

Special Meeting
Friday, March 20, 2020 8:00 AM

Graham Learning Center
701 Tennessee St
Graham, Texas 76450

Agenda

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Consider Approval of an Amendment to policy DEA (LOCAL).....	1
Consider Approval of a Resolution Authorizing Administrative Response to Pandemic Emergency	1
Report of Current Administrative Plan to Address the Instruction of Graham ISD Students	1

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II. Consider Approval of a Resolution Authorizing Administrative Response to Pandemic Emergency	4
III. Report of Current Administrative Plan to Address the Instruction of Graham ISD Students	

COMPENSATION AND BENEFITS
COMPENSATION PLAN

DEA
(LOCAL)

PROPOSED REVISIONS

	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.
<i>Mid-Year Pay Increases</i> 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 Closing	If the Board chooses to pay employees during an emergency closure for which the workdays are not scheduled to be made up at a later date, then that authorization shall be by resolution or other Board action and shall reflect the purpose served by the expenditure. [See EB for the authority to close schools]

COMPENSATION AND BENEFITS
COMPENSATION PLAN

DEA
(LOCAL)

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.

**RESOLUTION OF THE GRAHAM ISD
AUTHORIZING ADMINISTRATIVE RESPONSE TO PANDEMIC EMERGENCY**

WHEREAS, the Board recognizes that on March, 13, 2020, the Governor of the State of Texas declared a statewide emergency, and later the same day, the President of the United States declared a national emergency regarding COVID-19; and

WHEREAS, the Board recognizes that COVID-19 is an unforeseen and unavoidable emergency of urgent public necessity, that the World Health Organization has declared COVID-19 a pandemic, and that additional emergency declarations may follow in the coming days and weeks; and

WHEREAS, the Board seeks to maintain a corps of dedicated and caring employees, increase morale, assist employees focus on work-related matters while at work, and facilitate the return to duty of employees if schools are closed; and

WHEREAS, the District wishes to provide the greatest amount of stability for students and staff while continuing to ensuring their safety; and

WHEREAS, Texas Education Code (TEC) Section 25.081 authorizes the Commissioner of Education to approve requests for a variance in total instructional minutes if the District is closed for disasters, floods, or extreme weather conditions or other emergencies that force the closing of schools; and

WHEREAS, TEC Section 48.005(d) authorizes the Commissioner of Education to adjust the average daily attendance of a district if the district is closed for disasters, floods, extreme weather conditions or other emergencies that have a significant effect on the district's attendance; and

WHEREAS, the Commissioner of Education has stated that TEC Section 21.401(c) represents a legislative determination that a public purpose exists to continue educators' salaries during times of emergencies; and

WHEREAS, the Commissioner of Education has stated that he will approve requests for a variance in total contract days if districts make such a request commensurate with the number of days the District is closed for emergencies; and

WHEREAS, all district employees—contractual and at-will—contribute to the achievement of the educational mission of Graham ISD; and

WHEREAS, paying at-will employees for emergency school closure days will enhance morale, reduce employee turnover, and reduce District exposure to unemployment claims;

WHEREAS, paying at-will employees who worked during the pandemic emergency a premium rate will encourage at-will employees to volunteer for critical duty during such emergencies; now therefore

BE IT RESOLVED:

1. That the Board of Trustees authorizes the Superintendent to petition the Commissioner of Education for a waiver of the number of minutes of instruction to accommodate all minutes lost due to closure for the pandemic emergency; and
2. That the petition request a shorter employment contract term commensurate with the number of days closed; and
3. That at-will employees not on unpaid leave be paid at their prevailing daily wage for any days school is and was closed for the pandemic emergency.
4. That at-will employees who are or were required work on days when schools were closed for the pandemic emergency be paid 1.5 times their regular hourly rate.

Passed by a vote of _____ to _____ on March, 2020.

President, Board of Trustees

Secretary, Board of Trustees