



UNITED INDEPENDENT SCHOOL DISTRICT AGENDA ACTION ITEM

TOPIC: Possible Action Regarding Board Policy DEA (LOCAL) Compensation and Benefits

Compensation Plan

SUBMITTED BY: Juan Cruz / Jaime Garcia **OF:** Attorney

APPROVED FOR TRANSMITTAL TO SCHOOL BOARD: _____

DATE ASSIGNED FOR BOARD CONSIDERATION: March 25, 2021

RECOMMENDATION: It is recommended that the United ISD Board of Trustees Discuss and take Possible Action Regarding Board Policy DEA (LOCAL) Compensation and Benefits, Compensation Plan

DH (LOCAL)

RATIONALE:

BUDGETARY INFORMATION:

POLICY REFERENCE & COMPLIANCE:

COMPENSATION AND BENEFITS
COMPENSATION PLAN

DEA
(LOCAL)

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

Subject to available District revenue, ~~the~~ Superintendent shall recommend to the Board an amount for employee pay increases as part of the annual budget.

**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.

**Position
Reclassification**

A position reclassification shall be the reassignment of a new job title and/or pay grade to an existing occupied or vacant position. The Superintendent shall have the sole authority to determine that a position reclassification is necessary in the best interest of the District, except that reclassification of an occupied or vacant position at the level of Coordinator or above shall require Board approval. If the Board does not approve a position reclassification at the level of Coordinator or above, the Superintendent may withdraw/rescind the position reclassification or offer alternative position reclassifications at a future Board meeting.

COMPENSATION AND BENEFITS
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(LOCAL)

Pay During Closing	During an emergency closure, all employees shall continue to be paid for their regular duty schedule unless otherwise provided by Board action. Following an emergency closure, the Board shall adopt a resolution or take other Board action establishing the purpose and parameters for such payments. [See EB for the authority to close schools]
Premium Pay During Disasters	Nonexempt employees who are required to work during an emergency closing for a disaster, as declared by a federal, state, or local official or the Board, shall be paid at the rate of one and one-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. [See DEAB] The Superintendent or designee shall approve payments and ensure that accurate time records are kept of actual hours worked during emergency closings.