

**Employment**

**Professional Staff Salary Schedules**

The following operational plan shall serve as implementing guidelines for the professional staff salary schedule adopted by the Board of Education:

1. The professional staff will be employed by the Board based on the recommendation of the superintendent.
2. Maintenance of the salary schedule is dependent on the local levy approvals and continued state financial support.
3. The minimum contract period for all full-time certificated personnel will be determined annually by the school district.
4. The professional salary schedule does not apply to extended contracts or extra-duty contracts.
5. Experienced teachers who are new to the school district may receive full credit for a maximum of 17 years of previous experience. Certified staff members are entitled to a one time-a-year educational advancement on the teacher's salary schedule. A prior notification form will be required (filed with Human Resources by May 15 of the school year preceding the expended salary increase). The annual educational step up would occur beginning in the October payroll after verification of eligibility. Failure to file the required notification form by May 15 may result in one-year delay ineligibility. No one can advance more than one step on the years of service lane unless authorized by the Board of Education. A teacher may advance a maximum of two columns on the educational placement lane per year unless he/she has completed an advanced degree. The salary a teacher will receive will be determined at the time the teacher contracts with the district, or by June 1 for tenured teachers. A teacher cannot progress on the salary schedule after entering into a contract for a school year, unless authorized in the contract.

In order to move over beyond the master's level on the salary schedule, graduate credit hours must be completed after the completion of the master's degree program. No graduate credit hours taken prior to the master's degree will be counted toward graduate credit hours beyond the master's level unless the university has approved those graduate credit hours toward an educational specialist program. In order to advance on the salary schedule for completion of additional college graduate hours, professional staff must receive approval by the administration prior to enrolling in the course.

6. Counselors and speech language pathologists employed by the Raymore-Peculiar School District who have reached 32 graduate credit hours in an accredited guidance counseling or speech language pathology program will be placed on the Master's level of the certified salary schedule. After completion of the program, staff will be moved on the salary schedule to the Master's + 16 level.
7. Each teacher may be assigned one or more activities to sponsor without an increase in salary.
8. The Board of Education may recognize certification and teaching in high need areas on the salary schedule when it deems it necessary to secure or retain qualified personnel in any area where there is a shortage of qualified staff.
9. The Board of Education recognizes the rigorous and challenging process for a professional staff member to become National Board Certified.

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Revised: April 23, 2020; June 27, 2019

Adopted: July 1, 2018

Raymore-Peculiar R-II School District

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