

**Professional Staff Salary Schedule Advancement**

1. Effective July 1, 1988, upon initial employment teachers will be placed on the salary schedule according to the standards established by this policy. After employment, teachers who meet the criteria for higher salary columns, as established by this policy, may advance to such higher columns in accord with district procedures.
  
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Salary Schedule	Initial Placement Criteria
a. "B"	The teacher has been granted a Bachelor's degree from an accredited college or university.
b. "B+23"	The teacher has taken and passed 23 graduate credit quarter hours after the date of award of a Bachelor's degree.
c. "B+45"	The teacher has taken and passed 45 graduate credit quarter hours after the date of award of a Bachelor's degree.
d. "B+68 or M"	The teacher has taken and passed 68 graduate credit quarter hours after the date of award of a Bachelor's degree or the teacher has been awarded a Master's degree from an accredited college or university.
e. "B+90 or M+22"	Teachers may satisfy requirements for this salary column in any of three ways: <ol style="list-style-type: none"><li>(1) The teacher has taken and passed 90 graduate credit quarter hours after the date of award of a Bachelor's degree, or</li><li>(2) The teacher has taken and passed 67 graduate credit quarter hours after the date of award of a Bachelor's degree and has been awarded a Master's degree from an accredited college or university, or</li><li>(3) The teacher has been awarded a Master's degree from an accredited college or university and has taken and passed 22 graduate credit quarter hours after the date of award of the Master's degree</li></ol>
f. M + 45	To attain this salary column, teachers must satisfy either of the following requirements:

- (1) The teacher has taken and passed 90 graduate credit quarter hours after the date of award of a Bachelor's degree and has been awarded a Master's degree from an accredited college or university, or
- (2) The teacher has been awarded a Master's degree from an accredited college or university and has taken and passed 45 graduate credit quarter hours after the date of award of the Master's degree.

g. Ph.D./Ed.D. The teacher has been granted a doctoral degree from an accredited college or university.

- 3. Degrees and credits must be awarded by an accredited college or university in order to be applied for initial placement or advancement on the salary schedule. Practicum courses taken and passed after September 1, 1983 may be applied toward salary column placement if they meet all of the other standards in this policy for salary schedule credit.
- 4. Placement on the salary schedule will be based on full-year teaching experience. Experience will not be awarded for substitute teaching or partial years service.
- 5. Initial placement on the salary schedule will not be made above step 10 on the salary schedule without superintendent authorization.
- 6. Administrators recommending placement on the salary schedule above step 10 must petition the superintendent or his/her designee. If placement above step 10 on the salary schedule is determined to meet the needs of the district, the employee will be placed on the salary schedule based on actual experience. Placement on the salary schedule will not exceed the maximum step of the current salary schedule.
- 7. After initial placement on the salary schedule, step advancement down a column will be awarded only for appropriate teaching experience. Hours used toward advancement from one column to another must be earned from an accredited college or university. Hours or credits earned must be classified as graduate hours, except for non-graduate hours or credits related to the member's current assignment, performance goals for district evaluation, or Continuing Professional Development Plan for re-certification. In order to be counted, undergraduate hours or credits must be earned after January 1, 2004. The number of hours used to advance to the next column is based on "quarter hours." Each semester credit earned at a college or university will count as 1.5 quarter hours. The superintendent or designee reserves the right to award non-accredited hours for coursework deemed by the district to be equivalent to hours awarded by accredited institutions.
- 8. Teachers who hold special vocational certificates and do not hold a basic, standard, transitional, initial or continuing teaching certificate will be placed on a Bachelor's column.
  - a. Step placement on the Bachelor's column for these teachers shall be determined by crediting one year of teaching experience for each two full years of paid, trade-related experience at the journeyman's level prior to employment.

- b. Teachers who do not hold a basic, standard, transitional, initial or continuing teaching certificate must hold a five-year vocational certificate to advance beyond the Bachelor's column of the salary schedule.
9. Teachers hired to teach approved vocational courses, and who hold a special vocational license in addition to a basic or standard certificate, will be placed, in accord with this policy, on the salary column that reflects their academic training.
- a. Initial step placement for these employees will be determined by granting credit for teaching experience in accord with this policy plus one salary schedule step for each two years of paid, trade-related experience at the journeyman's level.
  - b. After initial placement on the salary schedule, step advancement down a column will be awarded only for appropriate teaching experience.
10. If the superintendent or designee determines there are not reasonable opportunities available for teachers to earn graduate-level credit from an accredited college or university in courses related to the content of particular components of the district's curriculum, the superintendent or designee may authorize teachers assigned one-half time or more in those curricular areas to submit proposals for alternative forms of training to earn advancement at a higher salary column.
- a. The superintendent or designee will have final authority to approve such proposals and may appoint an advisory committee to assist in the evaluation of proposals. Proposals must be approved in advance of completion of proposed training activities.
  - b. Proposals submitted under this section may include combinations of graduate courses, work experience, and/or undergraduate courses.
    - (1) At least one-third of the number of hours needed to advance to the next salary column will be earned in graduate-credit courses designed to improve the teacher's understanding of the instructional process, e.g., methods of teaching, evaluation of learning, curriculum construction, etc.
    - (2) Not more than one-third of the hours necessary to qualify for the higher salary column will be earned in work experience.
    - (3) Work experience approved for credit for salary column advancement must meet all of the following criteria:
      - (a) One-half credit shall be given for 40 contract hours of work experience.
      - (b) Work experience must be directly related to the teacher's assignment.
      - (c) Work experience must take place after the initial date of employment of the teacher with the district.
      - (d) Work experience completed in conjunction with a college or university course shall not count for both work experience credit and college credit.
    - (4) If an approved proposal for salary column advancement includes training in an industrial school, trade school, community college program, or other training program in which credit is not designated for courses, column advancement credit will be awarded at the rate of one-half credit for each 40 hours of attendance in the approved training program.

END OF POLICY

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**Legal Reference(s):**

[ORS 342.815\(5\)](#)