



Guidelines for Salary Placement of Certificated New Hires

Horizontal Movement for initial placement with SUSD.

- Submit all transcripts to the Human Resources Department during initial placement through TalentEd Hire.
- Undergraduate courses taken post degree will count for original placement in the District if those courses were not part of an initial teacher credentialing program. Courses must be relevant to your role in the district, and reviewed for approval by the Director of Human Resources.
- Scottsdale Unified School District considers a typical Master's program to be equal to 30 hours of coursework. Any master's credits past 30 hours of coursework will be credited during initial placement.
 - o For example, if you have 48 masters' credits you will be initially placed at a MA+ 12. You will then have 6 credits to apply to horizontal movement once you are an employee.
 - o *Please note column heads run in increments of 12 (BA+0, BA+12, BA+24.....)*
- An earned doctorate will constitute placement on the Ed.d column head during initial placement when transcripts are provided during initial placement.

Vertical Placement Guidelines for initial placement with SUSD.

- Steps do not equate to years of experience.
- SUSD will credit all years of relevant experience during initial placement. New employees' vertical placement will align with current employees' placements, based on relevant years of experience.
 - o For example, if you have been a mathematics teacher for 7 years, the Human Resources Department will vertically place you in alignment with our current staff with 7 years' experience in a similar role.

The Certificated and Nurses Salary Schedule can be found on the SUSD website.