

DCSD Salary Guide

Licensed Employees 2023-2024 School Year



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About our Licensed Compensation System

The Douglas County School District (DCSD) strives to offer a compensation system that is transparent, comparable to, and competitive with our surrounding school districts.

This compensation program will be updated and improved regularly in order to assist us in attracting and retaining exceptional educators who are crucial to the ongoing growth and success of our students.



What would my initial DCSD salary be?

Your Initial DCSD Salary

When you are hired at DCSD into a licensed position, your initial salary placement is determined by three factors:

- The position's classification as General, Hard-to-Hire or Specialist/Extremely Hard-to-Hire
- The amount of relevant work experience you have (years of experience)
- Your education level

Position Classification

All licensed positions in DCSD are classified as either General, Hard-to-Hire or Extremely Hard-to-Hire (Specialist) based on availability of qualified candidates, hiring metrics, or industry trends. This classification is noted on the job posting for which you applied. The position classification corresponds to a specific salary schedule shown in Appendix A of this Guide.

General (I): All licensed positions not identified as Hard-to-Hire or Specialist/Extremely Hard-to-Hire.

Hard-to-Hire (II): Positions designated as Hard-to-Hire as identified in Appendix A.

Specialist/Extremely Hard-to-Hire (III): Positions designated as Specialist/Extremely Hard-to-Hire as identified in Appendix A.



Years of Relevant Full-time Experience

At salary setting, new hires will receive a salary step for each year of relevant, licensed work experience gained outside of DCSD, up to a maximum of seven (7) years. For rehires, credit will be given for all internal DCSD years of licensed experience, and up to seven (7) years of external, licensed experience. Please note that each lane holds a maximum number of years attainable, after which salary remains at the highest level available in that lane. Please ensure you have uploaded your most recent and complete resume with employer, position title, and full dates (month/year) of employment.

Parameters for Years of Experience:

- For licensed employees in their first year at DCSD, up to seven (7) years of experience will be used to determine your initial salary. Therefore, step 8 on the applicable salary schedule is the highest initial step.
- All prior DCSD licensed teaching experience will be considered and up to seven (7) years of external (non-DCSD) licensed experience. Experience in Charter Schools is considered external.
- Experience with multiple employers will be combined as one year of service as long as a semester is worked within a school year and the teacher/licensed employee is contracted for at least 0.5 Full Time Equivalent (FTE) - 20 hours or more per week.
- Teaching experience completed only after conferment of a bachelor's degree is considered.
- For Licensed positions, only teaching experience at regionally accredited public, private and charter schools and at accredited higher education institutions will be considered, per the Colorado Department of Education's list of [Regionally Accredited Institutions of Higher Learning](#).
- Unpaid Internships, self-employment, and volunteer experience (such as Peace Corps) do not apply toward determining base pay.
- Only teaching and curriculum instruction experience with students (or direct work with students/clients in the industry for non-teachers) will be considered.

Education Level

In addition to your position's classification and years of relevant work experience, your initial salary is also determined by your level of education — i.e., whether you have a Bachelor's Degree, Master's Degree or a Doctorate.

If you have completed additional college/university semester hours, **any graduate-level credits completed after conferment of your most recent and highest degree will be accepted.** (Note: one quarter hour is equal to 2/3 of a semester hour.) At salary setting, candidates will be placed in salary lanes on the corresponding salary schedule, as follows.

- Bachelor's Degree
- Bachelor's Degree + 15 credit hours
- Bachelor's Degree + 30 credit hours
- Master's Degree
- Master's Degree + 15 credit hours
- Master's Degree + 30 credit hours
- Master's Degree + 45 credit hours
- Master's Degree + 60 credit hours
- Doctorate/EDS Degree



Parameters for the Recognition of Education Degrees and Credits

- Only degrees/credits earned at [Regionally Accredited Institutions of Higher Education | CDE](#) universities and colleges will be considered.
- Professional Development Credits (PDCs) will not count as education credits toward your initial base salary or for salary advancement unless there is a university academic transcript showing graduate-level credit attained (non-relicensure credit) following your highest degree earned. PDC hours (non-academic credit-based) may be one area among others (like longevity, National Board designation, non-university credit CEU's, etc.) to potentially improve our compensation system in future years.
- Courses taken as a pass/fail will be counted toward initial salary setting and horizontal salary advancement provided they appear as credit on an academic transcript. If these credits appear on transcripts as professional development or CEU's, these credits will not apply toward higher education attainment for salary purposes at this time.
- Only graduate-level college/university academic credits earned after the conferment of the most recent and highest degree will apply for the purposes of salary advancement.
- Although Master's programs may have varying degrees of credit hours as offered by their specific university, Master's degree attainment will be accounted for in the same manner = Master's Degree + 0.
- In the instances of dual Master's Degree attainment, additional credit recognition will only be made if the two degrees were conferred at separate times. Example: Master's Degree 1 conferred in May 2018 and Master's Degree 2 conferred in December 2021. Placement lane will reflect Master's (+ credit count from the second Master's Degree). **Note: Dual degrees with the same conferment date will reflect a single degree and no further credits.**
- All other specialist licenses, programs, or degrees will be noted as a Master's degree plus the hours obtained. *The one exception is that currently active/practicing School Psychologists with an equivalent specialist license or degree will be noted as equal to an EDS/PhD.
- **Please note:** There are occasions when even though an employee provides a transcript from an accredited college/university, the coursework taken is professional development and not academic (credit hours). In these circumstances, if it is clearly professional development coursework, the credits will not count toward salary advancement for the 2023-2024 school year.

Salary Setting Examples

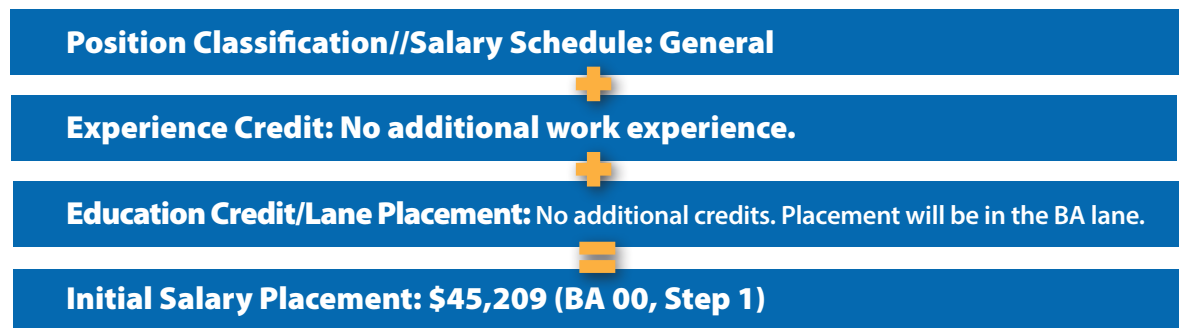
Example 1

A teacher hired into a position designated as Hard-to-Hire has five (5) years of relevant work experience and a Master's Degree plus an additional 25 credit hours. The teacher's base salary will be calculated as follows:



Example 2

A recent college graduate hired into a General teaching position with no relevant work experience and a Bachelor's Degree. The teacher's base salary will be calculated as follows:



Example 3

A teacher hired into a position designated as Specialist/Extremely Hard-to-Hire, has 10 years of relevant work experience and a Master's Degree, plus an additional 75 credit hours. The base salary will be calculated as follows:



How will my salary increase at DCSD?

Your Base Salary Can Increase in the Following Ways:

Horizontal Education Advancement

A horizontal education advancement increase can be earned by achieving higher levels of education levels as follows:

- Bachelor's Degree + 15 credit hours
- Bachelor's Degree + 30 credit hours
- Master's Degree
- Master's Degree + 15 credit hours
- Master's Degree + 30 credit hours
- Master's Degree + 45 credit hours
- Master's Degree + 60 credit hours
- Doctorate/EDS Degree

Current licensed employees who have completed enough graduate-level college/university credits and/or a graduate degree program from an accredited college/university will have the opportunity to submit requests for horizontal salary advancement throughout the 2023-2024 school year.

Beginning May 15, 2023, licensed employees may request horizontal lane advancement by completing the Horizontal Salary Advancement Request Process in Workday.

Step Increase

Based on available funding and with each year of employment, licensed employees will be eligible for a step increase on their compensation schedule. This is generally equivalent to a 2% to 2.5% increase (unless the employee's salary is already over the cell amount). Please note that each lane holds a maximum number of years attainable, after which salary remains at the highest level available in that lane.

Annual Increase

Potential annual increases will be subject to available funding. Increases are typically applied to the salary schedule as a percentage increase. Any approved annual increases will be implemented by the DCSD Compensation Department at the beginning of each school year for a July 1 effective date. Licensed employees will be notified annually of their cell placement, licensed employment contract and any applicable increases via Workday, prior to the end of each school year.

Please Note: Individuals identified as being over their designated cell on the licensed compensation schedule when increases are applied will receive an increase to base pay equal to the increase provided by the district (3.5% for the 2023-2024 school year). Individuals who have reached the maximum available step in their lane on the licensed compensation schedule will receive an increase to base pay equal to the increase provided by the district (3.5% for the 2023-2024 school year). There may be years in which the annual salary adjustment for individuals who have reached the maximum available step will be paid as a one-time, lump-sum payment.

Additional Information for Licensed Employees

Position Changes

Licensed employees who voluntarily apply for transfer into a different licensed position within the district need to be aware of the classification of the new position. Salary placement will always be determined by the new position classification and corresponding salary schedule. This could mean a decrease or increase to their current salary.

Example: A psychologist (Specialist/Extremely Hard-to-Hire position classification) with a MA+60 and 5 years of experience in 2022-2023 decided to move into a 3rd grade Elementary teaching position (General position classification) for 2023-2024. Their current placement on the Specialist/Extremely Hard-to-Hire schedule would be MA+60, step 6. While the years of service (5) and educational attainment (MA+60) would be the same, the two schedules are not and the salary of the individual would be less once the transfer is completed. Their placement on either schedule would be MA +60 Step 7. On the Specialist/Extremely Hard-to-Hire schedule their salary would be \$78,964 and their salary on the General schedule would be \$64,158.

Note: For employees who involuntarily change positions after the start of the school year (which would shift them to another schedule), the designated salary remains the same (i.e., no reduction of salary from shifting schedules) through the school year, after which they will be placed on the same appropriate cell in the new schedule.

Split Position Classifications

Licensed employees working in a split position (i.e. two different partial FTE assignments) will have two jobs in Workday that will each have a position classification. Salary for these cases will be determined by the position classification and FTE for each job.

Example: A teacher with 10 years' experience and an MA has a 0.5 FTE assignment as a math teacher (Hard-to-Hire position classification) and a 0.5 FTE assignment as an English teacher (General position classification). Their education attainment and years of experience will be the same for both positions but the salary for each will be different. Their placement on the Hard-to-Hire schedule would be MA step 11 (\$69,036). Their placement on the General schedule would also be MA step 11 (\$62,614). Their salary would be based on the percentage of each FTE on each salary schedule cell placement, combined.

What additional incentives can I earn?

Tuition Reimbursement

Tuition reimbursement is subject to the availability of funding. We encourage employees to apply as early as possible each school year, as this funding is available on a first come-first served basis. The window for the new school year opens on July 1, 2023. Specific details regarding this process can be found [here](#). Please note that for licensed employees, while professional development credits may be submitted for tuition assistance, they will not be recognized for Horizontal Advancement purposes on licensed schedules at this time.

Reimbursement for satisfactory completion of approved coursework is as follows.

- Up to \$2,000 per year
- \$6,000 lifetime

Additional Pay-Schedules A&B

Employees may receive additional pay when they work additional duties that are outside of their regular responsibilities or job description.

For more information about additional pay, please see the [additional pay guidance document](#).

Questions

Licensed employees who have questions about compensation should first speak with their direct supervisor. If you still need Human Resources support, please email us at info.human_resources@dcsdk12.org.

Last updated: May 08, 2023

Nondiscrimination Notice

In compliance with Titles VI & VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination in Employment Act of 1967, the Americans with Disabilities Act, the Genetic Information Nondiscrimination Act of 2008, and Colorado law, the Douglas County School District RE-1 does not unlawfully discriminate against otherwise qualified students, employees, applicants for employment, or members of the public on the basis of disability, race, creed, color, sex, sexual orientation, marital status, national origin, religion, ancestry, or need for special education services. Discrimination against employees and applicants for employment based on age, genetic information, and conditions related to pregnancy or childbirth is also prohibited in accordance with state and/or federal law. Complaint procedures have been established for students, parents, employees, and members of the public. The School District's Compliance Officer and Title IX Coordinator to address complaints alleging sexual harassment under Title IX is Aaron Henderson, 620 Wilcox Street, Castle Rock, Colorado, complianceofficer@dcsdk12.org, 720-433-1083.

Outside Agencies

Complaints regarding violations of Title VI, (race, national origin), Title IX (sex, gender), Section 504/ADA (handicap or disability), may be filed directly with the Office for Civil Rights, U.S. Department of Education, 1244 North Speer Blvd., Suite 310, Denver, CO 80204. Complaints regarding violations of Title VII (employment) and the ADEA (prohibiting age discrimination in employment) may be filed directly with the Federal Office of Equal Employment Opportunity Commission, 303 E. 17th Ave., Suite 510, Denver, CO 80202, or the Colorado Civil Rights Commission, 1560 Broadway, Suite 1050, Denver, CO 80202.

NONDISCRIMINATION COMPLIANCE OFFICER AND TITLE IX COORDINATOR

Aaron Henderson, Compliance Officer
620 Wilcox Street, Castle Rock, CO 80104
Email: complianceofficer@dcsdk12.org
Phone: 720-433-1083



Appendix A

2023-24 Licensed Position Classifications

Licensed position classifications are reviewed on an annual basis to determine if changes are needed. Position classifications are primarily based on the availability of candidates by examining local, state and national candidate pools as well as college preparation program data. Certain position classifications may be a result of special skills and experience needed and are not necessarily based solely on candidate availability. Positions not listed as Hard-to-Hire or Specialist/Extremely Hard-to-Hire are placed on the General Salary Schedule.



Hard-to-Hire

- Adaptive Physical Education
- All Career and Technical Education (CTE) Positions
- American Sign Language (ASL)
- Coordinator - International Baccalaureate
- Counselor
- Dean
- English Language Development
- Foreign Languages
- Gifted & Talented
- Home Service
- IEP & Assessment Specialist
- International Baccalaureate (IB)
- Intervention Specialist - Math - Secondary
- Intervention Specialist - SEL, Behavior
- Literacy Specialist - District
- Math - Secondary
- Orientation & Mobility Specialist
- Professional Learning Specialist (PLS)
- Science - Secondary
- SPED Mild-Moderate Needs

Specialist/Extremely Hard-to-Hire

- Assistive Technology
- Audiologist
- Autism Specialist
- Behavior Specialist
- Deaf and Hard of Hearing (DHH)
- Early Childhood Special Education (ECSE)
- Nurse
- Occupational Therapist
- Physical Therapist
- Psychologist
- Social Worker
- SPED - Autism
- SPED - Severe or Affective Needs
- Speech Language Pathologist
- Student Support Program
- Visual Impairment

2023-24 DCSD Licensed General Compensation Schedule (I)

Step	BA	BA + 15	BA + 30	MA	MA + 15	MA + 30	MA + 45	MA + 60	PHDEDS
1	45209	46565	47962	49880	51377	52918	54506	56141	58387
2	46113	47496	48921	50878	52404	53977	55596	57264	59554
3	47035	48446	49900	51896	53453	55056	56708	58409	60745
4	47976	49415	50898	52934	54522	56157	57842	59577	61960
5	49175	50651	52170	54257	55885	57561	59288	61067	63509
6	50405	51917	53474	55613	57282	59000	60770	62593	65097
7	51665	53215	54811	57004	58714	60475	62289	64158	66724
8	52956	54545	56182	58429	60182	61987	63847	65762	68393
9	54280	55909	57586	59889	61686	63537	65443	67406	70102
10	55637	57307	59026	61387	63228	65125	67079	69091	71855
11	56750	58453	60206	62614	64493	66428	68421	70473	73292
12	57885	59622	61410	63867	65783	67756	69789	71883	74758
13	59043	60814	62639	65144	67098	69111	71185	73320	76253
14	60224	62030	63891	66447	68440	70494	72608	74787	77778
15	61428	63271	65169	67776	69809	71903	74061	76282	79334
16		64536	66473	69131	71205	73342	75542	77808	80920
17			67802	70514	72629	74808	77053	79364	82539
18				71924	74082	76305	78594	80951	84190
19				73363	75564	77831	80166	82571	85873
20				74830	77075	79387	81769	84222	87591
21					78616	80975	83404	85906	89343
22						82594	85072	87624	91129
23							86774	89377	92952
24								91165	94811
25									96707
26									
27									
28									
29									
30									

Effective 7-1-2023



2023-24 DCSD Licensed Hard-to-Hire Compensation Schedule (II)

Step	BA	BA + 15	BA + 30	MA	MA + 15	MA + 30	MA + 45	MA + 60	PHDEDS
1	50000	51341	52881	54996	56646	58346	60096	61899	64375
2	50843	52368	53939	56096	57779	59513	61298	63137	65662
3	51859	53415	55018	57218	58935	60703	62524	64400	66976
4	52897	54483	56118	58363	60114	61917	63774	65688	68315
5	54219	55846	57521	59822	61616	63465	65369	67330	70023
6	55574	57242	58959	61317	63157	65051	67003	69013	71774
7	56964	58673	60433	62850	64736	66678	68678	70738	73568
8	58388	60140	61944	64421	66354	68345	70395	72507	75407
9	59848	61643	63492	66032	68013	70053	72155	74320	77292
10	61344	63184	65080	67683	69713	71805	73959	76178	79225
11	62571	64448	66381	69036	71108	73241	75438	77701	80809
12	63822	65737	67709	70417	72530	74706	76947	79255	82425
13	65099	67051	69063	71826	73980	76200	78486	80840	84074
14	66400	68392	70444	73262	75460	77724	80055	82457	85755
15	67728	69760	71853	74727	76969	79278	81657	84106	87470
16		71156	73290	76222	78508	80864	83290	85788	89220
17			74756	77746	80079	82481	84955	87504	91004
18				79301	81680	84131	86655	89254	92824
19				80887	83314	85813	88388	91039	94681
20				82505	84980	87530	90155	92860	96574
21					86680	89280	91959	94717	98506
22						91066	93798	96612	100476
23							95674	98544	102486
24								100515	104535
25									106626
26									
27									
28									
29									
30									

Effective 7-1-2023

Positions with a work calendar greater than 185 are compensated \$245.00 per day paid as an allowance. Deans- 20 days (\$4900 annually) paid \$408.33 monthly, Counselors- 5 days (\$1225 annually) paid \$103.00 monthly, PLS- 15 days (\$3675 annually) paid \$306.25 monthly.



2023-24 DCSD Licensed Specialist/Extremely Hard-to-Hire Compensation Schedule (III)

Step	BA	BA + 15	BA + 30	MA	MA + 15	MA + 30	MA + 45	MA + 60	PHDEDS
1	55642	57311	59030	61391	63233	65130	67084	69097	71860
2	56754	58457	60211	62619	64498	66433	68426	70478	73298
3	57890	59626	61415	63872	65788	67761	69794	71888	74764
4	59047	60819	62643	65149	67103	69117	71190	73326	76259
5	60523	62339	64209	66778	68781	70845	72970	75159	78165
6	62037	63898	65815	68447	70501	72616	74794	77038	80119
7	63587	65495	67460	70158	72263	74431	76664	78964	82122
8	65177	67132	69146	71912	74070	76292	78581	80938	84175
9	66807	68811	70875	73710	75921	78199	80545	82961	86280
10	68477	70531	72647	75553	77819	80154	82559	85035	88437
11	69846	71942	74100	77064	79376	81757	84210	86736	90206
12	71243	73381	75582	78605	80963	83392	85894	88471	92010
13	72668	74848	77094	80177	82583	85060	87612	90240	93850
14	74121	76345	78635	81781	84234	86761	89364	92045	95727
15	75604	77872	80208	83417	85919	88497	91151	93886	97641
16		79429	81812	85085	87637	90266	92974	95764	99594
17			83449	86787	89390	92072	94834	97679	101586
18				88522	91178	93913	96731	99633	103618
19				90293	93001	95792	98665	101625	105690
20				92099	94862	97707	100639	103658	107804
21					96759	99662	102651	105731	109960
22						101655	104704	107846	112159
23							106798	110002	114403
24								112202	116691
25									119024
26									
27									
28									
29									
30									

Effective 7-1-2023

