

SANTA FE COLLEGE ACADEMY OF SCIENCE AND TECHNOLOGY 2024-2025 SALARY SCHEDULE

Introduction and Overview of Process

Santa Fe College acts as the employer of personnel assigned to the Santa Fe College Academy of Science and Technology (the “Academy”). Conditions of employment and terms of compensation comport to those for other similarly situated SF employees unless otherwise expressly noted in this salary schedule as approved by the Santa Fe College Academy of Science and Technology Governing Board (the “Governing Board”). The Governing Board hereby delegates authority to the College President to approve updates to compensation practices that are required to maintain compliance with local, state or federal requirements until memorialized in the next approved salary schedule (by way of example, this may include minimum wage increases and Department of Labor exemption thresholds). Additionally, to maximize efficiencies and ensure employee recruitment and retention remain competitive throughout the year, the College President is further authorized to approve updates, new titles, title changes, and editorial changes to the salary schedule provided that said changes are in accordance with the annual approved budget. Budget changes must be approved by the Governing Board.

Recommendations for appointments and beginning salaries are made to the designated College Human Resources official. Offers of employment and appointments are made by the designated Human Resources official, subject to approval by the College President or his/her designee in accordance with all applicable laws, rules, and policies. Recommendations for reappointments are made to the designated Human Resources official by the Academy Principal and are subject to approval by the College President.

When the desired effective date of an appointment predates the next regularly scheduled meeting of the Governing Board, the College President or his/her designee is authorized to approve the appointment. Final authorization is subject to approval of the Governing Board.

Personnel

Academy personnel that provide service of an instructional, managerial, or professional nature are under annual contract. Administrative support positions are non-exempt and are classified as Career Service Personnel that are not subject to contract.

A full-time teacher is an employee whose designated duties involve teaching and associated service as defined in the Full-time High School Teacher position description.

Part-time personnel are employed for a specific period of time and for specific duties as noted in each job description or individual appointment, and termination is automatic at the end of the specified appointment period. Part-time employees are limited to working no more than 28.5 hours weekly in all employment capacities with the college.

Substitute teachers are appointed on as-needed basis for a specific and limited period of time to cover when another teacher is absent. Beginning and ending times and required services are to be clearly articulated and documented and must accompany sub voucher requisitions for payment. Substitutes must be preapproved and processed through Human Resources prior to performing any work. Compensation for substitute teaching is paid based on a daily rate of \$120/full day and \$60/half day.

Full-time exempt personnel are employed on either 12-month or 10-month annual contracts for a specific number of days as stated in each contract. The contract year for 10-month personnel will begin in August and end in June and contain 180 instructional and 10 non-instructional days. The annual contract for 12-month personnel will normally run from July 1 – June 30. The full-time personnel contract is based on a forty-hour work week and a predetermined number of days of service to fulfill assigned responsibilities during the contract year as designated by the academic calendar. Full-time faculty typically teach five (5) classes. However, they may be assigned comparable responsibilities to fulfill contract requirements when less than five (5) classes are assigned.

Full-time non-exempt personnel are employed for either 12 months at forty hours per week or a specific number of predetermined days for a specified number of hours weekly.

Full-time personnel who miss all or a portion of a work-day must submit leave in accordance with Academy and College policies.

Part-time teachers are also required to commit to a specific number of days in either the Fall or Spring appointment terms and will be docked for time missed or not made up via another comparable assignment.

Full and part time teachers are assigned a specific number of classes, which includes responsibility for class preparation and grading and being available to students along with other assigned non-instructional duties.

Additional Compensation

Full and part time teachers may be provided a stipend for additional days worked or a portion thereof using their standard compensation method as the basis for calculation. An additional duty day stipend request will be submitted to generate payment following completion of working the additional days.

Academy personnel may be eligible for various statewide incentives that are to be processed within guidelines provided to the College. These additional compensation payments are often based on additional funding provided specifically for this purpose. These payments will be processed via a supplement or stipend request that will state the nature of the incentive.

Full-time faculty assigned to teach six (6) classes will receive additional compensation in the amount of \$4094 per class per term.

Teachers who complete approved professional development outside of their standard work hours or contract days may receive a stipend of \$25/hour.

Annual sponsors of approved clubs and organizations may receive a \$250 stipend at the conclusion of the academic year based on terms and expectations that must be met to receive compensation that must be agreed to prior to commencement of the work and that are memorialized in writing by the Principal and the employee.

Salary Increase for 2024-2025

Full-time Teachers: Effective with the start of the 2024-2025 contract, full-time teachers will receive an increase of a step.

Full-time 12 Month: Effective July 1, 2024, full-time staff will receive an increase of 1.5% on their 2023-2024 base salary.

Full-time hourly employees: Effective with the start of the 2024-2025 contract, full-time hourly employees will receive an increase of 1.5% on their 2023-2024 hourly rate.

SALARY TABLE

Initial or interim placement is generally at the minimum of salary range for full-time positions. However, under special circumstances, including hard to fill positions or in the case of exceptional qualifications, recommendations may be made with supporting documentation including internal/external marketplace comparisons for review by Human Resources for the College President's approval.

Position	Salary	Status
Principal	\$78,054-\$123,685	Full-time, 12-month, exempt, annual contract
Curriculum Coordinator	\$49,919-\$75,821	Full-time, 12-month, exempt, annual contract
Guidance Counselor	TBD	TBD
Administrative Assistant	\$36,120-\$52,986	Full-time, 12 month, non-exempt
Teacher	\$4094 per class per term	Part-time, exempt
Teacher Overload	\$4094 per class per term	Full-time, exempt
Paraprofessional (general)	\$16/hour	Full-time, non-exempt
Paraprofessional (student and instructional support)	\$16/hour	Full-time, non-exempt
Substitute	\$120/day and \$60/half day	Daily rate

FULL-TIME TEACHER SALARY TABLE

Initial placement for teachers is based on highest degree conferred at the time of hire. Teachers may be given credit for up to 10 steps for full-time, verified teaching experience at the K-12 level. Current Academy teachers will be placed on the salary schedule in the same manner, with teaching experience at the Academy counting as verified experience.

Placement based on earning a higher degree after the time of hire will occur at the beginning of the next contract year following receipt by Human Resources of an official transcript showing the conferred degree.

Step	Bachelors	Masters	Specialist	Doctorate
0	49,029	51,089	53,149	55,208
1	49,055	51,121	53,210	55,301
2	49,081	51,152	53,275	55,394
3	49,107	51,182	53,336	55,491
4	49,133	51,216	53,404	55,589
5	49,158	51,252	53,471	55,687
6	49,184	51,284	53,536	55,787
7	49,211	51,316	53,603	55,887
8	49,237	51,349	53,672	55,990
9	49,276	51,631	53,988	56,342
10	49,522	51,913	54,306	56,693
11	50,246	52,675	55,101	57,526
12	50,982	53,445	55,909	58,370
13	51,729	54,229	56,729	59,228
14	52,486	55,023	57,562	60,098
15	53,254	55,830	58,405	60,981
16	54,033	56,649	59,263	61,876
17	54,826	57,481	60,133	62,787
18	55,631	58,326	61,018	63,709
19	56,444	59,181	61,912	64,646
20	57,272	60,051	62,825	65,598
21	58,116	60,933	63,749	66,564
22	58,967	61,830	64,687	67,544
23	59,834	62,738	65,637	68,538
24	60,714	63,662	66,604	69,548
25	61,606	64,598	67,584	70,574
26	62,519	65,553	68,586	71,621
27	63,445	66,526	69,603	72,682
28	64,384	67,512	70,634	73,763
29	65,339	68,515	71,683	74,857

30	66,305	69,529	72,747	75,970
31	67,288	70,562	73,826	77,098
32	68,285	71,608	74,923	78,244
33	69,298	72,669	76,034	79,408
34	70,325	73,749	77,165	80,587
35	71,371	74,844	78,313	81,786
36	72,428	75,954	79,475	83,002
37	73,502	77,084	80,656	84,237
38	74,595	78,228	81,855	85,491
39	75,704	79,392	83,073	86,762
40	76,828	80,571	84,308	88,056
41	77,970	81,769	85,561	89,367
42	79,129	82,984	86,836	90,697
43	80,306	84,218	88,130	92,049

Approved: May 21, 2024