

How to Level Up in the 3-Tiered System for Essential and Related Service Educators (E&RSE)

New Hires: Salary placement is based on PED licensure and degrees. Reciprocity for private sector experience is described in Article 10.E. of the Negotiated Agreement.

Experienced Educators Advancement through Pay Matrices is specified as follows: Advancement requires a minimum of three (3) years of experience at each level. Three (3) years is defined as at least one hundred sixty (160) days of work in a year of the equivalent of four hundred eighty (480) days over three (3) years.

Advancement from Level 1 to Level 2 is based on the following:

- Three years of experience at level 1
- Three years of successful yearly evaluations at level 1
- Level 2 PED license

Advancement from Level 2 to Level 3 is based on the following:

- Three years of experience at level 2
- Three years of successful yearly evaluations at level 2
- Level 3 PED license
- A masters' degree

Once you meet the advancement criteria, the process to move to the next level is:

1. Submit a letter to Human Resources, on or before September 15 stating you have met the criteria for movement to the next level.
2. Be specific. For example, what licensure level are you moving from and to, how many years have you worked at your current level and include your employee number.
3. Include, or send soon after, a copy of your PED license, if applicable. A copy should also be sent to licensure in APS.

E&RSE include employees in the following role groups:

Counselors
Nurses
Social Workers
Interpreters
Audiologists
SLPs
OTs
PTs
Diagnosticians
BCBAs
School Psychologists
Rehabilitation Counselors
Athletic Trainers

Important clarifications

- Increases in compensation will be retroactive to the beginning of the year once all the paperwork is processed.
- For any role group that does not have PED licensure, contact ATF or APS HR for information about moving up from level 1 to level 2 and from level 2 to level 3.
- For information about how private sector reciprocity or moving from a different role group impacts this information, call ATF or APS HR.
- Nurses, to clarify your placement based on your 701, 702 and 703 license, please call ATF or APS HR.