The mission of the International School of Monterey is to educate all children toward becoming conscientious, compassionate, and responsible citizens of the world.

2018-2019 Staff Compensation Model

Teacher Salary Schedule
ISM bases teacher salaries on a one-column schedule with steps based on years as teacher of record in a K-12 classroom, and does not negotiate salaries individually. The schedule includes salaries from first to thirtieth year of experience. The first-year salary serves as the Anchor Salary for the entire schedule. Each experience step earns 3 percent of the Anchor Salary more than the preceding step. Part-time teachers earn salaries prorated based on FTE (full-time equivalency) as indicated in their contracts. Specifically, the salary in the schedule for their years of experience is multiplied by FTE to arrive at their annual pay rate.

Incoming teachers may receive up to 10 years credit for prior service as full-time teacher of record in a K-12 classroom. The director and principal jointly determine actual placement based on full analysis of prior experience, and communicate initial placement to the employee at the time of the initial contract offer. Following initial placement at entry, continuing teachers move up one experience step with each year completed at ISM. Teachers at .5 FTE or above receive a full step of experience credit for each year taught at ISM. Partial-year teachers receive experience credit on a prorated basis (e.g. one half year taught earns .5 years credit). Where inclusion of partial years results in a total that ends in a decimal, the total is rounded to the nearest whole number for purposes of placement on the salary schedule, with .5 rounding up.

Teachers receive an additional stipend of $500 per year for their first earned master’s degree and their first earned doctorate degree ($1,000 for both a master’s and doctorate). Cost of living allowances do not apply to this stipend.

Other Salaried Positions
ISM designates five salary bands for administrative positions. The director assigns each salaried position to one of the bands based on multiple considerations including scope and level of responsibility, supervisory load, required prior experience, and band placement for similar positions. The director may move a position to a higher band if responsibilities and expectations for the position change.

The schedule includes daily salary rates from first to twenty-fifth year of experience. Each employee’s annual salary is calculated by multiplying the daily rate by the number of contract days designated for the position. All employees start at step 1 when assuming an administrative position. The first-year salary of Band A serves as the Anchor Salary for the entire schedule. Each experience step earns 1.5 percent of the Anchor Salary more than the preceding step. Part-time employees earn salaries prorated based on FTE (full-time equivalency) as indicated in their contracts. Specifically, the salary in the schedule for their years of experience is multiplied by FTE to arrive at their annual pay rate. Following initial placement at entry, continuing employees move up one experience step with each year completed at ISM. Employees at .5 FTE or above receive a full step of experience credit for each year worked at ISM. Partial-year employees receive experience credit on a prorated basis (e.g. one half year worked earns .5 years credit). Where inclusion of partial years results in a total that ends in a decimal, the total is rounded to the nearest whole number for purposes of placement on the salary schedule, with .5 rounding up.

Hourly Employees
ISM designates six rate bands for hourly positions. The director assigns each hourly position to one of the six rate bands based on multiple considerations including scope and level of responsibility, supervisory load, required experience, and band placement for similar positions. The director may move a position to a higher band if responsibilities and expectations change.

The schedule includes hourly pay rates from first to twenty-fifth year of experience. All employees start at step 1 when assuming an hourly position. The first-year rate of Band 1 serves as the Anchor Rate for the entire schedule. Experience steps 2-15 earn 3.0 percent of the Anchor Rate more than the preceding step. Experience steps 16-25 earn 1.5 percent of the Anchor Rate more than the preceding step. Following initial placement at entry, continuing employees move up one experience step with each year completed at ISM. Employees receive a full step of experience credit for each year worked at ISM. Partial-year employees receive experience credit on a prorated basis (e.g. one half year worked earns .5 years credit). Where inclusion of partial years results in a total that ends in a decimal, the total is rounded to the nearest whole number for purposes of placement on the pay rate schedule, with .5 rounding up.
**Cost of Living Adjustments**

Believing that staff compensation should keep pace with inflation, the ISM Board of Trustees has approved an annual cost-of-living adjustment. It gets set automatically except as noted below. ISM announces the COLA percentage for the next school year on November 15, and automatically applies it to each pay schedule except the ASI Hourly Rate Band.

The COLA percentage comes from the Consumer Price Index for All Urban Consumers (CPI-U) published by the Bureau of Labor Statistics of the Department of Labor for the immediate past October through September. Any of the following adverse economic indicators subjects the COLA to discussion and vote by the Board of Trustees:

- A net decrease in fund balance in the immediate prior fiscal year.
- ISM revenues over the prior three fiscal years falling short of the average target.
- ISM experiencing a net decrease in fund balance in the immediate prior fiscal year.

Any of the following adverse economic indicators subjects the COLA to discussion and vote by the Board of Trustees rather than being set automatically: an announcement that state allocations will not increase based on COLA in the current or next fiscal year; ISM local revenues over the prior three fiscal years falling short of the average target; ISM experiencing a net decrease in fund balance in the immediate prior fiscal year.

The COLA percentage comes from the Consumer Price Index for All Urban Consumers (CPI-U) published by the Bureau of Labor Statistics of the Department of Labor for the immediate past October through September. Any of the following adverse economic indicators subjects the COLA to discussion and vote by the Board of Trustees rather than being set automatically: an announcement that state allocations will not increase based on COLA in the current or next fiscal year; ISM local revenues over the prior three fiscal years falling short of the average target; ISM experiencing a net decrease in fund balance in the immediate prior fiscal year.

**After-School International**

In lieu of the COLA, the ASI hourly rates increase annually based on any announced increase in the minimum wage effective January 1 of the current fiscal year, so that the base ASI hourly rate is always $.50 more than the minimum wage.

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**STAFF COMPENSATION MODEL**

APPROVED: JUNE 11, 2018