

PERSONNEL SERVICES

Policy 4505

Compensation **Salary Schedules**

The Superintendent, with input from staff members, will prepare salary schedules annually for all non-administrative employee groups. These schedules will be submitted to the Board of Education for approval. (See also Policy 4131 - Extra Duty and Extended Duty Contracts.) Salary recommendations for all administrators will be prepared and submitted to the Board annually. Administrative salaries will be based upon a variety of factors including, educational preparation, years of service within the District, and within public education, years of service as an administrator at each administrative level, years of service within the District, regional comparisons to similar districts, number of contracted days, administrative responsibilities, and salaries of other District administrators within category – building and central office. Consideration will be given to administrators' previous salary for all newly hired administrators.

Teachers new to the district will receive one step on the salary schedule for each year of previous teaching experience. The Board reserves the right to deviate from the schedule in hiring teachers as the law of supply and demand dictates. The Board also reserves the right to set the salary annually of those teachers brought into the system at a higher salary in accordance with the state minimum salary requirements.

With appropriate documentation and administrative approval, placement in columns on the salary schedule will be adjusted to reflect credit hours earned over the summer up to and until the 1st day of September of any given year.

Salary recommendations for all administrators will be prepared and submitted to the Board annually. Administrative salaries will be based upon a variety of factors including educational preparation, years of service within the District and within public education, years of service as an administrator at each administrative level, regional comparisons to similar districts, number of contracted days, administrative responsibilities, and salaries of other District administrator within category. Consideration will be given to administrators' previous salary for all newly hired administrators.