Article IX.A.3.d. Placement on Salary Schedule

Salary Levels and Stipends

A. Statement of Purpose

It is the intent of the Board of Education of Granite School District to pay wages and salaries that shall enable the District to secure and retain qualified personnel. Human Resources, under the direction of the Superintendent, is responsible for implementing this policy.

B. Statement of Policy

1. All beginning secretaries will normally be placed on step one of the appropriate lane of the salary schedule.

Former District secretaries who are rehired may be granted up to full step credit on the salary schedule for previous contract experience in the District.

New secretaries (or secretaries changing to a different job classification) with confirmed outside experience in a comparable job may be granted up to one step credit on the salary schedule for each two years outside experience, to a maximum of four credited years.

Such granting of step credit or failure to grant step credit by the Human Resources office is a reflection of the current job market and not necessarily the abilities and experience of the applicant.

2. The teacher salary schedule and the placement of teachers on the salary schedule is dictated by applicable professional agreements between the Board of Education of the Granite School District and the designated employee group, Granite Education Association.

All other contract employees shall not be subject to a professional agreement shall beginning secretaries will normally be placed on the appropriate salary schedule according to Human Resources policies and procedures—New contract employees shall normally be placed on step one of the appropriate lane of the salary schedule subject to the following.

Former District employees who are rehired may be granted up to full credit on the salary schedule for previous contract experience in the District.

New contract employees (or employees changing to a different job classification) with confirmed outside experience in a comparable job may be granted up to one step credit for each two years of outside experience, to a maximum of three years credit, and placed on step four steps on the salary schedule. Verification of experience must be provided within 30 days of the employees’ contract start date.
3. When there is a shortage of qualified candidates for a specific position, additional credit beyond the four three steps may be allowed by Human Resources for verified experience with approval of the Superintendent.

34. An employee who wishes to change a job assignment into a lower job classification will be placed in the appropriate lane consistent with prior experience in the new job category. Step placement will remain at the same step currently held in the higher lane.

45. When an employee administrator or middle manager is promoted, to a higher paid position, he/she the employee will be placed on the step of that salary schedule lane that provides an increase an amount consistent with amounts negotiated by employee groups and consistent with Human Resources policies and practices. No less than 3%, but closest to a 3% increase above to their current salary. For promotions that occur on or before July 1, step credit (if available) will be applied to the prior administrative position before determining the applicable step placement. If an additional increase for cost of living is negotiated, this amount will be added to the established step/lane placement.

65. With the approval of the Superintendent, stipends may be applied to individual positions as the district deems necessary. Stipends are always temporary and may be discontinued for any reason or no reason.

HISTORY:
Revised February 2022: Combined with Article IX.A.1.u., IX.A.2.c., IX.A.2.g., IX.A.3.q., IX.A.5.b.