



# Covenant Keepers 2014-2015 Salary and Benefits Information

## Salary

Covenant Keepers' salary schedule applies to all full-time teachers. The salary schedule is based on the education, years at CK, and overall years of experience. The salary schedule represents the salary policy of the CK Board of Education. Teachers may, on the recommendation of the Director and with the approval of the Board of Education, be granted salary stipends on the basis of additional duties and responsibilities outside of normal school hours. Teachers are appointed by the Board of Education upon recommendation of the Director. A teacher accepting a contract agrees to accept the assignment made by the Director.

## Benefits

Covenant Keepers participates in the Arkansas Teacher Retirement program for teachers and other school employees as provided by Arkansas statutes. Full-time staff members are given the opportunity to purchase group medical, long-term disability, and life insurance. The school also provides dental and vision plans for the employee. Employees have access to credit union membership.

For each school year, full-time employees are credited 11 personal days. Sick leave benefits are cumulative to 20 days.

## Licensed Salary Schedules

Covenant Keepers uses a salary schedule that recognizes professional training and work experience inside and outside of CK. For the purposes of the salary schedule, a teacher will have worked a "year" if he/she works at least 180 days. The schedule is updated on an annual basis. The Board may make salary adjustments as a result of availability of revenues and/or legal requirements. Certified employees of the District are classified for salary purposes according to the following education attainments: a. Those with a Bachelor's Degree; b. Those with a Master's Degree

A teacher is eligible for placement on the master's degree salary schedule when he/she has a master's degree in an area that is considered relevant to the employee's position. For the purposes of this policy, a master's degree or higher is considered "relevant to the employee's position" if it is related to pedagogy or the teacher's content area and has been awarded for successful completion of a program at the master's level or higher by an institution of higher education accredited under Arkansas statutory requirements applicable at the time the degree was awarded.

Teachers who have earned a master's degree in an area that is considered relevant to the employee's position as defined in this policy are responsible for reporting and supplying a transcript to the Business office. The appropriate salary increase will be reflected in the next paycheck provided it is at least two weeks from the time the notice and documentation is delivered. All salary changes will be on a "go forward" basis, and no back pay will be awarded.

Prior teaching experience will be applied towards the salary schedule; however, the minimum and maximum number of years of teaching experience outside of CK that will be recognized will be kept at 3 years. Only teaching positions with accredited schools within the U.S. will be considered. A copy of teacher service record showing prior employment must be provided to the school administration at the time of hiring.

Critical subject area teachers may receive up to an additional \$2,000

It is the responsibility of the certified employee to establish proof of teaching experience outside of Covenant Keepers. Substitute teaching will not be counted in evaluating teaching experience for salary purposes. Evaluation of past experience, placement at the appropriate place on the salary schedule and whether the graduate degree earned is related to the employee's position are the responsibility of the Business office.

Certified staff whose assignment is comprised of both teaching and administrative duties will be paid their salary from teaching, administrative, and/or classified salary funds in direct proportion to the assigned duties.

This schedule illustrates minimum salaries only. Some employees will be paid more than these amounts for additional duties or stipends (e.g. department chair, testing coordinator, competition coach, etc.)

## Definition of Terms:

- **Certified teacher:** A teacher who holds Initial/Standard Arkansas Teaching License in the Subject Area at the time of hiring/re-hiring.
- **Experience in years:** Full-time teaching position with a minimum of 180 days of teaching.
- **Critical Subject Areas:** Approved shortage areas determined by the Board of Directors based on the U.S. Department of Education and Arkansas Education Agency's publications.

Notes: A.C.A. § 6-11-129 requires employee contract information to be available on the district's website and also identifies the contract items that must be redacted.

Legal References: A.C.A. § 6-17-201, 202, 2402, 2403 A.C.A. § 6-20-2305(f)(4)

Board Adopted: August 2008

Last Revised: July 24, 2014

**EMPLOYEE BENEFITS**

Employee benefits are available to all regular employees (active or on a paid leave approved by the district) and who are active, contributing members of the Teacher Retirement System (TRS) or will be TRS eligible within 90 days. Initial enrollment for insurance must be made within 30 days of employment. Information about the benefits available will be given at the time of the completion of paperwork necessary for employment. An annual open enrollment period allows existing employees the opportunity to make changes to current benefit selections.

**PAYMENT OF SALARY**

The salary of each employee shall begin at the time he/she reports for duty. The salary shall be paid semimonthly on the fifteenth and the end of the each month. If employees are receiving AP-Accounts Payable check, they will be ready for pickup by the 3<sup>rd</sup> of each month.

**DIRECT DEPOSIT**

Direct deposit to the institution of your choice is available. Information and the correct form may be obtained in the Business Office. Direct Deposit could take up to 2 months before the initial first deposit. If you make any changes that will affect your direct deposit, it is up to the employee to notify the Business Office as soon as possible. If notification is not made, the Business Office has at 7 days before releasing another check to the employee.

Teacher salary schedule revised July24, 2014

*Cynthia Townsend*

Cynthia Townsend, Covenant Keepers Board President

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Date

### Covenant Keepers 2014-2015 Teacher Salary Schedule

Years at CK	Bachelor's Degree	Master's Degree	Doctorate Degree
0	34,500	35,000	36,000
1	34,500	35,500	36,500
2	35,000	36,000	37,000
3	35,500	36,500	37,500
4	36,000	37,000	38,000
5	36,500	37,500	38,500
6	37,000	38,000	39,000
7	37,500	38,500	39,500
8	38,000	39,000	40,000
9	38,500	39,500	40,500
10	39,000	40,000	41,000
11	39,500	40,500	41,500
12	40,000	41,000	42,000
13	40,500	41,500	42,500
14	41,000	42,000	43,000
15	41,500	42,500	43,500

for teachers with experience outside of CK

Years Teaching Prior to CK	Bachelor's Degree	Master's Degree	Doctorate Degree
3	35,500	36,500	38,500

### Covenant Keepers 2014-2015 Administrator and Classified Salary Schedule

Employee	Position	Years at CK	2013/2014 Salary	2014/2015 Salary
Valerie Tatum	Director	7	\$100,000	\$100,000
Lori Clancy	Assistant Director	6	\$58,200	\$58,200
Marquita Hill	Bookkeeper	6	\$34,500	\$34,500
Stephen Tatum	Classroom Tutor	6	\$30,500	\$30,500
Brandon Baker	Classroom Tutor	6	\$28,000	\$28,000
Mary McClendon	School Nurse	--	---	\$15,000
Rebecca Watkins	Child Nutrition Director	1	\$28,000	\$28,000
Nora Soto	Front Office	--	---	\$21,000

### Covenant Keepers 2014-2015 Teacher Salary Schedule

Employee	Position	Years at CK	2013/2014 Salary	2014/2015 Salary
Laurette Whipps	Teacher/Literacy Coach	5	\$41,500	\$41,500
Champ Watson	Teacher/Dean	5	\$44,500	\$44,500
Jenna Jones	Teacher/Federal Programs	3	\$39,000	\$39,000
Kevin Bryant	Teacher	3	\$35,500	\$35,500
Norvell Golden	Teacher	1	\$35,500	\$35,500
Kelly Best	Teacher	1	\$34,500	\$34,500
Stacy Harris	Teacher	1	\$34,500	\$34,500
John Scroggins	Teacher	.5	\$36,500	\$36,500
Christopher Johnson	Teacher	--	--	\$34,500
J Keith	Teacher	--	--	\$34,500
Angela Leshner	Teacher	--	--	\$34,500