

STAFF SALARY AND SALARY SCHEDULES

- A. The Albemarle County School Board (“Board”) approves the salaries of all licensed personnel through the appointment process.
- B. The Board approves salary schedules for employees through the annual budget process.
- C. A teacher or administrator who renders service for one (1) semester or one-half of the school year may not be given credit for a full year’s service. However, partial years may be combined to create whole years for purposes of setting salary.
- D. The Board approves funding for athletic coaching and other extracurricular activity sponsorships for which a stipend is provided.

A separate contract in a form permitted by the Virginia Board of Education is executed by the Board with an individual who receives a stipend for any athletic coaching assignment or extracurricular activity sponsorship assignment. When feasible, all such contracts require a party intending to terminate the contract to give reasonable notice to the other party before termination thereof becomes effective.

For purposes of the policy, “extracurricular activity sponsorship” means an assignment requiring responsibility for any student organizations, clubs or groups, except those activities that are conducted in conjunction with regular classroom, curriculum, or instructional programs.

Adopted: July 1, 1993
Amended: December 8, 1997; August 24, 2006; September 27, 2012; August 22, 2013; January 22, 2015; April 27, 2017; December 13, 2018

Legal Ref.: Code of Virginia, 1950, as amended, §§22.1-78, 22.1-289.1, 22.1-302, and 22.1-313

8 VAC 20-440-110
8 VAC 20-440-120

Cross Ref: GCB, Licensed Staff Contracts

ATHLECTIC COACHES

Athletic coaches are strictly volunteers, not salaried employees, who may receive a monetary stipend. Such stipends are not tied to the amount of time a coach spends on the activity or a team's performance. Coaching positions are temporary and at will. There is no guarantee of additional seasons or sports. Coaches who are regular employees of the Albemarle County School Board must receive permission from current supervisors prior to assuming coaching duties. Any time off from regular work responsibilities due to coaching activities must be requested and approved in advance.

Nominal coaching stipends are determined using comparable market data gathered by the Department of Human Resources.

The Athletic Director is responsible for determining the applicable stipend amount prior to submitting for payment.

Adopted: December 8, 1997

Amended: August 24, 2006; September 27, 2012; December 13, 2018

Reviewed: January 22, 2015; April 27, 2017

ACADEMIC LEADERSHIP COMPENSATION PROGRAM

The Academic Leadership Compensation Program provides a structure to support instructional leadership needs and professional growth across the Albemarle County School Division (“Division”). Incorporated within the design are a division-wide component and a site-based component, each of which are differentiated based on the size and educational level of the school. Only teachers are eligible to participate in this program and they must sign contracts which include the role descriptions and stipend amounts.

The Academic Leadership Program includes stipends for both Division-level and site-based instructional responsibilities based upon funding approved by the Albemarle County School Board annually. Criteria are defined and are utilized in determining stipend amounts for these responsibilities. A rating scale is used to apply each of the criteria to the role descriptions. The Superintendent/designee must approve new or revised roles based on establish criteria.

The Superintendent/designee, in conjunction with the Department of Human Resources, will oversee this program.

Adopted: December 8, 1997
Amended: September 27, 2012; December 13, 2018
Reviewed: January 22, 2015
