



Date: May 6, 2025

To: SLCSD Board of Education
Dr. Elizabeth Grant, Superintendent

From: Alan Kearsley, Business Administrator
Logan Hall, Executive Director, Human Resource Services

Subject: Request for Temporary Contract Position to Support Inclusive Practices and Co-Teaching in Special Education

We are requesting a **temporary administrator on special assignment position** to support school administrators in developing new practices and a deeper understanding of inclusive practices with a focus on **co-teaching between general education and special education teachers**. This position is designed to build leadership capacity, improve implementation of inclusive models, and ensure compliance with federal and state expectations regarding access to the general education curriculum for all students. By building this capacity in our educational leaders, we will transform culture and practice moving forward.

Background

SLCSD is committed to increasing access to the general education environment for students with disabilities. While progress has been made, many administrators have expressed a need for more targeted support in implementing co-teaching models effectively and creating school cultures that embrace full inclusion.

Position Description

The position is that of an administrator on special assignment, serving up to three years. The incumbent will report to the Executive Director of Teaching and Learning. The proposed position would:

- Provide **targeted coaching and professional learning** for principals and leadership teams on co-teaching and inclusive scheduling.
- Model effective strategies for **supporting collaboration** between general and special education staff.
- Assist with **problem-solving around scheduling and service delivery** at the school level.
- Help schools align their practices with **IDEA requirements** and district goals for inclusion.
- Support data collection and reflection around inclusive outcomes and student achievement.

Requested Board Action:

We are requesting approval for this temporary position (not to exceed three years). The Administrator on Special Assignment will be a 12-month contract position paid on Lane IV of the Administrator salary schedule.

Salary Schedule #8
Salt Lake City School District
2024-25
Administrators - Educational / Business
242 Days - 8 Hours Per Day

	I	II	III	IV	V	VI	VII	VIII	IX
STEP	12 Months	12 Months	12 Months	12 Months	12 Months	12 Months	12 Months	12 Months	12 Months
7	131,882	133,327	134,639	142,521	144,491	147,775	156,314	160,911	170,762
6	128,664	130,075	131,356	139,045	140,967	144,171	152,501	156,986	166,597
5	125,527	126,902	128,152	135,654	137,529	140,655	148,781	153,157	162,534
4	122,465	123,807	125,026	132,344	134,174	137,224	145,152	149,422	158,570
3	119,478	120,787	121,977	129,117	130,902	133,877	141,612	145,777	154,702
2	116,564	117,841	119,002	125,968	127,709	130,611	138,158	142,222	150,929
1	113,721	114,967	116,099	122,895	124,594	127,426	134,789	138,753	147,248

- In addition to the salary shown above, administrators also receive the following:
 - Master's Degree +20 semester hours \$1,785
 - Master's Degree +40 semester hours \$3,540
 - Doctorate Degree \$6,144
 - Administrative Longevity Pay 15 or more years \$598
 - Administrative Longevity Pay 30 or more years \$992

Additional salary shall be paid in equal installments with regular payroll, and is subject to Cost of Living Adjustments.
- The following listed administrators are paid on the above schedule:

Lane I	Elementary Assistant Principal	Lane VI	Director II
Lane II	Middle School Assistant Principal	Lane VII	Director I
Lane III	Assistant High School Principal, Coordinator	Lane VIII	High School Principal
Lane IV	Elementary Principal, Supervisor, Assistant Director	Lane IX	Area Director, Senior Director
Lane V	Middle School Principal, K-8 Principal, Director III		
- This schedule includes dental insurance.
- Other administrative placements on this salary schedule will be recommended by the Superintendent's staff to the Board of Education.
- High School Principals and Assistant Principals at traditional high schools will receive a 5% stipend of base pay for after school UHSAA supervision.
- Administrators are contracted to work 242 days per fiscal year and are granted 20 vacation days per year.
- Administrators on this schedule are part of the Wellness Incentive Program as detailed in the Written Understanding, and if elected, will receive the following based on June 30 sick leave balance:
 - Step 4 Incentive (2,184 sick leave hours) 4% of base wage
 - Step 3 Incentive (1,768 sick leave hours) 3% of base wage
 - Step 2 Incentive (1,352 sick leave hours) 2% of base wage
 - Step 1 Incentive (936 sick leave hours) 1% of base wage
- Administrators with 10 consecutive years in the District AND 25 years in the Utah State Retirement System OR Administrators with 10 consecutive years in the District AND have reached 55 years of age will receive longevity pay which shall be 2% of the salary schedule only.
- Step increases on this schedule may be awarded annually depending on available funding and Board approval.
- Employees on this salary schedule who were on the top step of their lane the previous fiscal year, and continue to be on the top step of their respective lane in the current fiscal year will receive a lump-sum payment equal to 1% of contract pay on the second pay period of November.