

Licensed Staff Contracts/Compensation/Salary Schedules

Advancement of salary schedule

Staff members will be allowed horizontal movement (academic advancement) on the salary schedule in September with the additional compensation increase taking effect with the September payroll. The deadline for notification to the Human Resource Director of academic or annual advancement is September 15.

Each employee shall receive, based upon the appropriate hourly credit (expressed in semester hours), one column of horizontal advancement on the Certified Salary Schedule for each 10 credit hours earned above the Bachelor's Degree up to and including the Bachelor's plus 30 hours, and for each 10 credit hours earned above the Master's Degree up to and including Masters plus 40. Only credit earned after receiving a teaching license will be considered.

All Credit hours earned for coursework shall be expressed in semester hours.

Horizontal advancement on the Certified Salary Schedule is limited to one column per contract year with the exception of the contract year when an individual earns a Master's Degree. Master's Degree programs require a minimum of 30 semester credit hours beyond the baccalaureate degree. Credit hours earned prior to the Master's Degree will not transfer beyond the Master's Degree column.

Credit hours shall be applied to the Certified Salary Schedule which meets the criteria in one of the five areas listed below.

1. Undergraduate or graduate course credits related to the curriculum and current or potential staff assignment of the employee which have been given approval by the District prior to enrollment in the class.
2. Graduate course credits which enable the employee to better fulfill his or her duties which have been given approval by the District prior to enrollment in the class. Courses taken solely for personal growth will not be counted for credit.
3. Credit for online courses or any other traditional courses which have been given approval by the district prior to enrollment in the course or degree program. A maximum of Five (5) credit hours will be allowed for each horizontal column advancement on the Certified Salary Schedule for credit hours earned for online courses unless the courses are required as part of an approved online degree program.
4. Credit obtained outside the regular contract day for professional development classes, workshops, book studies, or other educationally related activities which have been given approval by the District prior to enrollment in the professional development class, workshop, book study or other educationally related activity.
5. A limit of two (2) student teachers will be allowed for each horizontal advancement in which one quarter (.25) credit will be awarded for each student teacher.

Credit for professional development activities shall be awarded at the rate of one-half (.5) semester credit for each full day (seven and one half contact hours). One (1) semester hour towards a horizontal move will be awarded after successful completion of the induction program.

Compensation for covering another staff member's classes

When teachers are requested to substitute for teachers during their planning period; compensation will be as follows:

If the request is initiated because of the school, the designated teacher will be compensated at the, \$40.00 per block or \$20 per class. Examples of school-initiated requests would be for such situations as absence of coaches for athletic events or absence of teachers who are on field trips or must leave early due to illness.

If the need for a substitute is the result of a teacher-initiated request, the requesting teacher with the approval of the building principal may secure the services of another teacher who would be willing to volunteer his service for the short-term substituting situation. No deduction of pay or loss of emergency leave will be assessed against the requesting teacher.

Adopted: July 12, 1994
Revised: October 27, 1998
July 28, 2020
September 27, 2022

CROSS REF.: GCBC, Professional Staff Supplementary Pay Plans/Overtime

LEGAL REF.: C.R.S. 22-32-110(5)
C.R.S. 22-44-115.5(2)
C.R.S. 22-60-107