



**Eau Claire Area  
School District**

**Non-Affiliated Employees'  
Compensation System**

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# COMPENSATION PLAN

## Overview

The Eau Claire Area School District Compensation System was designed in the 2014-15 and 2015-2016 school year by a joint committee of Eau Claire Area School District non-affiliated employee representatives, administrators, and school board members. The Eau Claire Area Compensation System has been collaboratively designed to promote leadership, encourage collaboration, and improve student achievement through instructional best practice. The Eau Claire Area School District Compensation System is in addition to the multiple Professional Development/Instructional Planning days embedded into the school district calendar.

The Eau Claire Area School District Compensation System allows for potential compensation level advancement if an employee satisfies **both** of the following requirements and funds are available as determined by the District:

- satisfactory evaluation
- length of service requirements

The compensation system consists of levels that recognize the above requirements in addition to other discretionary items delineated on pages 2-4. An employee shall not be eligible to move more than one level per fiscal year (July 1st through June 30th).

Employees may also receive base salary adjustments in addition to the funds provided for under the Eau Claire Area School District's Compensation System.

## Specific Requirements and Procedures for Level Advancement

The following applies specifically to the Eau Claire 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 evaluation and length of service requirement in order to advance a level on the District's salary schedule.

### 1. Evaluation

#### **Employees who satisfy the evaluation requirement:**

The employee must have received a satisfactory evaluation as established by the District (as set forth in the employee handbook) in order to be eligible for level advancement. An employee shall be ineligible for level advancement, regardless of his/her length of service if he/she does not receive a satisfactory evaluation.

### **Employees who do not satisfy the evaluation requirement:**

Any employee who does not receive a satisfactory evaluation will be identified as an employee in need of a plan of improvement as set forth in the Employee Handbook. <http://www.ecasd.us/ECASD/media/District-Site/PDFs/HR/2016-17-Handbook-7-1-16.pdf> The employee will be held to the previous year's level if the employee receives this designation.

#### **2. Length of Service (based on fiscal year of July 1 – June 30)**

The employee must have begun employment prior to January 1, and have had at least six (6) months of service in that fiscal year to be eligible for level advancement.

The employee who began employment after December 31 will remain on the same level for the ensuing fiscal year.

An employee shall be ineligible for level advancement if he/she does not successfully complete the length of service requirement as stated.

### **Retention**

The salary schedule incorporates retention levels that provide larger increment amounts between levels. Each of the retention level increments is increased by an additional two thousand two hundred fifty dollars (\$2,250.00) on the salary schedule. The retention levels are intended to recognize employees' length of service in the district. The retention levels are provided at levels F and I.

### **Initial Salary Schedule Placement for New Hires**

Consideration of placement on the Salary Schedule includes:

- Previous experience in area of hire
- Ability to meet/exceed the posted job qualifications
- Type of position

A new employee's initial placement on the salary schedule shall be at the sole discretion of the Board and/or its designee.

### **Labor Market Factors – Additional Salary Adjustment**

The district may grant in its sole discretion an additional salary adjustment to an employee hired in a shortage area. The determination of shortage areas as defined herein shall be made by the District in its sole discretion.

The granting of the additional salary adjustment is only applicable during individual year(s) in which the employee is working in the particular position/certification area that warranted the additional salary adjustment. If the employee transfers or is reassigned outside of the area where the additional salary adjustment was provided, to a position that is not considered a shortage area, or he/she no longer possesses the required industry certification(s) he/she shall forfeit the salary adjustment. If such transfer or reassignment occurs during the course of an individual year, the employee's salary adjustment shall be pro-rated for the portion of the year where he/she possessed the industry certification(s) and was working 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 the District may modify, amend, or delete this additional salary adjustment. Such modification, amendment or deletion shall not affect the other terms and conditions of the individual's employment or contract if applicable. Such modification, amendment or deletion of the salary adjustment is not subject to the District's grievance procedure.

## **Doctorate Degree**

An employee who earns an approved Doctorate Degree as defined herein shall receive an additional salary adjustment of one thousand five hundred dollars (\$1,500.00) upon initial receipt of the Degree and one thousand dollars (\$1,000.00) for each subsequent year the Degree is held. 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 salary adjustment amount in the compensation plan.

**Qualifications** - To qualify for the Doctorate degree compensation, an employee shall have gained the degree either in the field in which he/she is working or in an alternative field with prior approval of the Executive Director of Human Resources and/or his/her designee. The criteria for the approval of the Doctorate degree is defined below:

1. Approval of Doctorate Degree Program:
  - a. Administration Approval: All degrees must be pre-approved in writing by the Executive Director of Human Resources.
  - b. Minimum Requirements in addition to Administration Approval
    - i. Accreditation: After earning a Master's Degree and Certification, all approved Doctorate degrees must be from a North Central Association Commission on Accreditation and School Improvement or Higher Learning Commission accredited college or university. The Executive Director of

Human Resources (in consultation with the Executive Director of Teaching and Learning in his/her discretion, may award advancement to an approved Doctorate degree that was obtained from an international college or university that is not covered by the accrediting process set forth above.

- ii. Proper Credentials and Verification: The official transcript must be received by the Executive Director of Human Resources no later than the end of the business day, August 15 to effect an adjustment in the employee's salary.

Doctorate degrees received after August 15 will be used toward the applicable salary adjustment the following contract year.

Exceptions to the above provision will be made for summer classes that commenced prior to the August 15th date. These classes must be completed prior to the to the first student day and must be deemed to be "summer" courses on the University transcript to be eligible for the additional payment in that contract year. Exceptions will also be made for unusual circumstances when approval is granted from the Executive Director of Human Resources no later than the end of the first business day in August.

### **National Board for Professional Teaching Standards**

A professional educator who earns certification from the National Board for Professional Teaching Standards under Wisconsin Administrative Code PI 34.19 shall receive an additional salary adjustment of one thousand five hundred dollars (\$1,500.00) upon initial receipt and an annual stipend of one thousand dollars (\$1,000.00) for the remaining nine years of the certification. 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 salary adjustment amount in the compensation plan.

In the event the professional educator renews the certification from the National Board for Professional Teaching Standards, the same compensation will be provided. The receipt of the above additional salary adjustment is at the sole discretion of the District and 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 employee's individual contract.

Click [here](#) to view the current Salary Schedule.