

California Montessori Project
HR Specialist Pay Scale (eff. January 4, 2021)

Yrs Experience	
1	\$18.00
2	\$18.50
3	\$19.00
4	\$19.50
5	\$20.00
*6	\$21.00
7	\$21.50
8	\$22.00
9	\$22.50
10	\$23.00
*11	\$24.00
12	\$24.50
13	\$25.00
14	\$25.50
15	\$26.00
*16	\$27.00
17	\$27.50
18	\$28.00
19	\$28.50
20	\$29.00
21	\$29.50
22	\$30.00
23	\$30.50
24	\$31.00
*25	\$32.00

Education and Training Stipends	
AA/AS Degree	\$0.50
BA/BS Degree	\$1.00
Master's Degree	\$1.50

Compensation Calculation	
Base Hourly Rate:	\$ _____
Education/Training Stipends:	\$ _____
Total Compensation:	\$ _____

Credit for previous work experience

5 years maximum allowable credit for qualifying previous payroll experience as follows:
 1 year for each year of full-time, full-year, non-CMP public school payroll experience.
 1 year for every 2 years FT of private elementary, middle, or high school payroll experience.
 1 year for every 2 years of previous administrative assistant or teaching assistant experience with CMP.
 *Longevity increase in years 6, 11, 16, 25

List qualifying employment and attach documentation (full years of full-time qualifying experience only).

Dates	# years	School Name	Position

Supporting documentation must be returned with Employment Packet to the Human Resources Dept. prior to issuance of employment agreement to receive payroll credit for work experience and educational study.

Print Name

Signature

Date

Admin Initials

California Montessori Project
HR Specialist Pay Scale (eff. ~~1/31/2023~~ January 4, 2021)

Yrs Experience	
1	\$22.7118.00
2	\$23.3918.50
3	\$24.0919.00
4	\$24.8119.50
5	\$25.5520.00
*6	\$26.3221.00
7	\$27.1121.50
8	\$27.9222.00
9	\$28.7622.50
*10	\$29.6223.00
11	\$24.00
12	\$24.50
13	\$25.00
14	\$25.50
15	\$26.00
16	\$27.00
17	\$27.50
18	\$28.00
19	\$28.50
20	\$29.00
21	\$29.50
22	\$30.00
23	\$30.50
24	\$31.00
*25	\$32.00

*3% increase every year after year 10

Education and Training Stipends	
AA/AS Degree	\$0.50
BA/BS Degree	\$1.00
Master's Degree	\$1.50
<u>Longevity Stipend 6-10 years</u>	<u>\$0.50</u>
<u>Longevity Stipend 11-15 years</u>	<u>\$1.00</u>
<u>Longevity Stipend 16-20 years</u>	<u>\$1.50</u>

Compensation Calculation	
Base Hourly Rate:	\$ _____
Education/Training Stipends:	\$ _____
Total Compensation:	\$ _____

Credit for previous work experience

~~85~~ years maximum allowable credit for qualifying previous Human Resources payroll experience as follows:
 1 year for each year of full-time, full-year, ~~non-CMP~~ public or private school Human Resources payroll experience.
~~1 year for every 2 years FT of private elementary, middle, or high school payroll experience.~~
 1 year for every 2 years of previous administrative assistant or teaching or teaching assistant experience ~~assistant experience~~
 with CMP.

*Longevity increase in years 6, 11, 16, 25

List qualifying employment and attach documentation (full years of full-time qualifying experience only).

Dates	# years	School Name	Position

Supporting documentation must be returned with Employment Packet to the Human Resources Dept. prior to issuance of employment agreement to receive payroll credit for work experience and/or educational study.

Print Name

Signature

Date

Admin Initials

DRAFT

California Montessori Project
Human Resources Specialist Pay Scale (eff. 1/31/2023)

Yrs Experience	
1	\$22.71
2	\$23.39
3	\$24.09
4	\$24.81
5	\$25.55
6	\$26.32
7	\$27.11
8	\$27.92
9	\$28.76
*10	\$29.62

*3% increase every year after year 10

Education and Training Stipends		Compensation Calculation	
AA/AS Degree	\$0.50	Base Hourly Rate:	\$ _____
BA/BS Degree	\$1.00	Education/Training Stipends:	\$ _____
Master's Degree	\$1.50	Total Compensation:	\$ _____
Longevity Stipend 6-10 years	\$0.50		
Longevity Stipend 11-15 years	\$1.00		
Longevity Stipend 16-20 years	\$1.50		

Credit for previous work experience

8 years maximum allowable credit for qualifying previous Human Resources experience as follows:
 1 year for each year of full-time, full-year public or private school Human Resources experience.
 1 year for every 2 years of previous administrative assistant or teaching assistant experience with CMP.

List qualifying employment and attach documentation (full years of full-time qualifying experience only).

Dates	# years	School Name	Position

Supporting documentation must be returned with Employment Packet to the Human Resources Dept. prior to issuance of employment agreement to receive payroll credit for work experience and/or educational study.

Print Name

Signature

Date

Admin Initials