

May 21, 2026

East Aurora School District 131 has the following opening(s) for the 2026-2027 school year and will accept applications from candidates who may be interested in the position(s) listed below. Medical, dental, vision, and term life insurance policies are available.

VACANCY NOTICE

POSITION TITLE: Pupil Personnel Assistant

BUILDING(S): East Aurora High School

TERMS OF EMPLOYMENT: 9-1/3 months. Monday-Friday: 8 hours/day.

IMMEDIATE SUPERVISOR: Building Principal or Designee

EVALUATION PROCEDURES: Per the Collective Bargaining Agreement

SALARY: Per the Collective Bargaining Agreement. See page 3 of the posting for salary schedule

START DATE: August 2026

JOB ID: 5011

QUALIFICATIONS:

1. High School diploma or equivalent.
2. Knowledge of computers and software programs (specifically MS Office suite).
3. Accurate data entry skills.
4. Excellent organizational skills.
5. Strong interpersonal and intrapersonal skills.
6. Excellent written and oral communications skills.
7. Ability to work with a linguistically and culturally diverse community.

JOB DESCRIPTION / RESPONSIBILITIES:

1. Support the administration in the implementation of district and school rules and policy.
2. Escort students in the building.
3. Enforce and monitor dress code, ID compliance, pass privileges and school assemblies.
4. Maintain an orderly atmosphere, which is conducive to educational development and individual growth.
5. Provide behavior management support in the halls, bathrooms, office, classroom, grounds and extra-curricular programs and events.

6. Take all reasonable precautions to protect students, equipment, materials, staff and facilities.
7. Assist with conflict resolution, crisis intervention, after school security, lunchroom, and parking lot.
8. Assist in investigations, staff consultations, and the picking up and delivery of school materials.
9. Exhibit legal and ethical behavior in their professional practices; follow and implement all district rules, regulations, practices and policies.
10. Demonstrate a high level of professionalism with the ability to maintain confidentiality and personal flexibility in all areas.
11. Participate in / attend building and district meetings, as required.
12. Maintain professional competence through in-service education activities provided by the district.
13. Direct and supervise students, implement MTSS, and maintain and document discipline both in and out of the classroom during the assigned workday.
14. Perform any other duties and responsibilities as may be requested by the principal or designee.

APPLICATION PROCEDURE:

Applications should be completed online at <https://www.d131.org>. Position(s) will remain open until filled. East Aurora School District 131 is an Equal Opportunity Employer.

BENEFITS:

TRS/IMRF Pension
403b
Medical
Dental
Vision
Flexible Spending Program
Basic Life and AD&D
Disability Coverage
Employee Assistance
Pet Insurance
Identity Theft Protection

APPENDIX B-1: 2026 - 2027 Support Staff Pay Schedule

Compensation Level	Assistant / Liaison	Sped Interpreter / Sign Interpreter / JumpStart Parent Educator	RN	LPN	Truancy
1	\$ 22.00	\$ 28.25	\$ 31.75	\$ 29.00	\$ 24.00
2	\$ 22.50	\$ 28.75	\$ 32.25	\$ 29.50	\$ 24.50
3	\$ 23.00	\$ 29.25	\$ 32.75	\$ 30.00	\$ 25.00
4	\$ 23.50	\$ 29.75	\$ 33.25	\$ 30.50	\$ 25.50
5	\$ 24.00	\$ 30.25	\$ 33.75	\$ 31.00	\$ 26.00
6	\$ 24.50	\$ 30.75	\$ 34.25	\$ 31.50	\$ 26.50
7	\$ 25.00	\$ 31.25	\$ 34.75	\$ 32.00	\$ 27.00
8	\$ 25.50	\$ 31.75	\$ 35.25	\$ 32.50	\$ 27.50
9	\$ 26.00	\$ 32.25	\$ 35.75	\$ 33.00	\$ 28.00
10	\$ 26.50	\$ 32.75	\$ 36.25	\$ 33.50	\$ 28.50
11	\$ 27.00	\$ 33.25	\$ 36.75	\$ 34.00	\$ 29.00
12	\$ 27.50	\$ 33.75	\$ 37.25	\$ 34.50	\$ 29.50
13	\$ 28.00	\$ 34.25	\$ 37.75	\$ 35.00	\$ 30.00
14	\$ 28.50	\$ 34.75	\$ 38.25	\$ 35.50	\$ 30.50
15	\$ 29.00	\$ 35.25	\$ 38.75	\$ 36.00	\$ 31.00
16	\$ 29.50	\$ 35.75	\$ 39.25	\$ 36.50	\$ 31.50
17	\$ 30.00	\$ 36.25	\$ 39.75	\$ 37.00	\$ 32.00
18	\$ 30.50	\$ 36.75	\$ 40.25	\$ 37.50	\$ 32.50
19	\$ 31.00	\$ 37.25	\$ 40.75	\$ 38.00	\$ 33.00
20	\$ 31.50	\$ 37.75	\$ 41.25	\$ 38.50	\$ 33.50
21	\$ 32.00	\$ 38.25	\$ 41.75	\$ 39.00	\$ 34.00
22	\$ 32.50	\$ 38.75	\$ 42.25	\$ 39.50	\$ 34.50
23	\$ 33.00	\$ 39.25	\$ 42.75	\$ 40.00	\$ 35.00
24	\$ 33.50	\$ 39.75	\$ 43.25	\$ 40.50	\$ 35.50
25	\$ 34.00	\$ 40.25	\$ 43.75	\$ 41.00	\$ 36.00
26	\$ 34.50	\$ 40.75	\$ 44.25	\$ 41.50	\$ 36.50
27	\$ 35.00	\$ 41.25	\$ 44.75	\$ 42.00	\$ 37.00
28	\$ 35.50	\$ 41.75	\$ 45.25	\$ 42.50	\$ 37.50
29	\$ 36.00	\$ 42.25	\$ 45.75	\$ 43.00	\$ 38.00
30	\$ 36.50	\$ 42.75	\$ 46.25	\$ 43.50	\$ 38.50