

Salaries/Compensation-AR

1. Hiring Rate of Pay

The normal hiring rate is the first step of the pay range for the position's classification. Advanced step appointments and accelerated step advancement may occur only upon authorization by the Superintendent.

2. Job Offers

Offers for employment and commitments for salary on hire are made in the job offer letter. Hiring appointments above step 0 or 1 require prior approval of the Superintendent.

3. Salary Reviews and Increases

The District periodically reviews the salary ranges, which consist of a series of salary steps for each position. This review includes an evaluation of the ranges and steps and, when appropriate, an adjustment of these ranges.

4. Payroll Distribution

Employees will be paid on the 15th day of each month. When the 15th falls during a holiday or weekend, payday will be the last working day preceding the holiday or weekend. All staff will be paid on a monthly basis in 12 equal installments.

5. Fractional Pay or Deductions

For the purpose of figuring additions to salary, fractional year contracts, and deductions, the number of actual workdays will be used to determine the daily rate of salary. For employees other than teachers, the number of workdays will be determined according to contractual arrangement for each category.

6. Salaries/Compensation

The Superintendent shall determine salaries and related benefits for all personnel not covered by a negotiated agreement.