NEW HANOVER COUNTY SCHOOLS

Dr. Christopher Barnes
Superintendent

Jennifer Geller
Assistant Superintendent of Human Resources

MEMORANDUM

To: Dr. Barnes, Superintendent
From: Ashley Sutton, Chief Financial Officer
Jennifer Geller, Assistant Superintendent of Human Resources
Date: September 21, 2026
Re: Exceptional Children Teaching Assistant Pay Structure Proposal

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The purpose of this memorandum is to present joint recommendations from the Finance and Human Resources Divisions, as directed by the Superintendent, regarding proposed adjustments to the salary structures for Exceptional Children Teaching Assistants (EC TAs).

These recommendations are intended to strengthen the district's ability to recruit and retain employees serving students with disabilities while establishing compensation structures that more appropriately represent the job responsibilities recognizing the intensity and complexity of services provided to students.

Exceptional Children Teaching Assistant Pay Structure

This proposal does not change the classification of all Teaching Assistants; instead, it establishes a higher classification for EC Teaching Assistants whose regular assignments require increasingly specialized levels of student support.

Teaching Assistant Assignment	Proposed Grade	Basis for Classification
General Education Teaching Assistant	57	Existing general education instructional support responsibilities
EC Teaching Assistant *Resource Setting*	59	Specialized instructional and student support associated with EC services
EC Teaching Assistant *Maximum-Level Services*	61	Intensive and highly specialized behavioral, medical, mobility, personal-care, communication, safety, or comparable student support

Temporary EC Coverage Stipend

The proposal also recognizes the collaborative nature of providing services to students with disabilities and the importance of maintaining continuity of those services when an EC Teaching Assistant is absent.

This proposal recommends that a General Education Teaching Assistant who is assigned to provide whole-day coverage for an absent EC Teaching Assistant receive a $50 daily stipend for each qualifying day of coverage.

The stipend recognizes the temporary assumption of responsibilities beyond the employee's regular assignment without requiring a permanent change in job classification. Eligibility will require that the employee be assigned to provide full-day coverage and assume the substantive responsibilities of the EC Teaching Assistant assignment. The stipend will not apply to incidental assistance, routine collaboration, short-term support, or partial-day coverage.

*Employee placement on the schedule will be based upon approved years of relevant professional experience in accordance with district Human Resources procedures.