

Consider Approval of the update to the 2023-24 Compensation Plan

1. Background

The special education department has seen a significant increase in requests for initial evaluations coming from Early Childhood Intervention (ECI), Response to Intervention (RTI) and Child Find process. In the past the district has relied on contract service providers to alleviate the load and meet timelines during increases in requests. In order to meet the demands, the special education department proposes the use of extra duty pay for our current staff to be compensated for performing additional evaluations on weekends and evenings in lieu of requesting assistance from outside contractors.

In October 2018 the school board approved this request. However, it was not included in the 2023-24 Proposed Compensation plan approved by the board in August 2023.

Add a position to the paraprofessional pay plan called Accounts Payable Clerk. The new position will be pay grade 5. Currently we have a position in the 2023-24 paraprofessional pay plan called Finance Department Support which is pay grade 7

2. Process

The director of special education assigns requests for initial evaluations to assessment staff based upon the area of concern and caseloads. Previously, when there is a plethora of requests the director assigned the additional cases to contract providers. With the use of extra duty pay, many of the additional cases will be assigned to our current staff.

3. Fiscal Impact

Our current assessment staff can complete the initial evaluations at approximately 40% of the cost of an outside vendor. UCISD assessment staff would earn \$50 per hour.

The addition of the accounts payable position will streamline the business office.

4. Recommendation

Approval to modify the 23-24 compensation plan to include the extra duty pay for special education assessment staff and the paraprofessional pay plan.

5. Required Board action

6. Contact person: Randall Harris