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Admin & Support Staff Salary Ranges Policy

This policy was approved by the American Academy Board of Directors on April 8, 2021.

Purpose

The purpose of this policy is to define salary ranges for American Academy administrative and support staff.

<u>Level</u>	<u>Staff Salary Range</u>
<u>Executive</u> <i>Positions:</i>	<u>\$105,000 and up</u> <ul style="list-style-type: none">• Executive Director of Schools• Deputy Executive Director of Schools• Chief Financial Officer
<u>Director</u> <i>Positions:</i>	<u>\$67,000 and up</u> <ul style="list-style-type: none">• Elementary Principal• Facility Director• Human Resources Director• Information Technology Director• Middle School Principal• Specials Director• STEM Director• Student Support Services Director
<u>Manager/Dean</u> <i>Positions:</i>	<u>\$47,000 and up</u> <ul style="list-style-type: none">• Communications Manager• Data and Assessment Manager• Dean of Students• Office Manager• KindiePrep Director
<u>Coordinator</u> <i>Positions:</i>	<u>\$40,000 and up</u> <ul style="list-style-type: none">• Executive Assistant• KindiePrep Assistant Director• Payroll Administrator• Registrar• School Nurse• All other non-certified positions with Coordinator in the title
<u>Assistant</u> <i>Positions:</i>	<u>\$22,000 and up</u> <ul style="list-style-type: none">• Assistant to Principals• Receptionist• All other non-certified positions with Assistant in the title• <i>Note: hourly positions are \$13.50 per hour and up</i>



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Exceptions

At all times, Administration will seek to ensure that all admin and support staff salaries fall within the ranges set out herein. Under extraordinary circumstances (e.g., a significant statewide budget shortfall), placing all salaries within the ranges may become difficult, if not impossible. In such cases, Administration will look to remedy this at the earliest possible date.

POLICY HISTORY

Original: approved by the BOD on May 19, 2020

Revision 1: approved by the BOD on April 8, 2021

