

No. \_\_\_\_\_



## UNITED INDEPENDENT SCHOOL DISTRICT ACTION ITEM

**TOPIC** Approval of Revisions to District Compensation Plan Re: Reassignments/Demotions

**SUBMITTED BY** David Garcia, Assistant Superintendent **OF:** Human Resources

**APPROVED FOR TRANSMITTAL TO SCHOOL BOARD:** \_\_\_\_\_

**DATE ASSIGNED FOR BOARD CONSIDERATION:** October 15, 2008

### RECOMMENDATION:

Board of Trustees requested for administration to develop a plan to modify language of our current pay plan as suggested.

New proposed language calls for any employee who is reassigned (voluntarily or involuntarily) that their salary be adjusted to reflect the new job grade and years of service of a similarly assigned employee for the new position.

### RATIONALE:

### BUDGETARY INFORMATION:

### BOARD POLICY REFERENCE AND COMPLIANCE:

United ISD - Alternate Procedure

**Movement to a Lower Pay Grade**

**Voluntary or Involuntary Reassignment to a Lower Pay Grade**

When an employee is **voluntarily or involuntarily reassigned**, the **District's Human Resources Department shall ensure that the District's employee's salary** is moved to a lower pay grade and a pay reduction is made. Placement will be determined by Human Resources based on the guidelines for *Pay Determination for Newly Hired Employees*. Credit will be given for job-related experience and total years of service in the same manner applied to district employees in the same position. Employees reassigned to a lower pay grade will not be placed above current employees who have more experience in the same position.

**Any exceptions to the above procedure shall be reasonably justified. Any deviation and reasonable justification should be reported by the Superintendent to the Board of Trustees.**