

Welcome to Miami-Dade County Public Schools

Compensation Administration Contact Information:

Phone: (305) 995-7040

Compensation Website: <http://salary.dadeschools.net> or by accessing <http://dadeschools.net>, clicking on **Employees**, next click on **Salary Information** located under **Frequently Viewed Sites** on the right side of the page

Salary Information: <http://myportal.dadeschools.net>

Inquiries: <http://salary.dadeschools.net/notice.asp>

Fax: (305) 995-7045

School Mail Code: 9317

Mailing Address: 1500 Biscayne Blvd., Suite 143
Miami, Florida 33132

Compensation forms/applications can be downloaded from: <http://salary.dadeschools.net>

When you call (305) 995-7040 you will encounter a menu. If you know your employee number, have it ready as this will make it faster to get through to your designated Compensation Analyst. If you don't know or don't have an employee number, you can still get in touch with us by calling this number. **DUE TO THE VOLUME OF CALLS RECEIVED, IT IS HIGHLY RECOMMENDED THAT YOU CONTACT OUR OFFICE BY E-MAIL. YOU WILL GENERALLY RECEIVE A RESPONSE IN A FEW DAYS.**

TEACHER SALARY SCHEDULE

2007-2008

10-month Salary					12-month/Zone Salary				
Step	Bachelor's	Master's	Specialist	Doctorate	Step	Bachelor's	Master's	Specialist	Doctorate
1	38,000	41,100	43,150	45,200	1	45,600	49,320	51,780	54,240
2	38,190	41,290	43,340	45,390	2	45,828	49,548	52,008	54,468
3	38,381	41,481	43,531	45,581	3	46,058	49,778	52,238	54,698
4	38,573	41,673	43,723	45,773	4	46,288	50,008	52,468	54,928
5	38,766	41,866	43,916	45,966	5	46,520	50,240	52,700	55,160
6	38,960	42,060	44,110	46,160	6	46,752	50,472	52,932	55,392
7	39,154	42,254	44,304	46,354	7	46,985	50,705	53,165	55,625
8	39,350	42,450	44,500	46,550	8	47,220	50,940	53,400	55,860
9	39,547	42,647	44,697	46,747	9	47,457	51,177	53,637	56,097
10	39,745	42,845	44,895	46,945	10	47,694	51,414	53,874	56,334
11	39,943	43,043	45,093	47,143	11	47,932	51,652	54,112	56,572
12	40,143	43,243	45,293	47,343	12	48,172	51,892	54,352	56,812
13	41,400	44,500	46,550	48,600	13	49,680	53,400	55,860	58,320
14	44,600	47,700	49,750	51,800	14	53,520	57,240	59,700	62,160
15	47,000	50,100	52,150	54,200	15	56,400	60,120	62,580	65,040
	*****	*****	*****	*****		*****	*****	*****	*****
17	50,300	53,400	55,450	57,500	17	60,360	64,080	66,540	69,000
	*****	*****	*****	*****		*****	*****	*****	*****
19	53,100	56,200	58,250	60,300	19	63,720	67,440	69,900	72,360
20	54,350	57,450	59,500	61,550	20	65,220	68,940	71,400	73,860
21	58,350	61,450	63,500	65,550	21	70,020	73,740	76,200	78,660
22	67,225	70,325	72,375	74,425	22	80,670	84,390	86,850	89,310

*Pursuant to F.S. 1012.22(1)(c)(4), instructional personnel who demonstrate outstanding performance, as measured under s.1012.34, shall earn a 5-percent supplement in addition to their individual salary, which shall be implemented pursuant to the existing Memorandum of Understanding between the parties.

A	EXPERIENCE CREDIT FOR STEP PLACEMENT ON TEACHER SALARY SCHEDULE																						
	YEARS	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
	STEP	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22

Inquiries may be directed through our Internet address: <http://salary.dadeschools.net>

**SALARY CREDIT FOR PRIOR TEACHING
EXPERIENCE AND/OR MILITARY SERVICE
2007-2008**

Teachers newly employed/ or rehired by Miami-Dade County Public Schools (M-DCPS) may receive salary credit for prior teaching experience. Such experience shall be credited as follows:

If You Are...	Experience Credited
New or rehired to M-DCPS from US or foreign public school	Step for each year in which the teacher worked at least one day more than half the scheduled days (See Table A)
New or rehired to M-DCPS from US private school	Step for each year in which the teacher was certified in the state in he/she taught and worked at least one day more than half the scheduled days (See Table A) . Documentary proof of certification must be presented.
New or rehired to M-DCPS from foreign private school	Step for each year in which the teacher worked at least one day more than half the scheduled days (See Table A) . Must present documentary proof that school was accredited by the Ministry of Education of that country or by one of the US regional accrediting associations.
New or rehired to M-DCPS as a non-vocational teacher	Every 24 months of directly related professional full-time work experience if employed as a full-time, non-vocational teacher shall be counted as one year of service. The work experience must have been directly related to the teaching assignment (for example, industrial chemist teaching chemistry, field biologist teaching biology). The experience must have been completed after graduation from an accredited college/university.
New or rehired to M-DCPS from an accredited college, community college, and/or university	Each full year of full-time teaching or 500 hours or more experience of part-time teaching. (See Table A)
New to M-DCPS or rehired as a JROTC Instructor	Each 12 months of military experience. (See Table A)
New to M-DCPS with or rehired military experience (not JROTC teacher)	Maximum of two (2) years will be credited. (See Table A)
New to M-DCPS or rehired and hired to teach full-time or work full-time in specific areas: (vocational teacher, social worker, psychologist, counselor, physical therapist, occupational therapist, art therapist, audiologist, media specialist, trust specialist, nurse educator, speech language pathologist): Submit Non-Teaching Experience Verification Form (FM-7086).	Each 12 months of related experience in that area. (See Table A)
M-DCPS Hourly Teacher hired as a full-time teacher	687 hours worked in a school year for M-DCPS as an hourly teacher counts for one year of credit. (See Table A)
M-DCPS Pool Substitute hired as a full-time teacher	99 days of work time for each school year. (See Table A)
M-DCPS Paraprofessional, Associate Educator hired as a full time teacher	These employees may be credited with $\frac{3}{4}$ of their years of service with M-DCPS in these positions provided they apply for a teaching position prior to the first day of the school year following completion of the degree. Otherwise, these employees receive credit for $\frac{1}{2}$ of these years.

A	EXPERIENCE CREDIT FOR STEP PLACEMENT ON INSTRUCTIONAL SALARY SCHEDULE																					
	YEARS	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
STEP	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22

How to Apply for Experience Credit (Only Originals Are Accepted, NO FAXES)

- Check online for eligibility and how to apply at <http://salary.dadeschools.net>
- Submit Teaching Experience Verification Form (FM-1958E) to ***all former employers***
- Submit form DD214 (**military experience/JROTC Instructor**), if applicable
- Submit Non-Teaching Experience Verification Form (FM-7086) to ***all former employers*** if experience meets criteria for professional experience as above.

**USE OUR WORK EXPERIENCE TOOL TO DETERMINE WHAT EXPERIENCE YOU CAN
BE CREDITED WITH AT:**

[HTTP://SALARY.DADESCHOOLS.NET/TEACHER_EXPERIENCE_CREDIT.ASP](http://salary.dadeschools.net/teacher_experience_credit.asp)

This tool will give you answers customized to your specific situation.

**If you still have questions, inquiries may be directed through our Internet address:
<http://salary.dadeschools.net>**

2007-2008 M-DCPS CRITICAL STAFF AREAS

Audiologist – 10 Month	ESE- Specific Learning Disabilities	Math, Senior
Audiologist – 12 Month	ESE- Physically Impaired	Science General, Middle
ESE- Educable Mentally Handicapped	Psychologist – 10 Month	Science General, Senior
ESE- Autistic	Psychologist – 12 Month	Science Biology, Middle
ESE- Trainable Mentally Handicapped	Physical Therapist	Science Biology, Senior
ESE- Varying Exceptionalities	Occupational Therapist	Science Chemistry, Senior
ESE- Severely Emotionally Disturbed	Nurse Educator	Science Physics, Senior
ESE- Emotionally Handicapped	Language Arts Reading, Middle	Earth, Space Science
ESE- Profoundly Mentally Handicapped	Language Arts Reading, Senior	Middle Grade Science
ESE- Speech Language Pathology	Language Arts English, Middle	Middle Grade Math
ESE- Hearing Impaired	Language Arts English, Senior	Reading Coach
ESE- Visually Impaired	Middle Grades Integrated Curriculum	Vocational Industrial Arts Middle
ESE- Preschool	Math, Middle	Vocational Industrial Arts Senior

Employees newly hired for the 2007-2008 school year in one of the above full-time positions shall be eligible to be paid a one-time Critical Staff Shortage Stipend in August of 2008. If you work the full year, the stipend is \$1,200; for those working less than a full year, the amount is prorated.

Note: No teacher hired as an Interim Teacher (job codes 3100, 3105, 3110, and 3111) in the above areas may receive this stipend.

Inquiries may be directed through our Internet address: <http://salary.dadeschools.net>

ADVANCED DEGREE(S) COMPENSATION

Credential Payment Differentials for advanced degrees are paid to certificated personnel who have earned an advanced degree(s) in-field. An employee whose graduate degree(s) is out-of-field is eligible to be paid the Credential Payment Differential upon completion of in-field graduate course work. **You must apply to be paid for any advanced degree. It is not automatically credited to you.**

CREDENTIAL PAYMENT DIFFERENTIALS* FOR ADVANCED DEGREE(S)

10 - Month		12-Month/Zone Schools	
Master's	+\$3,100	Master's	+\$3,720
Specialist	+\$5,150	Specialist	+\$6,180
Doctorate	+\$7,200	Doctorate	+\$8,640

**Each of the above differentials represents the amount over a Bachelor's level.*

How to Apply for Credential Payment Differentials for Advanced Degree(s)

- Check online for eligibility and how to apply at: <http://salary.dadeschools.net>
- Complete form FM-2095 and forward to Compensation
- Attach official transcript(s) (**with degree(s) conferred**) for all advanced degree(s) or graduate course work claimed.

ONLY ORIGINALS ARE ACCEPTED (NO FAXES)

**USE OUR ADVANCED DEGREE TOOL TO DETERMINE WHETHER YOU CAN BE CREDITED FOR YOUR ADVANCED DEGREE(S) AND HOW AT:
[HTTP://SALARY.DADESCHOOLS.NET/ADVANCED_DEGREES.ASP](http://salary.dadeschools.net/advanced_degrees.asp)**

**If you still have questions, inquiries may be directed through our Internet address:
<http://salary.dadeschools.net>**

TUITION REIMBURSEMENT PAYMENTS

Full-time certificated teachers are eligible to receive tuition reimbursement payments.

Interim Teachers (formerly known as Permanent Substitutes) are not eligible to receive tuition reimbursement.

TUITION REIMBURSEMENT BENEFITS

- A. Up to twelve (12) graduate semester hours (or the equivalent in quarter hours) per year from an accredited institution of higher learning
- B. Maximum of \$150 per semester hour
- C. 36 total graduate hours paid for an advanced degree in subject field

How to Apply for Tuition Reimbursement

- Complete Tuition Reimbursement Form (FM5187)
- Submit official transcript(s)
- Obtain an FT-1 form from institution's cashier's office
- Letter of Acceptance from College/University
(Required only if this is from first-time applicants who are advanced degree candidates)

Inquiries may be directed through our Internet address: <http://salary.dadeschools.net>
Click on Salary Inquiry.

INTERPRETING YOUR PAYCHECK STUB

Paychecks will be issued bi-weekly. If you attend the first day of New Teacher Orientation, you will receive a check for one-day on August 17, 2007. Zone teachers, who started August 8, will have a two-day check. The next check, payable August 31, is the first regular 10-day check for those in regular attendance since August 10, 2007. Checks thereafter are for 10 days, except for the last check of the school year.

THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA		EMPLOYEE NO.	BEGINNING PERIOD	ENDING PERIOD	CHECK DATE	CHECK NUMBER
NET						
	EARNINGS		DEDUCTIONS		NET PAY	DEDUCTION DESCRIPTION
CURRENT PERIOD	1.		3.		5.	4.
YEAR-TO-DATE						
EARNING DESCRIPTION	P/C	LOCATION	RATE	TIME	EARNINGS	
TOTAL			2.			
CHECK LOC.	E. E. NUMBER		TAX STATUS 6.			
DAYS AVAILABLE	VACATION	PERSONAL	SICK	RET. PLAN		
		7.	8.			
STATEMENT OF EARNINGS AND DEDUCTIONS • DETACH AND RETAIN FOR YOUR RECORDS						

- 1. EARNINGS** - The gross amount for the pay period.
- 2. RATE** - The amount received daily.
- 3. DEDUCTIONS** - The total amount deducted during the current pay period.
- 4. DEDUCTION DESCRIPTION** - Detailed description for and amount of each deduction.
- 5. NET PAY**- Actual take home pay.
- 6. TAX STATUS** - Employee's withholding allowance claimed on W-4 Form.
- 7. PERSONAL** - The number of days available from the sick leave balance that can be used for personal reasons.
- 8. SICK** - The total number of accrued sick leave days remaining, including the number of available personal days.

Inquiries may be directed through our Internet address: <http://salary.dadeschools.net>
Click on Salary Inquiry.

CALCULATING YOUR DAILY RATE

First, locate the current salary schedule which can be found on page 2. Then, find the step plus degree level column on which you are to enter the schedule. **Reminder: A Credential Payment Application along with official transcript(s) must be submitted to receive payment for advanced degrees or vocational equivalents.)**

The appropriate step on the applicable salary schedule gives the **BASE** annual salary. Add to this **BASE** the salary supplement(s) to be received, if any.

$$\begin{array}{l} \text{BASE} \\ \text{ANNUAL} \\ \text{SALARY} \end{array} + \text{Supplement*} = \text{Annual Salary}$$

The daily rate is determined by dividing the **annual salary** by the appropriate **number of duty days**.

10-Month Teachers

Divide the annual salary by: **217 days** for new teachers attending orientation
 212 days for returning teachers

12-Month Teachers

Divide the annual salary by: **255 days** for new vocational/adult teachers attending orientation
 250 days for returning vocational/adult teachers
 260 days for other 12 month teachers

School Improvement Zone

Divide the annual salary by: **223 days** for new SIZ teachers attending orientation
 222 days for returning SIZ teachers

Inquiries may be directed through our Internet address: <http://salary.dadeschools.net>.
Click on Salary Inquiry.

YOUR EMPLOYEE PORTAL

<http://myportal.dadeschools.net>

Once you have become employed you will be assigned an M-DCPS e-mail address. You will also be provided with a network login password. With your employee number and network password you will be able to access your salary, paycheck, leave balance, and other important information without the need of making a call. You can print this information out for your own records. Below is a sample of the compensation and payroll parts of the portal.

Salary Calculations

YOUR CURRENT ANNUAL SALARY OF \$41,100 IS CALCULATED FROM
DEGREE LEVEL MASTER

SALARY SCHEDULE CO STEP 1 AS FOLLOWS:

BASE SALARY \$41,100.00

(SUPPLEMENTS, WHICH APPEAR HERE, FOLLOWING BASE SALARY, WILL BE PAID FOR THE FIRST TIME ON 8/31/2007. THEY ARE ADDED TO THE BASE SALARY ABOVE AND INCLUDED IN THE TOTAL ANNUAL SALARY BELOW.)

TOTAL ANNUAL SALARY \$41,100.00

DAYS EMPLOYED: 217

DAILY PAY RATE:
\$189.41

QUESTIONS ABOUT THE PRESENCE OR ABSENCE OF A SUPPLEMENT OR SHIFT DIFFERENTIAL SHOULD BE DIRECTED TO YOUR PRINCIPAL OR SUPERVISING ADMINISTRATOR.

FOR OTHER QUESTIONS CONCERNING YOUR RATES, PLEASE COMPLETE A SALARY INFORMATION FORM AND FORWARD TO WORK LOCATION 9317. THE FORM IS AVAILABLE AT [HTTP://SALARY.DADESCHOOLS.NET/NOTICE.ASP](http://SALARY.DADESCHOOLS.NET/NOTICE.ASP).

BUSHMAN, FRANCIS X – 28XXXXX

Payroll Date	Check/Advice Number	Earnings	Deductions	Net Pay
8/17/2007	XXXXXXXX	189.41	YYYY	AAA
8/31/2007	XXXXXXXX	1894.10	YYYY	AAA
9/14/2007	XXXXXXXX	1894.10	YYYY	AAA

Explanations:

Degree Level: Bachelor, Master, Educational Specialist/Master Plus 36, Doctorate

Teacher's Salary Schedule AO - Bachelor's Level; Teacher's Salary Schedule CO = Master's Level or above.

Base Salary - salary including advanced degree (credential) pay

Annual Salary - base salary plus supplements, if any

Daily Pay Rate - divide the annual salary by the days employed

Supplements - Your school determines if you will receive a supplement. Therefore, you should speak with your principal if you believe you are not receiving a supplement you are due or if you are not being paid the correct supplement.

FREQUENTLY ASKED QUESTIONS

1. Is my previous teaching experience credited automatically for step placement on the teacher salary schedule?

No. You must send the teaching experience verification form to your previous employer(s), who then must complete the form and return to Compensation Administration. In addition, if you have private school experience, you must submit proof of state certification. Compensation Administration will then determine your step placement on the teacher salary schedule. Please go to http://salary.dadeschools.net/Teacher_Experience_Credit.asp and click on Can I get a higher salary based on my work experience? By answering a few questions, you will be led to the answer for your particular type of work experience, which you can then print out for reference. Also, all necessary forms are available there for download.

2. Is my Master's, Educational Specialist or Doctoral Degree credited automatically if I am a full-time teacher?

No. If this is your first time applying for Advanced Degree payment, use the Application for Credential Payment for Advanced Degree(s) (FM-2095). If you are currently receiving pay for your Master's degree and have 36 graduate semester hours after your Master's degree or you have an Educational Specialist degree, use the Specialist Application. For Doctoral Pay, submit your official transcripts to Compensation Administration. Compensation Administration will then determine your eligibility for advanced degree payment. Please go to http://salary.dadeschools.net/Advanced_Degrees.asp and click on Can I get a higher salary based on my Advanced Degree(s)? By answering a few questions you will be informed about eligibility and how to apply for advanced degree pay in detail. Also, all necessary forms are available there for download.

3. Is my Master's, Educational Specialist or Doctoral Degree credited automatically if I am a part-time teacher?

No. Submit your official transcripts to Compensation, along with a letter indicating your request for upgrade to Master's, Educational Specialist, or Doctorate pay.

4. What is an accredited college or university?

Accredited colleges and universities have received U.S. regional accreditation. Only degrees and course work from universities or colleges which have received U.S. regional accreditation can be considered for tuition reimbursement and the payment of advanced degrees. You can consult <http://www.chea.org/search/default.asp> to determine whether an institution is regionally accredited. These degrees and courses must also meet the other eligibility conditions set forth in the M-DCPS UTD labor agreement to qualify for reimbursement or payment.

FREQUENTLY ASKED QUESTIONS

5. Are degrees issued by foreign universities and colleges recognized?

Yes, if they are evaluated by a recognized foreign credential evaluation service as being the equivalent of a degree issued by a regionally accredited United States college or university. If the degree meets this standard, it can then be considered for advanced degree pay. These degrees and courses must also meet the other eligibility conditions set forth in the M-DCPS UTD labor agreement to qualify for reimbursement or payment.

6. How does time taken for a leave affect advancing to the next step or receiving a salary increase?

Teachers who are full-time must work at least 99 days per school year as 10-month employees and at least 130 days per school year as 12-month employees. Recess days (winter and spring break and the day after Thanksgiving) do not count as part of days worked.

7. Can I receive credit for time worked as a substitute teacher with MDCPS when hired as a fulltime teacher?

No credit is given for time worked as an Emergency Temporary Instructor (Job Code 3000); however, credit is granted for each year work as a Pool Temporary Instructor (Job Code 2999) if you have worked at least 99 days in the school year.

8. Who is eligible to receive the Critical Staff Shortage Area stipend?

New full-time teachers hired in a Critical Staff Shortage Area are eligible to be paid a one-time \$1,200 stipend. (If the teacher worked less than the full year, he/she will be entitled to a pro-rated share.) However, no teacher hired as an Interim Teacher (Job code 3100, 3105, 3110, and 3111) in a critical shortage area may receive this stipend.

Note: The Critical Staff Shortage Area Stipend is only for **M-DCPS designated positions** (see page 5 for listing). There is a separate State of Florida program, Critical Teacher Shortage Student Loan Forgiveness (CTSLF), whose name is similar, but which is not administered by M-DCPS. The positions covered and conditions for payment are different. You must contact the State of Florida for information about CTSLF (see http://www.floridastudentfinancialaid.org/ssfad/factsheets/cts_lf.htm).