

CREDIT FOR OUTSIDE SERVICE FOR CERTIFICATED EMPLOYEES

Effective with the adoption of this policy, a claim for initial placement on the salary schedule based upon prior service and experience in a school system outside of the Yonkers Public Schools which has been accredited by a regional accredited association, a State Department of Education, or equivalent authority satisfactory to the Superintendent of Schools shall be granted up to a maximum of ten (10) years.

The full burden of responsibility for submitting a request for initial salary placement and for filing documentary proof rests upon the applicant. The applicant must submit a claim for initial placement on the salary schedule within sixty (60) days of original appointment. The documentary proof provided to the District must include a certified statement from an authorized official of the school system or agency certifying the applicant's satisfactory performance.

Upon verification, the District will grant one credit/step increase for every two full school years of outside service or experience. No credit will be granted for any outside service or experience for a period of less than two full school years in any other school system. Salary placement for outside service shall be made only once and shall be effective from the date of original appointment, provided that a proper claim and documentary proof are on file with the District.

To the extent that the District seeks to fill a position in a Department/Division where there is a shortage of qualified applicants, the Superintendent shall, upon notice to and review by the Board of Trustees, have authorization to offer a prospective employee a salary at a higher step in the salary schedule as he or she deems fit.

Adoption date: July 20, 2011

Revised: September 21, 2016

Revised: April 20, 2022