

PROFESSIONAL AND CERTIFICATED STAFF SALARY SCHEDULES

The teacher salary schedule shall be cooperatively developed by the Board, the administrative staff and the recognized association. It shall be reviewed and revised periodically.

No distinction shall be made in the schedule among staff members on the basis of grade level or subject taught.

A written salary schedule shall be officially adopted by the Board.

All staff members shall be placed on scheduled steps appropriate to their years of experience and professional training.

Annual Salary Placement

Placement of employees in the proper training or degree column of the salary schedule shall be completed annually, based on the transcript on file in the Superintendent's office on or before September 15.

Salary adjustments shall be made when an advanced placement as per the adopted salary schedule is earned. The following conditions shall govern the salary adjustment:

1. Verification of the advanced placement by a transcript is required.
2. The effective date of the salary adjustment shall be the date of the receipt of the required additional hours or degree provided, however, that the employee has notified the Superintendent's office 30 days prior to the receipt of the required additional hours or degree and presents proof thereof within 30 days following receipt.
3. Without prior notice to the Superintendent's office of intent to receive the required hours or degree, the effective date shall be the date the transcript showing the advanced degree is received by the Superintendent's office.

Reemployment Salary Placement

1. A teacher reemployed by the Board after a break in service, who at the time of leaving was at step 10 or beyond on the salary schedule, shall be placed on the salary schedule at the step he/she would have been placed had he/she not left the District. For example, a teacher completing a school year at B-11, who is reemployed after a break in service, would be placed at B-12. No additional teaching experience would be recognized for placement on the salary schedule.

2. An exception to the above shall be made with respect to a teacher employed by the Board who accepts a position at the Tolles Career and Technical Center and later returns to the District. Said teacher shall be granted full credit on the salary schedule for his/her Hilliard teaching service plus the accrued experience obtained at the Tolles Career and Technical Center.
3. A teacher reemployed by the Board who has 10 or fewer years of total teaching experience shall receive full credit on the salary schedule for all such years of service.

Leadership Team and Certificated Confidential Employees

Salary schedules for leadership team and certificated confidential employees shall be developed in cooperation with the staff members concerned. The schedules shall be reviewed annually.

[Adoption date: August 14, 2001]

[Re-adoption date: December 11, 2001]

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LEGAL REFS.: ORC 3317.13; 3317.14; 3317.52
3319.12
4117.01

CROSS REFS.: CBC, Superintendent's Contract
CD, Management Team (Certificated Confidential Employees)
HEA Contract