

# JUSTICE HIGH SCHOOL

## 2024-2025 SALARY SCHEDULE & COMPENSATION PLAN

TEACHER	ADMINISTRATION	SUPPORT STAFF	GRANT
<b>Level 1</b> \$32,000 – \$35,000	<b>Level 1</b> \$50,000 – \$59,000	<b>Level 1</b> Minimum Wage	TBD by Grant
<b>Level 2</b> \$36,000 – \$39,000	<b>Level 2</b> \$60,000 – \$69,000	<b>Level 2</b> Minimum Wage + \$2.00/hr	TBD by Grant
<b>Level 3</b> \$40,000 – \$45,000	<b>Level 3</b> \$70,000 – \$90,000	<b>Level 3</b> Minimum Wage + \$4.00/hr	TBD by Grant
<b>Level 4</b> \$46,000 – \$65,000 (Step increases apply until maximum is reached)	<b>Level 4</b> \$91,000 – BVSD District Equivalent	<b>Level 4</b> Minimum Wage + \$6.00/hr	TBD by Grant

### I. Definitions

For the purposes of this compensation plan, the following definitions shall apply:

- **New Employee:** A current employee who is assigned to a new or different position within the organization, or an individual newly appointed to a specific role within the school.
- **Employee New to the System:** An individual who is beginning employment with Justice High School for the first time.
- **Promotion:** A salary increase resulting from an employee’s movement from one pay grade to at least the next higher pay grade, typically reflecting increased responsibilities.
- **Upgrade:** A reclassification of a job, job title, or position to a higher pay grade based on a reevaluation of duties, responsibilities, or organizational needs.
- **Step Raise:** Advancement by one step within the assigned salary schedule, generally reflecting performance, experience, or continued service.
- **Grant-Funded Employee (Grant Worker):** An individual whose position is funded through external grant sources and whose compensation is governed by the terms and conditions of that grant, which may differ from the standard salary schedule.

### II. Compensation Philosophy

Justice High School is committed to maintaining a fair, equitable, and fiscally responsible compensation system that supports the recruitment, retention, and development of high-quality staff. The compensation plan is designed to:

1. **Maintain Market Competitiveness**  
 Ensure that compensation levels are competitive with relevant labor markets, including comparable public charter schools, Alternative Education Campuses (AECs), and surrounding districts.

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2. **Recognize Position Value**  
Reflect the relative levels of skill, effort, responsibility, and working conditions required for each position.
3. **Support Employee Retention and Growth**  
Acknowledge and reward continued service, professional growth, and contributions to the school community.
4. **Ensure Fiscal Responsibility**  
Operate within the financial constraints of the school while maximizing the effective use of public and grant funds.

### III. Administration of Salaries

The administration of salaries at Justice High School shall be governed by the following procedures:

- **Annual Review Process**  
Salary levels and step advancements shall be reviewed annually by the School Principal and School Board of Directors. Determinations will be based on multiple measures, including but not limited to:
  - Employee performance evaluations
  - Student outcomes and academic growth indicators
  - Contributions to school culture and mission
  - Other qualitative and programmatic factors aligned with school goals
- **Instructional Staff Compensation**  
Base pay for classroom teachers and other certificated staff whose primary responsibilities involve direct student instruction or instructional support shall be determined by the Principal, subject to approval by the Board of Directors.
- **Non-Instructional and Grant-Funded Staff**  
For all other employees, including central office personnel and grant-funded staff, the Principal shall develop and recommend compensation plans within ranges approved by the Board of Directors.
- **Administrative and Leadership Compensation**  
Salaries for school administrators and leadership positions shall be reviewed annually by the Board of Directors to ensure alignment with comparable AEC schools and local educational institutions.

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### IV. Assignment of Salaries for New Hires

All salary placements for new hires shall be approved by the Principal and the Board of Directors and shall comply with applicable Colorado state laws and regulations.

General guidelines include:

- **Entry-Level Placement**

New employees with limited or no directly relevant experience shall typically be placed at **Step Zero** of the appropriate salary schedule.

- **Advanced Step Placement**

With approval from the Principal, a new employee may be placed above Step Zero based on:

- Verified and relevant prior experience
- Demonstrated specialized skills or credentials
- Market conditions or hard-to-fill positions
- Programmatic needs of the school

### V. Assignment to Step Within Pay Grade

Steps within each pay grade represent compensation levels and are not determined solely by years of experience.

In assigning an employee to a specific step, the school may consider:

- Relevant professional experience
- Educational background and certifications
- Market competitiveness for the role
- Internal equity considerations
- Organizational needs and strategic priorities