UPPER DAUPHIN AREA SCHOOL DISTRICT
SALARY SCHEDULE MOVEMENT NOTIFICATION
JUNE 2026

NAME _____ DATE _____

In order to make the necessary salary adjustments due to attainment of a Masters Degree, Instructional II or credits beyond the Masters Degree; courses must be completed prior to August 31, 2026.

This form only needs to be completed if you have received your Instructional II, Masters Degree or the necessary credits beyond the Masters Degree. It is not necessary to complete this form on a yearly basis <u>unless you are moving across the salary columns</u>. Thank you!

You will need to complete this form and forward by August 1, 2026 to the superintendent's office. Grades and proof of certification from PDE for an Instructional II or a copy of Master's Diploma must be in the possession of the Superintendent within thirty (30) days from completion of courses in order for salary adjustment to occur during the 2026-2027 school year.

The CHANGE to my 2026-2027 placement compared with my 2025-2026 salary placement is anticipated to move to (check one):

- ☐ Instructional II
- ☐ Masters Degree
- ☐ Masters +15
- ☐ Masters +30
- ☐ Masters +45

_____ _____
Employee Signature Date

_____ _____
Superintendent Signature Date

<u>OFFICE USE ONLY</u> Approval for movement to: _____

_____ _____
Superintendent Signature Date