

NATOMAS UNIFIED SCHOOL DISTRICT

ANTICIPATED CHANGE OF PLACEMENT ON THE SALARY SCHEDULE

Please complete the form below and submit to the Human Resources Department if you anticipate a change in placement on the salary schedule or if you are earning a post-graduate degree for a salary increase in the following school year. Keep in mind that the maximum number of semester units earned during the fiscal year that can apply toward salary column movement is twenty-four (24). There are also restrictions for beginning teachers without prior teaching experience, please refer to Article IV, C-1 for additional information.

This “change of placement” refers to class placement only. Personnel will automatically move down on the salary schedule if they have completed one (1) year of service.

NOTE: This Anticipated Change of Placement on the Salary Schedule form must be submitted to the Human Resources Department no later than June 1st.

All bargaining unit members wanting to receive unit credit for advancement on the salary schedule must have an approved District Professional Growth Plan. Once your site principal has approved your professional growth plan, please have him/her approve your “Approval of College Course Work for Professional Growth Units” form to be certain that the course work is acceptable for salary schedule advancement. This form and the “Approval of College Coursework” form must be submitted to the Human Resources Department no later than June 1st.

PRESENT SALARY
SCHEDULE PLACEMENT

ANTICIPATED SALARY SCHEDULE
PLACEMENT FOR NEXT SCHOOL YEAR

Class _____ Step _____

Class _____ Step _____

Degree _____ Plus _____ sem. units

Degree _____ Plus _____ sem. units

Name: _____

(Please Print)

Signature: _____

School: _____

Date: _____

Note: As stated in Article IV, C-4, official transcripts or, for District-level courses, the signed blue district workshop professional growth card verifying the completion of units must be turned in to the Human Resources Department on or before October 1 in order to move across the salary schedule during the upcoming school year.