Monte Vista School District

2023-2024 Salary Schedules

Monte Vista School District Teacher Salary Schedule 2023-2024

	BA	BA+10	BA+20	BA+30	MA	MA+10	MA+20	MA+30	MA+45
Steps	Salary								
1	40329	41177	42024	42872	43719	44568	45414	46262	47112
2	41226	42097	42946	43844	44738	45585	46433	47282	48214
3	42122	43018	43867	44812	45756	46604	47451	48300	49316
4	43019	43940	44789	45782	46776	47622	48470	49317	50419
5	43917	44862	45709	46751	47793	48643	49487	50336	51523
6	44815	45783	46630	47721	48812	49660	50506	51353	52627
7	45711	46705	47553	48691	49830	50678	51524	52372	53730
8	46608	47625	48475	49661	50849	51696	52544	53390	54833
9	47505	48548	49395	50631	51867	52715	53561	54411	55935
10	48401	49468	50317	51601	52885	53733	54580	55428	57040
11	49298	50389	51237	52571	53903	54752	55598	56446	58143
12	50195	51309	52160	53540	54923	55768	56617	57464	59246
13			53080	54510	55940	56788	57635	58483	60350
14			54001	55480	56959	57807	58653	59501	61452
15				56450	57977	58826	59671	60520	62556
16				57420	58996	59844	60691	61537	63659
17				58390	60014	60862	61708	62556	64763
18				59361	61033	61879	62728	63575	65864
19				60332	62050	62898	63745	64594	66967
20					63067	63915	64762	65612	68071
21					64084	64932	65779	66628	69175
22								67645	70277
23									71380

Board policy GCBA applies.

Teachers entering the district will be granted one step on the salary schedule for each full year taught in a state accredited school outside this district, to a maximum of eleven (11) years credit. More than one half of the consecutive contract days during a given school year shall constitute a full year for credit.

Initial placement on the salary schedule shall be determined by the highest degree earned and additional hours beyond the degree as verified by official college transcripts. Teachers must inform the superintendent at the time of hiring of all credits applicable to salary schedule placement.

Following the teacher's initial salary schedule placement, additional hours counted toward advancement on the salary schedule must relate to the teacher's job requirements and must be earned at accredited colleges or universities.

The district will grant continuing ed inservice credit for attendance at district trainings and serving on district or school committees beyond the scheduled day. Committee service must be approved and documented by the committee chairperson. Fifteen clock hours shall equal one credit hour.

Substitute teachers holding a 1-year authorization (Type V) will be paid \$135/day. Substitute teachers holding a 3 or 5 year authorization will be paid \$150/day.

Substitute teachers will be expected to report at the regular time and stay on site the entire school day. Substitutes may be asked to assist in other classrooms or perform supervision duties during the plan time allotted to the regular classroom teacher. Substitutes may be assigned supervision duties during the school day by the principal.

Monte Vista School District Principal Salary Schedule 2023-2024

	HS		MS		ELEM/BSDC	
Steps	2023-24	Daily Rate	2023-24	Daily Rate	2023-24	Daily Rate
0	95044	525	90702	501	86356	477
1	96257	532	91915	508	87569	484
2	97470	539	93127	515	88782	491
3	98681	545	94341	521	89994	497
4	99896	552	95553	528	91208	504
5	101108	559	96766	535	92422	511
6	102323	565	97980	541	93635	517
7	103534	572	99192	548	94846	524
8	104746	579	100405	555	96058	531
9	105958	585	101618	561	97270	537
10	107170	592	102831	568	98482	544

Years Outside Experience:

1-2 Step 1

3-4 Step 2

5+ Step 3

Step increases take effect August 1.

The salary differences between high school, middle school, and elementary are intended to compensate for the differences in time required at each level for extracurricular supervision. All principals devote a staggering amount of time to morning and evening meetings with parents, class and school presentations and the many committees required to administer a school. However, extracurricular supervision adds to this burden.

The above salary schedule is intended for general guidance only. Salary increases for school administrators are awarded solely at the discretion of the Board of Education

Monte Vista School District Early Childhood Director Salary Schedule 2023-2024

Steps	2023-24
0	74,832
1	75,967
2	77,104
3	78,239
4	79,375
5	80,510
6	81,645
7	82,781
8	83,916
9	85,052
10	86,188

Years Outside Experience:

1-2 Step1

3–4 Step 2

5+ Step 3

Step increases take effect August 1.

The above salary schedule is intended for general guidance only. Salary increases for school administrators are awarded solely at the discretion of the Board of Education

Monte Vista School District Paraprofessional 2023-2024 Annual Wage Schedule

Steps	2023-24	Hourly Rate
1	20,598	17.40
2	20,997	17.73
3	21,366	18.05
4	21,745	18.37
5	22,146	18.70
6	22,503	19.01
7	22,892	19.33
8	23,273	19.66
9	23,662	19.98
10	24,062	20.32
11	24,431	20.63
12	24,809	20.95
13	25,178	21.27
14	25,567	21.59
15	25,958	21.92
16	26,328	22.24
17	26,705	22.55
18	27,094	22.88
19	27,475	23.21
20	27,863	23.53

Director Qualified Preschool Paraprofessional may receive an additional \$5,141 per year at the discretion of the Superintendent and the Principal.

One year of experience on the salary schedule will be granted for ninety (90) or more days worked during any one school year in the Monte Vista School District. The anniversary date for determination of "years of experience" shall be September 1 of each year. Other applicable experience may be considered for placement on the salary schedule on an individual basis at the time of hiring by the superintendent.

Paraprofessionals will work student days plus 2 days at the start of the school year; 8 hours per day.

An additional \$759 shall be paid annually to those paraprofessionals who have earned 30 or more semester hours of credit at a college or university.

Substitute staff hired on a daily basis for this position will be paid \$120.00/day.

Monte Vista School District Food Service Personnel 2023-2024 Annual Wage Schedule

Steps	2023-24
1	\$14.63
2	\$14.75
3	\$14.94
4	\$15.13
5	\$15.33
6	\$15.53
7	\$15.72
8	\$15.93
9	\$16.11
10	\$17.54
11	\$17.73
12	\$17.94
13	\$18.13
14	\$18.32
15	\$18.53
16	\$18.71
17	\$18.92
18	\$19.11
19	\$19.32
20	\$19.54

The Assistant Food Service Director shall receive an additional \$2,012 per year and the Kitchen Supervisor will receive an additional \$1,572 per year.

One year of experience on the salary schedule will be granted for ninety (90) or more days worked during any one school year in the Monte Vista School District. The anniversary date for determination of "years of experience" shall be September 1 of each year. Other applicable experience may be considered for placement on the salary schedule on an individual basis at the time of hiring by the superintendent.

Substitute help shall be paid at the current minimum wage rate.

A maximum amount of \$80.00 per examination will be paid by the district toward any required physical examinations.

Monte Vista School District Maintenance and Custodial Personnel 2023-2024 Annual Wage Schedule

Steps	2023-2024	Hourly Rate
1	30,503	15.89
2	31,018	16.16
3	31,519	16.42
4	32,020	16.68
5	32,547	16.95
6	33,064	17.22
7	33,534	17.47
8	34,064	17.74
9	34,551	18.00
10	35,037	18.25
11	35,566	18.52
12	36,040	18.77
13	36,568	19.05
14	37,054	19.30
15	37,583	19.57
16	38,084	19.84
17	38,569	20.09
18	39,084	20.36
19	39,571	20.61
20	40,086	20.88

Maintenance employees (3) shall be paid an additional amount of \$2,651 annually. Crew leaders and groundskeepers (in season) may be paid an additional \$122 per month at the discretion of the maintenance director.

One year of experience on the salary schedule will be granted for ninety (90) or more days worked during any one school year in the Monte Vista School District. The anniversary date for determination of "years of experience" shall be September 1 of each year. Other applicable experience may be considered for placement on the salary schedule on an individual basis at the time of hiring by the superintendent.

Substitute help shall be paid at the current minimum wage rate.

The schedule is based upon 160 working hours per month.

The maintenance and custodial staff work 12 months and receive vacations and holidays in accordance with Board Policy GDD.

Monte Vista School District Transportation Personnel 2023-2024 Wage Schedule

Daily Routes	Route Length (Daily route miles including AM runs, PM runs, and in-district runs)	Daily Amount
А	Under 20 miles	\$60.17
В	20-39 miles	\$63.12
С	40-59 miles	\$66.50
D	60-79 miles	\$69.46
Е	80-99 miles	\$72.75
F	100+	\$75.72

An additional \$90.78 per year will be paid for each year of service completed with the Monte Vista Public Schools as a school bus driver for a maximum of 20 years.

One year of experience on the salary schedule will be granted for ninety (90) or more days worked during any one school year in the Monte Vista School District. The anniversary date for determination of "years of experience" shall be September 1 of each year. Other applicable experience may be considered for placement on the salary schedule on an individual basis at the time of hiring by the superintendent.

"Over the mountain" activity drivers shall be paid at the rate of the current minimum hourly wage plus \$3.00 per hour. For trips requiring overnight stay, the driver will be paid at the current minimum wage hourly rate for all non-drive time and upon retiring to their room for the night [the time to be agreed upon by the transportation and activities directors prior to the start of the trip], then the driver will be paid at a flat fee of \$75 while at rest.

"In Valley" activity drivers shall be paid at a rate of the current minimum hourly wage plus \$1.50 per hour for driving time [as established by the transportation director for each trip location] and at the current minimum wage hourly rate for non-drive time.

A maximum amount of \$95.00 per examination will be paid by the district toward any required physical examinations.

Approved: 05/082023

Monte Vista School District School Clerical Personnel 2023-2024 Annual Wage Schedule

Steps	2023-24	Hourly Rate
1	22,661	17.49
2	23,101	17.82
3	23,507	18.14
4	23,925	18.46
5	24,364	18.80
6	24,759	19.10
7	25,187	19.43
8	25,603	19.76
9	26,033	20.09
10	26,473	20.43
11	26,878	20.74
12	27,297	21.06
13	27,702	21.38
14	28,130	21.71
15	28,559	22.04
16	28,965	22.35
17	29,382	22.67
18	29,811	23.00
19	30,228	23.32
20	30,657	23.66

One year of experience on the salary schedule will be granted for ninety (90) or more days worked during any one school year in the Monte Vista School District. The anniversary date for determination of "years of experience" shall be September 1 of each year. Other applicable experience may be considered for placement on the salary schedule on an individual basis at the time of hiring by the superintendent.

School secretaries will work student days plus 8 days before the start of the school year and 8 days after the end of the school year. Secretaries will work 8 hours per day.

Substitute staff hired on a daily basis for this position will be paid \$120.00/day.

Monte Vista School District District Clerical/Bookkeeping Personnel 2023-2024 Annual Wage Schedule

Steps	2023-24	Hourly Rate
1	33,062	19.68
2	33,562	19.98
3	34,020	20.25
4	34,536	20.56
5	35,035	20.85
6	35,522	21.14
7	36,023	21.44
8	36,495	21.72
9	36,982	22.01
10	37,482	22.31
11	37,970	22.60
12	38,430	22.88
13	38,930	23.17
14	39,415	23.46
15	39,916	23.76
16	40,404	24.05
17	40,876	24.33
18	41,377	24.63
19	41,849	24.91
20	42,351	25.21

One year of experience on the salary schedule will be granted for ninety (90) or more days worked during any one school year in the Monte Vista School District. The anniversary date for determination of "years of experience" shall be September 1 of each year. Other applicable experience may be considered for placement on the salary schedule on an individual basis at the time of hiring by the superintendent.

The schedule is based upon 140 working hours per month.

District clerical personnel work 12 months and receive vacations and holidays in accordance with Board Policy GDD.

Monte Vista School District Maintenance/Transportation Director 2023-2024 Annual Wage Schedule

Steps	2023-24	Hourly Rate
0	76,300	39.74
1	77,456	40.34
2	78,615	40.95
3	79,773	41.55
4	80,931	42.15
5	82,088	42.75
6	83,246	43.36
7	84,404	43.96
8	85,561	44.56
9	86,720	45.17
10	87,877	45.77

One year of experience on the salary schedule will be granted for ninety (90) or more days worked during any one school year in the Monte Vista School District. The anniversary date for determination of "years of experience" shall be September 1 of each year. Other applicable experience may be considered for placement on the salary schedule on an individual basis at the time of hiring by the superintendent.

The District Maintenance/Transportation Director works 12 months and receives vacations and holidays in accordance with Board Policy GDD.

The Maintenance/Transportation Director is supervisory/salaried and exempt from overtime.

Monte Vista School District Maintenance Director 2023-24 Annual Wage Schedule

Steps	2023-2024	Hourly Rate
1	53,989	28.12
2	54,752	28.52
3	55,529	28.92
4	56,307	29.33
5	57,098	29.74
6	57,860	30.14
7	58,638	30.54
8	59,427	30.95
9	60,191	31.35
10	60,970	31.76
11	61,746	32.16
12	62,523	32.56
13	63,300	32.97
14	64,077	33.37
15	64,855	33.78
16	65,631	34.18
17	66,408	34.59
18	67,186	34.99
19	67,949	35.39
20	68,740	35.80

One year of experience on the salary schedule will be granted for ninety (90) or more days worked during any one school year in the Monte Vista School District. The anniversary date for determination of "years of experience" shall be September 1 of each year. Other applicable experience may be considered for placement on the salary schedule on an individual basis at the time of hiring by the superintendent.

The district maintenance director works 12 months and receives vacations and holidays in accordance with Board Policy GDD.

The maintenance director position is supervisory/salaried and exempt from overtime.

Monte Vista School District Transportation Director 2022-2023 Annual Wage Schedule

Steps	2023-2024	Hourly Rate
1	53,820	28.03
2	54,351	28.31
3	54,881	28.58
4	55,411	28.86
5	55,942	29.14
6	56,472	29.41
7	57,003	29.69
8	57,533	29.97
9	58,063	30.24
10	58,594	30.52
11	59,124	30.79
12	59,655	31.07
13	60,185	31.35
14	60,715	31.62
15	61,246	31.90
16	61,776	32.18
17	62,307	32.45
18	62,837	32.73
19	63,367	33.00
20	63,898	33.28

One year of experience on the salary schedule will be granted for ninety (90) or more days worked during any one school year in the Monte Vista School District. The anniversary date for determination of "years of experience" shall be September 1 of each year. Other applicable experience may be considered for placement on the salary schedule on an individual basis at the time of hiring by the superintendent.

The district transportation director works 12 months and receives vacations and holidays in accordance with Board Policy GDD.

The transportation director position is supervisory/salaried and exempt from overtime.

Monte Vista School District District Accounting/Risk Manager 2023-2024 Annual Wage Schedule

Steps	2023-24	Hourly Rate		
1	50,211	29.89		
2	50,823	30.25		
3	51,422	30.61		
4	52,033	30.97		
5	52,630	31.33		
6	53,242	31.69		
7	53,854	32.06		
8	54,453	32.41		
9	55,064	32.78		
10	55,662	33.13		
11	56,274	33.50		
12	56,871	33.85		
13	57,485	34.22		
14	58,081	34.57		
15	58,693	34.94		
16	59,291	35.29		
17	59,902	35.66		
18	60,501	36.01		
19	61,113	36.38		
20	61,712	36.73		

One year of experience on the salary schedule will be granted for ninety (90) or more days worked during any one school year in the Monte Vista School District. The anniversary date for determination of "years of experience" shall be September 1 of each year. Other applicable experience may be considered for placement on the salary schedule on an individual basis at the time of hiring by the superintendent.

The schedule is based upon 140 working hours per month.

District personnel work 12 months and receive vacations and holidays in accordance with Board Policy GDD.

Accounting/risk manager is a supervisory/salaried position and exempt from overtime.

Monte Vista School District Executive Assistant for Special Projects, 2023-2024 Annual Wage Schedule

Steps	2023-24	Hourly Rate		
1	49,091	29.22		
2	49,703	29.59		
3	50,302	29.94		
4	50,913	30.31		
5	51,510	30.66		
6	52,122	31.03		
7	52,734	31.39		
8	53,333	31.75		
9	53,944	32.11		
10	54,542	32.47		
11	55,154	32.83		
12	55,751	33.19		
13	56,365	33.55		
14	56,961	33.91		
15	57,573	34.27		
16	58,171	34.63		
17	58,782	34.99		
18	59,381	35.35		
19	59,993	35.71		
20	60,592	36.07		

One year of experience on the salary schedule will be granted for ninety (90) or more days worked during any one school year in the Monte Vista School District. The anniversary date for determination of "years of experience" shall be September 1 of each year. Other applicable experience may be considered for placement on the salary schedule on an individual basis at the time of hiring by the superintendent.

The schedule is based upon 140 working hours per month.

District personnel work 12 months and receive vacations and holidays in accordance with Board Policy GDD.

Executive assistant for special projects is a supervisory/salaried position and exempt from overtime.

Monte Vista School District Payroll & Personnel Coordinator 2023-2024 Annual Wage Schedule

Steps	2023-24	Hourly Rate		
1	49,091	29.22		
2	49,703	29.59		
3	50,302	29.94		
4	50,913	30.31		
5	51,510	30.66		
6	52,122	31.03		
7	52,734	31.39		
8	53,333	31.75		
9	53,944	32.11		
10	54,542	32.47		
11	55,154	32.83		
12	55,751	33.19		
13	56,365	33.55		
14	56,961	33.91		
15	57,573	34.27		
16	58,171	34.63		
17	58,812	35.01		
18	59,381	35.35		
19	59,993	35.71		
20	60,592	36.07		

One year of experience on the salary schedule will be granted for ninety (90) or more days worked during any one school year in the Monte Vista School District. The anniversary date for determination of "years of experience" shall be September 1 of each year. Other applicable experience may be considered for placement on the salary schedule on an individual basis at the time of hiring by the superintendent.

The schedule is based upon 140 working hours per month.

District personnel work 12 months and receive vacations and holidays in accordance with Board Policy GDD.

Monte Vista School District District Technology Specialist 2023-2024 Annual Wage Schedule

Steps	2023-24	Hourly Rate		
1	44,611	26.55		
2	45,223	26.92		
3	45,822	27.28		
4	46,433	27.64		
5	47,030	27.99		
6	47,642	28.36		
7	48,254	28.72		
8	48,853	29.08		
9	49,464	29.44		
10	50,062	29.80		
11	50,674	30.16		
12	51,271	30.52		
13	51,885	30.88		
14	52,481	31.24		
15	53,093	31.60		
16	53,691	31.96		
17	54,302	32.32		
18	54,901	32.68		
19	55,513	33.04		
20	56,112	33.40		

One year of experience on the salary schedule will be granted for ninety (90) or more days worked during any one school year in the Monte Vista School District. The anniversary date for determination of "years of experience" shall be September 1 of each year. Other applicable experience may be considered for placement on the salary schedule on an individual basis at the time of hiring by the superintendent.

The schedule is based upon 140 working hours per month.

District personnel work 12 months and receive vacations and holidays in accordance with Board Policy GDD.

Technology specialist is a supervisory/salaried position and exempt from overtime.

Monte Vista School District Food Service Director 2023-2024 Annual Wage Schedule

Steps	2023-24	Hourly Rate		
1	40,039	30.89		
2	40,463	31.22		
3	40,888	31.55		
4	41,312	31.88		
5	41,736	32.20		
6	42,161	32.53		
7	42,585	32.86		
8	43,009	33.19		
9	43,434	33.51		
10	43,858	33.84		
11	44,282	34.17		
12	44,706	34.50		
13	45,131	34.82		
14	45,555	35.15		
15	45,979	35.48		
16	46,404	35.81		
17	46,828	36.13		
18	47,252	36.46		
19	47,677	36.79		
20	48,101	37.11		

One year of experience on the salary schedule will be granted for ninety (90) or more days worked during any one school year in the Monte Vista School District. The anniversary date for determination of "years of experience" shall be September 1 of each year. Other applicable experience and education relating to the Food Service Director's job requirements may be considered for placement on the salary schedule on an individual basis at the time of hiring by the superintendent.

The Food Service Director works for 10 months.

Food Service Director is a supervisory/salaried position and exempt from overtime.

Monte Vista School District Maintenance/Vehicle Technicians 2023-2024 Annual Wage Schedule

Steps	2023-24	Hourly Rate		
1	36,580	19.05		
2	37,142	19.34		
3	37,689	19.63		
4	38,236	19.91		
5	38,811	20.21		
6	39,375	20.51		
7	39,888	20.78		
8	40,466	21.08		
9	40,997	21.35		
10	41,527	21.63		
11	42,105	21.93		
12	42,621	22.20		
13	43,197	22.50		
14	43,728	22.78		
15	44,303	23.07		
16	44,851	23.36		
17	45,380	23.64		
18	45,942	23.93		
19	46,473	24.20		
20	47,035	24.50		

One year of experience on the salary schedule will be granted for ninety (90) or more days worked during any one school year in the Monte Vista School District. The anniversary date for determination of "years of experience" shall be September 1 of each year. Other applicable experience may be considered for placement on the salary schedule on an individual basis at the time of hiring by the superintendent.

Substitute help shall be paid at the rate of the current minimum wage.

The schedule is based upon 160 working hours per month.

The Maintenance/Vehicle Technicians work 12 months.

Monte Vista School District 2023-2024 Extra Duty Salary Schedule

% of Base	0.21	0.14	0.115	0.09	0.07	0.06
STEP	Section 1	Section 2	Section 3	Section 4	Section 5	Section 6
zero-one	8469	5646	4638	3630	2823	2420
two-three	8926	5951	4888	3826	2975	2550
four-five	9384	6256	5139	4022	3128	2681
six-seven	9841	6561	5389	4218	3280	2812
eight-nine	10298	6866	5640	4414	3433	2942
ten+	10756	7170	5890	4610	3585	3073
% of Base	0.043	0.038	0.03	0.023	0.015	0.01
STEP	Section 7	Section 8	Section 9	Section10	Section11	Section12
zero-one	1734	1533	1210	928	605	403
two-three	1828	1615	1275	978	638	425
four-five	1921	1698	1341	1028	670	447
six-seven	2015	1781	1406	1078	703	469
eight-nine	2109	1864	1471	1128	736	490
ten+	2202	1946	1537	1178	768	512

Section 1	HS Athletic Director
Section 2	MS Athletic Director
Section 3	HS Band
Section 4	HS Head Baseball/Basketball/Cross Country/Football/Volleyball/Wrestling/Track/Cheer, MS Band
Section 5	HS/MS Summer Band, HS Drama
Section 6	HS Asst. Baseball/Basketball/Football/Volleyball/Wrestling/Track, HS Head Golf, HS Junior Class Sponsor, HS Student Council, HS Yearbook, MS/HS Science Fair
Section 7	HS Flag Coach, HS Asst Marching Band Coordinator, MS Sports
Section 8	HS Head FBLA, HS FFA, HS History Fair, HS Knowledge Bowl, HS STEM/Robotics, MS Knowledge Bowl,
Section 9	BME Science Fair, HS Asst Student Council, HS Skills USA, MS Student Council, MS Yearbook
Section 10	HS Asst. FBLA, HS National Honor Society, MS Flag Coach, MS History Fair
Section 11	HS Key Club, HS Peer Mediator (1), HS Sophomore Class, HS Senior Class
Section 12	BME Student Council (2), BME Yearbook, HS Asst. Peer Mediator (1), HS Freshman Class, Marsh Yearbook, MESA Science, MS Justice League

Ticket Takers = Current Minimum Wage

Notes:

- Will grant up to five years of outside coaching/sponsor experience.
- Will pay \$200/week for head coaches and \$150/week for assistant coaches whose teams advance to the competitions indicated below:
 Volleyball regionals and state (potential for 13-week season and 2 weeks extra pay)
 - Football preliminary round at 50% of weekly stipend, quarters, semis, and finals (potential for 15-week season and 4 weeks extra pay)

 Basketball regionals and state (potential for 16-week season and 2 weeks extra pay)
 - Baseball regionals and state (potential for 13-week season and 2 weeks extra pay)
- All sponsors (excluding coaches) with extra duty contracts that require extended supervision of students beyond the normal season or normal school calendar year will receive additional compensation. Payment will be \$35 per day for the head sponsor and \$25 per day for the assistant sponsors of any club or for the designated sponsors of school-sponsored activities. Prior approval for such extended supervision of students must be made by the building principal who will then submit a formal request to the Board of Education for compensation for the sponsor. Such compensation will be administered following the "extended supervision" activity as per district procedures.
- The district will employ needed percussion help but will be reimbursed by the Band Parent Organization.
- RETIRED POSITIONS that will need to be approved by 3 x 3 to be reinstated at level in which they were retired: Step 7 – Elementary Choir; Step 8 – Spanish Club; Step 12 – Spelling Bee, Success Academy Coordinator

Line 1 = % of base x current base Line 2 = Line 1 + .054 (line 1)

Line 3 = Line 2 + .054 (line 1) & etc.

(Change base amount in C9, D9, etc., and then click. Values will change downward.)