

# 2023 Teacher Compensation Plan Overview



**Please Note:** This overview is intended to serve as a reference for wages that may be awarded based on an individual's education and experience. It is provided for informational purposes only, and is not to be construed as a contract of employment. The Growing Place Montessori is an at-will employer, which means employment may be terminated at any time by the employee or employer with or without cause or advance notice. *All wages and benefits are subject to change, with or without notice.*

POSITION TITLE	POSITION OVERVIEW & REQUIREMENTS	STARTING WAGE	ADDITIONAL HOURLY WAGES AWARDED	PAY CAP
<b>Associate Teacher Intern</b>	Preschool Training Program entry-level position. No prior experience, ECE units, or CDA permit required. This position is often intended to be short-term, prior to obtaining a CDA permit or sufficient ECE units.	\$17.00 per hour		\$17.00 per hour
<b>Associate Teacher</b>	Entry-level position for carrying out daily tasks that support the smooth operation of the school by providing classroom and administrative support as needed. No prior experience needed; however, minimum 12 core ECE unit requirements must be met.	\$18.00 per hour	+ \$.25 per hour for Associate's Degree OR + \$.50 per hour for Bachelor's + <b>3% annual wage increase *</b>	\$19.00 per hour
<b>Assistant Teacher</b>	Assists Head Teacher in overseeing the needs of a dedicated classroom/cohort. Limited prior experience and minimum CDA permit/ECE unit requirements must be met, including completion of units specific to the corresponding age group.	\$18.50 per hour	+ \$.50 per hour for Montessori certification <sup>†</sup> + \$.25 per hour for Associate's Degree OR + \$.50 per hour for Bachelor's + <b>3% annual wage increase *</b>	\$20.50 per hour
<b>Head Teacher</b>	Responsible for overseeing the needs of a dedicated cohort of students and maintaining the environment and materials of a specific classroom and community area(s). Minimum CDA permit/ECE unit requirements must be met. 1 year of Montessori classroom experience and Montessori certification required.	\$20.00 per hour	+ \$.25 per hour for Associate's Degree OR + \$.50 per hour for Bachelor's + <b>3% annual wage increase*</b>	\$23.50 per hour
* Annual increase applied in January for employees who have clocked at least 700 hours in that position in the previous calendar year, subject to pay cap for the position.				
† Subject to evaluation and approval of an authorized Montessori training program.				

## Additional Employee Benefits Offered:

**Professional Development:** Associate Teacher Interns may be eligible for employer-sponsored ECE courses to prepare them to meet the minimum requirements mandated by the state, as well as on-the-job training for 90 days, prior to directly supervising students. Assistant Teachers may likewise be eligible for employer-sponsored Montessori training. Ongoing employer-provided professional development opportunities are offered throughout the year, to include webinars, conferences, etc.

**Paid Holidays:** Following the 90 day introductory period, Employees are entitled to vacation during applicable Company holidays (schedule varies annually) at full pay (based on the regular hourly amount applied to the teacher's current schedule), provided eligibility requirements are met.

**Paid Sick Leave (PSL):** Paid Sick Leave is provided to Employees as a lump-sum of three days in the Employee's Paid Sick Leave bank at the beginning of employment, and at the beginning of each subsequent calendar year in which the Employee is employed for a period of 30 or more days. Additional PSL will be accrued at the rate of .01 hours per hour worked for full-time employees at the conclusion of 90 days of employment. Additional terms and restrictions are defined in the Company PTO/PSL Policy.

**Paid Time Off (PTO):** Full-time Head Teachers and qualifying Administrators accrue Paid Time Off at the rate of .02 hours per hour worked, and full-time Assistant Teachers at .01 hours per hour worked. Paid Time Off hours may be carried over each year, up to a maximum of 80 hours during any calendar year. Reference Company PTO/PSL Policy.

**Medical & Dental Insurance:** Full-time employees are eligible to participate in the Company Medical & Dental Plan upon conclusion of 90 days' employment. The Company will contribute 50% of medical and dental premiums for the Company-sponsored plan for the employee only; employees are responsible for the remaining 50% of the premium cost, and for 100% of costs associated with plan upgrades and spouse and/or dependent premiums.

**Dependent Tuition Benefit:** Full-time employees are entitled to a 75% reduction in program tuition for one minor dependent child (or 50% reduction each for two children), provided the child is enrolled in an academic program at The Growing Place Montessori. No discount is provided for hourly extended day care, fees, or any other costs.

**401(k) Plan:** Employees over 21 years of age, working a minimum of thirty hours per week, are eligible for 401(k) plan benefits in the quarter following the conclusion of one year of employment, including up to a 4% employer contribution. Additional information and eligibility requirements available upon request.

**Annual Review:** As part of our collaborative model, Employees may revisit the compensation plan in the third quarter of each year by adding it to a meeting agenda.

## 2023 Administrator Compensation Plan Overview



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POSITION TITLE	POSITION OVERVIEW & REQUIREMENTS	STARTING WAGE	ADDITIONAL HOURLY WAGES AWARDED	PAY CAP
<b>Staff Mentor Teacher</b>	Responsible for overseeing the training of all new hires and teacher promotions, and overseeing the needs of a dedicated group of students in the absence of a qualified Head Teacher. Minimum CDA permit/ECE unit requirements must be met. 5 years of Montessori classroom experience and Montessori certification required.	\$21.50 per hour	+ \$.25 per hour for Associate's Degree OR + \$.50 per hour for Bachelor's + <b>3% annual wage increase *</b>	\$27.00 per hour
<b>Assistant Director</b>	Assists in overseeing the smooth operation of the school by supporting the needs of students, families, and staff, while complying with local, state, and federal regulations. Limited prior experience and minimum CDA permit/ECE unit requirements must be met.	\$21.50 per hour	+ \$.25 per hour for Associate's Degree OR + \$.50 per hour for Bachelor's + <b>3% annual wage increase *</b>	\$27.00 per hour
<b>Director</b>	Leads staff in overseeing the needs of the students, families, & community while complying with local, state, and federal regulations. Minimum CDA permit/ECE unit requirements must be met. 1 year of classroom & leadership experience required; Montessori certification required for Educational Director.	\$24.50 per hour	+ \$.25 per hour for Associate's Degree OR + \$.50 per hour for Bachelor's + <b>3% annual wage increase *</b>	\$30.00 per hour
<i>* Annual increase applied in January for employees who have clocked at least 700 hours in that position in the previous calendar year, subject to pay cap for the position.  † Subject to evaluation and approval of an authorized Montessori training program.</i>				

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**Professional Development:** Associate Teacher Interns may be eligible for employer-sponsored ECE courses to prepare them to meet the minimum requirements mandated by the state, as well as on-the-job training for 90 days, prior to directly supervising students. Assistant Teachers may likewise be eligible for employer-sponsored Montessori training. Ongoing employer-provided professional development opportunities are offered throughout the year, to include webinars, conferences, etc.

**Paid Holidays:** Following the 90 day introductory period, Employees are entitled to vacation during applicable Company holidays (schedule varies annually) at full pay (based on the regular hourly amount applied to the teacher's current schedule), provided eligibility requirements are met.

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