
To: All Administrators and Professional Technical Employees
From: The Administrative and Professional/Tech Compensation Committee
Topic: 2009-2010 Compensation
Date: Updated as of August 7, 2009

2009-2010 Compensation Agreement

The items in red are new or changed from June 2009.

The following details describe compensation for all employees on the Administrative and Professional/Technical (APT) pay scale. The intent is to offer a package in line with budget realities and what other employee groups will be receiving.

1. Payment of an additional 0.90 % to PERA, required by state statute, for all employees.
2. **Variable pay component of up to 2%**, payable in October, based upon meeting strategic plan results.
3. Base pay increase effective June 16 for year-round employees and August 16 for school-based employees or any central employees who do not work year round.
4. **Cost of living increase of 1% reflected on August checks for year-round APT employees and September for school-based and any central employees who do not work year round.**
5. **Salary ranges will be adjusted by 1%.**
6. In all cases, any employee receiving an overall evaluation rating of “does not meet standards” will have no pay increase other than the 0.9% PERA contribution.

Variable Pay: (Earned in 2008-09, payable in October 2009)

- **Any administrator/professional/technical staff member with an effective start date prior to April 1, 2009, will participate in variable pay. In prior years variable pay included a base pay increase and a one-time payment. For the 2009-10 school year, the variable pay component includes only a one-time payment for all qualified employees of up to 2% contingent on achieving 80% of the strategic plan goals and an overall evaluation rating of “meets all” or “exceeds in one or more standards.” See below for how base salary increases are being address for the 2009-10 year.**

Base Salary Increase:

Employees on the APT scale will have their base pay increased by a defined percent. The amount received will be based upon 2008-09 salary and will be greatest for those at the lower end of the salary range. The following chart outlines the base pay increases, by quartile. Placement in the quartile can be determined using the quartiles chart on the following page. The increase will be effective June 16, 2009, for year-round administrators and August 16, 2009, for school-based employees or any central employees who do not work year-round. The increases are based upon achieving a weighted average increase equal to the average value of a step increase that other employee groups will receive.

Rate Increase	Quartile
0%	If overall evaluation rating is 'does not meet standards'
3.80%	For those in 1 st quartile
3.00%	For those in 2 nd quartile
2.30%	For those in 3 rd quartile
1.50%	For those in 4 th quartile

Quartiles: Please use the following chart, with your 2008-09 salary information, to determine which quartile you are currently in. Any base increase is based on this information.

To determine your grade, log on to: ESS>Self-Service>Payroll and Compensation>Compensation History
 Click on the linked date for your most recent compensation increase to find your grade. You can ignore the step which says Step 1 for all employees on the APT pay scale.

GRADE	Minimum	1st quartile Equal to or greater than minimum, but less than:	2nd quartile Greater than 1st quartile, but less than:	3rd quartile Greater than 2nd quartile, but less than:	4th quartile Greater than 3rd quartile, but less than:
1	43,737	48,048	52,358	56,668	60,978
2	51,858	56,987	62,115	67,244	72,372
3	54,171	59,533	64,894	70,255	75,616
4	57,014	62,663	68,311	73,959	79,607
5	59,488	65,385	71,282	77,179	83,076
6	62,382	68,351	74,320	80,289	86,257
7	67,202	73,875	80,548	87,221	93,894
8	71,870	79,014	86,157	93,300	100,443
9	75,483	82,992	90,500	98,008	105,516
10	77,694	85,425	93,155	100,885	108,615
11	81,969	90,129	98,289	106,449	114,608
12	84,351	92,751	101,150	109,550	117,949
13	90,279	99,088	107,896	116,705	125,513
14	99,848	112,209	124,569	136,930	149,290

Cost of Living Increase

- A cost of living increase of 1% will be reflected on August checks for year-round APT employees and September for school-based and any central employees who do not work year round.

Salary Ranges:

- Each grade range will be adjusted by 1%.

Questions can be referred to Amy Weber, Executive Director of Human Resources, 982-6516, and Michael Long, Executive Director, JCAA at 982-6839, opt. 2.

Members of the Committee: Warren Blair, Greg Bushey, Frank DeAngelis, Lorie Gillis, Michael Long, Rick Myles, Luann Schwartz, Bob Smith.