

SSAISD BOARD AGENDA - ITEM SUMMARY

MEETING DATE:	November 20, 2013
MEETING TYPE:	<input checked="" type="checkbox"/> REGULAR <input type="checkbox"/> SPECIAL
ITEM TITLE:	Discussion and possible action to approve the Buyback of Personal Leave days for FY 2013-14.
PURPOSE:	<input type="checkbox"/> RECOGNITION <input type="checkbox"/> REPORT ONLY <input type="checkbox"/> DISCUSSION <input checked="" type="checkbox"/> ACTION
PRESENTER(S):	David M. Landeros, Patrick Skees, Robert Gardner, and Mourette Hodge
REQUESTED BY:	Mourette Hodge, Interim Superintendent

I. DESCRIPTION OF ITEM TO INCLUDE YOUR SPECIFIC REQUEST:

Discussion and possible action to approve the Buyback of Personal Leave days for FY 2013-14.

II. BACKGROUND INFORMATION (DOCUMENTATION):

South San Antonio Independent School District Local Policy DEC states: "All full-time employees, except administrators, shall receive an annual reimbursement of unused local leave to a maximum of five days per school year.

Leave shall be reimbursed at the substitute rate per position as established by the Board. Days that are reimbursed shall not be available to that employee for use in the District.

The reimbursement rate established by the Board shall be in effect until a new rate is adopted. Any changes to the rate shall apply beginning with the school year following the adoption of the rate change."

The FY 2011-12 was the last time that the District utilized the Buyback of Personal Leave days. The buyback was funded out of Fund 287 – Education Jobs Fund for all non-food services employees and Fund 101 – Food Service for all food service employees. The cost for non-food service employees was \$55,326.55 and for food service employees the cost was \$1,395.63 – the total cost was \$56,722.28.

III. ALTERNATIVES CONSIDERED (IF APPLICABLE):

N/A

IV. RECOMMENDATION AND IMPACT:

Approval of the Buyback of Personal Leave days for FY 2013-14.

V. DISTRICT GOAL AND CORRESPONDING DEPARTMENTAL INITIATIVE:

N/A

VI. FUNDING SOURCE-PROGRAM AND/OR BUDGET CODE:

FY 2013-14 General Fund and Food Service respective budgets.

COMPENSATION AND BENEFITS
LEAVES AND ABSENCES

DEC
(LOCAL)

TEMPORARY
DISABILITY LEAVE

Any full-time employee whose position requires educator certification by the State Board for Educator Certification or by the District shall be eligible for temporary disability leave. The maximum length of temporary disability leave shall be 180 calendar days. [See DBB(LOCAL) for temporary disability leave placement and DEC(LEGAL) for reinstatement.]

An employee's notification of need for extended absence due to the employee's own medical condition shall be forwarded to the Superintendent or designee as a request for temporary disability leave.

WORKERS'
COMPENSATION

Note: Workers' compensation is not a form of leave. The workers' compensation law does not require the continuation of the District's contribution to health insurance. [See CRD(LOCAL) regarding payment of insurance contribution during employee absences.]

An absence due to a work-related injury or illness shall be designated as FMLA leave, temporary disability leave, and/or assault leave, as applicable.

PAID LEAVE OFFSET

An employee eligible for workers' compensation income benefits, and not on assault leave, may elect in writing to use available partial-day increments of paid leave to make up the difference between the employee's income benefits and the pre-injury wage. [See CRE]

COURT
APPEARANCES

Absences due to compliance with a valid subpoena or for jury duty shall be fully compensated by the District and shall not be deducted from the employee's pay or leave balance.

ANNUAL
REIMBURSEMENT OF
LEAVE

All full-time employees, except administrators, shall receive an annual reimbursement of unused local leave to a maximum of five days per school year.

Leave shall be reimbursed at the substitute rate per position as established by the Board. Days that are reimbursed shall not be available to that employee for use in the District.

The reimbursement rate established by the Board shall be in effect until a new rate is adopted. Any changes to the rate shall apply beginning with the school year following the adoption of the rate change.

REIMBURSEMENT OF
LEAVE UPON
SEPARATION

The following leave provisions shall apply to state leave earned beginning on the original effective date of this program.

South San Antonio Independent School District

SUBSTITUTE PAY SCALE

2013-2014 School Year

<u>ADMINISTRATOR - SUBSTITUTE</u>	<u>RATE</u>
Degree/Mid-Management Certification	\$190.00 Daily
 <u>TEACHER SUBSTITUTE</u>	
*Substitute for long-term vacant position.....	\$105.00 Daily
Teacher Certification..... B.A. or M.A.	\$ 90.00 Daily
No Teacher Certification	\$ 85.00 Daily
B.A. or M.A	
Over 60 college hours	\$ 65.00 Daily
Below 60 college hours	\$ 60.00 Daily
Substitute Teacher Aide Pay.....	\$ 60.00 Daily
After 10 consecutive days for the same instructor, added to the daily rate beginning on the 11th day.	\$ 6.00 Daily
<u>Substitute Bus</u>	\$ 12.50 Hourly
<u>Substitute Bus Aide</u>	\$ 7.75 Hourly
<u>Substitute Custodial/Food Service Worker</u>	\$ 7.75 Hourly

*Must meet specific certification requirements.

Approved: 7/16/2008

2008-09 "6112" - Substitute Cost

Fund	Description	Appropriation	Expenditure	Balance
171	Regional Day School Deaf - Local	\$ 3,251.00	\$ 690.00	\$ 2,561.00
199	General Fund	\$ 679,130.00	\$ 688,598.00	\$ (9,468.00)
211	ESEA Title I Part A	\$ 50,400.00	\$ 65,749.13	\$ (15,349.13)
224	IDEA Part B Formula	\$ 5,942.00	\$ 14,707.50	\$ (8,765.50)
244	Career and Technology - Basic Grt	\$ -	\$ -	\$ -
255	ESEA Title II Part A - Teach/Prin	\$ 58,902.00	\$ 21,462.50	\$ 37,439.50
263	Title III Part A - English Language	\$ 1,500.00	\$ 2,152.50	\$ (652.50)
281	Early Reading First Grant - Yr 2	\$ 8,770.00	\$ 1,932.50	\$ 6,837.50
282	Early Reading First Grant - Yr 1	\$ 6,723.00	\$ 777.50	\$ 5,945.50
285	ESEA Title I Part A -ARRA	\$ -	\$ -	\$ -
404	Student Success Initiative	\$ 1,123.00	\$ 1,122.50	\$ 0.50
415	Kindergarten & Prekindergarten	\$ 1,800.00	\$ 2,282.50	\$ (482.50)
428	High School Allotment	\$ -	\$ 4,865.00	\$ (4,865.00)
435	Regional Day School for Deaf	\$ -	\$ 1,265.00	\$ (1,265.00)
		<u>\$ 817,541.00</u>	<u>\$ 805,604.63</u>	<u>\$ 11,936.37</u>

2009-10 "6112" - Substitute Cost

Fund	Description	Appropriation	Expenditure	Balance
171	Regional Day School Deaf - Local	\$ 500.00	\$ 430.00	\$ 70.00
199	General Fund	\$ 679,342.00	\$ 699,867.59	\$ (20,525.59)
211	ESEA Title I Part A	\$ 51,800.00	\$ 40,472.50	\$ 11,327.50
224	IDEA Part B Formula	\$ 5,212.00	\$ 16,978.00	\$ (11,766.00)
255	ESEA Title II Part A - Teach/Prin	\$ 59,202.00	\$ 19,467.50	\$ 39,734.50
263	Title III Part A - English Language	\$ -	\$ -	\$ -
266	ARRA Title XIV State Stabilize	\$ -	\$ 8,467.50	\$ (8,467.50)
276	Title I SIP Academy	\$ -	\$ 25,818.75	\$ (25,818.75)
281	Early Reading First Grant - Yr 2	\$ 1,838.00	\$ 2,257.50	\$ (419.50)
285	ESEA Title I Part A -ARRA	\$ -	\$ 14,445.00	\$ (14,445.00)
315	IDEA Part B Discretionary Deaf	\$ -	\$ 2,055.00	\$ (2,055.00)
316	IDEA Part B Formula Deaf	\$ -	\$ 855.00	\$ (855.00)
404	Student Success Initiative	\$ 31,200.00	\$ 597.50	\$ 30,602.50
409	Texas High School Comp & Success	\$ 21,840.00	\$ 240.00	\$ 21,600.00
415	Kindergarten & Prekindergarten	\$ 2,930.00	\$ 5,090.48	\$ (2,160.48)
428	High School Allotment	\$ -	\$ -	\$ -
429	Texas Fitness Now Grant	\$ -	\$ -	\$ -
435	Regional Day School for Deaf	\$ 1,710.00	\$ 60.00	\$ 1,650.00
		<u>\$ 855,574.00</u>	<u>\$ 837,102.32</u>	<u>\$ 18,471.68</u>

2010-11 "6112" - Substitute Cost

Fund	Description	Appropriation	Expenditure	Balance
171	Regional Day School Deaf - Local	\$ 500.00	\$ 990.00	\$ (490.00)
199	General Fund	\$ 679,342.00	\$ 688,682.93	\$ (9,340.93)
211	ESEA Title I Part A	\$ 38,800.00	\$ 46,112.50	\$ (7,312.50)
224	IDEA Part B Formula	\$ 41,958.00	\$ 23,250.00	\$ 18,708.00
255	ESEA Title II Part A - Teach/Prin	\$ 30,000.00	\$ 21,518.00	\$ 8,482.00
262	Title II Part D - Technology	\$ -	\$ -	\$ -
263	Title III Part A - English Language	\$ -	\$ 645.00	\$ (645.00)
266	ARRA Title XIV State Stabilize	\$ -	\$ 20,190.00	\$ (20,190.00)
281	Early Reading First Grant - Yr 2	\$ -	\$ 730.00	\$ (730.00)
283	IDEA Part B Formula - ARRA	\$ 17,074.00	\$ 17,075.00	\$ (1.00)
285	ESEA Title I Part A -ARRA	\$ 2,000.00	\$ 730.00	\$ 1,270.00
287	Education Jobs Fund	\$ -	\$ -	\$ -
404	Student Success Initiative	\$ 32,785.00	\$ 8,250.00	\$ 24,535.00
409	Texas High School Comp & Success	\$ 21,600.00	\$ 2,460.00	\$ 19,140.00
415	Kindergarten & Prekindergarten	\$ -	\$ -	\$ -
428	High School Allotment	\$ -	\$ -	\$ -
435	Regional Day School for Deaf	\$ 1,710.00	\$ 1,780.00	\$ (70.00)
		<u>\$ 865,749.00</u>	<u>\$ 832,413.43</u>	<u>\$ 33,335.57</u>

2011-12 "6112" - Substitute Cost

Fund	Description	Appropriation	Expenditure	Balance
161	Medicaid Admin Claims	\$ -	\$ -	\$ -
171	Regional Day School Deaf - Local	\$ 500.00	\$ 855.00	\$ (355.00)
199	General Fund	\$ 369,330.00	\$ 625,621.50	\$ (256,291.50)
211	ESEA Title I Part A	\$ 47,500.00	\$ 31,597.50	\$ 15,902.50
224	IDEA Part B Formula	\$ 23,950.00	\$ 9,205.00	\$ 14,745.00
255	ESEA Title II Part A - Teach/Prin	\$ 21,612.00	\$ 11,735.00	\$ 9,877.00
263	Title III Part A - English Language	\$ 265.00	\$ 750.00	\$ (485.00)
283	IDEA Part B Formula - ARRA	\$ 17,074.00	\$ 17,075.00	\$ (1.00)
285	ESEA Title I Part A -ARRA	\$ 2,000.00	\$ 15,175.00	\$ (13,175.00)
287	Education Jobs Fund	\$ 2,998.00	\$ 2,997.50	\$ 0.50
288	Early Reading First Grant	\$ -	\$ 60.00	\$ (60.00)
404	Student Success Initiative	\$ 15,609.00	\$ 665.00	\$ 14,944.00
409	Texas High School Comp & Success	\$ 19,140.00	\$ 1,450.00	\$ 17,690.00
428	High School Allotment	\$ 6,500.00	\$ -	\$ 6,500.00
435	Regional Day School for Deaf	\$ 1,500.00	\$ 1,130.00	\$ 370.00
		<u>\$ 527,978.00</u>	<u>\$ 718,306.50</u>	<u>\$ (190,328.50)</u>

2012-13 "6112" - Substitute Cost

Fund	Description	Appropriation	Expenditure	Balance
161	Medicaid Admin Claims	\$ -	\$ 1,000.00	\$ (1,000.00)
171	Regional Day School Deaf - Local	\$ 500.00	\$ 10,119.33	\$ (9,619.33)
199	General Fund	\$ 459,603.00	\$ 752,731.37	\$ (293,128.37)
211	ESEA Title I Part A	\$ 12,050.00	\$ 11,565.67	\$ 484.33
224	IDEA Part B Formula	\$ 29,111.00	\$ 25,165.64	\$ 3,945.36
255	ESEA Title II Part A - Teach/Prin	\$ 11,612.00	\$ 6,706.38	\$ 4,905.62
263	Title III Part A - English Language	\$ 1,000.00	\$ 11.89	\$ 988.11
287	Education Jobs Fund	\$ -	\$ 45.00	\$ (45.00)
428	High School Allotment	\$ 6,500.00	\$ 7,114.32	\$ (614.32)
435	Regional Day School for Deaf	\$ 1,274.00	\$ 1,922.39	\$ (648.39)
		<u>\$ 521,660.00</u>	<u>\$ 816,381.99</u>	<u>\$ (294,721.99)</u>

2013-14 "6112" - Substitute Cost

Fund	Description	Appropriation	Expenditure	Balance
161	Medicaid Admin Claims	\$ -	\$ 170.00	\$ (170.00)
168	Bilingual State Allotment	\$ 62,437.00	\$ 5,862.05	\$ 56,574.95
171	Regional Day School Deaf - Local	\$ 2,456.00	\$ 64.74	\$ 2,391.26
199	General Fund	\$ 437,846.00	\$ 53,960.91	\$ 383,885.09
205	Head Start	\$ -	\$ 437.13	\$ (437.13)
211	ESEA Title I Part A	\$ 47,100.00	\$ 1,983.82	\$ 45,116.18
224	IDEA Part B Formula	\$ 1,600.00	\$ 1,591.85	\$ 8.15
255	ESEA Title II Part A - Teach/Prin	\$ 15,000.00	\$ 187.00	\$ 14,813.00
263	Title III Part A - English Language	\$ 2,000.00	\$ -	\$ 2,000.00
428	High School Allotment	\$ 7,000.00	\$ -	\$ 7,000.00
435	Regional Day School for Deaf	\$ 1,000.00	\$ -	\$ 1,000.00
		<u>\$ 576,439.00</u>	<u>\$ 64,257.50</u>	<u>\$ 512,181.50</u>

* As of 10/21/13

Personal Leave Reimbursement 2011-2012

	Paid		Gross	Med.Tax	Med. Tax
Bi-Weekly	6/8/2012	101-35-6129-xxx299	\$1,356.31	\$19.66	\$19.66
Bi-Weekly	6/30/2012	287-53-6125-xxx-299	\$420.00	\$6.09	\$6.09
Bi-Weekly	8/31/2012	287-52-6129-xxx-299	\$674.25	\$9.78	\$9.78
Sem-Monthly	6/30/2012	287-53-6125-xxx-299	\$52,827.50	\$686.58	\$686.58
			\$55,278.06	\$722.11	\$722.11

Personal Leave Reimbursement 2010-2011

Sem-Monthly	Paid		
	6/29/2011	163XXXXXXXX	210.00
		171XXXXXXXX	222.50
		199XXXXXXXX	45,107.50
		211XXXXXXXX	3,060.00
		224XXXXXXXX	800.00
		225XXXXXXXX	300.00
		255XXXXXXXX	765.00
		263XXXXXXXX	255.00
		266XXXXXXXX	1,062.50
		283XXXXXXXX	425.00
		428XXXXXXXX	85.00
		435XXXXXXXX	42.50
			52,335.00

Personal Leave Reimbursement 2009-2010

	Paid		GROSS PAY
Sem-Monthly	7/7/2010	101XXXXXX	\$150.00
		171XXXXXX	\$85.00
		199XXXXXX	\$50,830.00
		211XXXXXX	\$2,677.50
		224XXXXXX	\$382.50
		255XXXXXX	\$637.50
		263XXXXXX	\$120.00
		266XXXXXX	\$340.00
		283XXXXXX	\$595.00
		285XXXXXX	\$85.00
		428XXXXXX	\$467.50
		435XXXXXX	\$120.00
			\$56,490.00

Personal Leave Reimbursement 2008-2009

	Paid		GROSS PAY
Sem-Monthly	6/26/2009	101XXXXXX	\$90.00
		171XXXXXX	\$510.00
		199XXXXXX	\$30,675.00
		211XXXXXX	\$85.00
		224XXXXXX	\$435.00
		244XXXXXX	\$90.00
		404XXXXXX	\$425.00
			\$32,310.00