Dyslexia (Lead Only)	District	\$1,800
EB Lead Stipend (December & June)	District	\$2,000
ESL Certified Teacher (ELAR/English Only)	All Campuses	\$1,500
Foreign Language	District	\$4,000
Counselor, Lead	High School	\$1,200
LOTE and ESL Lead Counselor	High School	\$1,500
LOTE Lead Teacher	High School	\$1,500
Peer Assistance Leadership	High School	\$1,770
Special Olympics Coordinator	High School	\$1,000
Wellness Program Assistant	District	\$2,400

Instructional stipend earnings compensate Teachers and or professional campus staff for performing extra duties as agreed upon by their immediate supervisor to fulfill the primary needs of the campus and student population. Instructional stipends are paid on a recurring or hourly basis depending on the designated assignment.

**Bilingual stipends compensate Teachers who hold a valid bilingual certification, license and or permit as defined by the district. To qualify for this stipend the employee must serve as teacher of record serving bilingual students.*

**DeSoto ISD
2025-2026 Stipends**

Summer School		
ASSIGNMENT	LEVEL	AMOUNT
Principal (Assistant Principal as Summer School Principal)	District	\$6400 (Full Day) \$3200 (Half Day)
ASSIGNMENT	LEVEL	AMOUNT
Aide	District	\$20.00 per hour
Aide, Special Education	District	\$22.50 per hour
Assistant Principal	District	\$50.00 per hour
Bus Driver	District	\$22.50 per hour
Counselor - ES	District	\$35.00 per hour
Counselor - MS, HS	District	\$35.00 per hour
Custodian	District	\$22.50 per hour
Nurse	District	\$35.00 per hour
Secretary	District	\$20.00 per hour
Security	District	\$22.50 per hour
Teacher	District	\$35.00 per hour
Teacher, Bilingual	District	\$35.00 per hour
Teacher, Special Education	District	\$35.00 per hour

Summer school earnings are designed to compensate classroom teachers, administrative and support staff. Employees are compensated for work performed off contract during the summer for campus-based summer enrichment programs. Payments for summer school assignments are paid the month after duties are performed.

Student Activities		
ASSIGNMENT	LEVEL	AMOUNT
Academic Decathlon	High School	\$3,000
Destination Imagination Coach	Elementary	\$500
Journalism	High School	\$1,000
National Honor Society	Middle School	\$400
Rotary Coordinator	High School	\$1,050
Senior Class Sponsor	High School	\$800
Student Council	High School	\$600
Student Council Assistant	High School	\$300
Student Council Sponsor	Middle School	\$600
UIL Subject Area Coach (Ex. Gen. Academics, Speech, Debate, Theater & Film, Journalism)	High School	\$500
UIL - Campus Coordinator	Elementary /Middle School	\$500
UIL - Spelling Bee	Elementary	\$250

DeSoto ISD
2025-2026 Stipends

Student Activity stipends are designated to compensate teachers and or professional staff who participate as advisors, directors, assistants, and club sponsors, who provide coaching and preparation to students enrolled in a district or who participates in an extracurricular activity or a University Interscholastic League (UIL) competition. Stipends are paid on a recurring monthly basis or at an hourly rate as mentioned in the above chart.

*Begin school tutoring is an extra duty payment paid to Paraprofessionals or Teachers who work before their normal work hours start to provide tutoring to the students.

*After school tutoring is an extra duty payment paid to Paraprofessionals or Teachers who stay after their normal work hours ended, to provide tutoring to students.

FINE ARTS		
ASSIGNMENT	LEVEL	AMOUNT
Band Associate Director	High School	\$5,330
Band Director	Middle School	\$4,160
Band, Assistant	Middle School	\$3,770
Band, Drum Line	High School	\$2,910
Choir Director	High School	\$6,000
Choir Director	Middle School	\$2,500
District Coordinator, Fine Arts	Elementary	\$1500
District Coordinator, Fine Arts	High School	\$2,000
District Coordinator, Fine Arts	Middle School	\$2,000
Drill Team Assistant	High School	\$3,500
Drill Team Director	High School	\$5,500
Drill Team/Step Team	High School	\$1,000
Theater Arts Director	High School	\$2,500

Fine Arts stipends compensate Desoto ISD Teachers and staff who serve as campus level Directors, Assistants, and sponsor of Fine Arts activities. All University Interscholastic League (UIL) certification requirements and the requirements as set forth in the district's policy and guidelines must be met. Employees assigned to one of the above-mentioned duties after the start of the season are not eligible to be compensated for the full stipend and will be compensated on a prorated basis. Per guidelines the coach will only be paid for actual days worked in the position. Stipends are paid on a recurring monthly basis.

**DeSoto ISD
2025-2026 Stipends**

Critical Shortage		
ASSIGNMENT	LEVEL	AMOUNT
Critical Shortage - English Language Arts	High School	\$2,000
Critical Shortage - Math	High School	\$4,000
Critical Shortage - Science	High School	\$3,000
Critical Shortage - English Language Arts	Middle School	\$1,500
Critical Shortage - Math	Middle School	\$2,000
Critical Shortage - Science	Middle School	\$1,500
Critical Shortage-Special Education - Special Education & Core	Campus	\$525
Critical Shortage - Special Education (School Psychologist)	District	\$15,000
Critical Shortage- Special Education (Educational Diagnosticians)	District	\$10,000
Critical Shortage- Special Education (Speech Language Pathologist)	District	\$15,000
Critical Shortage- Special Education -Self-Contained	District	\$1,500
Critical Shortage- Special Education (ARD Facilitator)	District	\$2,000

Critical Shortage stipends compensate Teachers in critically needed areas to help support Desoto ISD objective. Teachers must hold a valid teaching certificate or teaching permit as required by the State Board for Educator Certification. Stipends are paid on an annual recurring basis start at the beginning of the contracted period.

ATHLETICS		
Head Coaches High School		
ASSIGNMENT	LEVEL	AMOUNT
Head Freshman Football Coach	High School	\$8,000
Head Varsity Baseball	High School	\$8,000
Head Cross Country	High School	\$8,000
Head Golf	High School	\$8,000
Head Soccer	High School	\$8,000
Head Softball	High School	\$8,000
Head Swimming	High School	\$8,000

DeSoto ISD
2025-2026 Stipends

ASSIGNMENT	LEVEL	AMOUNT
Head Tennis	High School	\$8,000
Head Track	High School	\$8,000
Head Volleyball	High School	\$8,000
Power Lifting	High School	\$8,000
Football - Special Teams Coordinator	High School	\$8,000

Assistant Coaches High School		
ASSIGNMENT	LEVEL	AMOUNT
Assistant Baseball	High School	\$4,000
Assistant Basketball	High School	\$5,000

ASSIGNMENT	LEVEL	AMOUNT
Assistant Cross Country	High School	\$4,000
Assistant Soccer	High School	\$4,000
Assistant Softball	High School	\$4,000
Assistant Swimming	High School	\$4,000
Assistant Tennis	High School	\$4,000
Assistant Track	High School	\$4,000
Assistant Football, Freshman	High School	\$5,000
Assistant Football, JV/Varsity	High School	\$6,000
Volleyball, Freshman/Junior Varsity	High School	\$5,000

Middle School		
ASSIGNMENT	LEVEL	AMOUNT
Athletic Coordinator	Middle School	\$6,500
Basketball	Middle School	\$3,000
Cross Country	Middle School	\$2,000
Football	Middle School	\$3,000
Soccer	Middle School	\$2,000
Track	Middle School	\$2,000
Volleyball	Middle School	\$2,000

District Wide Athletics		
ASSIGNMENT	LEVEL	AMOUNT
Coordinator, Athletics Academics	High School	\$7,000
Coordinator, Athletic Video	High School	\$3,200
Coordinator, Defensive	High School	\$10,000
Coordinator, Equipment	High School	\$3,200

DeSoto ISD
2025-2026 Stipends

ASSIGNMENT	LEVEL	AMOUNT
Coordinator, Offensive	High School	\$10,000
Coordinator, Post Secondary Transition	High School	\$7,000
Coordinator , Title IX (Athletics)	High School	\$7,000
Coordinator, Weight Room	High School	\$3,200
District Athletic Programs	High School	\$8,000
UIL District Compliance Officer	High School	\$7,000
Cheerleader Sponsor HS	High School	\$4,500
Cheerleader, Assistant - JV	High School	\$2,500
Cheerleader Sponsor MS	Middle School	\$2,000

Athletic Game Events		
ASSIGNMENT	LEVEL	AMOUNT
Ticket Scanner	All	\$25/hour
Gate Attendant	All	\$25/hour
Press Box Attendant	All	\$25/hour
Elevator Attendant	All	\$25/hour
Usher	All	\$25/hour
Announcer	All	\$25/hour
Field House Attendant	All	\$25/hour
Scoreboard Operator	All	\$25/hour
Camera Operator	All	\$25/hour
Video Board Operator	All	\$25/hour
Clock Operator	All	\$25/hour
Lobero Tracker - Varsity only	All	\$25/hour

Extra Duty Pay		
ASSIGNMENT	LEVEL	AMOUNT
After Hours Tutoring/Sat School - Substitute	District	\$15.00 per hour
After Hours Tutoring/Sat School - Teacher	District	\$25.00 per hour
Compensatory Therapy Services	District	\$35.00 per hour
Special Education Evaluation	District	\$50.00 per hour
Special Ed. Lead Related Service Provider	District	\$35.00 per hour
Special Projects (Teachers)	Campus	\$25 per hour
Special Projects (Teachers)	District	\$35 per hour
<i>Desoto ISD employees who serve as coaches for athletic activities. Coaches must meet all University Interscholastic League (UIL) certification requirements and the requirements as set forth in the district's policy and athletic guidelines. Coaches assigned to a coaching duty after the start of the sport season are not eligible to be compensated for the full stipend and will be compensated on a prorated basis. Per guidelines the coach will only be paid for actual days worked in the position. Stipends are paid on a recurring monthly basis.</i>		

2025-2026

Employee Compensation Handbook

This Salary Schedule does not represent a contract or create any employment right. Should conflicts exist between this Salary Schedule and District Policy governs.

TABLE OF CONTENTS

Compensation Policy	2
Description of Pay Systems	2
Job Documentation (Description)	2
Exemption Status	3
Job Classification.....	3
Classification of New Positions.....	3
General Pay Increase and Eligibility.....	3
Employees on Salary Schedules	4
Employees on Pay Ranges.....	4
Pay Information.....	5
Pay Dates.....	5
Annual Earnings vs. Annualized Salary.....	5
Salary Placement of New Hires.....	5
Salary Schedules – Teacher/Librarian/Nurse (RN).....	5
Salary Placement – Career and Technical Education Teachers.....	5
Salary Range Placement – Exempt and Nonexempt Staff.....	6
Review and Adjustment of Pay Ranges.....	7
Extracurricular Stipends.....	8

Compensation Policy

Refer to board policies DEA, DEAA, and DEAB Legal and Local for all district policies and state and federal regulations governing employee pay practices.

The superintendent shall recommend an annual compensation plan for all district employees to the board for approval. The employee compensation plan may include wage and salary structures, stipends, benefits, and incentive pay plans.

The superintendent and designees shall administer the compensation plans consistent with board policies, the annual budget approved by the board, and these administrative guidelines.

Description of Pay Systems

Employee pay systems are designed and administered for the purpose of attracting and retaining qualified employees to achieve the goals of the district. **Human Capital Management** is responsible for the maintenance and administration of employee pay systems. Teachers, librarians, and nurses (RN) will be paid according to a salary schedule that correlates salaries to total years of creditable service in education. Other district jobs will be assigned to a pay grade and range structure that sets the range of pay for the position. Jobs are assigned to pay grades on the basis of required job qualifications and skills; job duties and responsibilities defined by the district; and competitive job market rates for comparable jobs.

The district pay plan includes:

- Auxiliary
- Administrative Professional
- Administrative Support
- Instructional Aides
- Teachers, Librarians, Registered Nurse, etc.
- Technology

Pay ranges and salary schedules are reviewed and adjusted periodically. Employee pay is adjusted based on the pay increase budget and guidelines approved by the board annually.

Job Documentation (Description)

Job documentation is an essential function in the administration of the compensation system. Accurate and complete job documentation will be collected and maintained by human resources with input from job supervisors. Job descriptions will define job qualifications, job purpose, major duties and responsibilities, working conditions, and exemption status. Job titles are assigned

by human resources to accurately reflect the level and nature of work and the organizational structure of the district.

Exemption Status

All jobs will be classified as exempt or nonexempt in accordance with the requirements of the federal Fair Labor Standards Act (FLSA) and documented on the job description. **Human Capital Management** will determine the classification of each position based on a description of assigned job duties and weekly pay. In order to be exempt, the employee's primary duties must meet the requirements defined by federal regulations for the executive, administrative, professional, or computer employee exemption test or be a teacher, and the employee must meet federal salary requirements. All employees who do not meet the legal requirements for exemption are classified as nonexempt.

Job Classification

Job classification determines the assigned pay range for a job. Job classification is based on job requirements, assigned duties, and market rates. All jobs are classified for pay based on the relative level of knowledge and skill requirements, scope and complexity of assigned duties, job accountability, and working conditions. **Human Capital Management** will collect job information, evaluate jobs for classification purposes, and assign jobs to pay grades.

Classification of New Positions

Prior to posting, new positions must have a written job description created collaboratively by **Human Capital Management** and the hiring supervisor. **Human Capital Management** will recommend to the Superintendent the pay grade classification of new positions based on the job description, qualifications required, and market value. New positions must be classified in the pay system prior to hiring new employees.

General Pay Increases and Eligibility

Employee pay will be reviewed annually for adjustment. The general pay increase (GPI) will be recommended to the Board by the Superintendent each year. They are based on the annual amount budgeted for pay raises and approved by the Board. General pay increases provide the same dollar amount of increase to employees in the same pay grade. Pay increases that result in pay that exceeds the maximum rate of the pay range must be specifically authorized by the board each year.

To receive a general pay increase, an employee must be in a paid status or on an approved leave of absence at the time of the first pay cycle reflecting the pay increase.

Employees on Salary Schedules

Pay increases for jobs on salary schedules are calculated by applying the percent increase approved by the Board each year to the market rate.

Example:

Annual Increase:

Market Rate	\$56,000
% Increase	.03
Annual Increase	\$ 1,680

Employees on Pay Ranges

General pay increases for employees on pay ranges are calculated by applying the percent increase approved by the Board each year to the midpoint rate of the pay range. Employees in the same pay grade will receive the same rate of increase when pay increases are calculated as a percent of midpoint, unless the employee's pay is close to or exceeds the maximum of the pay range. Pay increases for employees in the educator career path on pay ranges (e.g., Counselor, Assistant Principal) should be measured against teacher pay increases to ensure they're at least equal to the pay increase for teachers.

Example: Range Midpoint x Percent Increase = Pay Increase

Secretary – Pay Grade 3

<u>Rate Increase</u>		<u>Annual Increase</u>	
Range Midpoint	\$14.87	Hourly Increase	\$ 0.45
% Increase	x .03	Duty Hours	x 7.5
Hourly Increase	\$ 0.45	Duty Days	x 226
		Annual Increase	\$ 763

Example: Employee's Current Pay x Percent Increase = Pay Increase

Secretary – Pay Grade 3

<u>Rate Increase</u>		<u>Annual Increase</u>	
Employee Current Pay	\$13.00	Hourly Increase	\$ 0.39
% Increase	x .03	Duty Hours	x 7.5
Hourly Increase	\$ 0.39	Duty Days	x 226
		Annual Increase	\$ 661

Pay Information

Employees are responsible for ensuring their pay is accurate by reviewing their pay statements online in the Employee Service Center each time they get paid. It is important to review all information on each pay statement, including name, social security number, pay rates, paid time off balance, and other information. The general pay increase is reflected on the first paycheck of the school year for each pay group. Employees will be able to view their 2025-2026 pay rates in the Employee Service Center portal 1-2 weeks prior to their first paycheck of the school year.

Salaried employees are compensated monthly. Daily rate equivalents are shown for employee reference and convenience.

Pay Dates

Pay dates are located on the DeSoto ISD website under Departments >Financial Services > Finance Department.

Annual Earning vs. Annualized Salary

Annual Earnings are the actual amount an employee earns in a year. They are figured retroactively of after the earnings have been paid. Annualized earnings differ from salary earnings as they are NOT an estimate of what may happen; they are a record of what did happen.

Annual Salary, Annualization, is the process of spreading the payments out to the employee over the entire year, though the salary is only earned for part of the year. This gives the employee a steady paycheck when they are not working. Employees who are considered hourly and are paid on a biweekly basis will not be paid on an annualized basis. Therefore, they will be paid on actual hours worked for the pay period.

Employees of DeSoto ISD are annualized based on either days or hours worked per school year over the remaining checks for the school year. An annualized salary is useful for employees who do not work a full year, such as teachers, and employees who work part of each year on a salaried basis.

Placement of New Hires

Salary Schedules – Teacher/Librarian/Nurse (RN)

Salaries for teachers, librarians, and nurses (RNs) who are new to the district will be determined by total creditable years of service in education and the district's salary schedule for the current year.

Creditable years of service will be determined by **Human Capital Management** as defined by state regulation at the time of employment. (TAC Title 19, part II,

153.1021) New hires will receive salary credit for years of service up to a maximum of 30 years.

Exemption Status

All jobs will be classified as exempt or nonexempt per the requirements of the Fair Labor Standards Act (FLSA) and documented in the job description. Human Capital Management determines the classification of each position based on the assigned job duties. To be exempt, the employee's primary duties must meet the requirements defined by the federal regulations of the Executive, Administrative, or Professional exemption test or be a teacher, and the employee must be compensated on a salary basis. All employees who do not meet the legal requirements for exemption are classified as nonexempt or hourly

Salary Placement – Career and Technical Education Teachers

Career and technical education teachers (may limit to specific CTE fields) may be granted additional years of placement credit for work experience that is directly related to the career and technology field in which they are currently teaching.

Credit may be granted in the following manner:

- o 1 year of placement credit on the teacher scale for every 1 full year of related experience up to 5 years ("1 for 1" credit); and
- o 1 year of placement credit on the teacher scale for every 2 full years of related experience for more than 5 but up to 11 years ("1 for 2" credit).

Example: Health Sciences teacher with 7 full years of previous nursing experience

1 for 1 credit up to 5 years	= 5 years
1 for 2 credit for years 6 and 7	= 1 year
<hr/>	
	= 6 years of credit

Salary Range Placement – Exempt and Nonexempt Staff

Starting pay for a new hire in a pay range plan will be determined individually based on each person's job-related experience and salaries paid to peer employees in the same position with similar experience.

The guidelines for placement are as follows:

a) Peer equity

In multi-incumbent positions (e.g., classroom aide), starting pay for a new hire should not exceed rates being paid to other employees in the same job with similar experience and qualifications.

b) Midpoint limit

Starting salary may be set up to the midpoint of the pay range based on job-related prior experience and the salary of peer employees. With approval from the Superintendent, a starting salary may exceed the midpoint of the pay range and/or peer employees for a hard-to-fill key position.

c) Placement credit for prior experience

a. Subject to guidelines a – b, starting pay for exempt and nonexempt jobs that require prior experience will be determined by these guidelines:

- i. Exempt: 1 percent above minimum for each year of job experience directly related to job duties. Credit for teaching experience is limited to 5 years for salary placement for teachers promoted to a position that requires educator certification on the Administrative-Professional pay schedule.
- ii. Nonexempt: 1 percent above minimum for each year of job experience directly related to job duties.

Review and Adjustment of Pay Ranges

Human Capital Management will review pay structures annually and recommend adjustments as needed to maintain competitive alignment with external job markets and internal alignment of career pathways. Adjustments to pay ranges are made prior to the calculation of pay increases.

If no pay raise is approved by the Board, no pay range adjustments will be made. Salary schedules will be adjusted only to update the years of service.

Overpayment

Employees are responsible for regularly reviewing the accuracy of their pay statements. An overpayment occurs if an employee is paid more than the amount that the employee should have been paid under the assigned pay grade and/or any relevant supplemental pay. If discovered and/or reported in the current fiscal year, a payment plan may be developed for regular payroll deductions to recoup the overpayment. Generally, an overpayment will be paid in one pay cycle. However, if it creates an undue hardship the district may develop a plan for regular payroll deductions at the discretion of the district.

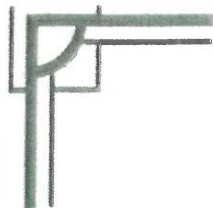
Employees with contracts serving in an interim assignment will receive a separate written agreement. This will state that at the conclusion of the additional duty, the additional payment does not continue over the course of the year.

Extracurricular Stipends

All stipends require The Board will approval and are outlined in the Compensation Manual, which is considered extra duty, and is not a part of the base salary. Exempt employees who are assigned supplemental duties that accrue extra pay will be compensated according to the district's schedule for extra duty stipends. Stipends and incentives are reviewed and modified periodically.

Nonexempt employees who are assigned supplemental duties will be paid on an hourly basis including overtime compensation when hours exceed 40 in a workweek. The hours worked in supplemental duties must be combined with the hours worked in the regular job assignment for determining the total hours worked each week.

Payment of extra-duty stipends for exempt employees are annualized and paid monthly over the course of the school year. **Certain stipends such as UIL and Class Sponsors may be paid as a lump sum (at the end of the semester/school year).**



DISTRICT BENEFITS & INCENTIVES

2025-2026

- District monthly contribution of \$410 to Health Insurance Premium
- Selective enrollment in Health Savings and Flexible Spending Accounts
- Free prescription savings through CLEVER RX to all employees
- Options for employee selected MASA transport protection and RECURO telehealth program
- No cost Employee Assistance Program, which includes household coverage
- Local Mental Health days
- No cost \$10,000 Life Insurance Policy for all full time employees
- Free PK-3 and PK-4 for all staff children

TEACHER INCENTIVE ALLOTMENT

- Provides extra funding from \$3,000 - \$32,000 per teacher, PER YEAR, in DeSoto ISD
- Three Designations: Recognized, Exemplary, Master

HYBRID WORK MODEL

- One day a week, supervisor approved work from home option to adapt to the 21st century work environment
- Designation based on eligible ISC positions

STIPENDS

- Masters and/or Doctoral Stipend*
- Bilingual Stipend*
- Athletic, Student Activities, and Academic Stipend*
- MS/HS Critical Shortage Stipend*
- SPED Critical Shortage Stipends

*Denotes TEACHER ONLY Stipend



2025-2026

District Black Out Days



DEC (Local) states that discretionary leave shall not be permitted on:

- The day before a school holiday
- The day after a school holiday
- Days scheduled for end-of-semester exams
- Days during the first or the last week of school
- Days scheduled for state-mandated assessments
- Districtwide professional development days

Listed below are the dates that discretionary personal days cannot be used without being docked

2025-2026 District Designated Black Out Dates

Day Types:	Designated Dates:
Teacher Workdays/Professional Development Days:	July 2025: 28, 29, 30, 31 August 2025: 01, 04, 05, 06, 07, 08, 29 October 03, 2025 November 07, 2025 December 05, 2025 January 05-06, 2026 February 13, 2026 May 2026: 26, 27
Day Before Holiday:	October 2025: 02, 10 November 2025: 04, 21 December 2025: 04, 19 January 15, 2026 February 12, 2026 March 06, 2026 April 2, 2026 May 22, 2026
Day After Holiday:	September 02, 2025 October 2025: 16, 20 November 10, 2025 December 08, 2025 January 07, 2026 January 20, 2026 February 17, 2026 March 16, 2026 April 7, 2026
First Week of School	August 2025: 11, 12, 13, 14, and 15
STAAR Testing/EOC Days:	December 2025: 02, 03, 04, and 09, 10, 11 April 2026: 09, 14, 15, 16, 17, 23, 24, 27, 28, 29, and 30
Last Week of School:	May 2026: 18, 19, 20, 21, and 22

*In the event the school calendar is adjusted due to closure, the blackout day will be adjusted to the following day.

NOTE



Principals/Supervisors can grant the use of discretionary days on any of the dates listed above. For additional review requests, employees must complete the Black Out Day Request Form and submit it to their campus. Be sure to provide supporting documentation within five (5) business days of the absence.

If employees choose to use a personal day that has **not been approved**, all days taken consecutively preceding or following the date(s) listed will be docked at your daily rate of pay.

Questions



Have a question or need clarification?

Reach out to a member of our team at hr@desotoisd.org