

Archdiocese of Los Angeles
Department of Catholic Schools
2007-2008

Elementary Teacher Compensation Guidelines

CLASS STEP	(A)	(B)	(C)	(D)	(E)	(F)	(G)
	BA	BA + 15 units	MA/MS or CRED	MA/MS or CRED + 15 units	MA/MS + CRED	MA/MS + CRED + 15 units	MA/MS + CRED + 30 units
1	31,731	33,240	35,693	37,347	38,150	38,959	39,885
2	32,207	33,738	36,228	37,907	38,722	39,544	40,483
3	32,690	34,244	36,772	38,476	39,303	40,137	41,090
4	33,180	34,758	37,324	39,053	39,893	40,739	41,706
5	33,678	35,280	37,884	39,638	40,491	41,350	42,332
6		35,808	38,452	40,233	41,098	41,970	42,967
7		36,346	39,029	40,837	41,715	42,600	43,612
8			39,614	41,450	42,340	43,239	44,266
9			40,208	42,071	42,976	43,887	44,929
10			40,812	42,720	43,621	44,545	45,604
11			41,424	43,342	44,275	45,214	46,288
12			42,045	43,993	44,938	45,891	46,982
13			42,676	44,653	45,613	46,581	47,687
14			43,316	45,323	46,297	47,279	48,403
15			43,966	46,002	46,991	47,989	49,128
16			44,625	46,693	47,696	48,709	49,865
17			45,295	47,393	48,412	49,439	50,613
18			45,974	48,104	49,138	50,180	51,373
19			46,664	48,825	49,875	50,933	52,143
20			47,363	49,558	50,623	51,697	52,924
21							53,718
22							54,524
23							55,342
24							56,173
25							57,015

Placement Regulations for Lay Teachers

ENTRY STEP

To be employed as a teacher, an applicant must possess a BA/BS degree from an accredited institution. Foreign degrees must be evaluated by a state-approved agency to determine if the applicant has the equivalent of a BS/BS degree.

New teachers not currently employed in an archdiocesan parish elementary school and who are eligible for placement in Column C or beyond begin on an entry step as follows:

- One step for each year of full-time teaching in a Catholic school (parish or private; elementary or secondary) within the Archdiocese of Los Angeles;
- One step for each year of full-time teaching in all other schools to a maximum of ten steps;
- One step for each year of full-time teaching to a maximum of ten steps for a combination which reflects less than ten years in a Catholic school within the Archdiocese of Los Angeles;
- To qualify for placement in Column D, E, F, or G, teachers must complete the additional units after issuance of the California Credential or MA/MS/MAT.
- Substitute experience receives no Step credit.

STEP PLACEMENT & PROGRESS

To qualify in Column A, teachers must:

- Have completed a BA/BS degree from an accredited college/university.
- **Enroll** in a MA/MS/MAT program at an accredited college or university, or in a California credential program within the year of hiring.
- Teachers holding only a bachelor's degree may not progress beyond Column A, Step 5.

To qualify in Column B, teachers must:

- Have completed 15 units toward the California Credential, or MA/MS/MAT.
- Teachers with credentials other than the California Credential are placed in Column B.
- They must:
 1. Pass the CBEST;
 2. Apply for the California Credential;
 3. Receive the California Credential within five years of hiring.

To qualify in Column C, teachers must:

- **Have a valid, unexpired California teaching credential, either preliminary or clear.**
- The preliminary credential must be cleared within 5 years. A clear credential must be renewed every 5 years. If the clear or preliminary credential expires, the teacher reverts to Column B.

Approved courses

Programs must be approved by the school principal, and teachers must provide the principal with a transcript of units completed each year. In order to be re-hired, teachers must complete course work satisfactorily and according to the approved plan: 15 semester units within the first 4 years of employment, and then completion of the Masters or credential by the end of the seventh (7th) year of employment.

Approved courses may be taken in:

- Work toward a credential;
- Additional work in teacher's academic or credential major or minor;
- Counseling and education;
- Academic disciplines taught in elementary school.

Salary Placement and Course Work

- The School reserves the right of final determination in the acceptance of units for salary placement.
- Continuing education units are not acceptable for salary placement.
- Community college, adult education, or emergency credentials do not substitute for the California Credential.
- Teachers transferring within archdiocesan/parish schools who are in column A or B are bound by the time-lines established at the time of their initial employment in the archdiocese.

All courses affecting salary placement must:

1. Have prior written approval from the principal;
2. Be graduate courses taken at fully accredited institutions;
3. Be evaluated in semester units (quarter units should be converted to semester units).
4. (One Semester Unit = 1 College Unit; One Quarter Unit = .6 College Unit)

Employment Agreement and Salary Placement

- If a teacher will be completing courses, a degree or credential by the beginning of the next school year which will affect salary placement, he/she must inform the principal by April 1.
- The teacher must present an original transcript or credential, to verify completion of courses, degrees, or credentials before the salary will be adjusted for the following year; the salary will not be adjusted retroactively.