

PORTLAND PUBLIC SCHOOLS
PROFESSIONAL EDUCATOR SALARY SCHEDULE
July 1, 2015 through June 30, 2016

Placement on the professional educator salary schedule is determined by graduate level credits (500 level and above) earned by a professional educator and the applicable professional experience gained.

Educational credit. Education credit is recognized for graduate level coursework successfully completed at an accredited college or university **after** the professional educator has finished his or her student teaching or attainment of an unrestricted teaching license. Degrees or coursework completed before student teaching or full licensure will not be considered towards salary placement. Official transcripts, delivered to Human Resources in a sealed envelope from the colleges or universities where the coursework was completed, are required for the recognition of educational credit. A passing grade must be obtained in order to receive credit for salary consideration (C or above).

Credits earned after student teaching but before degree completion will not be accepted as plus credits. For example, if student teaching is completed and additional credits are earned beyond degree requirements those credits are not counted for salary placement. Only credits earned after degree completion are analyzed for salary placement on the plus columns.

Professional Experience. Teaching experience is recognized for the successful completion of experience gained after a professional educator has finished his or her student teaching work and has obtained an unrestricted teaching license. If a professional educator resided in a state that did not require student teaching, evidence of first full and unrestricted license must be presented to Human Resources. PPS Verification of Experience forms, completed by former employers and returned **directly** to Human resources, are required to recognize prior teaching experience. (The form may be obtained from Human Resources. It is the professional educator's responsibility to send the form(s) to any former applicable employer.

Relevant experience for newly hired temporary or probationary professional educator will be given on the following basis:

- One (1) year of credit for each year of full-time teaching (minimum one hundred thirty-five (135) days within the school year).
- Must be 1.0 FTE and work 135 calendar days in order to count as a full year. If a professional educator worked less than 1.0 FTE the years of experience will be prorated to half-time. For example, one (1) year of credit for each two (2) years of part-time teaching.
- Substitute teaching does not count towards years of experience. A single assignment as a temporary teacher 1.0 FTE and over 135 calendar days in an academic year may count as relevant experience.

Non-Classroom Professional Educators' Professional Experience: Professional experience in certain fields (e.g. Social Worker, Qualified Mental Health Provider, or Speech Language Pathologist) may be counted if work was not performed for a school district. Please seek further information from the Senior Staffing Specialist.

Please note this guide is designed to provide information for potential employees and successful candidates. All information required for salary placement must be verified by the Human Resources department. It is the responsibility of the professional educator to submit the required documentation for salary placement. If you have further questions, please contact Talent Management.