

The classifications in the salary schedule are based upon the amount of preparation each teacher has had. Steps within each classification are based upon the experience the teacher has had. Proper placement on the salary schedule cannot be made until verification of college credit and teaching experience while properly credentialed has been filed with the District Office.

A. Credit for Experience

A teacher must teach seventy-five percent of the days school is in session in a regular appointment in order to have that year count as a year of experience for salary purposes.

Regular appointment shall include those teachers hired as temporary teachers and long-term substitutes serving over 75% of the school year and subsequently hired the next year by the same District.

B. Placement on Salary Schedule

Teachers new to the Placerville Union School District shall be placed on salary schedule according to the table below:

CREDITABLE EXPERIENCE	PLACEMENT ON SALARY SCHEDULE
15+	Step 10
11 - 14	Step 9
8 - 10	Step 8
7 or below	Year for Year

(effective for new employees hired after July 1, 2008)

Thereafter, such persons shall be permitted to advance up to one step and class annually provided he/she has the necessary professional growth units.

C. Professional Growth

Horizontal Movement

1. Units taken for salary advancement are to be upper division or graduate units earned after receiving the Bachelor's or Master's Degree in an accredited four year college or university.
2. Credits earned in unaccredited institutions will be accepted only if they appear on the transcript of a four year college or university accredited by a regional accreditation association or if they are accepted by the Commission for Teacher Preparation and Licensing.
3. Units taken in the fifth year or its equivalent concurrent with the regular Bachelor requirements may be counted as subsequent to graduation if these units are clearly upper division or graduate work and are certified by the college registrar or by transcripts as being in excess of the total units required for the degree and in excess of undergraduate requirements of the Bachelor of Arts Degree.
4. Credit for lower division courses may be granted under the following conditions:

ARTICLE 7

OPERATION OF THE SALARY SCHEDULE - Continued

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- a. Courses must be pertinent to the teacher's position.
- b. Course approval is limited to 3 units per salary schedule classification, e.g., C, D, E.
5. Committee work approved by the superintendent.
6. Credit shall be for 15 hours of participation as equivalent to one semester unit, and shall not include reading, paper writing, or other outside-of-class activities, pursuant to national accreditation standards for postsecondary education. An hour of participation may be no less than a "50 minute hour." Continuing Education Unit (CEU) - One (1) CEU is equal to ten (10) continuing education contact hours. One (1) CEU equals one-quarter unit or two-thirds of a semester unit.
7. Prior approval of the superintendent is required for courses that do not meet the above criteria.
8. Half of the course work submitted must be pertinent to the teacher's position or pending teacher position.
9. Provisional teachers are not advanced to Class A until they have fulfilled requirements for a degree and regular credential.
10. Teachers will be advanced by not more than one salary class in any one year.
11. During the month of January, the administration will survey all teachers to determine the number anticipating horizontal advancement for the next school year. All final requests for horizontal advancement for the next school year must be submitted to the District Office by July 1. Official transcripts/grade cards/letters verifying additional units must be submitted to the District Office no later than September 1st in order that credit may be given for the additional units for that school year. Providing, however, that should such evidence not be available through no fault of the unit member, an extension of time may be granted by the superintendent. If evidence is submitted later than September 1st, unless an extension is granted, the salary change shall be effective as of the next school year. All course work for additional units must be completed by September 1st. By December 1st, grade cards or official transcripts must be submitted.
12. Credit will be granted for duplication of prior accredited course work only if the duplicate course is taken no less than five years after completion of the course being repeated or duplicated.

13. Units received as a part of conferences, workshops or courses paid for by the district shall not be credited toward movement on the salary schedule unless the employee personally pays an additional fee for the units received, and presents a receipt of payment for those units.

Vertical Movement on the salary schedule shall be based on years of experience in the Placerville Union School District.

1. Vertical advancement on the schedule will be based on one step per year of acceptable service. Teachers who reach and remain at the bottom of class for two or more years and subsequently change class will recover years spent at the bottom of the previous class.
2. No additional course work will be required for this purpose.
3. A teacher must work seventy-five percent of the days school is in session in order to receive credit for that year on the salary schedule - except as written in #4.
4. Job Share Credit: Upon completing a year's work at a percentage of time, the teacher will receive an equal percentage of service credit toward advancement on the salary schedule. (This change in language will not affect Job Share contracts that have been approved for the 2003/04 school year.)