

**Zachary Community School System  
Rules Governing the Salary Schedule  
Effective 2013-2014 Fiscal Year**

<p><b>1. Placement</b></p>	<p>Step placement will be determined by the Human Resource Department and Approved by the Superintendent.</p> <p>No employee will receive a salary for the 2013-2014 school year that is less than the amount currently earned with the Zachary Community School Board during the 2012-2013 school year for the same position.</p>										
<p><b>2. Effectiveness</b></p>	<p>Supplements to the base salary in the amount shown in the schedule below shall be paid to teachers and other school certificated personnel who qualify for these supplements as determined by the performance evaluation program provided in LSA-R.S. 14:3881-3905. Such supplements shall not be paid in any year in which the employee's performance is rated "ineffective" and shall not be considered part of the employee's base salary.</p> <p><b><i>Full-time teachers and other certificated staff</i></b></p> <table border="1" data-bbox="505 947 1097 1188"> <thead> <tr> <th>Rating</th> <th>Effectiveness Stipend</th> </tr> </thead> <tbody> <tr> <td>Ineffective</td> <td>0</td> </tr> <tr> <td>Effective: Emerging</td> <td>\$150</td> </tr> <tr> <td>Effective: Proficient</td> <td>\$250</td> </tr> <tr> <td>Highly Effective</td> <td>\$400</td> </tr> </tbody> </table>	Rating	Effectiveness Stipend	Ineffective	0	Effective: Emerging	\$150	Effective: Proficient	\$250	Highly Effective	\$400
Rating	Effectiveness Stipend										
Ineffective	0										
Effective: Emerging	\$150										
Effective: Proficient	\$250										
Highly Effective	\$400										
<p><b>3. Experience</b></p>	<p>Salary step advances will be automatic on July 1 if an individual is rated in the performance evaluation program as:</p> <ul style="list-style-type: none"> <li>○ Effective: Emerging,</li> <li>○ Effective: Proficient, or</li> <li>○ Highly Effective; and</li> <li>○ If they serve at one-half of a normal employment year</li> </ul> <p><b><i>Full-time teachers and other certificated staff</i></b></p> <table border="1" data-bbox="505 1507 1097 1707"> <thead> <tr> <th>Rating</th> <th>Experience</th> </tr> </thead> <tbody> <tr> <td>Ineffective</td> <td>0</td> </tr> <tr> <td>Effective: Emerging</td> <td>\$500</td> </tr> <tr> <td>Effective: Proficient</td> <td>\$500</td> </tr> <tr> <td>Highly Effective</td> <td>\$500</td> </tr> </tbody> </table> <p><i>Employees who are employed after the 2012-2013 school year or those that earn an educational advanced degree after the 2012-2013 school year will receive an additional experience amount of \$500(Masters), \$750(MA +30/Specialist) and \$1000(Ph.D.).</i></p>	Rating	Experience	Ineffective	0	Effective: Emerging	\$500	Effective: Proficient	\$500	Highly Effective	\$500
Rating	Experience										
Ineffective	0										
Effective: Emerging	\$500										
Effective: Proficient	\$500										
Highly Effective	\$500										

**Note: Any employee who is rated "ineffective" shall not receive a higher salary than the salary received in the year of the evaluation, and therefore will not receive their experience step increase.**

**4. Demand - VAM Data**

Supplements in the form of one time stipends will be paid to teachers or other certificated staff that use VAM Data to write their Student Learning Targets and who are evaluated as Effective: Emerging, Effective: Proficient, or Highly Effective.

**Full-time**

Rating	VAM Demand Stipend
Ineffective	0
Effective: Emerging	\$200
Effective: Proficient	\$200
Highly Effective	\$200

**Note: Any employee who is rated "ineffective" shall not receive a higher salary than the salary received in the year of the evaluation, and therefore will not receive this stipend.**

**5. Demand- Shortage Area**

Supplements in the form of one time stipends will be paid to teachers or other certificated staff in hard to staff areas who are evaluated as Effective: Emerging, Effective: Proficient, or Highly Effective.

**Full-time**

Rating	Shortage Area Demand Stipend Amount
Ineffective	0
Effective: Emerging	\$200
Effective: Proficient	\$200
Highly Effective	\$200

**Note: Any employee who is rated "ineffective" shall not receive a higher salary than the salary received in the year of the evaluation, and therefore will not receive this stipend.**

**6. Demand-Advanced Degrees**

Supplements in the form of one time stipends will be paid to teachers or other certificated staff who hold an educational advanced degree who are evaluated as Effective: Emerging, Effective: Proficient, or Highly Effective.

**Full-time**

Rating	Advanced Degrees Demand Stipend Amount		
	MA	Specialist	Ph.D/Ed.D
Ineffective	0	0	0
Effective: Emerging	\$500	\$750	\$1000
Effective: Proficient	\$500	\$750	\$1000
Highly Effective	\$500	\$750	\$1000

*Those employees who are employed after the 2012-2013 school year or those that earn an educational advanced degree after the 2012-2013 school year are eligible for an annual demand stipend amount of \$500(Masters), \$750(MA =30/Specialist) and \$1000(Ph.D.).*

**Note: Any employee who is rated "ineffective" shall not receive a higher salary than the salary received in the year of the evaluation, and therefore will not receive this stipend.**

*Note2: Any teacher who has begun to work on their advanced degree by August, 2013 and who is employed by Zachary Community School Board by April 1, 2013, will be eligible for a salary increase under the 2012-2013 compensation system upon completion of the advanced degree. Employees must apply for this grandfathered provision by August 15, 2013 with enrollment documentation.*

**6. Implementation**

Implementation of this salary schedule will occur in fiscal year 2013-2014 with the understanding that the amount of the annual base salary paid to an employee in any school year shall not be reduced below the amount of such base paid during the previous school year, nor shall the amount of the annual base salary paid to such school personnel be reduced at any time during an academic year. The limitation on the reduction shall not be applicable to:

- The correction of any accounting errors or a reduction necessitated by the elimination of a state program or state funding.
- The reduction of any local salary supplement funded, in whole or in part, from a revenue source requiring voter approval when such voter approval has not been obtained.
- When a person is promoted to a position of higher salary and is demoted in accordance with applicable law and local board

	<p>policy to a lower position. In such a case, the employee shall return to the salary previously received in the lower position from which he was promoted.</p>
<b>7. Steps</b>	<p>Steps will not equal years of experience because of the conditions related to Advancement and Implementation of Act 1 Compensation Packages.</p> <p>Step placement will be determined by the Human Resource Department and approved by the Superintendent.</p>
<b>8. New Hires</b>	<p>The Superintendent is authorized to negotiate all salaries with prospective employees upon entering the district for the first time. Consideration may be given to experience, demand, and performance evaluations. All teachers with no prior experience will begin at the district's beginning teacher salary.</p>
<b>9. Other Teacher and Certificated Salary</b>	<p>9.5, 10, 11, and 12 month teachers and certificated employees' salary schedule will be increased from the 9 month teacher base salary to compensate for additional days worked.</p> <p>Part-time teachers amount will be pro-rated from the 9 month teacher base salary based on number of days worked.</p>
<b>10. Administration</b>	<p>11 and 12 month administration will be indexed from the 11 and 12 month teacher salary as indicated in the salary schedule.</p>
<b>11. Deviations</b>	<p>The Superintendent is authorized and must approve any deviation from salary schedule(s) in writing when in the best interest of the Board.</p> <ul style="list-style-type: none"> <li>• Performance Supplements are calculated and distributed in the school year that follows the evaluation results of the prior fiscal year.</li> <li>• Employees (a) who are on Leave Without Pay when the supplement is distributed (b) who are rated "ineffective," (c) who retire or resign prior to the distribution, and (d) who were terminated prior to the distribution <b>will not</b> be eligible to receive the Performance Supplement.</li> <li>• Employees on approved leaves of absence according to Board Policy GBRH when the Performance Supplement is distributed <b>will</b> be able to receive the supplement based upon the prior year evaluation.</li> </ul>

<b>12. Salary Step Placement</b>	<p>Salary Step advancement will be automatic on July 1, as long as the individual has not scored ineffective and has served at least ½ plus 1 day of the regular employment year.</p> <p>The Superintendent shall determine the appropriate step of new and former employees being rehired. Special skills and /or unique experience may be considered.</p> <p>All existing and new positions shall be reviewed by the Human Resource Department for Pay Grade Assignments.</p> <p>Pay Grade Reassignments for special circumstances shall be in writing to the Superintendent with detailed justification. The Human Resource Department will review requests and make recommendation to Superintendent.</p> <p>The Superintendent shall have the right to request Pay Grade reassignments. Changing responsibilities and other factors to the position shall be considered.</p>
<b>13. Promotions</b>	<p>Any person promoted will be assigned to the Pay Grade called for by the new position. Placement in the new pay grade will then be made on the appropriate step that will ensure that the employees receive an increase in pay.</p>
<b>14. Reassignments</b>	<p>Employees placed in a temporary position exceeding 6 weeks will receive a regular promotion in salary. Such promotion is effective for the term of the appointment only. Upon completion of this term, the employee shall return to their regular grade and step. A step increase will be granted in the regular grade, if applicable.</p> <p>When in the best interest of the school system, an employee who is asked to fill a lower position vacancy and who does so voluntarily shall be placed on the new grade and step of the schedule for the lower position without loss of salary.</p>

**15. Other Employees - Act 1 Fulfillment**

***Effectiveness Other Staff (See # 2 Above)***

***Part-time teachers and other certificated staff***

<b>Rating</b>	<b>Effectiveness Stipend</b>
Ineffective	0
Effective: Emerging	\$100
Effective: Proficient	\$150
Highly Effective	\$300

***Administrators***

<b>Rating</b>	<b>Effectiveness Stipend</b>
Ineffective	0
Effective: Emerging	\$300
Effective: Proficient	\$350
Highly Effective	\$450