

PERS10.1 - Salary: Professional and Support

P - Personnel

PROFESSIONAL STAFF SALARY SCHEDULES

Administrators

The Governing Board will enter into individual contracts with each member of the administrative staff, tailored to the requirements of the position. The contract will detail the services expected from the employee in return for financial and other considerations. Additionally, the job description, which outlines specific performance responsibilities and the evaluation process, will be incorporated into the contract by reference. All terms and conditions of these contracts will comply with Arizona Revised Statutes.

Other Certificated Personnel

The salary schedule applies to personnel holding provisional, basic, or standard certificates at the elementary or secondary levels.

Initial Placement on Salary Schedule:

New teachers entering the system with prior teaching experience who meet Arizona State Department of Education certification qualifications will be credited for substantiated years of service. Verified full-time certificated teaching experience in any public school will count toward placement on the salary schedule. Teachers must provide the Superintendent's office with complete documentation of previous teaching experience to receive credit.

Compensation for professional association activities (excluding in-service training) will not be covered under the employee's contract.

Substitutes

The Board will establish pay rates for substitute teaching.

Advancement on Salary Schedule

Vertical and horizontal advancement will follow the salary schedule in effect, with vertical movement limited to one (1) step per year. Reasons for denying vertical advancement include:

- Lack of adequate disciplinary control.
- Insufficient effort in assigned duties or extracurricular activities.
- Lack of cooperation with administration in policy implementation.
- Unprofessional conduct.

Other Contract Provisions

Employees who do not work the full term set by the salary schedule will receive prorated compensation based on the number of days worked. Newly hired or critical positions may receive differential pay above the standard schedule.

Teachers who have worked at or are currently employed by a charter school and who were previously employed by the District will receive the same benefits, protections, and preferences upon returning to the District.

ADMINISTRATIVE SALARY SCHEDULES

The Governing Board is responsible for approving employment, fixing compensation, and determining the term of employment for each administrator in the District. Typically, approval will be given to candidates recommended by the Superintendent. If the Board rejects a recommended candidate, the Superintendent will submit an alternative recommendation.

Misstatements of fact, especially those related to qualifications for employment or salary determination, are grounds for dismissal. No candidate for an administrative position will be recommended without proper certification when required by law.

Employment Contracts

The District requires all administrative employees to execute employment contracts, which must comply with Arizona statutes for certificated personnel. For non-certificated administrators, contracts will specify essential elements, including compensation, term of employment, benefits, and termination or modification procedures.

The policy applies equally to part-time and full-time administrative staff. Each contract or Board resolution will include:

- Initial compensation.
- Term of employment and work period.
- Fringe benefits entitlement.
- Notice procedures for termination or modification.
- Procedures for addressing curtailment or discontinuation of the position.

Certificated administrators may, upon mutual agreement with the Board, return to a teaching position within the District. Their salary will reflect the years of service, including those in administrative roles, according to the teacher's salary schedule.