

STAFF DATA ELEMENTS

2026-27

Data Element Number: **217325**

Data Element Name: **Salary Schedule Step**

A two-digit salary schedule step for instructional personnel. Instructional personnel who are in their first year should be placed on Step 00. Second year personnel are on Step 01 and so forth. Use code 99 for employees who are not instructional personnel and/or are not paid on the regular instructional personnel salary schedule. Use code 98 for instructional employees on a flat rate schedule (e.g., JROTC instructors).

Code	Definition/Example
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Not applicable for this element.

**Data Element Detailed Information**

<table> <tr><td>Length:</td><td>2</td></tr> <tr><td>Data Type:</td><td>Numeric</td></tr> <tr><td>Year Implemented:</td><td>8990</td></tr> <tr><td>State Standard:</td><td>No</td></tr> <tr><td>Required Grades:</td><td></td></tr> </table>	Length:	2	Data Type:	Numeric	Year Implemented:	8990	State Standard:	No	Required Grades:		<table style="background-color: #e6f2ff;"> <tr><th colspan="2" style="text-align: center;">Use Types:</th></tr> <tr><td>State Reporting:</td><td style="text-align: center;">Yes</td></tr> <tr><td>Local Accountability:</td><td style="text-align: center;">Yes</td></tr> <tr><td>FASTER:</td><td></td></tr> <tr><td>Migrant Tracking:</td><td></td></tr> </table>	Use Types:		State Reporting:	Yes	Local Accountability:	Yes	FASTER:		Migrant Tracking:	
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**Applicable Format And Edit**

Formats Required:	Edits Required:
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Staff Payroll Information	20,42
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**Programs Required:**

<b>Surveys Required:</b>	Survey 2    Yes
	Survey 3    Yes

<b>Appendices:</b>	None
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**Description of Changes:**

9/23/2011	Modified definition for step 98. Added "instructional" in last sentence.
9/9/2011	Deleted Survey 5 as a required survey period. This data element is located on a Staff format that is only reported in Survey Periods 2 and 3.