

Professional Personnel

Salary Schedules And Regulations For Assistant Principals, Administrative Assistants, Deans, And Coordinators

EFFECTIVE JANUARY 1, 2008

Placement on Teacher Schedule Times Sum of Responsibility Factor

Title	Responsibility Factor					Work Year
	(Years)					
	1	2	3	4	5	
H.S. Assistant Principal	1.29	1.31	1.33	1.35	1.37	210 days
H.S. Administrative Assistant	1.25	1.27	1.29	1.31	1.33	200 days
MS/PS Assistant Principal	1.18	1.20	1.22	1.24	1.26	200 days
Dean	1.16	1.18	1.20	1.22	1.24	190 days
Coordinator	1.14	1.16	1.18	1.20	1.22	215 days**
Supervising Speech Pathologist	1.10	1.12	1.14	1.16	1.18	200 days

Additional Factors:

The Superintendent, with Board approval, may increase or decrease the Responsibility Factor up to .10 if the superintendent believes special conditions of assignment or unusual performance warrants such change.

**The Responsibility Factor shall be reduced 1 ½ % for each week not worked when a Coordinator’s work year is reduced.

Regulations:

When a staff member is moved to a classification of higher pay, the staff member will be placed at the lowest experience step which will cause the staff member’s Responsibility Factor to be higher than the one in the staff member’s former classification. When a staff member is moved to a classification of lower pay, the staff member will be placed at that experience step which will cause the staff member’s Responsibility Factor to be closest to the staff member’s former classification.

Longevity Pay for Administrators:

Administrative assistants, assistant principals, and deans will receive a .02 increase after fifteen (15) years of continuous service as an administrator and an additional .02 increase after twenty (20) years of continuous service as an administrator. Years served as a dean, administrative assistant, assistant principal, and principal will be counted as years of service as an administrator.

Note: This salary regulation has been a de facto wage policy of the District for a number of years.

ADOPTED: July 18, 2005

REVISED: March 4, 2008