



## **Professional Educators' Compensation System**



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## **COMPENSATION PLAN**

### **I. Overview**

The Middleton-Cross Plains Area Compensation System was designed in the 2014-15 and 2015-2016 school year by a joint committee of Middleton-Cross Plains Area's teachers, administrators, and school board members. The Middleton-Cross Plains Area Compensation System has been collaboratively designed to promote leadership, encourage collaboration and improve student achievement through instructional best practice.

The Middleton-Cross Plains Area Compensation System allows for potential compensation level advancement if an employee satisfies **all** of the following requirements and funds are available as determined by the District:

- professional learning,
- satisfactory evaluation and
- length of service requirements.

The compensation system consists of levels that recognize the above requirements in addition to other discretionary items delineated in this document. An employee may move a full level without satisfying the professional learning requirements, however, the full level movement would only occur after the requisite number of years of District service wherein the teacher met the evaluation and length of service requirements. During the interim period, the employee would be eligible for partial level movement based upon the points that he/she acquired during the interim period. Interim partial level movement shall occur after the acquisition of fifteen (15) points. An employee shall not be eligible to move more than one full level per fiscal year (July 1st through June 30th).

An employee must accumulate a minimum of sixty (60) points to be eligible for full level movement. Points are acquired based upon professional development and length of overall teaching experience. The number of points needed for full level movement is the same for all full levels of movement, however, in recognition of the value to the District of an employee's overall teaching experience, additional points are awarded for overall teaching experience as the employee's service to the District increases. Please see the chart below:

OVERALL TEACHING EXPERIENCE RECOGNITION			
Overall Teaching Experience	Points Awarded Each Year for a Successful Year of Service	Professional Learning Points Needed for Full Level Advancement	Total Points Needed for Full Level Movement
0-5	20	40	60
6-20	30	30	60
21+	40	20	60

Employees may also receive base wage adjustments in addition to the funds provided for under the Middleton-Cross Plains Area Compensation System. The following is a brief synopsis of the components of the compensation system.

- A. **Professional Learning:** Professional Learning Options exist in the following broad option categories contained in the table on pages 5-8. The option categories are not mutually exclusive and any of the options may be combined in order to satisfy the employee's professional learning requirements for potential compensation level increases. The approved professional learning options will receive points that can be used in satisfying the point requirements for level movement.
  
- B. **Evaluation:** The employee must have received an evaluation that meets or exceeds the standard expected by the District (as set forth in the employee handbook) in order to be eligible for level advancement. In contract years that the employee is not evaluated, he/she shall be eligible for level movement based upon his/her last evaluation if he/she is not on a plan of improvement. An employee shall be ineligible for level movement, regardless of the points the employee possesses if he/she is on a plan of improvement.
  
- C. **Length of Service:** Employees beginning employment prior to the end of the first semester who complete the school year in a paid status shall be deemed to have satisfied the length of service component for level advancement. Employees who begin employment after the end of the first semester will remain on the same level for the ensuing fiscal year and are ineligible for level advancement.

D. **Overall Teaching Experience:** Overall experience refers to an employee's *teaching* experience in education; for example a teacher with both public and private teaching experience would receive overall teaching experience for both his and her public and private teaching experience as determined by the District. The applicability of overall experience is solely utilized for determining the number of points that the employee receives for application toward future level movement. Overall experience as described herein is separate and distinct from the employee's initial salary schedule placement.

**II. Specific Requirements and Procedures for Level Advancement:** The following applies specifically to the Middleton-Cross Plains Area School District's Compensation Plan and may or may not coincide with Department of Public Instruction requirements for licensure renewal. An employee must satisfy the following professional learning, evaluation and length of service requirements in order to advance a level on the District's salary schedule. An employee shall not be eligible to move more than one full level per fiscal year (July 1st through June 30) Additional Assignments/Duties (connected to teaching)

A. **Professional Development and Professional Learning:** Professional Development and Learning Options that may be used for point acquisition for the satisfaction of level movement are described in the following chart and text:

Professional Development and Learning Options by Type	Type or Amount of Work	Professional Learning Points Available
<b>University or College Academic Credit Course</b>	Pre-approved Collegiate or University Course that is taken for credit.	Each credit hour is equal to 15 points.
<b>Master's Degree</b>	Covered by Additional Column in the Compensation System.	Credits earned during the acquisition of the degree may be used for points, but no additional points issued for the Degree. Up to 300 banked points are forfeited upon the employee's placement in the Master's Degree Column on the Salary grid.
<b>Professional Development Plan - Verification</b>	Initial and Professional Educator PDP Completion may be eligible for points subject to the terms defined herein.	10 points for initial educator PDP goal approval. 20 points for initial educator PDP completion.

		30 points for professional educator PDP completion. ** All above must be reviewed by an in-district review team to be eligible for points.
<b>Staff Or District Initiated Organized Class (Non-Professional Development Day)</b>	General Parameters for approval are the same as collegiate course taken for credit.	Presenter - 1 hour of class equals 2-4 points. Attendee - 1 hour of class equals 1-2 points.
<b>District Approved Professional Learning Sessions-</b> <i>(e.g. Workshops, Conferences, Courses and Classes not for collegiate credit for example attending Winter Institute for Readers/Writers Workshop; Attending District Equity Institute)</i>	General Parameters for approval are the same as collegiate course taken for credit. Workshops and Workshop, conference, course or class may be eligible for points as determined by the Administration. The formula used for University or College Academic credits shall be used as a guide. Workshop, conference, course or class session must be outside of the employee's regular contracted work day.	1 hour of workshop, conference, course or class equals 1-2 points.
<b>Group Action Research</b>	Group Action Research, may be eligible for points subject to the terms defined herein.	1 hour equals 2 points
<b>Approved district curriculum writing</b>	Curriculum writing projects need to be preapproved by Administration as part of the curriculum renewal process.	Points are determined by the Administration at the time of approval; general parameters are 1 point for 1 hour worked on curriculum writing.
<b>National Board for Professional Teaching Standards or Master Teacher Certification Components</b>	Completion of the National Board for Professional Teaching Standards or Master Teacher Certification.	45 points at the time of the completion and verification of the NBPTS or Master Teacher Certification. 30 points at the time of the completion and verification of the recertification of the NBPTS or Master Teacher Certification.

<b>Doctorate</b>	Completion of District approved Doctorate degree.	60 points at the time of completion and verification of Ph.D. in addition to any points earned during the acquisition of the Ph.D. by the taking of approved credit courses.
<b>PBIS Team Service</b>	Approved by administration.	1 point per hour for team service time spent outside of the workday.
<b>School Improvement Team Service</b>	Approved by administration.	Annual allocation per team member of up to 20 points.
<b>School and/or District Advisory Council Service</b>	Approved by administration.	Annual allocation per team member of up to 10 points.
<b>District Handbook Committee Service</b>	Approved by administration.	1 point per hour for committee meeting time spent outside of the workday.
<b>District Compensation Committee Service</b>	Approved by administration.	1 point per hour for committee meeting time spent outside of the workday.
<b>District Curriculum Renewal Team Service</b>	Approved by administration.	Up to 20 points for total committee service per year.
<b>English Second Language/ Bilingual Program Committee</b>	Approved by administration.	Up to 20 points for total committee service per year.
<b>Attending District Equity Leadership Team (DELT) Coffee Talks or Classes</b>	Approved by administration.	2 points per hour for meeting time spent outside of the workday.
<b>Serving on the District or School Level Wellness Committee</b>	Approved by administration.	1 point per hour for committee meeting time spent outside of the workday.
<b>Serve on school-based Non-Violent Crisis Intervention Team</b>	Approved by administration.	Up to 10 points for total service per year.
<b>Serve as Student Mentor</b>	Approved by administration.	10 points for total service per year.



<b>Offer approved summer enrichment activities to targeted students</b>	Approved by administration.	1 point per hour for activity time spent outside of the workday.
<b>Serve on Professional Development Review Committee</b>	Approved by administration.	1 point per hour for committee meeting time spent outside of the workday.

*Extended Committee Service: In certain circumstances, the District may in its sole discretion award additional professional learning points if the scope of committee's duties and the time commitment for the committee exceed the norms for the committee as established by the District.*

**B. Professional Advancement Points Process:**

1. Professional advancement points: The employee must complete the equivalent of 60 points in order to be eligible for a full level advancement. Professional learning points requirements may be satisfied through (See list above), or any combination of these options.
  
2. Professional advancement Points and In-service Hours: Hours that are required under the employee's individual contract are distinguishable and separate from the points for professional advancement as set forth above in paragraph a, above. Contractually required in-service days don't count toward the satisfaction of the points for professional learning set forth in paragraph a, above. If the District requires the employee under the terms of the employee's individual contract's contractual in-service hours to complete specific professional learning options, such professional learning options must be completed and cannot be used as part of the points for professional learning set forth in paragraph a, above.
  
3. Accounting of Professional Learning Points earned on or after January 1, 2016: Professional earning points may be banked and may count toward future level advancement. For example, an employee with less than 5 years of service who acquires 75 points of professional learning in a year may apply 40 points toward the professional learning full level advancement criteria and rollover 35 points to another fiscal year until consumed for level advancement. If the employee has less than the number of professional learning points needed for advancement in a fiscal year, he/she may rollover such points to another fiscal year until consumed for level advancement. (\*\* 2015-16 offerings may be provided a choice between pay or points during this transition year.)

4. 2015-2016 Transition Year Special Accounting for Certain University or College Credits and Previously Acquired Licensed Based Professional Development Plan:

a. University or College credit hours that were approved by the District between July 1, 2010 and January 1, 2016, but were not applied toward lane movement are subject to the following transitional accounting of professional learning points:

i. A maximum of six credits shall be recognized, converted to points as described below and banked for future level movement. Six credits solely for this provision is equal to ninety (90) points. Credits below six shall be prorated on the basis of one credit equals fifteen (15) points. The maximum number of points awarded underneath this provision is ninety (90) points. Credits in excess of six in the above time period are not recognized and are not converted into points to be banked and do not rollover, however, such credits may be used toward an approved Master's degree.

b. PDP: A PDP that was acquired during District employment within the past five (5) years is subject to the following transitional accounting of professional learning points:

i. A maximum of one PDP renewal or the awarding of the employee's first Professional license under PI 34.18 shall be recognized, and shall be converted to points as described below and banked for future level movement. A PDP renewal or the awarding of the employee's first Professional license under PI 34.18 is equal to thirty (30) points. The maximum number of points awarded underneath this provision is thirty (30) points. Additional PDP renewals during in the above time period are not recognized and are not converted into points to be banked.

ii. In addition to the PDP points described above, a maximum of four credits shall be recognized, converted to points as described below and banked for future level movement. Four credits solely for this provision is equal to sixty (60) points. Credits below four shall be prorated on the basis of one credit equals fifteen (15) points. The maximum number of points awarded underneath this provision is sixty (60) points. Credits in excess of four in the above time period are not recognized and are not converted into points to be banked and do not

rollover, however, such credits may be used toward an approved Master's degree.

### **C. University or College Academic Credit Course**

1. **Credits to Professional Advancement Points Conversion Defined:** For the purposes of satisfying the professional learning advancement points requirements set forth above, one "credit" shall be the equivalent of fifteen hours of "classroom" time. The term "credit" as used herein shall be defined as a semester hour. Conversion from quarter hours to semester hours shall be made via the formula: (quarter hours times  $2/3$  = semester hours). Each credit hour shall be equal to 15 point(s).

#### **2. Type of Credits**

##### **a) Individually Selected, but District Approved:**

- i. **Selection Process:** Individually selected credits are university or college level courses that are selected by the individual teacher and submitted for District Approval. The approval process is set forth in subsection 3, below.
- ii. **Tuition Expenses:** The individual teacher is responsible for all costs associated with the selected university or college level course(s) under this section.

##### **b) District Sponsored Courses:**

- i. **Decision to Offer:** The District may in its discretion sponsor university or college level courses for teachers. Such courses are separate and distinct from courses that are offered as part of an employee's contractually required in-service requirements. Such courses if offered are still subject to the approval process for an individual teacher as set forth below in subsection c.
- ii. **Catalogue of District Approved Courses:** The District shall maintain a catalogue of District approved courses and the certification areas/positions for which the courses have been approved for qualification toward the professional learning requirements for level advancement.

- iii. **Tuition Expenses:** The individual teacher is responsible for all costs associated with the selected university or college level course(s) under this section.

c) **Approval of Credits:**

- i. **Administration Approval:** All credits must be pre-approved by the Director of Employee Services in order to be recorded in the school district's records and be counted for satisfaction of the professional learning requirements for level advancement.

3. **Minimum Requirements in addition to Approval in subsection a, above**

- a) **Accreditation:** All approved credits, graduate or undergraduate, must be from a North Central Association Commission on Accreditation and School Improvement, Higher Learning Commission accredited college or university earned after the baccalaureate degree and certification or master's degree and certification. The Director of Employee Services (in consultation with the Education Services Team), in his/her discretion, may award advancement to approved credits, graduate or undergraduate, that were obtained from an international college or university that is not covered by the accrediting process set forth above. Proper credentials shall be considered as statements of degrees attained or status toward a degree. Such statements shall be certified by a college registrar or other proper college official.
- b) **Grade:** The employee must receive a passing grade or better in order to have the credits count toward level advancement.
- c). **Proper Credentials and Verification** Proper credentials shall be considered as statements of degrees attained or status toward a degree. Such statements shall be certified by a college registrar or other proper college official. The official grade report or transcript must be received in the Director of Employee Services or designee no later than the end of the business day, August 15 to effect an adjustment in the teacher's salary. Credits received after August 15 will be used toward level changes the following school year. Exceptions to the above provision will be made for summer classes that commenced prior to the August 15th date and also for unusual circumstances when provision is made in advance through communication with the Director of Employee Services no later than the end of the first business day in August. All classes must be completed prior to the first student day and must be deemed to be "summer" courses on the University transcript to be eligible for advancement in a school year.

## **D. Professional Development Plan**

- 1. Initial Educator:** An initial educator may voluntarily participate in the District-directed initial educator Professional Development Plan program.
  - a) Professional Development Plan - Goal Approval for Initial Educators. An initial educator may submit his/her PDP goals to a District-based review team for review and approval. The initial educator will be provided with 10 points for professional learning if such goals are approved by the District's Administration.
  - b) Completion of Initial Educator Professional Development Plan. An initial educator who completes the District-directed initial educator program and his/her Professional Development Plan (PDP) will earn 20 points subject to the conditions stated herein. When an initial educator completes his/her professional development plan (PDP) and qualifies for advancement under Wisconsin Administrative Code PI 34.17(4), she/he shall be credited with the 20 points upon receipt of his/her first professional educator license under Wisconsin Administrative Code PI 34.17, as long as the PDP reviewers were all from the District. The initial educator, may, in lieu of the above, pursue his/her professional educator license without the approval of the District. If the initial educator completes his/her professional educator license without District approval, he/she shall be ineligible for the acquisition of points for the completion of the non-District-directed initial educational program.
- 2. Professional Educator:** A professional educator may voluntarily participate in the District-directed professional educator program under the District's Professional Learning program. A professional educator who completes their Professional Development Plan (PDP) and qualifies for advancement under Wisconsin Administrative Code PI 34.18, shall be credited with 30 points upon receipt of his/her professional educator license under Wisconsin Administrative Code PI 34.18 subject to the following conditions:
  - a) The goals and objectives of the professional development plan (PDP) must be reviewed and approved by a team of all District staff, and be submitted for District approval to the Educational Services Team, in addition to the requirements set forth under PI 34.18.
  - b) The educator shall only be eligible for the points once per five (5) years under this section.

- c) The above process is a voluntary process. The professional educator, may, in lieu of the above, pursue the renewal of his/her professional educator license without the approval of an in-district review team. If the professional educator renews his/her professional educator license without an in-district review team approval, he/she shall be ineligible for the acquisition of the credits under this section.

#### **E. Master Educator License/National Board for Professional Teaching**

##### **Standards:**

Professional Educator upon initial receipt of the Master educator license under Wisconsin Administrative Code PI 34.19 or upon initial receipt of a National Board for Professional Teaching Standards certification shall be credited with 45 points upon receipt of his/her initial Master Educator License or National Board for Professional Teaching Standards certification subject to the following conditions:

- 1) The goals and objectives of the formal assessment plan are approved by an in-district review team in advance of the completion of the assessment process.
- 2) The Assessment process is approved by the in-district review team. The Education Services Team may use locally determined District established requirements in addition to the requirements set forth under PI 34.19 and the National Board for Professional Teaching Standards.
- 3) The educator shall only be eligible for the acquisition of points once per ten (10) years under this section.
- 4) The above process is a voluntary process. The professional educator, may, in lieu of the above, pursue the initial receipt or renewal of his/her Master educator license or National Board for Professional Teaching Standards certification without Education Services Team approval. If the educator initially receives or renews his/her Master educator license or National Board for Professional Teaching Standards certification without Education Services Team approval, he/she shall be ineligible for the acquisition of the points under this section.

If the Master educator renews his/her Master educator license or National Board for Professional Teaching Standards certification with Education Services Team approval subject to the terms set forth above within one year of the renewal application deadline, he/she shall be eligible for the acquisition of the 30 points under this section.

## **F. Professional Learning Advancement**

### **1. District Sponsored Professional Learning Advancement Options**

- a) **Designation of District Sponsored Professional Learning Advancement Courses and Activities:** The District may establish and authorize district sponsored professional learning advancement courses, workshops or conferences that will be available and accessible for staff for professional learning.
- b) **Catalogue of District Approved Options:** The District shall maintain a catalogue of District approved courses and the certification areas/positions for which the courses have been approved for qualification toward the professional learning requirements for level advancement.

### **2. Individually Selected, District Approved Professional Learning Advancement Options**

- a) **Approval Process for Individually Selected, District Approved Professional Learning Advancement Courses:** Under certain conditions as specified below the District may grant professional learning points for organized noncredit classes offered by other institutions, e.g., the University of Wisconsin, the University of Wisconsin Extension Division, Madison College, or Orton-Gillingham. Hours may also be awarded for pre-approved workshops and conferences. To be eligible for professional learning advancement points each course, workshop or conference:
  - i. must be presented to the Educational Services Team for review at least thirty (30) days prior to the first meeting of the course, the holding of workshop or conference on the "Request for Advance Approval for Professional Learning Credit" form.
  - ii. must be judged by the District as providing an acceptable professional growth experience.
  - iii. must be assigned an estimate on the number of professional learning advancement points as determined by the District.
  - iv. must provide the participant with a certificate or letter of participation signed by an accountable agent of the institution, workshop or conference sponsor (e.g., instructor, department head, registrar, agency conducting the conference or workshop, etc.).

- v. professional learning advancement points must be reported/requested within the school year during which the experience occurred.
- vi. If a course, conference or workshop is listed on a transcript for a certain number of credits, it may not receive a higher number of professional learning advancement points than is possible through credits given by the course provider.

## **G. Group Action Research**

1. **Group Action Research Definition:** A group action research project represents an agreement between a group of teachers and the District's Administration for a specified body of professional improvement work to be performed by the group of teachers. Approval by the District's administration must be obtained prior to undertaking any such activities for professional learning advancement points. The proposal for group action research shall contain all of the following elements:
  - a) **objectives:** what the teacher wishes to learn.
  - b) **rationale:** why such learning is desirable and how it will improve student learning.
  - c) **procedures, activities, timeline:** how and when the learning will be accomplished.
  - d) **evaluation:** how it will be known if an improvement in student learning occurred.
  - e) **credit:** the number of Professional advancement points to be earned by successful completion of the agreement.
  - f) **sharing:** how the research will be shared and communicated with relevant stakeholders and staff.
- b) If the teacher attends a workshop, a conference or an organized class as part of the group action research project, the teacher shall not earn or count such professional learning advancement points in any of the other professional learning advancement point category (e.g. university or college academic course, staff initiated class/professional learning in-service, or professional advancement hour course) if such hours are also counted as part of the hours to be earned through completion of the group action research project.
- c) **Action Research Process:**



a) Review of Proposals:

- i. The administration committee appointees shall designate one of their members to be responsible for all paper work.
- ii. A standard form shall be used by teachers who request professional advancement hours for group action research.
- iii. A group of teachers shall submit a written proposal for group action research on the appropriate form to the Superintendent.
- iv. The administration will meet to evaluate and approve the request to initiate the group action research.
  
- v. Disposition of Research: The administration and teachers in the research project meet to evaluate the group action research and determine if the group action research satisfied the criteria in section 5, subsection a) above. The administration then decides to grant professional learning advancement points and to make the decision to post such points on the teacher's permanent record.

**H. Salary Adjustment due to Professional Learning Advancement Points**

Transcripts/grade reports of credits received and completion of other professional advancement points identified above in sections 1 through 6 prior to August 15<sup>th</sup> shall result in a full year salary level adjustment herein provided said are earned prior to the last business day in August and the employee has satisfied the other level advancement criteria, i.e. evaluation meets the District's performance expectations and length of service. The required salary adjustments shall be made by December 30<sup>th</sup>. The points of professional learning must be acquired between the time period of September 1<sup>st</sup> through August 31<sup>st</sup> to satisfy the timelines above.

**I. District Professional Learning – Advanced Degrees**

**1. Master's Degree**

A professional educator who earns a Master's degree in a district approved field shall have his/her salary increased by six thousand dollars (\$6,000.00). This dollar amount shall be equally divided over the total number of checks for the school year. This shall be an annual increase in the employee's salary and shall be represented as a separate and distinct column on the compensation plan.

To qualify for the master's, an employee shall have gained the degree either in the field in which he/she is teaching or in an alternative field with prior approval of the Superintendent and/or his/her designee. The criteria for the approval of the Master's degree shall have the same criteria as that set forth for University or College Academic Credit Courses.

Employees who had acquired an approved Master's degree prior to the implementation of this compensation plan shall be placed in the Master's degree column of the compensation plan, however, such placement shall be done in accordance with the employee's salary at the time of initial placement on the new column and shall not result in an additional payment above and beyond such placement.

Professional learning points that were banked prior to the completion of the Master's banked points are forfeited upon the employee's placement in the Master's Degree Column on the Salary grid. Such forfeited amount is limited to a maximum potential forfeiture of 300 points.

The following are examples of the consumption of points upon the employee's transfer placement onto the Master's Degree Column on the Salary grid.

If for example an employee has more than 300 points at the time of transfer to the Master's degree column, he/she shall retain the number of points that are remaining once his/her credited point total is decreased by 300 points. For example, if the employee had 375 points at the time of the transfer to the Master's Degree Column, 300 points would be forfeited for the movement to the Master's Degree Column and the employee would retain 75 points.

If for example, the employee had 300 points or less at the time of transfer to the Master's degree column, he/she would forfeit all of his/her remaining points. In no circumstance would the employee's point total be a negative number. For example, if the employee had 275 points at the time of the transfer to the Master's Degree Column, 275 points would be forfeited for the movement to the Master's Degree Column and the employee's point total would be set at 0 points.

## **J. Evaluation**

### **1. Employees who satisfy the professional learning requirements, evaluation and length of service requirements:**

Employees beginning employment prior to the end of the first semester that have provided service that meets or exceeds the standard expected by the District (as set forth in section 6 of the employee handbook) will advance a

full level the ensuing contract year provided funds are available as determined by the District and the employee has satisfied the professional learning and length of service requirements defined herein. Employees who begin employment after the end of the first semester will remain on the same level for the ensuing fiscal year. An employee may be held to the previous year's level for service that does not meet the standard expected by the District (as set forth in section 6 of the employee handbook, i.e. on plan of improvement as defined in section 6 of the employee handbook).

**2. Employees who have satisfied the evaluation and length of service requirements**

Employees may also advance to the next level, if available on the salary schedule, even without satisfying the professional learning requirements all of the following occur:

- a. The employee has three years of service (each year of service must have commenced prior to the end of the first semester) since the employee's last level movement and
- b. In each of the preceding three years the employee's service met or exceeded the standard expected by the District (as set forth in section 6 of the employee handbook).

In the above circumstances, the employee will advance to the next level the ensuing contract year provided funds are available as determined by the District.

**3. Employees who not have satisfied the evaluation and length of service requirements**

Any teacher whose work is not satisfactory and has been placed on a plan for improvement may be placed on one (1) year probation upon the recommendation of the principal and Superintendent and acted upon by the Board of Education. The teacher shall have written notice of such action issued before May 1 of any given year. Such notice shall state the point or reasons for being placed on probation. In the case where the Board places a teacher on probation, the teacher may be deprived of a salary level increment at the discretion of the Board as set forth below.

An employee may be held to the previous year's level for service that does not meet the standard expected by the District (as set forth in section 6 of the employee handbook, i.e. on an individual program of support as defined in section 6 of the employee handbook).

**K. Length of Service**

Employees beginning employment prior to the end of the first semester that have provided service that meets or exceeds the standard expected by the District (as set forth in section 6 of the employee handbook) will advance to the next level the ensuing contract year provided funds are available as determined by the District and the employee has satisfied the professional learning and length of service requirements defined herein. Employees who begin employment after the end of the first semester will remain on the same level for the ensuing fiscal year. An employee may be held to the previous year's level for service that does not meet the standard expected by the District (as set forth in section 6 of the employee handbook, i.e. on an individual program of support as defined in section 6 of the employee handbook).

**L. Initial Salary Schedule Placement for New Hires**

A new teacher's initial placement on the salary schedule shall be at the sole discretion of the Board. The Board, in its sole discretion, may place newly employed employees in shortage areas at a salary with an additional salary adjustment (as described in section E, subsection 2, below that exceeds his/her actual years of service. The Board will determine what positions that it deems to be shortage areas. The Board will notify staff of its criteria for determining which positions are shortage areas. This provision is not retroactive.

**M. Labor Market Factors – Additional Salary Adjustment**

The district will grant in its sole discretion an additional salary adjustment to any teacher in a shortage area.

The granting of the additional salary adjustment is only applicable during individual contract year(s) in which the staff member is certified and teaching in particular teaching assignment and certification area that was provided additional salary adjustment. If the staff member transfers or is reassigned outside of the area where additional salary adjustment was provided to an area where the above certification(s) or degree(s) are not required, or he/she no longer possesses such required industry certification(s) or degree(s), he/she shall forfeit the salary adjustment. If such transfer or reassignment occurs during the course of an individual contract year, the employee's salary adjustment shall be pro-rated for the portion of the contract year where he/she possessed the

certification(s)/industry degree(s).and was teaching in the area that received the additional salary adjustment.

The receipt of the above additional salary adjustment is at the sole discretion of the District and that the District may modify, amend or delete this additional salary adjustment without adhering to the non-renewal provisions set forth in section 118.22, Wis. Stats. Such modification, amendment or deletion shall not affect the other terms and conditions of the teacher’s individual contract. Such medication, amendment or deletion of the salary adjustment is not subject to the District’s grievance procedure.

### **III. Salary Schedule**

TIER	Points	BA	MA
A	0	\$39,000.00	\$45,000.00
A1	15	\$39,300.00	\$45,300.00
A2	30	\$39,600.00	\$45,600.00
A3	45	\$39,900.00	\$45,900.00
B	60	\$40,200.00	\$46,200.00
B1	75	\$40,500.00	\$46,500.00
B2	90	\$40,800.00	\$46,800.00
B3	105	\$41,100.00	\$47,100.00
C	120	\$41,400.00	\$47,400.00
C1	135	\$41,700.00	\$47,700.00
C2	150	\$42,000.00	\$48,000.00
C3	165	\$42,300.00	\$48,300.00
D	180	\$42,600.00	\$48,600.00
D1	195	\$42,900.00	\$48,900.00
D2	210	\$43,200.00	\$49,200.00
D3	225	\$43,500.00	\$49,500.00
E	240	\$43,800.00	\$49,800.00
E1	255	\$44,100.00	\$50,100.00
E2	270	\$44,400.00	\$50,400.00
E3	285	\$44,700.00	\$50,700.00
F	300	\$45,000.00	\$51,000.00
F1	315	\$45,300.00	\$51,300.00
F2	330	\$45,600.00	\$51,600.00
F3	345	\$45,900.00	\$51,900.00
G	360	\$46,200.00	\$52,200.00
G1	375	\$46,500.00	\$52,500.00
G2	390	\$46,800.00	\$52,800.00
G3	405	\$47,100.00	\$53,100.00
H	420	\$47,400.00	\$53,400.00
H1	435	\$47,700.00	\$53,700.00
H2	450	\$48,000.00	\$54,000.00
H3	465	\$48,300.00	\$54,300.00
I	480	\$48,600.00	\$54,600.00
I1	495	\$48,900.00	\$54,900.00
I2	510	\$49,200.00	\$55,200.00
I3	525	\$49,500.00	\$55,500.00

TIER	Points	BA	MA
P	900	\$57,000.00	\$63,000.00
P1	915	\$57,300.00	\$63,300.00
P2	930	\$57,600.00	\$63,600.00
P3	945	\$57,900.00	\$63,900.00
Q	960	\$58,200.00	\$64,200.00
Q1	975	\$58,500.00	\$64,500.00
Q2	990	\$58,800.00	\$64,800.00
Q3	1005	\$59,100.00	\$65,100.00
R	1020	\$59,400.00	\$65,400.00
R1	1035	\$59,700.00	\$65,700.00
R2	1050	\$60,000.00	\$66,000.00
R3	1065	\$60,300.00	\$66,300.00
S	1080	\$60,600.00	\$66,600.00
S1	1095	\$60,900.00	\$66,900.00
S2	1110	\$61,200.00	\$67,200.00
S3	1125	\$61,500.00	\$67,500.00
T	1140	\$61,800.00	\$67,800.00
T1	1155	\$62,100.00	\$68,100.00
T2	1170	\$62,400.00	\$68,400.00
T3	1185	\$62,700.00	\$68,700.00
U	1200	\$63,000.00	\$69,000.00
U1	1215	\$63,300.00	\$69,300.00
U2	1230	\$63,600.00	\$69,600.00
U3	1245	\$63,900.00	\$69,900.00
V	1260	\$64,200.00	\$70,200.00
V1	1275	\$64,500.00	\$70,500.00
V2	1290	\$64,800.00	\$70,800.00
V3	1305	\$65,100.00	\$71,100.00
W	1320	\$65,400.00	\$71,400.00
W1	1335	\$65,700.00	\$71,700.00
W2	1350	\$66,000.00	\$72,000.00
W3	1365	\$66,300.00	\$72,300.00
X	1380	\$66,600.00	\$72,600.00
X1	1395	\$66,900.00	\$72,900.00
X2	1410	\$67,200.00	\$73,200.00
X3	1425	\$67,500.00	\$73,500.00

J	540	\$49,800.00	\$55,800.00
J1	555	\$50,100.00	\$56,100.00
J2	570	\$50,400.00	\$56,400.00
J3	585	\$50,700.00	\$56,700.00
K	600	\$51,000.00	\$57,000.00
K1	615	\$51,300.00	\$57,300.00
K2	630	\$51,600.00	\$57,600.00
K3	645	\$51,900.00	\$57,900.00
L	660	\$52,200.00	\$58,200.00
L1	675	\$52,500.00	\$58,500.00
L2	690	\$52,800.00	\$58,800.00
L3	705	\$53,100.00	\$59,100.00
M	720	\$53,400.00	\$59,400.00
M1	735	\$53,700.00	\$59,700.00
M2	750	\$54,000.00	\$60,000.00
M3	765	\$54,300.00	\$60,300.00
N	780	\$54,600.00	\$60,600.00
N1	795	\$54,900.00	\$60,900.00
N2	810	\$55,200.00	\$61,200.00
N3	825	\$55,500.00	\$61,500.00
O	840	\$55,800.00	\$61,800.00
O1	855	\$56,100.00	\$62,100.00
O2	870	\$56,400.00	\$62,400.00
O3	885	\$56,700.00	\$62,700.00

Y	1440	\$67,800.00	\$73,800.00
Y1	1455	\$68,100.00	\$74,100.00
Y2	1470	\$68,400.00	\$74,400.00
Y3	1485	\$68,700.00	\$74,700.00
Z	1500	\$69,000.00	\$75,000.00
Z1	1515	\$69,300.00	\$75,300.00
Z2	1530	\$69,600.00	\$75,600.00
Z3	1545	\$69,900.00	\$75,900.00
AA	1560	\$70,200.00	\$76,200.00
AA1	1575	\$70,500.00	\$76,500.00
AA2	1590	\$70,800.00	\$76,800.00
AA3	1605	\$71,100.00	\$77,100.00
AB	1620	\$71,400.00	\$77,400.00
AB1	1635	\$71,700.00	\$77,700.00
AB2	1650	\$72,000.00	\$78,000.00
AB3	1665	\$72,300.00	\$78,300.00
AC	1680	\$72,600.00	\$78,600.00
AC1	1695	\$72,900.00	\$78,900.00
AC2	1710	\$73,200.00	\$79,200.00
AC3	1725	\$73,500.00	\$79,500.00
AD	1740	\$73,800.00	\$79,800.00
AD1	1755	\$74,100.00	\$80,100.00
AD2	1770	\$74,400.00	\$80,400.00
AD3	1785	\$74,700.00	\$80,700.00
AE	1800	\$75,000.00	\$81,000.00

#### **IV. Additional Assignments/Duties (connected to teaching)**

<b>Additional Assignments/Duties connected to Teaching by Type</b>	<b>Example</b>	<b>Example</b>
<b>Mentor - Serving as a Mentor for a Beginning Teacher</b>	Appointed by administration.	Not eligible for points, mentor receives stipend pursuant to the employee handbook's terms.
<b>B.O.B - Serving as a Building Orientation Buddy (B.O.B.) for a New Teacher</b>	Appointed by administration.	Not eligible for points, B.O.B. receives stipend pursuant to the employee handbook's terms.
<b>Peer Coach - Serving as a Peer Coach for a teacher on a plan of improvement</b>	Appointed by administration.	Not eligible for points, Peer Coach receives stipend pursuant to the employee handbook's terms.
<b>Serve as Homework Help/Extended Day teacher</b>	Appointed by administration.	Not eligible for points, receives stipend pursuant to the

		employee handbook's terms.
<b>Beginning Teachers Completing First Year Induction Program – 0 to First Year in Teaching</b>	<a href="#">MCPASD Teacher Induction Program</a>	Not eligible for points, Teacher receives stipend pursuant to the terms set forth herein. A Stipend of \$500 shall be provided at the successful completion of the program.
<b>Teachers new to the District Program – more than 1 year of teaching experience</b>	<a href="#">MCPASD Teacher Induction Program</a>	Not eligible for points, Teacher receives stipend pursuant to the terms set forth herein. A Stipend of \$250 shall be provided at the successful completion of the program.

**A. Beginning Teachers Completing First Year Induction Program – 0 to First Year in Teaching**

1. Teachers who are new to teaching and new to the District shall participate in the First Year Induction Program.
2. Further information on the Beginning Teachers First Year Induction Program can be found here:

[MCPASD Teacher Induction Program](#)

- d) Upon verification by the District, the District shall award the teacher a \$500.00 stipend for completion of the process.

**B. Beginning Teachers who are Teachers new to the District Program – more than 1 year of teaching experience**

1. Teachers who are new to the District and who have more than one year of teaching experience shall participate in the *First Year Induction Program*.
2. Further information on the Beginning Teachers First Year Induction Program can be found here:

[MCPASD Teacher Induction Program](#)

3. Upon verification by the District, the District shall award the teacher a \$250.00 stipend for completion of the process.

**C. New Teacher Induction and Mentoring Program and Building Observation Buddies**

1. Mentors will receive a \$1000.00 stipend for being a mentor for an entire contract year.
2. Building Orientation Buddies (BOBs) will receive a \$100 stipend.
3. All stipends will be paid at the conclusion of the year on June 30th.

Second year staff will be transitioned to this new process in a collaborative way.

**D. Work Assignments**

The district has the right to contract with outside parties, such as CESA's or outside districts, for shared services.

1. Contract Specifications

Preliminary individual school assignment shall be specified on the individual teacher's contract. No change will be made without prior notification.

2. Additional Class

Teachers who voluntarily accept an additional class for a semester or a year shall receive additional compensation of 100% of the overload FTE according to the teacher's salary without additives for the duration of the assignment.

3. Teaching Staff Development Outside of Normal Workday

Teachers who volunteer to teach a staff development class outside of the normal contracted work day shall be compensated at the rate of forty dollars (\$40.00) per clock hour.

**E. Sub Teacher Assignments**

1. Whenever a teacher under contract with the District is requested to assume the class assignment of an absent teacher, he/she shall be reimbursed at the rate of thirty-three dollars (\$33.00) per clock hour.



- a. Regular part-time teachers who sign up with the District for substitute teacher work shall be accorded priority for such work in the District consistent with the part-time teacher's part-time schedule. Part-time teachers accepting substitute teaching assignments on this basis shall be compensated at the same rate in effect for experienced substitute teachers for substitute assignments that are three (3) hours or more. Assignments that are less than three (3) hours shall be compensated at the class covering rate to applicable teachers.
2. It is understood that these payments shall not apply when an individual and or small group pull out is cancelled due to substitute unavailability.

**F. Diagnostic Requirements of Special Education Services Staff (SES)/Pupil Services Staff**

1. Diagnosticians

Diagnosticians will be responsible for evaluation duties of the IEP eligibility. Each full-time Diagnostician will be responsible for approximately ninety (90) IEP eligibility evaluations per contract year. In order to accommodate IEP eligibility meetings outside of the normal work day, Diagnosticians shall have the following options:

- a. The required twenty-two and one-half (22.5) hours per year of Parent-Teacher Conference time outside of the normal work day shall be reallocated toward IEP eligibility meetings.
- b. Diagnosticians shall be allowed to work a flexible day (e.g. 9:00 a.m.-5:00 p.m.) in order to accommodate meetings.

2. District cross-categorical teachers will not have assigned diagnostic responsibilities.

3. Speech/Language Pathologists

Each full-time Speech/Language Pathologist will be allotted three (3) hours per week for the evaluation process. These hours are within the instructional day for school based therapists and within the workday for itinerant therapists. This is based on thirteen (13) evaluations yearly per full-time therapist.

4. Occupational and Physical Therapists

Each full-time Therapist will be allotted three and a half (3.5) hours per week for the evaluation process. This is based on sixteen (16) evaluations yearly per full-time therapist.

Position	Level	High Variable	Stipend	Medium Variable	Stipend	Low Variable	Stipend
<b>Caseload by Caseload Weighting</b>							
CC	EL	20 to 26	\$1,100.00	15 to 19	\$800.00	14 or less	\$500.00
CC	MS	20 to 26	\$1,100.00	15 to 19	\$800.00	14 or less	\$500.00
CC	HS	20 to 26	\$1,100.00	15 to 19	\$800.00	14 or less	\$500.00
SL	EL	30 or more	\$1,100.00	25-29	\$800.00	24 or less	\$500.00
SL	MS	30 or more	\$1,100.00	25-29	\$800.00	24 or less	\$500.00

<b>Caseload by Total Number of Students</b>							
OT/PT/AT	District	25 to 30	\$1,100.00	11 to 24	\$800.00	10 or less	\$500.00
HI/VI/DHH	District	11 or more	\$1,100.00	8 to 10	\$800.00	7 or less	\$500.00
CC	EC	15 or more	\$1,100.00	10 to 14	\$800.00	9 or less	\$500.00
SL	EC	15 or more	\$1,100.00	10 to 14	\$800.00	9 or less	\$500.00
SL	HS	35 or more	\$1,100.00	30-34	\$800.00	29 or less	\$500.00
SDPE	District	25 to 30	\$400.00	11 to 24	\$300.00	10 or less	\$200.00

**G. Classroom Moving**

Teachers who assist with moving equipment, furniture, supplies or other items, as requested by the Administration, as a result of an involuntary classroom reassignment shall be paid a stipend of \$100 following the completion of the move. Any such work shall be voluntary and shall not be required of any teacher.

***Language from the additive schedule on additional assignments:***

Teachers employed for pre-approved curriculum work or other similar assignment including meetings shall be compensated at a flat rate of fifteen dollars (\$15.00) per hour.

A teacher require to travel between schools due to contract assignment or for the conduct of District approved business shall be reimbursed at the same rate per mile as the IRS Established Rate.

Teachers performing work with Homework Help Programs, as defined by the Building Principal shall be paid at a rate of \$28.00 pe hour.

Teacher leaders at the Middle and Elementary level will receive a stipend payment of \$250 per year during years without curriculum renewal and \$500 per year during years with curriculum renewal.