

The District and Association have been engaged in negotiations for months. A new Salary Schedule for the 2023-2024 school year has already been ratified, and several other changes have been tentatively agreed to through this process. At this time, we wanted to communicate several important changes and/or clarifications so every teacher and SSP understands what to expect over the next few months.

Human Resources and CCEA have developed this guide to assist you:

Changes to Horizontal Advancement (HA)

- To view your **current** salary grade, please login to Oracle. From the homepage, under the Me tab, select My Compensation under Quick Actions on the left side of the page.



- Both negotiations teams are committed to improving the professional development available to teachers and SSPs. The teams are currently working on new opportunities for next year but exact details are not available. Therefore, if you're planning on taking courses *immediately* with the goal of moving horizontally on the salary schedule, the safest route is to take **university/college courses** to ensure they will count.
- If you are submitting credits for Horizontal Advancement that are NOT from an accredited college/university, then the credits/hours must comply with one of the following:
 - The credit appears on a certificate/transcript with an official CDE seal (e.g., the 45-hour READ Act required course)
 - The credit appears on a certificate *from* a recognized BOCES (the list of recognized BOCES will be available in the Backyard)
 - The workshop/conference/PD opportunity has been pre-approved by the Office of Professional Learning (OPL) and proof of credit/hours has been obtained from OPL after completion.
- While compensation for the MA 90 lane will not be effective until August 1, 2023, teachers and SSPs are able to begin submitting for HA to this lane now. Directions on how to do this in Oracle [are available here](#).

- For credits to count for HA they must be taken **AFTER** attainment of a teacher or SSP's last degree (no matter how old) and **cannot** be credits used for previous Horizontal Advancement or 105 plans.
- Undergraduate courses (including CEUs for SSPS) qualify for HA **but only if they are taken and submitted after the individual has been contracted by Cherry Creek School District .**
- Effective August 1, 2023, all teachers and SSPs shall be limited to move no more than one (1) lane (or two lanes if one of them is attainment of a degree) in a school year.
- Effective August 1, 2023, changes in salary due to HA will be effective **on the first day of the month after the day the forms and documentation, complete and in good order, are received in the Office of Human Resources.**
- Annual salary will be computed by adding the daily per diem salary approved for each of the contract days which the teacher is scheduled to work. Salary changed by HA is calculated based on contract days worked. Horizontal advancement requests submitted after the last contract day of the school year will be effective the first day of the following school year. Therefore, if an employee submits a HA request to move to a lane that will not exist on the new Salary Schedule (i.e. MA45, MA75, etc.), forms and documentation must be submitted on or before the employee's last contracted day of work.
- Approved contact hours or college credit must be accumulated in an amount that equates to advancement on the salary schedule **before** being submitted to Human Resources. The Office of Human Resources does not house credits for future use unless HR already has carryover credits on record from previous HA submissions; if submitted with less than the required amount to advance a lane, the HA submission will be returned to the teacher or SSP who submitted it via an Oracle automated "rejection."
- **Doctoral degrees:** if you hold a doctoral degree you will be moved to the doctoral lane on the new Salary Schedule.
 - If the Office of Human Resources has your doctoral degree on file in Oracle, you should have received an email already, notifying you that you do not need to take further action.
 - If you do **not** have your doctoral degree on file in Oracle, you will need to notify the Office of Human Resources that you have a doctoral degree by emailing humanresources@cherrycreekschools.org. You will then be instructed on how to upload the appropriate information in Oracle.
- Due to a large number of inquiries, the Office of Human Resources is unable to provide teachers/SSPs with the exact credits they have already used to Horizontally Advance or for a 105 plan in the event employees have not tracked that themselves. Therefore, once a teacher or SSP submits their documentation for HA, the team will review the submission and determine whether or not the credits are acceptable pursuant to the 2023-2024 Negotiated Agreement.

Maximum Salary Increase

Effective August 1, 2023, teachers and SSPs at the maximum for their step/lane, as outlined in Policy 4141.W.3.i-ii (Teachers) and Policy 4841.P.4 (SSPs), **will no longer see an additional line item on their paychecks** for the additional 2% or \$1,197 because those amounts will be added to their base salary.

Longevity

A teacher or SSP becomes eligible for longevity after being employed by the District as a full-time, benefit-eligible teacher or SSP for eighteen (18) **consecutive** years. Beginning in the nineteenth (19th) consecutive year of service, they shall receive longevity pay according to the schedule shown below. This payment will be paid in a lump sum the month of their anniversary date of hire. Any teacher or SSP who has completed the Experience and Longevity Plan will not be eligible for payments based on this longevity schedule.

Consecutive Years of Service in CCSD	Payment	Consecutive Years of Service in CCSD	Payment
19	\$1,000	25	\$2,000
20	\$1,000	26	\$2,000
21	\$1,000	27	\$3,000
22	\$1,000	28	\$3,000
23	\$2,000	29	\$4,000
24	\$2,000	30+	\$5,000

Professional Growth Pathways (formerly Special Professional Growth, 105 plan)

The Special Professional Growth Plan has been discontinued and replaced by the Professional Growth Pathways program, as outlined below. Any teacher who successfully completed a Special Professional Growth Plan from 2020 through 2023 and was unable to initiate a subsequent plan at that time shall continue to receive their additional 5% for the remainder of the agreed-upon three (3) years.

Compensation for the PGP Program will be \$5,000/year for each year an approved plan is successfully implemented, as determined by the PGP Committee.

- Eligibility for the Professional Growth Pathways Program:
 - Teachers shall become eligible to participate in the Professional Growth Pathways (PGP) program once they have reached Step 16 in the MA+30 column or greater.
 - Teachers who previously completed a Special Professional Growth Plan (i.e. the 105% plan) and are receiving payments for completion shall become eligible to initiate a Professional Growth Pathways plan at the beginning of the school year **prior** to the subsequent school year in which their payments will end (e.g. If a teacher is scheduled to receive an additional 5% through January 2025, they would begin participating in a PGP in the 2023-2024 school year to ensure continuous payment.)

Further information about participating in the new PGP will be coming in late May!

Retirement

Effective in the 2023-2024 school year, written notice of intent to resign (i.e., to separate or to retire from the District) must be received by February 15 of the school year prior to the proposed effective date of employment termination. This date was previously March 1.

Post Retirement Employment (110 Contracts)

The teacher should request post retirement employment from the building principal or designee by February 1 of that school year. To the extent possible, the District will notify the teacher of their acceptance for post-retirement employment by February 7 or as soon after as possible. This date was previously February 15.

SAIP Part B for the Current School Year (2022-2023)

The Office of Human Resources is now accepting SAIP Part B approvals. All employees participating in SAIP must submit Part B Plans to their principal or appropriate Director on or before June 1st.

All SAIP forms are to be kept at the building level, please do not submit a paper copy of SAIP Form Part A or Part B to Human Resources.

SAIP for the 2023-2024 School Year

SAIP is guaranteed to continue for one more year as the Compensation sub-committee examines options for changes to make the program more equitable and accessible in the future. Payment for completion of SAIP plans in the 2023-2024 school year will be based on a teacher's placement at the end of the 2022-2023 school year. Any teacher in the BA30 lane or higher who attained at least the final step of their assigned lane on the 2022-2023 Salary Schedule will be eligible to submit a Plan A for SAIP in September 2023. Payments will be made according to the same SAIP schedule as 2022-2023, based on the teacher's lane placement in July 2023, so no one will receive less for SAIP next year than they received this year.

Leave Payout and One-Time Buyout

If an employee was hired on or after July 1, 2012, the employee can no longer accrue more than 100 days of paid leave. As a result, those employees will be paid out for any days in excess of 100 at a rate of \$120 per day. They should expect the payout to be included in their July 2023 paycheck.

In addition, any employee hired BEFORE July 1, 2012, will have a one-time opportunity to have a portion of their leave bought out by the District this year. The employee cannot sell back more than 25 days AND the employee cannot go below 100 days of accrued leave. Human Resources will be contacting any employee who is eligible for this one-time payout by the beginning of May. If you believe you're eligible and do not receive an email by May 10, please contact Human Resources for more information.

SSP Minimum Salary Placement

The SSP Compensation sub-committee met and made recommendations for “minimum placement” on the new 23-24 Salary Schedule. If a current or incoming SSP employee has not advanced via HA to the new “minimum placement” lane, then they will be advanced to that lane for next year. The SSP Salary Schedule below reflects the new placements for each SSP category.

August 2023 through July 2024
SSP Employee Salary Schedule

Salary Step	BA	BA +30	MA	MA +30	MA +60	MA +90	Doctorate
Min. Placement		Nurse	Counselor	Social Worker	SLP, OT, PT		
			O&M Specialist		Audiologist		
					Psychologist		
1	\$57,000	\$59,400	\$64,400	\$68,950	\$73,500	\$78,050	\$83,550
2	\$58,000	\$60,400	\$65,400	\$69,950	\$74,500	\$79,050	\$84,550
3	\$59,000	\$61,400	\$66,400	\$70,950	\$75,500	\$80,050	\$85,550
4	\$60,000	\$62,400	\$67,400	\$71,950	\$76,500	\$81,050	\$86,550
5	\$61,000	\$63,400	\$68,400	\$72,950	\$77,500	\$82,050	\$87,550
6	\$62,000	\$64,400	\$69,400	\$73,950	\$78,500	\$83,050	\$88,550
7	\$64,500	\$66,900	\$71,900	\$76,450	\$81,000	\$85,550	\$91,050
8	\$67,000	\$69,400	\$74,400	\$78,950	\$83,500	\$88,050	\$93,550
9	\$69,500	\$71,900	\$76,900	\$81,450	\$86,000	\$90,550	\$96,050
10	\$72,000	\$74,400	\$79,400	\$83,950	\$88,500	\$93,050	\$98,550
11	\$74,500	\$76,900	\$81,900	\$86,450	\$91,000	\$95,550	\$101,050
12	\$77,000	\$79,400	\$84,400	\$88,950	\$93,500	\$98,050	\$103,550
13		\$81,900	\$86,900	\$91,450	\$96,000	\$100,550	\$106,050
14			\$89,400	\$93,950	\$98,500	\$103,050	\$108,550
15			\$91,900	\$96,450	\$101,000	\$105,550	\$111,050
16				\$98,950	\$103,500	\$108,050	\$113,550
17							\$116,050

*As of August 1, 2023, Teachers and SSPs at the maximum will no longer see an additional line item in their paychecks for the additional 2% or \$1197 because those amounts were added to the base salary.

** No SSP employee will be placed in a degree column they have not earned (e.g. OTs who do not hold a Master's degree will remain in the BA columns). Exception: if a Nurse does not hold a Bachelor's degree, the Nurse will be placed at BA.

2022-2023 Employment Contract

To view your employment contract for the 2022-2023 school year, please login to Oracle. From the homepage, under the Me tab, select Document Records under Quick Actions on the left side of the page.

