

**AGENDA ITEM
BOARD OF TRUSTEES
AGENDA**

<input type="checkbox"/> Workshop	<input checked="" type="checkbox"/> Regular	<input type="checkbox"/> Special
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- (A) ☐ **Report Only** ☐ **Recognition**

Presenter(s):

Briefly describe the subject of the report or recognition presentation.

- (B) ☒ **Action Item**

GILBERTO GONZALEZ, SUPERINTENDENT

Presenter(s): JESUS ARTURO COSTILLA, EXEC. DIRECTOR OF HUMAN RESOURCES

Briefly describe the action required.

Consider and take action on the request to revise Board Policy DEA Local Compensation and Benefits Compensation Plan

- (C) **Funding source: Identify the source of funds if any are required.**

- (D) **Clarification: Explain any questions or issues that might be raised regarding this item.**

PROPOSED REVISIONS 01/08/19

The Superintendent shall recommend an annual compensation plan for all District employees. The compensation plan may include wage and salary structures, stipends, benefits, and incentives. [See also DEAA] The recommended plan shall support District goals for hiring and retaining highly qualified employees. The Board shall review and approve the compensation plan to be used by the District. The Board shall also determine the total compensation package for the Superintendent. [See BJ series]

Pay Administration

The Superintendent shall implement the compensation plan and establish procedures for plan administration consistent with the budget. The Superintendent or designee shall classify each job title within the compensation plan based on the qualifications, duties, and market value of the position.

Annualized Salary

The District shall pay all salaried employees over 12 months in equal monthly or bimonthly installments, regardless of the number of months employed during the school year. Salaried employees hired during the school year shall be paid in accordance with administrative regulations.

Pay Increases

The Superintendent shall recommend to the Board an amount for employee pay increases as part of the annual budget. The Superintendent or designee shall determine pay adjustments for individual employees, within the approved budget following established procedures.

Mid-Year Pay Increases

Contract Employees

A contract employee's pay may be increased after performance on the contract has begun only if authorized by the compensation plan of the District or there is a change in the employee's job assignment or duties during the term of the contract that warrants additional compensation. Any such changes in pay that do not conform with the compensation plan shall require Board approval. [See DEA(LEGAL) for provisions on pay increases and public hearing requirements]

Noncontract Employees

The Superintendent may grant a pay increase to a noncontract employee after duties have begun because of a change in the employee's job assignment or to address pay equity. ~~The Superintendent shall report any such pay increases to the Board at the next regular meeting.~~

Pay During School Closing

The Board delegates to the Superintendent the authority to direct the nonscheduled closing of a school provided that the Superintendent determines that such closing serves a public purpose. During any nonscheduled school closing, all employees shall continue to be paid for his or her regular duty schedule, provided that the

COMPENSATION AND BENEFITS
COMPENSATION PLAN

DEA
(LOCAL)

employee remains on standby to immediately return to work if so directed by the Superintendent. The Superintendent shall inform the Board as soon as practicable of the basis for such closing. Nothing contained herein shall prevent the Superintendent from scheduling necessary makeup days. [See EB for the authority to close schools.]

Hourly employees who are required to work during an emergency closing shall be paid at the rate of one and a half times their regular rate of pay for all hours worked up to 40 hours per week. Overtime for time worked over 40 hours in a week shall be calculated and paid according to law. The Superintendent or designee shall approve payments and ensure that accurate time records are kept of actual hours worked during emergency closings.