

E.C.S.D. ADMINISTRATIVE REGULATION

CLASSIFIED SALARY SCALE PLACEMENT

1. Salary schedule placement will be effective July 1<sup>st</sup> of each year. Advancement on the classified salary schedule for full-time employees requires a minimum of six (6) months employment prior to July 1<sup>st</sup>. Otherwise, next year's placement on the salary schedule will remain the same.
2. Employees working twenty (20) hours or more per week will be advanced one (1) year for each year worked.
3. Employees working less than twenty (20) hours per week do not receive step advancement.
4. New employees will be placed on the salary schedule at step one.

ADOPTED: 01/16/01  
REVISED: 11/19/13  
REVISED: 8/13/19