



Board Agenda Item #	II A – Recommended Action Items
Date:	05.07.2019
To:	Stakeholders Committee of Magnolia Board of Directors
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead:	Suat Acar, COO
RE:	MPS School Site Classified Employees’ Pay Raise Schedule for 2019-20

Proposed Board Motion

I move that the board approves the Pay Raise Schedule of the hourly/annual gross rates of the MPS Classified employees as presented below.

Introduction

The Home Office plans to make the following increases to our classified employees (whose payroll codes are 2400 & 2900) based on performance ratings each employee gets after being evaluated by their direct supervisors (principals, deans, related home office staff). Each staff member will get the following performance evaluation ratings from their supervisors with respect to the MPS Generic Evaluation Form in Appendix 1:

- **Ineffective:** Employee does not meet expectations. Assigned a **1 out of 4** based on his/her overall evaluation. Employee will not be offered a renewal agreement for 2019-20.
- **Developing:** Employee has room for improvement. Assigned a **2 out of 4** based on his/her overall evaluation. Employee gets the **2.5% default raise** to the existing hourly or annual rate.
- **Effective:** Employee meets expectations. Assigned a **3 out of 4** overall based on his/her overall evaluation. Employee gets a 2.5% default increase plus 1.5% performance increase= **4% raise** to the existing hourly or annual gross rate.
- **Highly effective:** Employee exceeds expectations. Assigned a **4 out of 4** based on his/her overall evaluation. Employee gets a 2.5% default increase plus 3.5% performance increase= **6% raise** to the existing hourly or annual gross rate.

Below chart is the summary of the proposed raise schedule.

Evaluation	Ineffective	Developing	Effective	Highly effective
Proposed	Non-renewal	2.5% raise	4% raise	6% raise

Background

Our nation experienced several school staff strikes throughout the 2018-19 school year. As a result of these strikes, the local school districts accepted significant levels of increases to the salaries, rates of their employees. MPS Board of Directors made a significant salary increase to

the teaching, non-classroom based staff and school administrators during the March 2019 board Meeting. The Home Office also wants to acknowledge the hard working classified staff with the salary/rate increases they deserve.

Analysis (If applicable)

The Consumer Price Index in the Appendix 2 (Department of Labor, Bureau of labor Statistics) reveals the average inflation rate for February 2019 (the price change in selected regions compared to 1 year prior to February 2019) in Los Angeles, Long Beach and Anaheim CA. MPS Home Office wants to make sure we make the bottom-line salary increases not less than the inflation rate as well as to honor the employees who meet and exceed the professional expectations set forth by their supervisors.

The additional 1.5% to effective staff members and 3.5% to highly effective staff members are proposed by home office to have a parallel way of appreciation to the board approved performance pays of teaching, non-classroom based staff & school leaders.

Below there are two charts. First one showing all the job titles, how many staff members exist, their part time or full time counts, average hourly rates MPS offered for 2018-19 school year and proposed increases based on the raise schedule in this document. The second one shows the estimated budget effects per site.

Some key notes from the charts:

- Per chart 1
 - currently there are 119 classified employees working in 10 MPS school sites.
 - 39 of them are part time and 80 of them are full time employees.
 - There are 33 different job titles/positions MPS used.
 - Average classified employee salary is \$20.22 per hour as of this fiscal year.
- Chart 2 shows the overall budget effect for the entire Magnolia Schools site by site.
 - *For the purpose of this analysis, all the classified employees are considered as highly effective staff members who will get 6% raise & as full time employees who will receive all the health and retirement benefits.*
 - By this way we aim to show the possible maximum budget effect over the 2019-20 budgets.
 - Per the chart 2 the overall effect of the proposed increases is (max) **\$361,136.61** across MPS.

MPS FY 2019-20 CLASSIFIED EMPLOYEES' PAY RAISE SCHEDULE ANALYSIS

CHART 1

		39	80	119	\$20.22	PROPOSED INCREASES		
	Classified Job Title	PT	FT	# of Emp.	Avg hourly rate	2.5% Inc.	4% Inc.	6% Inc.
1	Administrative Assistant	1	9	10	\$21.31	\$21.84	\$22.16	\$22.59
2	After School - Event Coordinator	4	1	5	\$18.60	\$19.07	\$19.34	\$19.72
3	After School Supervisor	1	1	2	\$16.00	\$16.40	\$16.64	\$16.96
4	Behavior Intervention Specialist	0	1	1	\$19.13	\$19.61	\$19.90	\$20.28
5	Campus Aide	1	1	2	\$16.38	\$16.79	\$17.04	\$17.36
6	Campus Supervisor	1	1	2	\$18.50	\$18.96	\$19.24	\$19.61
7	Custodian	1	6	7	\$16.52	\$16.93	\$17.18	\$17.51
8	Custodian - Office Clerk	0	1	1	\$16.65	\$17.07	\$17.32	\$17.65
9	Custodian-landscaper-handyman	0	1	1	\$19.51	\$20.00	\$20.29	\$20.68
10	Ela - Ss- Intervention	1	0	1	\$16.00	\$16.40	\$16.64	\$16.96
11	Eld - English Title 1	0	1	1	\$20.00	\$20.50	\$20.80	\$21.20
12	It Assistant	0	1	1	\$28.75	\$29.47	\$29.90	\$30.47
13	It Manager	0	4	4	\$34.97	\$35.84	\$36.37	\$37.07
14	It Personnel	0	1	1	\$28.28	\$28.99	\$29.41	\$29.98
15	Janitor	0	1	1	\$17.32	\$17.75	\$18.01	\$18.36
16	Janitor At After School	1	0	1	\$16.00	\$16.40	\$16.64	\$16.96
17	Librarian	0	1	1	\$22.00	\$22.55	\$22.88	\$23.32

18	Nurse Aide/Attendance Clerk	0	1	1	\$16.32	\$16.73	\$16.97	\$17.30
19	Office Assistant	0	1	1	\$24.87	\$25.49	\$25.86	\$26.36
20	Office Clerk	2	6	8	\$18.45	\$18.91	\$19.19	\$19.56
21	Office Manager	0	9	9	\$22.27	\$22.83	\$23.16	\$23.61
22	PACE Coordinator	0	1	1	\$25.49	\$26.12	\$26.51	\$27.02
23	Parent Engagement Aide	0	1	1	\$24.00	\$24.60	\$24.96	\$25.44
24	Psychologist	2	1	3	\$41.88	\$42.93	\$43.56	\$44.39
25	Security Officer And Ases	0	1	1	\$23.44	\$24.03	\$24.38	\$24.85
26	Sped Aide	11	16	27	\$18.07	\$18.52	\$18.79	\$19.15
27	Sped Assistant	0	3	3	\$19.97	\$20.47	\$20.77	\$21.17
28	Sped Paraprofessional	2	3	5	\$20.70	\$21.22	\$21.53	\$21.94
29	Substitute	0	1	1	\$18.75	\$19.22	\$19.50	\$19.88
30	Teacher Aide	8	2	10	\$16.55	\$16.96	\$17.21	\$17.54
31	Teacher Assistant	2	2	4	\$17.62	\$18.06	\$18.32	\$18.68
32	Test Coordinator/Computer Lab	1	0	1	\$20.00	\$20.50	\$20.80	\$21.20
33	Title 1	0	1	1	\$26.00	\$26.65	\$27.04	\$27.56

Assumptions:** 2080 annual hours, all employees considered full time, 30% health and retirement added

CHART 2	
SCHOOL	BUDGET EFFECT
MSA 1	\$60,499.62
MSA 2	\$30,445.39
MSA 3	\$32,023.81
MSA 4	\$23,745.80
MSA 5	\$29,318.78
MSA 6	\$11,386.00
MSA 7	\$45,107.59
MSA 8	\$36,279.86
MSA SA	\$65,396.54
MSA SD	\$26,933.22
TOTAL	\$361,136.61

Budget Implications

- Amounts/ Funding Source:
 1. The salaries are budgeted under Payroll expenses.
 2. Funding Sources may be LCFF or restricted funds such as special education federal or state funds.
 3. All of the MPS school budgets (except MSA 3) are prepared considering the possible maximum 6% increase across all classified employees. Therefore, schools are ready for these increases.
 - a. MSA 3 considered 4% increase for all of its employees and will act respectively. The chart-2 dollar amount for MSA 3 is calculated with respect to 4% increases.
- CFO Review: Approved

Exhibits (attachments):

- Appendix 1: Generic MPS Staff Evaluation Form
- Appendix 2: The Consumer Price Index in the Appendix 2 (Department of Labor, Bureau of labor Statistics) reveals the average inflation rate for February 2019 (the price change in selected regions compared to 1 year prior to February 2019) in Los Angeles, Long Beach and Anaheim CA

MPS GENERIC EMPLOYEE EVALUATION SUMMARY PAGE

Employee Information:

Name: _____ School: _____
 Present School Assignment: _____ Years at School: _____

Ratings of Employee Performance on the MPS Core Value Areas		
1: Below Standard, 2: Approaches Standard, 3: Meets Standard, 4: Exceeds Standard		
Area	Rating: (1-4)	
EXCELLENCE	1. Effectiveness	
	2. Efficiency	
	3. Ethics & Professionalism	
	4. Professional Growth	
INNOVATION	5. Information Literacy & Technology Skills	
	6. Critical Thinking & Problem Solving	
	7. Initiative & Creativity	
CONNECTION	8. Communication	
	9. Collaboration & Collegiality	
	10. Community & External Context	
(A) Total:		

Student, Parent, and Staff Voices		
(Score: 1-5 each)		
Voices	Score: (1-5)	
Student Voices		
Parent Voices		
Staff Voices		
(B) Total:		

Student Performance		
Student performance score as explained in the evaluation protocol (Out of 20 points)		
(C) Total:		

Employee's Overall Performance (Out of 100%)	
$(65/40) \times A + B + C =$	

Employee's Overall Evaluation Rating (1-4)		
<input type="checkbox"/>	Highly Effective (HE)	85% - 100%
<input type="checkbox"/>	Effective (E)	65% - 84%
<input type="checkbox"/>	Developing (D)	50% - 64%
<input type="checkbox"/>	Ineffective (I)	Less than 50%

Employee's Signature: _____ Evaluator's Signature: _____
 Date: _____ Date: _____

Note: Employee's signature on this form represents neither acceptance nor approval of the evaluation. It does, however, indicate that the employee has reviewed the evaluation with the evaluator and may reply in writing. The signature of the evaluator verifies that the evaluation has been reviewed and the proper process has been followed according to the MPS Generic Employee Evaluation Protocol.



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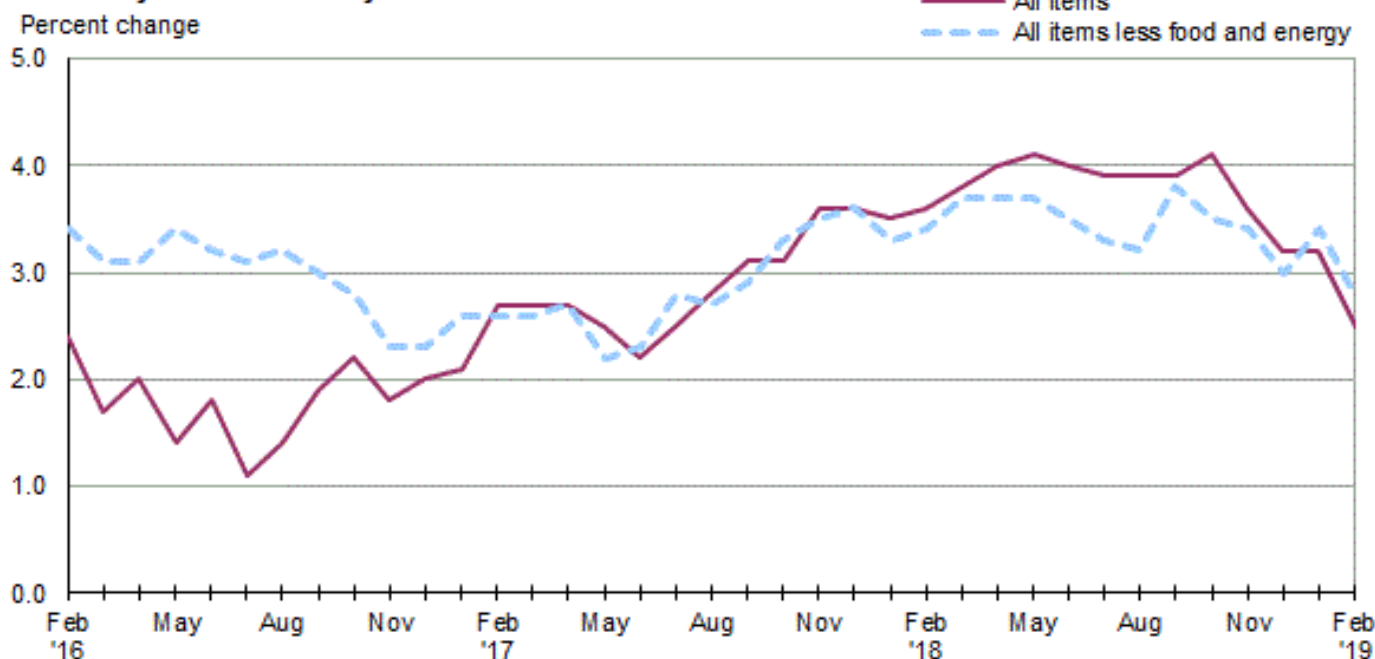
Consumer Price Index, Los Angeles area – February 2019

Area prices were up 0.1 percent over the past month, up 2.5 percent from a year ago

Prices in the Los Angeles area, as measured by the Consumer Price Index for All Urban Consumers (CPI-U), edged up 0.1 percent in February, the U.S. Bureau of Labor Statistics reported today. (See table A.) Assistant Commissioner for Regional Operations Richard Holden noted that the February increase was influenced by higher prices for shelter and gasoline. (Data in this report are not seasonally adjusted. Accordingly, month-to-month changes may reflect seasonal influences.)

Over the last 12 months, the CPI-U increased 2.5 percent. (See [chart 1](#) and [table A](#).) Energy prices declined 0.4 percent, largely the result of a decrease in the price of gasoline. The index for all items less food and energy advanced 2.8 percent over the year. (See [table 1](#).)

Chart 1. Over-the-year percent change in CPI-U, Los Angeles-Long Beach-Anaheim, CA, February 2016–February 2019



Source: U.S. Bureau of Labor Statistics.

Food

Food prices were unchanged for the month of February. (See [table 1](#).) Prices for both food at home and food away from home were unchanged for the same period.

Over the year, food prices advanced 2.3 percent. Prices for food away from home advanced 4.5 percent since a year ago, while prices for food at home were virtually unchanged.

Energy

The energy index crept up 0.1 percent over the month. The increase was mainly due to higher prices for gasoline (1.1 percent). Prices for electricity were unchanged, while prices for natural gas service declined 5.8 percent for the same period.

Energy prices declined 0.4 percent over the year, largely due to lower prices for gasoline (-2.5 percent). Prices paid for natural gas service rose 9.7 percent, and prices for electricity advanced 1.1 percent during the past year.

All items less food and energy

The index for all items less food and energy edged up 0.1 percent in February. Higher prices for other goods and services (0.6 percent) and shelter (0.3 percent) were partially offset by lower prices for recreation (-1.7 percent) and apparel (-1.5 percent).

Over the year, the index for all items less food and energy advanced 2.8 percent. Components contributing to the increase included shelter (5.1 percent) and education and communication (1.6 percent). Partly offsetting the increases were price declines in apparel (-3.8 percent) and recreation (-2.0 percent).

Table A. Los Angeles-Long Beach-Anaheim, CA, CPI-U 1-month and 12-month percent changes, all items index, not seasonally adjusted

Month	2015		2016		2017		2018		2019	
	1-month	12-month	1-month	12-month	1-month	12-month	1-month	12-month	1-month	12-month
January.....	-0.3	-0.1	0.7	3.1	0.9	2.1	0.8	3.5	0.7	3.2
February.....	0.7	0.1	0.0	2.4	0.6	2.7	0.7	3.6	0.1	2.5
March.....	1.0	0.5	0.3	1.7	0.3	2.7	0.4	3.8		
April.....	-0.1	0.5	0.2	2.0	0.2	2.7	0.4	4.0		
May.....	1.0	1.1	0.5	1.4	0.3	2.5	0.4	4.1		
June.....	-0.3	0.8	0.1	1.8	-0.2	2.2	-0.2	4.0		
July.....	0.7	1.4	0.0	1.1	0.3	2.5	0.2	3.9		
August.....	-0.3	1.1	0.0	1.4	0.3	2.8	0.2	3.9		
September.....	-0.4	0.7	0.2	1.9	0.4	3.1	0.5	3.9		
October.....	0.2	1.0	0.4	2.2	0.4	3.1	0.5	4.1		
November.....	0.0	1.6	-0.4	1.8	0.1	3.6	-0.3	3.6		
December.....	-0.1	2.0	0.0	2.0	0.0	3.6	-0.3	3.2		

The March 2019 Consumer Price Index for the Los Angeles-Long Beach-Anaheim area is scheduled to be released on April 10, 2019.

Consumer Price Index Geographic Revision for 2018

In January 2018, BLS introduced a new geographic area sample for the Consumer Price Index (CPI). As part of the new sample, Los Angeles and Riverside have separate indexes. Additional information on the geographic revision is available at: www.bls.gov/cpi/additional-resources/geographic-revision-2018.htm.

Technical Note

The Consumer Price Index (CPI) is a measure of the average change in prices over time in a fixed market basket of goods and services. The Bureau of Labor Statistics publishes CPIs for two population groups: (1) a CPI for All Urban Consumers (CPI-U) which covers approximately 93 percent of the total population and (2) a CPI for Urban Wage Earners and Clerical Workers (CPI-W) which covers 29 percent of the total population. The CPI-U includes, in addition to wage earners and clerical workers, groups such as professional, managerial, and technical workers, the self-employed, short-term workers, the unemployed, and retirees and others not in the labor force.

The CPI is based on prices of food, clothing, shelter, and fuels, transportation fares, charges for doctors' and dentists' services, drugs, and the other goods and services that people buy for day-to-day living. Each month, prices are collected in 75 urban areas across the country from about 5,000 housing units and approximately 22,000 retail establishments--department stores, supermarkets, hospitals, filling stations, and other types of stores and service establishments. All taxes directly associated with the purchase and use of items are included in the index.

The index measures price changes from a designated reference date (1982-84) that equals 100.0. An increase of 16.5 percent, for example, is shown as 116.5. This change can also be expressed in dollars as follows: the price of a base period "market basket" of goods and services in the CPI has risen from \$10 in 1982-84 to \$11.65. For further details see the CPI home page on the Internet at www.bls.gov/cpi and the BLS Handbook of Methods, Chapter 17, The Consumer Price Index, available on the Internet at www.bls.gov/opub/hom/homch17_a.htm.

In calculating the index, price changes for the various items in each location are averaged together with weights that represent their importance in the spending of the appropriate population group. Local data are then combined to obtain a U.S. city average. Because the sample size of a local area is smaller, the local area index is subject to substantially more sampling and other measurement error than the national index. In addition, local indexes are not adjusted for seasonal influences. As a result, local area indexes show greater volatility than the national index, although their long-term trends are quite similar. **NOTE: Area indexes do not measure differences in the level of prices between cities; they only measure the average change in prices for each area since the base period.**

The Los Angeles-Long Beach-Anaheim metropolitan area covered in this release is comprised of Los Angeles and Orange Counties in the State of California.

Information in this release will be made available to sensory impaired individuals upon request. Voice phone: (202) 691-5200; Federal Relay Service: (800) 877-8339.

Table 1. Consumer Price Index for All Urban Consumers (CPI-U): Indexes and percent changes for selected periods Los Angeles-Long Beach-Anaheim (1982-84=100 unless otherwise noted)

Item and Group	Indexes			Percent change from-		
	Dec. 2018	Jan. 2019	Feb. 2019	Feb. 2018	Dec. 2018	Jan. 2019
Expenditure category						
All items	267.631	269.468	269.608	2.5	0.7	0.1
All items (1967=100)	790.700	796.129	796.542	-	-	-
Food and beverages	261.875	263.128	263.133	2.2	0.5	0.0
Food	262.476	263.610	263.672	2.3	0.5	0.0
Food at home	254.461	253.860	253.890	0.1	-0.2	0.0
Cereals and bakery products	267.239	266.787	265.333	2.7	-0.7	-0.5
Meats, poultry, fish, and eggs	280.729	273.811	276.038	1.2	-1.7	0.8
Dairy and related products	242.143	241.170	246.272	2.3	1.7	2.1
Fruits and vegetables	336.731	339.832	333.006	-4.0	-1.1	-2.0
Nonalcoholic beverages and beverage materials(1)	260.932	265.622	270.972	5.6	3.8	2.0
Other food at home	197.268	197.640	195.949	-2.9	-0.7	-0.9
Food away from home	267.322	270.248	270.343	4.5	1.1	0.0
Food away from home	267.322	270.248	270.343	4.5	1.1	0.0
Alcoholic beverages	237.875	240.653	239.892	1.6	0.8	-0.3
Housing	306.739	309.193	309.497	4.6	0.9	0.1
Shelter	353.056	355.952	356.982	5.1	1.1	0.3
Rent of primary residence(2)	374.865	375.935	377.425	5.5	0.7	0.4
Owners' equiv. rent of residences(2)(3)	367.831	369.294	371.743	5.2	1.1	0.7
Owners' equiv. rent of primary residence(1)(2)	367.809	369.273	371.721	5.2	1.1	0.7
Fuels and utilities	329.083	328.241	325.201	2.8	-1.2	-0.9
Household energy	284.067	282.486	278.269	3.3	-2.0	-1.5
Energy services(2)	282.974	281.164	276.771	3.3	-2.2	-1.6
Electricity(2)	319.592	317.874	317.998	1.1	-0.5	0.0
Utility (piped) gas service(2)	245.309	243.082	229.026	9.7	-6.6	-5.8
Household furnishings and operations	118.987	120.705	119.497	1.5	0.4	-1.0
Apparel	103.518	108.962	107.306	-3.8	3.7	-1.5
Transportation	209.970	209.141	210.461	-0.1	0.2	0.6
Private transportation	208.021	206.710	207.378	0.3	-0.3	0.3
New and used motor vehicles(4)	91.518	92.091	91.772	-1.0	0.3	-0.3
New vehicles(1)	170.223	171.896	170.073	-0.1	-0.1	-1.1
Used cars and trucks(1)	266.041	267.062	267.527	0.5	0.6	0.2
Motor fuel	264.008	253.550	256.316	-2.5	-2.9	1.1
Gasoline (all types)	257.773	247.517	250.262	-2.5	-2.9	1.1
Gasoline, unleaded regular(4)	258.279	247.851	250.628	-2.6	-3.0	1.1
Gasoline, unleaded midgrade(4)(5)	248.378	238.913	241.180	-2.2	-2.9	0.9
Gasoline, unleaded premium(4)	245.834	236.805	239.351	-2.4	-2.6	1.1
Motor vehicle insurance(1)	774.857	774.857	774.857	3.6	0.0	0.0
Medical care	474.709	481.041	482.174	1.5	1.6	0.2
Recreation(6)	107.717	107.787	105.914	-2.0	-1.7	-1.7
Education and communication(6)	146.245	146.179	146.560	1.6	0.2	0.3
Tuition, other school fees, and child care(1)	1,893.973	1,893.973	1,893.391	6.6	0.0	0.0
Other goods and services	429.497	432.648	435.395	2.1	1.4	0.6
Commodity and service group						
All items	267.631	269.468	269.608	2.5	0.7	0.1
Commodities	180.223	181.312	180.663	0.0	0.2	-0.4
Commodities less food & beverages	137.783	138.740	137.885	-1.6	0.1	-0.6
Nondurables less food & beverages	185.434	186.137	184.882	-2.3	-0.3	-0.7
Durables	91.550	92.675	92.194	-0.5	0.7	-0.5

Note: See footnotes at end of table.

Table 1. Consumer Price Index for All Urban Consumers (CPI-U): Indexes and percent changes for selected periods Los Angeles-Long Beach-Anaheim (1982-84=100 unless otherwise noted) - Continued

Item and Group	Indexes			Percent change from-		
	Dec. 2018	Jan. 2019	Feb. 2019	Feb. 2018	Dec. 2018	Jan. 2019
Services.....	345.417	347.919	348.755	3.7	1.0	0.2
Special aggregate indexes						
All items less medical care.....	258.561	260.220	260.322	2.6	0.7	0.0
All items less shelter.....	230.095	231.460	231.196	0.8	0.5	-0.1
Commodities less food.....	142.134	143.151	142.287	-1.5	0.1	-0.6
Nondurables.....	224.768	225.740	225.033	0.1	0.1	-0.3
Nondurables less food.....	190.821	191.646	190.401	-2.0	-0.2	-0.6
Services less rent of shelter(3).....	343.732	345.710	346.278	1.7	0.7	0.2
Services less medical care services.....	333.981	336.054	336.890	3.9	0.9	0.2
Energy.....	272.892	265.455	265.805	-0.4	-2.6	0.1
All items less energy.....	269.401	271.869	271.996	2.7	1.0	0.0
All items less food and energy.....	270.898	273.579	273.716	2.8	1.0	0.1

Footnotes

(1) Indexes on a December 1977=100 base.

(2) This index series was calculated using a Laspeyres estimator. All other item stratum index series were calculated using a geometric means estimator.

(3) Indexes on a December 1982=100 base.

(4) Special index based on a substantially smaller sample.

(5) Indexes on a December 1993=100 base.

(6) Indexes on a December 1997=100 base.

- Data not available

NOTE: Index applies to a month as a whole, not to any specific date.