

**(A12F) Teacher Attainment and Average Salary Instructions**

**School Year 2020-2021**

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**Data Collection Location:** Complete this data collection through the Education Statistics System (ESS) in the myNHDOE Single Sign-On System.

**Instructions:** Complete full time equivalents and break down total by degree level.

**Due Date:** October 15, 2020

**Certified:** Yes – Superintendent must certify the data.

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**SECTION I - HIGHEST EDUCATIONAL ATTAINMENT**

In this section, include the number of kindergarten through high school classroom and special education teachers only. This is the number in full-time equivalents (FTE) reported on lines 2 through 4 of the Class and Staffing Form (A12B). **Do not include preschool teachers, administrators or other non-teaching professionals.**

Please report the highest EARNED DEGREE. Note: The category “Degree beyond Master’s” should include CAGS, but does **NOT include interim levels such as Master’s + 15, Master’s + 30, etc.** Do not use the teacher salary schedule data if the salary schedule includes categories that combine degrees with non-degree credits, for example “Bachelor’s Plus 30/Master’s.”

**SECTION II – SALARY**

Record the average salary of all FULL-TIME classroom teachers rounded to the nearest whole dollar. Include salary longevity and other bonuses, but do not include stipends for extracurricular or non-teaching activities, or medical insurance buy backs.

Music, art, physical education, Title I, ESL and special education teachers are considered classroom teachers and **SHOULD BE INCLUDED if they are full- time.**

**DO NOT INCLUDE** the salaries of other professional staff such as principals, guidance counselors, librarians, school nurses, etc.

If you have any questions or need assistance, please submit a help desk ticket at [ESS HELPDESK](#).