

SUPPORT STAFF COMPENSATION

The Superintendent or designee will annually research regional and statewide trends in employee compensation and consult with District employees to prepare competitive salary schedules for the Board to consider. These recommendations will fall within the constraints of demonstrated good stewardship of the District's finances. All salary schedules will be approved by the Board. Any District employee will be compensated according to the salary schedule for that position. In the case of compensation to a particular employee, the Superintendent or designee will make a recommendation to the Board based upon regional or statewide compensation data and consultation with the employee.

Unless an employee is paid in accordance with a salary schedule, the compensation of support staff will be determined by the Board after consideration of a recommendation from the Superintendent or designee. Only the Board has the authority to increase the compensation of an employee or grant that employee an extra-duty position or stipend.

When making compensation recommendations, the Superintendent or designee will consider all relevant factors including but not limited to those listed in Regulation GDBA-R.

Salary Schedules

The Board may annually review and adopt salary schedules for the various categories of support staff personnel. Each support staff member will be placed on the appropriate schedule commensurate with, but not limited to, the employee's job category and experience with the district, including but not limited to those in Regulation GDBA-R.

Compensation for Extra Duties

Additional Duties may be assigned to support staff without additional compensation. Extra duty with compensation is addressed in Policy GBAA.

Employee Responsibility

Employees are responsible for verifying that their salary schedule placement, compensation rate and paychecks are accurate. Employees are required to notify the District within 30 days of receiving an inaccurate payment, and failure to do so could lead to discipline, forfeiture of amounts owed or deductions for excess pay received, as allowed by law.

Compensation Disbursement

Support staff will be paid according to the Fair Labor Standards Act. Payment for extra duties that are seasonal or limited to a specific timeframe may be paid after the work is performed.

Adopted: November 14, 2017

Cross Refs: AC, Prohibition against Discrimination, Harassment and Retaliation
DLB, Salary Deductions