

Section III

Traditional Year Employees

Employees planning to meet the requirement for a higher classification on the salary schedule effective with their **September** payroll should submit the form, "Request for Reclassification," to the Human Resources Department not later than **June 30**. Transcripts, or verification of courses in progress, must be submitted to the Human Resources Department by **August 30**. Reclassification on the basis of courses in progress will be granted with the understanding that if transcripts of completed work are not furnished by **October 15**, the employee will revert to the appropriate classification and an adjustment will be made in the employee's salary.

Employees planning to meet requirements for a higher classification on the salary schedule effective with their **February** payroll should submit the form, "Request for Reclassification," to the Human Resources Department not later than **November 30**. Transcripts or verification of courses in progress shall be submitted to the Human Resources Department by **January 30**. Reclassification on the basis of courses in progress will be granted with the understanding that if transcripts of completed work are not furnished by **March 15**, the employee will revert to the appropriate classification and an adjustment will be made in the employee's salary.

STEP	A	B	C	D
	<u>BA to 44</u>	<u>MA or BA +45-59</u>	<u>MA +15 or BA +60</u>	<u>MA +30 or BA +75 Inc. MA</u>
1	\$59,521	\$60,028	\$63,027	\$66,180
2	\$60,425	\$62,278	\$65,394	\$68,660
3	\$61,485	\$64,614	\$67,846	\$71,238
4	\$63,545	\$67,037	\$70,391	\$73,908
5	\$65,927	\$69,551	\$73,030	\$76,681
6	\$68,397	\$72,160	\$75,676	\$79,557
7	\$70,963	\$74,866	\$78,608	\$82,541
8	\$73,625	\$77,673	\$81,556	\$85,634
9	\$76,387	\$80,587	\$84,618	\$88,846
10	\$79,250	\$83,609	\$87,788	\$92,178
11	\$82,222	\$86,743	\$91,083	\$95,634
12	\$0	\$89,996	\$94,496	\$99,221
13	\$0	\$93,371	\$98,041	\$102,941
14	\$0	\$96,872	\$101,716	\$106,802

After June 30, 2007, no new hires shall be placed nor advance below the dotted lines. Only employees below the dotted lines prior to June 30, 2007, are eligible for step movement below the dotted lines.

Anniversary Increments – Only years of service in the Riverside Unified School District shall count toward anniversary increments. Calculation of anniversary increments are based on placement on the salary schedule.

*Salary Anniversary Increments shown below are based on the highest salary in columns A, B, C, & D.

20th Year*	\$84,278	\$99,294	\$104,259	\$109,472
24th Year*	\$86,333	\$101,716	\$106,802	\$112,142
28th Year*	\$88,389	\$104,137	\$109,345	\$114,812

An additional \$750 annual stipend will be paid to those employees who have earned a doctorate from an accredited university. The units beyond the degree are semester units which have been earned after the degree has been conferred. To convert quarter units to semester units, multiply by 2/3. All units must be verified by transcripts showing a grade of "C" or better, and be approved courses.