

COMPENSATION AND BENEFITS
COMPENSATION PLAN

DEA
(LOCAL)

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| | <p>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]</p> |
| Pay Administration | <p>The Superintendent shall implement the compensation plan and establish procedures for plan administration consistent with the budget. The Superintendent or designee shall classify<u>classification</u> of each job title within the compensation plan <u>shall be</u> based on the qualifications, duties, and market value of the position.</p> |
| Annualized Salary | <p>Generally, the District shall pay all salaried employees over 12 months in equal monthly 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.</p> |
| Pay Increases | <p>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<u>Any</u> pay adjustments for individual employees; <u>shall be determined</u> within the approved budget following established procedures.</p> |
| Mid-Year <u>Midyear</u> Pay Increases | <p>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].]</p> |
| Contract Employees | |
| Noncontract Employees | <p>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.</p> |
| Pay During Closing | <p>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].]</p> |

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Premium Pay
During Disasters

District employees who are required to work ~~during an emergency closing for a disaster, as declared by a federal, state, or local official or to mitigate the Board, including reason for an emergency closing or~~ when District facilities are used for sheltering purposes, may be paid at the rate of one and one-half times their regular rate of pay for all hours worked ~~over~~up to 40 hours per week. All other nonexempt employees who are required to work during an emergency closing shall be paid their regular rate of pay.

Overtime for time worked over 40 hours in a week shall be calculated and paid according to law. [See DEAB] The Superintendent shall approve payments and ensure that accurate time records are kept of actual hours worked during emergency closings.