

Board Policy Manual

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Policy GCBA: PROFESSIONAL STAFF COMPENSATION

Status: DRAFT

Original Adopted Date: 07/01/2007 | Last Revised Date: Pending | Last Reviewed Date: 10/12/2020

see more

EXPLANATION: Changes made at district's request.

The district needs highly qualified employees to accomplish its education mission and must offer competitive compensation to attract and maintain experienced professional staff in the district.

As required by law, teachers will be paid in accordance with a board-adopted salary schedule. All full-time teachers will be paid at least the minimum teacher's salary as required in state law.

All Professional Staff Salary Schedules

The board is required to adopt salary schedules for the compensation of teachers and may use a salary schedule to compensate administrative and noncertificated professional staff.

The following rules apply to all district professional staff salary schedules unless determined otherwise by the board or as otherwise already noted in procedure GCBA-R1GCBA-AP1:

- 1. The board will make every effort to adopt salary schedules prior to the statutory deadline for issuing teacher and administrator contracts...
2. The board may freeze the operation of the salary schedule when warranted by the financial condition of the district...
3. An employee may not advance more than one step vertically and one column horizontally per semester/year on the salary schedule...
4. An employee cannot progress on the salary schedule after entering into a contract for a school year unless such movement is specifically authorized in the contract.
5. Education courses and other professional development may not be used to advance on a salary schedule unless the employee had prior administrative approval...
6. The district may recognize an employee's previous experience when placing that employee on the salary schedule.

Teacher Salary Schedules

In accordance with law, participation in a certified teacher externship program will qualify for movement on the salary schedule to the same extent and in the same manner as other graduate-level course credit.

Compensation for Extra Duties

Additional duties, such as supervising activities, may be assigned to professional staff without additional compensation. In some situations and with board approval, the district may provide an employee with extra-duty compensation or a stipend to compensate the employee for performing additional duties.

Employee Responsibility

Employees are responsible for verifying that their salary schedule placement, compensation rate and paychecks are accurate. Employees are required to notify the district within 30 days of receiving an inaccurate payment, and failure to do so could lead to discipline, forfeiture of amounts owed or deductions for excess pay received, as allowed by law.

Compensation Disbursement

In general, professional staff will be paid in equal installments over 12 months even if the employee's regular work schedule is less than 12 months. However, payment for extra duties that are seasonal or limited to a specific timeframe may be paid in the month the work was performed.

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Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy.

Table with 2 columns: State, Description. Lists Missouri state statutes (RSMo) related to compensation.

Table with 2 columns: Federal, Description. Lists U.S.C. § 206(d) related to compensation.

Table with 2 columns: Code, Description. Lists various policy codes (AC, AC-AF(1-6), DLB) and their corresponding descriptions regarding discrimination and salary deductions.

Code	Description
DLB-AP(1)	SALARY DEDUCTIONS (/Policy/ViewPolicy.aspx?S=224&revid=YF4NGah1Gq4QRBskzDULTw==)
DLB-AF(1)	SALARY DEDUCTIONS (/Policy/ViewPolicy.aspx?S=224&revid=a91znEoERJswDDSo5xLNplusw==)

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