
SALARY ADVANCEMENT POLICY

Sage Oak Charter Schools (“School”) adopts this Salary Advancement policy in an effort to provide clarity on the eligibility requirements for advancement on the board approved salary schedule, if applicable, or the cost-of-living adjustment (COLA) as determined by the board of directors and the School’s budget.

Definitions

- **Salary Advancement** - For positions with board approved salary schedules, a salary advancement is defined as the employee’s movement to a subsequent tier (eg. moving from Tier 1 to Tier 2). For positions with a board approved salary range, a salary advancement is defined as the employee’s existing salary increasing by the COLA. All advancements are dependent upon the School’s budget and determined by the board of directors. The School reserves the right to freeze salaries and salary placement based on the budget.
- **Service Requirement** - To be eligible for advancement, an employee must successfully serve the School in paid status 75 percent of a fiscal year, depending upon the position’s number of paid days in the chart below (eg. July 1 - June 30). Qualifying service will be aggregated for eligible staff that serve greater than or equal to 50 percent, but less than 75 percent of a school year in active, paid status. Changes in salary based on service will be evaluated annually for the next fiscal year, depending on the School’s budget. Changes in salary based on service will not be modified midyear.

Paid Days	75% of Year
185	139
190	143
205	154
210	158
215	161
220	165
261	196

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Eligibility

Salary Advancement - Teaching Staff Eligibility

The following eligibility requirements apply to staff serving in teaching positions with a board approved, tiered salary schedule.

For each year of successful teaching experience (139 or more days in active, paid status), staff will be eligible to advance one tier on the salary schedule until maximums are reached.

Salary Advancement - Certificated Non-Teacher & Classified Staff Eligibility

The following eligibility requirements apply to staff serving in positions with board approved salary ranges rather than a tiered salary schedule.

For each year of successful experience (75 percent or more of a position's paid days in active, paid status), staff will be eligible to receive the COLA until maximums are reached.