Kent ISD
Human Resources
and Legal Services

Memo

To: Kent ISD School Board

From: Coni Sullivan, Assistant Superintendent

CC: Kevin Konarska, Superintendent

Date: 6/5/2015

Re: 2015-2016 salary recommendations

Overall:

Unionized: In accordance with the tentative agreements, which are pending union ratification.

Non-unionized staff: See Attached

Non-Union Hourly Staff:

Per our discussions at the Board work session, it is our recommendation that we implement a sick leave payout for this group. All other employee groups within the organization are allowed to cash-out accumulated sick leave or receive a lump sum severance in lieu of sick leave payout upon retirement with a requisite number of years of service. It appears equitable that we mirror the sick leave payout offered to unionized hourly staff. The payout schedule is as follows:

- Following fifteen (15) years of service with KISD a non-union hourly staff member will receive, upon retirement, $17 per day for unused sick days up to 200 days.

Further, it is our intention to create a small committee to review career advance opportunities within this group. Unlike the previous step and classification schedule, staff members in this classification do not have any opportunities for upward mobility within the organization. It is our goal to establish such a system, which will be brought to your for approval at a later date.

Equity adjustments:

Attached, you will find the recommendation forms for salary adjustments. We implemented a new process this year, whereby the supervisor submitting the recommendation(s) was asked to provide justification for the adjustments. The justification was either by way of explanation of additional responsibilities added to the position, or salary data supporting an equity adjustment to being the salary within comparative position salary ranges. All recommendations were considered by Cabinet. Supervisors were notified as to whether they were approved and denied. All those approved at the Cabinet level are attached for final Board approval.

2015-2016 non-union salary recommendation

Step Eligible Staff (those on salary schedules):

- Step and 1% on schedule

Non-Step Eligible Staff (those not on salary schedules or at the top of schedule):

- Step equivalent on base, 1.0% sum off schedule (.5% paid in December and .5% paid in June)