

# INSTRUCTIONS ON HOW TO READ THE CERTIFICATED SALARY SCHEDULE

---

The salary schedule has been changed from columns to ranges and steps. The LACOE HRS system has limited cell capability. As a result, Columns II – V include two rows which correspond to steps 1 – 8 (row 1) and steps 9 – 13 (row 2).

Assignments are highlighted in a color. For example, the teacher/nurse salary schedule is green, the librarian schedule is pink, the PAR schedule is blue, etc. Each includes a three digit number and a Roman numeral (XXX – I, II, III, IV, V). Roman numerals relate to what was historically referred to as Columns.

Using the Teacher / Nurse Salary Schedule (highlighted in green):

**Co I – Range 101** = COLUMN I (B.A. to 29 Semester Units)

**Col II – Range 102 / Col II – Range 103** = COLUMN II (B.A. + 30-44 Semester Units)

**Col III – Range 104 / Col III – Range 105** = COLUMN III (B.A. + 45-59 Semester Units OR M.A. +5)

**Col IV – Range 106 / Col IV – Range 107** = COLUMN IV (B.A. + 60-74 Semester Units OR M.A. +20)

**Col V – Range 108 / Col V – Range 109** = COLUMN V (B.A. + 75 Semester Units incl. MA. OR M.A. +35 OR B.A. +84)

The following rows correlate to the column and step plus any increments for longevity and/or Masters, Doctorate, National Board Cert., Special Ed, EDP. See (A.1.5 – A.1.13)

## **Column II, steps 1 – 8 (Col II – Range 102):**

An employee would move down the salary schedule for the rows ending in “**2**” for each increment received. For example:

First increment = **Row 112 Steps 1 – 8**

Second increment = **Row 122 Steps 1 – 8**

Third increment = **Row 132 Steps 1 – 8**

Fourth increment = **Row 142 Steps 1 – 8**

Fifth increment = **Row 152 Steps 1 – 8**

Sixth increment = **Row 162 Steps 1 – 8**

Seventh increment = **Row 172 Steps 1 – 8**

Eighth increment = **Row 182 Steps 1 - 8**

Ninth increment = **Row 192 Steps 1 – 8**

## **Column II, steps 9 – 13 (Col II – Range 103):**

An employee would move down the salary schedule for the rows ending in “**3**” for each increment received. For example:

First increment = **Row 113 Steps 9 – 13**

Second increment = **Row 123 Steps 9 – 13**

Third increment = **Row 133 Steps 9 – 13**

Fourth increment = **Row 143 Steps 9 – 13**

Fifth increment = **Row 153 Steps 9 – 13**

Sixth increment = **Row 163 Steps 9 – 13**

Seventh increment = **Row 173 Steps 9 – 13**

Eighth increment = **Row 183 Steps 9 - 13**

Ninth increment = **Row 193 Steps 9 – 13**

# INSTRUCTIONS ON HOW TO READ THE CERTIFICATED SALARY SCHEDULE

---

## **Column III, steps 1 – 8 (Col III – Range 104):**

An employee would move down the salary schedule for the rows ending in “4” for each increment received. For example:

First increment = **Row 114 Steps 1 – 8**  
Second increment = **Row 124 Steps 1 – 8**  
Third increment = **Row 134 Steps 1 – 8**  
Fourth increment = **Row 144 Steps 1 – 8**  
Fifth increment = **Row 154 Steps 1 – 8**  
Sixth increment = **Row 164 Steps 1 – 8**  
Seventh increment = **Row 174 Steps 1 – 8**  
Eighth increment = **Row 184 Steps 1 - 8**  
Ninth increment = **Row 194 Steps 1 – 8**

## **Column III, steps 9 – 13 (Column III – Range 105):**

An employee would move down the salary schedule for the rows ending in “5” for each increment received. For example:

First increment = **Row 115 Steps 9 – 13**  
Second increment = **Row 125 Steps 9 – 13**  
Third increment = **Row 135 Steps 9 – 13**  
Fourth increment = **Row 145 Steps 9 – 13**  
Fifth increment = **Row 155 Steps 9 – 13**  
Sixth increment = **Row 165 Steps 9 – 13**  
Seventh increment = **Row 175 Steps 9 – 13**  
Eighth increment = **Row 185 Steps 9 - 13**  
Ninth increment = **Row 195 Steps 9 – 13**

## **Column IV, steps 1 – 8 (Col IV – Range 106):**

An employee would move down the salary schedule for the rows ending in “6” for each increment received. For example:

First increment = **Row 116 Steps 1 – 8**  
Second increment = **Row 126 Steps 1 – 8**  
Third increment = **Row 136 Steps 1 – 8**  
Fourth increment = **Row 146 Steps 1 – 8**  
Fifth increment = **Row 156 Steps 1 – 8**  
Sixth increment = **Row 166 Steps 1 – 8**  
Seventh increment = **Row 176 Steps 1 – 8**  
Eighth increment = **Row 186 Steps 1 - 8**  
Ninth increment = **Row 196 Steps 1 – 8**

# INSTRUCTIONS ON HOW TO READ THE CERTIFICATED SALARY SCHEDULE

---

## **Column IV, steps 9 – 13 (Col IV – Range 107):**

An employee would move down the salary schedule for the rows ending in “7” for each increment received. For example:

First increment = **Row 117 Steps 9 – 13**  
Second increment = **Row 127 Steps 9 – 13**  
Third increment = **Row 137 Steps 9 – 13**  
Fourth increment = **Row 147 Steps 9 – 13**  
Fifth increment = **Row 157 Steps 9 – 13**  
Sixth increment = **Row 167 Steps 9 – 13**  
Seventh increment = **Row 177 Steps 9 – 13**  
Eighth increment = **Row 187 Steps 9 - 13**  
Ninth increment = **Row 197 Steps 9 – 13**

## **Column V, steps 1 – 8 (Col V – Range 108):**

An employee would move down the salary schedule for the rows ending in “8” for each increment received. For example:

First increment = **Row 118 Steps 1 – 8**  
Second increment = **Row 128 Steps 1 – 8**  
Third increment = **Row 138 Steps 1 – 8**  
Fourth increment = **Row 148 Steps 1 – 8**  
Fifth increment = **Row 158 Steps 1 – 8**  
Sixth increment = **Row 168 Steps 1 – 8**  
Seventh increment = **Row 178 Steps 1 – 8**  
Eighth increment = **Row 188 Steps 1 - 8**  
Ninth increment = **Row 198 Steps 1 – 8**

## **Column V, steps 9 – 13 (Col V – Range 109):**

An employee would move down the salary schedule for the rows ending in “9” for each increment received. For example:

First increment = **Row 119 Steps 9 – 13**  
Second increment = **Row 129 Steps 9 – 13**  
Third increment = **Row 139 Steps 9 – 13**  
Fourth increment = **Row 149 Steps 9 – 13**  
Fifth increment = **Row 159 Steps 9 – 13**  
Sixth increment = **Row 169 Steps 9 – 13**  
Seventh increment = **Row 179 Steps 9 – 13**  
Eighth increment = **Row 189 Steps 9 - 13**  
Ninth increment = **Row 199 Steps 9 – 13**

# INSTRUCTIONS ON HOW TO READ THE CERTIFICATED SALARY SCHEDULE

---

The above concept relates to the salary schedules below:

## **LIBRARIANS:**

Column I – (Col I – Range 201)

Column II – (Col II – Range 202 / Steps 1 – 8) – (Col II – Range 203 / Steps 9 – 13)

Column III – (Col III – Range 204 / Steps 1 – 8) – (Col III – Range 205 / Steps 9 – 13)

Column IV – (Col IV – Range 206 / Steps 1 – 8) – (Col IV – Range 207 / Steps 9 – 13)

Column V – (Col V – Range 208 / Steps 1 – 8) – (Col V – Range 209 / Steps 9 – 13)

## **PAR:**

Column I – (Col I – Range 301)

Column II – (Col II – Range 302 / Steps 1 – 8) – (Col II – Range 303 / Steps 9 – 13)

Column III – (Col III – Range 304 / Steps 1 – 8) – (Col III – Range 305 / Steps 9 – 13)

Column IV – (Col IV – Range 306 / Steps 1 – 8) – (Col IV – Range 307 / Steps 9 – 13)

Column V – (Col V – Range 308 / Steps 1 – 8) – (Col V – Range 309 / Steps 9 – 13)

## **Counselor:**

Column I – (Col I – Range 401)

Column II – (Col II – Range 402 / Steps 1 – 8) – (Col II – Range 403 / Steps 9 – 13)

Column III – (Col III – Range 404 / Steps 1 – 8) – (Col III – Range 405 / Steps 9 – 13)

Column IV – (Col IV – Range 406 / Steps 1 – 8) – (Col IV – Range 407 / Steps 9 – 13)

Column V – (Col V – Range 408 / Steps 1 – 8) – (Col V – Range 409 / Steps 9 – 13)

## **Counselor – 1%:**

Column I – (Col I – Range 501)

Column II – (Col II – Range 502 / Steps 1 – 8) – (Col II – Range 503 / Steps 9 – 13)

Column III – (Col III – Range 504 / Steps 1 – 8) – (Col III – Range 505 / Steps 9 – 13)

Column IV – (Col IV – Range 506 / Steps 1 – 8) – (Col IV – Range 507 / Steps 9 – 13)

Column V – (Col V – Range 508 / Steps 1 – 8) – (Col V – Range 509 / Steps 9 – 13)

## **Counselor – 5%:**

Column I – (Col I – Range 601)

Column II – (Col II – Range 602 / Steps 1 – 8) – (Col II – Range 603 / Steps 9 – 13)

Column III – (Col III – Range 604 / Steps 1 – 8) – (Col III – Range 605 / Steps 9 – 13)

Column IV – (Col IV – Range 606 / Steps 1 – 8) – (Col IV – Range 607 / Steps 9 – 13)

Column V – (Col V – Range 608 / Steps 1 – 8) – (Col V – Range 609 / Steps 9 – 13)

## **Counselor – 9%:**

Column I – (Col I – Range 701)

Column II – (Col II – Range 702 / Steps 1 – 8) – (Col II – Range 703 / Steps 9 – 13)

Column III – (Col III – Range 704 / Steps 1 – 8) – (Col III – Range 705 / Steps 9 – 13)

Column IV – (Col IV – Range 706 / Steps 1 – 8) – (Col IV – Range 707 / Steps 9 – 13)

Column V – (Col V – Range 708 / Steps 1 – 8) – (Col V – Range 709 / Steps 9 – 13)