

## **CURRENT**

Board Policy GBA: Professional Personnel Compensation Guides and Contracts

Status: Adopted

Original Adopted Date: 09/11/2000 | Last Reviewed Date: 07/11/2000

**MISSION:** To ensure that employees are compensated with salaries commensurate with job responsibilities and duties.

The compensation for each employee shall be based on the salary schedule adopted by the DeKalb County Board of Education. The Superintendent is authorized to establish the salary placement of an employee on the appropriate salary schedule and to provide compensation in accordance with the current schedule.

A professional employee who holds a valid, Georgia, in-field, professional educator certificate and who is assigned to a salary step that requires one year of credited service to advance on the salary schedule shall move to the next step on the salary schedule for the following academic year if the creditable experience requirement has been met with the one exception that follows. A professional employee who receives two consecutive unsatisfactory annual evaluations shall not move to the next step on the salary schedule for the following academic year, and the salary step placement shall not advance until a satisfactory evaluation is received. A one-step advancement on the salary schedule shall occur at the beginning of the academic year following the academic year when the satisfactory evaluation is received. All cases in which the Board salary increments are withheld will be reviewed by a designee of the Superintendent. A certificated employee who fails to complete 20 days of service during a contract year for a reason other than a disabling health problem will be paid on the basis of a substitute teacher's daily rate.

The DeKalb County Board of Education shall maintain a compensation program which will assist in recruiting, retaining, and rewarding quality personnel as well as motivating and providing personal growth and compensation opportunities as warranted by job performance. The compensation program shall be based on the principle that each position has a salary grade commensurate with its internal value to the organization. The organizational value of a position shall be determined by a systematic program of job analysis and evaluation based upon job content and internal and external comparisons. The compensation program shall be designed to ensure fiscal responsibility, consistent application of objective salary standards, equitable treatment of employees in similar classifications, compliance with governmental regulations, and compensation levels which are competitive with other governmental, educational, and/or private organizations. The compensation program shall reflect training, experience, and performance. The compensation program shall have a comprehensive review at least every five years.

## **CONTRACTS AND REASSIGNMENTS**

MISSION: To ensure that contractual personnel are provided written employment contracts and provisions for reassignment of staff.

Employment contracts for certified personnel shall be in writing and shall be signed in duplicate by the employee and by the Superintendent of Schools. The Superintendent may recommend to the DeKalb County Board of Education that employment contracts be offered to selected non-certified personnel. The Superintendent shall have the authority to reassign any employee for the efficient operation or for the best interest of the school system.