Monitoring Report - Executive Limitations Policy
EL-5, Staff Compensation

BOARD POLICY EXPECTATION

With respect to employment compensation and benefits for employees, the Superintendent shall not fail to employ the highest quality staff at the most reasonable cost to the district, nor jeopardize the fiscal integrity or public image of the district.

CERTIFICATION

I hereby present my monitoring report on Executive Limitations Policy EL-5 "Staff Compensations" in accordance with the monitoring schedule set forth in board policy. I certify that the information contained in this report is true as of April 26th, 2011.

Mark Mansell, Superintendent

SUPERINTENDENT'S INTERPRETATION OF POLICY

I interpret staff compensations and benefits to be the compensation and support provided by the district to its employees in exchange for the services provided to accomplish the board's Ends policies. This effort manifests itself through the creation of equitable and appropriate wage schedules and benefit language within the negotiated agreements and in district policies.

REPORT

There are two specific areas described in this policy. The following will address each specific area of EL-5 as best as possible. At the time of this report, I believe that the district is in compliance with the Board's expectations.

1. ***The superintendent shall not change his or her own compensation and benefits, as evidenced by the annual contract and district records.*** **IN COMPLIANCE**
   The board approves the compensation and benefits for the superintendent through a written contract. The district fiscal officer and payroll clerk oversees the execution of the written contract and follows district policies and the state accounting manual for appropriately documenting all fiscal transactions, including superintendent compensation and benefits. State audits of these transactions also verify appropriate procedures and protocols are being followed.

2. ***The Superintendent shall not fail to recommend for board approval salary schedules that represent fair and competitive compensation for all employees.*** **IN COMPLIANCE**
   Each year, a recommendation is made to the board on wage/salary schedules for staff (typically in May or June depending on any contract negotiations and/or the budgeting timeline). Certificated staff (teachers) are paid from the state salary

schedule so there is no approval of their salary schedule required by the board other than the board's approval of a multi-year collective bargaining agreement that calls for paying teachers from the state salary schedule (which has already been accomplished). The board each year, as stated above, approves classified staff and administrative staff wages/salaries annually when changes are recommended. With the legislature of late consistently failing to approve their budgets on schedule, my recommendations to the board for wages and salaries has usually occurred at the June board meeting.

Recommendations for certificated administrative staff are based on a formula that is linked to the state teacher's salary scale that takes into account their longer work year and additional position responsibilities (a.k.a. the "headache factor"). Classified staff wage recommendations are made as per the collective bargaining agreement using the SIRS state-wide survey data to determine appropriate wages by comparing what our district pays relative to similar sized school districts around the state. The goal of this effort for classified staff is to make sure the wages we offer are maintained at just slightly above the average (mean) compensation for our employees relative to their peers throughout the state serving in districts of similar size (1,000 FTE to 1,999 FTE students).

With this in mind, the district is not bound to provide wage increases to classified staff, but use the SIRS data as a benchmark tool to objectively provide such increases as a goal. With teachers not receiving any cost of living allowances (COLAs) over the past couple of years, administrator salaries have not changed either. For all staff (classified and certificated), step increases for years of service and educational advancement (teachers only) have been provided in past years when called for within the wage/salary schedules.

A special note regarding classified wages: Since the district has faced significant budget reductions from the state over the past several years, we have simply worked to maintain the present wage schedule (including step increases) and did not utilize the SIRS data this past school year. The goal of this was to maintain services and hold onto our classified staff so as to avoid layoffs. It wasn't until February 2011 that we had to reduce classified staff hours to address the mid-year loss of K-4 enhancement funds from the state that we were promised when our budget was created in June of 2010. This reduction in hours impacted ten classified employees overall and resulted in two classified staff being laid-off from their positions as playground/cafeteria monitors.