

# Certificated Personnel Guidelines

## Teachers

### Salary for FY 2017-2018

1. Teachers who began work with St. Tammany Parish School Board prior to July 1, 2014:  
The salary schedules for these teachers are located on Pages 1 to 8. The schedule for each teacher is determined based on the teacher's work calendar. Pay level (step) will not always equal years of experience. For July 1, 2017, teachers will advance two steps on the schedules if the teacher obtained an "effective" rating for FY 2016-2017.
2. Teachers who began work with St. Tammany Parish School Board July 1, 2014 to June 30, 2017:  
The salary schedules for these teachers are located on Pages 41 to 48. The schedule for each teacher is determined based on the teacher's work calendar. Pay level (step) will not always equal years of experience. For July 1, 2017, teachers will advance two steps on the schedules if the teacher obtained an "effective" rating for FY 2016-2017.
3. Teachers who begin work with St. Tammany Parish School Board on or after July 1, 2017:  
Each teacher will be assigned a pay level (step) and beginning salary based on the salary schedules located on Pages 41 to 48. Teachers with experience will be placed on the salary schedule based on their documented years of experience and level of education **less four years** to adjust the teacher pay for years in which base pay increases were not awarded by the Board. Teachers who begin work with St. Tammany Parish School Board on or after July 1, 2017 are not eligible for stipends for highly effective as these stipends are based on COMPASS rating for the prior school year.
4. Teachers who work more than 9 months will be compensated based on the applicable 9 month Teacher Salary Schedule "daily" rate of pay multiplied by the number of days worked in the school year. The "daily" rate for teachers hired prior to July 1, 2014 who work more than 9 months will be based on the Teacher Salary Schedule on page 1. The "daily" rate for teachers hired July 1, 2014 and after who work more than 9 months will be based on the Teacher Salary Schedule on Page 41.

### Advanced Degree One-Time Base Salary Adjustment

A one-time increase to base salary will be made for advanced degrees earned in FY 2016-2017 if an "effective" rating was obtained for FY 2016-2017 as follows:

- |                         |       |
|-------------------------|-------|
| 1. Master's Degree      | \$500 |
| 2. Master's Plus 30     | \$500 |
| 3. Education Specialist | \$500 |
| 4. Doctorate            | \$500 |

Employees hired prior to July 1, 2014 who have obtained degrees prior to July 1, 2014 have already been compensated for advanced degrees. Advanced degrees obtained from July 1, 2014 to June 30, 2016 received a one-time increase to base salary of \$500. Teachers hired prior to July 1, 2014 who

### **Advanced Degree One-Time Base Salary Adjustment (Continued)**

have earned advanced degrees after June 30, 2014 should use the salary schedules located at pages 9 to 40 depending on the teacher's work calendar.

### **Performance Stipend**

Performance stipends are **not guaranteed** each year and these payments do not increase base salary.

All teachers have the opportunity to earn the following stipend:

Performance stipend - \$500 will be awarded if: 1) a “**highly effective**” rating as defined by the COMPASS system was received for the previous school year; 2) the teacher was employed by the St. Tammany Parish School Board as of June 30, 2017; **and** 3) the teacher is employed on October 1, 2017. All three criteria must be met for the teacher to be eligible for the performance stipend. The performance stipend will be paid on October 31, 2017.

## Parish wide Assistant Principals, Assistant Principals and Principals

### Parish wide Assistant Principals

Base Pay – 120% of the Teacher Salary Schedule

No enrollment supplemental pay

### Assistant Principals

Base Pay – 120% of the Teacher Salary Schedule

Supplemental Pay– Based on the size of the school and grade levels as follows:

<u>*ADM</u>	<u>K-6</u>	<u>7-8</u>	<u>9-12</u>
0 – 800	2.5	2.5	10.0
801 – 1,600	2.5	5.0	12.5
1,601 +	5.0	7.5	15.0

### Principals

Base Pay – 120% of the Teacher Salary Schedule. Alternative Program Principals shall receive a supplemental percentage of 20%.

Supplemental Pay– Based on the size of the school and grade levels as follows:

<u>*ADM</u>	<u>K-6</u>	<u>7-8</u>	<u>9-12</u>
0 – 250	5.0	7.5	10.0
251 - 400	10.0	12.5	15.0
401 - 550	15.0	17.5	20.0
551 – 800	20.0	22.5	25.0
801 – 1,050	25.0	27.5	30.0
1,051 – 1,300	30.0	32.5	35.0
1,301 – 1,550	35.0	37.5	40.0
1,551 – 1,800	40.0	42.5	45.0
1,801 – 2,050	45.0	47.5	50.0
2,051 – 2,300	50.0	52.5	55.0
2,301 – 2,550	55.0	57.5	60.0
2,551 – 2,800	57.5	60.0	62.5
2,801 – 3,050+	60.0	62.5	65.0

\*Based on Average Daily Membership from previous year

- Parish wide Assistant Principals, Assistant Principals and Principals who receive an “Ineffective” COMPASS rating do not receive a higher salary in the year following the evaluation.
- Principals, Assistant Principals, and Parish wide Assistant Principals will be eligible for the advanced degree pay of \$500 and the performance stipend pay of \$500 if all criteria are met.
- In cases where two or more grade categories are involved, the percentage will be added for each category; however, supplemental percentage shall not exceed percentage for total school enrollment based on highest category for that particular school.
- All Principals, except High School Principals, will be employed for 10 months (19 work days beyond the 181-day school year) with the following exceptions: schools with supplemental percentage of 30 will be employed 29 work days beyond the 181-day school year; schools with supplemental percentage of 35 will be employed for 39 work days beyond the 181-day school year.
- All High School Principals will be employed for 10 ½ months (29 work days beyond the 181-day school year) with the following exceptions: schools with supplemental percentage of 35 or more will be employed 39 work days beyond the 181-day school year.

## **Parish wide Assistant Principals, Assistant Principals, and Principals (Continued)**

- All Parish wide Assistant Principals and Assistant Principals will be employed for 10 months except those at high schools. The Parish wide Assistant Principal and the Assistant Principal will work the same schedule as the Principal if the Principal's supplemental percentage is below 30. If the supplemental percentage for the Principal is 30 or more, then the Parish wide Assistant Principal and the Assistant Principal will be employed for 29 work days beyond the 181-day school year.
- A Principal's or Assistant Principal's supplemental percentage will not be reduced in cases of normal enrollment declines. He or she will remain at his or her present salary until he or she catches up to the schedule, or the schedule catches up to his or her salary.
- If school reorganization reduces enrollment, the above rule will apply. If a Principal or Assistant Principal voluntarily transfers to a smaller school, or a school of lower grade level, his or her salary will be recalculated accordingly.

## **Coordinators**

- Coordinator's base pay is calculated using the applicable salary schedules located on pages 49 to 51 if the coordinator was hired June 30, 2014 or prior. Coordinators will be placed on the appropriate TX or TY schedule based on experience, education, and/or work calendar.
- Coordinator's base pay is calculated using the applicable salary schedules located on pages 64 to 66 if the coordinator was hired July 1, 2014 or after. Coordinators will be placed on the appropriate TX or TY schedule based on experience, education, and/or work calendar. If the Coordinator was hired July 1, 2016 with prior school district experience, the coordinator will be placed on the salary schedule at their experience level less 4 years to adjust the teacher pay for years in which base pay increases were not awarded by the Board.
- Coordinators will be eligible for the advanced degree pay of \$500 and the performance stipend pay of \$500 if all criteria are met.
- Coordinators hired prior to July 1, 2014 who have earned advanced degrees after June 30, 2014 should use the salary schedules located at pages 52 to 63 depending on the coordinator's work calendar.

## **Other Certificated Administrators**

### **Supervisors**

Base Pay – 160% of the Teacher Salary Schedule

Longevity Pay – Additional \$250 for every year of experience in a supervisory position.

### **Senior Supervisors**

Base Pay – 170% of the Teacher Salary Schedule

Longevity Pay – Additional \$250 for every year of experience in a supervisory position.

### **Assistant Superintendents**

Base Pay – 195% of the Teacher Salary Schedule

Longevity Pay – Additional \$250 for every year of experience in a supervisory position.

Appropriate annual car allowance if applicable.

## **Other Certificated Administrators (Continued)**

### **Associate Superintendent**

Base Pay – 210% of the Teacher Salary Schedule

Longevity Pay – Additional \$250 for every year of experience in a supervisory position.

Appropriate annual car allowance

Other Certificated Administrators will be eligible to receive the advanced degree pay of \$500 and the performance stipend of \$500 if all criteria are met.

## **Department of Education Criteria for Teacher Salary Schedules**

Annual base building increments and/or annual stipends will be given based upon Department of Education criteria as follows:

### **Experience Criteria:**

Experience will be based on years of service with the St. Tammany Parish School Board based on School Board policies or relevant previous work experience. The experience increment could be either a one-time stipend or an increase to base salary at the discretion of the School Board. For fiscal year 2017-2018, the experience increment will be two steps or \$1,000.

### **Demand Criteria:**

#### **Advanced Degrees and Certifications**

Certificated personnel obtaining advanced degrees/certifications (Master's, Master's+30, EDS, PHD) in fiscal year 2016-2017 will receive an annual salary increment beginning in FY 2017-2018 if the employee did not receive an "ineffective" rating for FY 2016-2017.

### **Effectiveness Criteria:**

Stipend payments are **not guaranteed** each year and these payments do not increase base salary.