



MAGNOLIA PUBLIC SCHOOLS

Board Of Directors

Board Agenda Item #	II D
Date:	February 11, 2016
To:	Board of Directors
From:	Terri Boatman, Director of Human Resources
Staff Lead:	Terri Boatman, Director of Human Resources
RE:	Approval of Changes in Teacher's Salary Scale

Proposed Board Recommendation

I move that the Board forward the new teacher salary scale to the Personnel Committee for review.

Background

A review of salaries of public and charter school organizations shows that Magnolia Public Schools is currently paying teachers less than the market.

We held a meeting with teachers in December 2015, to discuss changes to the salary scale. Eventually, we would like to move to individual base salaries driven by length of service, however this is a two-part process.

The scale for 2016-2017 includes the following changes from the '15-'16 teacher salary scale:

- School base salaries have been increased 5%.
- The highest credential differential pay has been added to the base to compensate all teachers at the level that was reserved for those who hold credentials in English, Science or Math. (\$4060.00)
- Offer a testing stipend of \$3,000 for those teachers whose subjects are included on State Tests.
- Extra duty pay will continue as is with no change for the upcoming school year.

We believe that these changes are the first over the next two years to raise the salaries of our teachers to market rates. An increase in salary will mean greater retention of our current staff as well as the ability to recruit experienced teachers.

Budget Implications

Currently, the model indicates that these changes result in a 5% increase to current teacher salary budget.

Name of Staff Originator:

Terri F. Boatman, Director of Human Resource

Attachments

2015-2016 Salary Scale

2016-2017 Teacher Salary Scale

MPS EMPLOYEE PAY RAISE SCALE

SALARY CALCULATIONS

Components of Employee Salaries

A) School Level: Teaching Positions	
1	Base School Salary + Employee Qualifications Pay + Employee Performance Pay + Pay for Additional Duties
	--> Base Employee Salary

B) School Level: Administrative Positions	
1	Base School Salary + Employee Qualifications Pay + Employee Performance Pay
	--> Base Employee Salary

C) School Level: Classified Positions	
1	Base Classified Salary + Employee Qualifications Pay + Employee Performance Pay
	--> Base Employee Salary

D) CMO Level Positions	
1	Base CMO Salary + Employee Qualifications Pay + Employee Performance Pay
	--> Base Employee Salary

Narrative:
1) The MPS Board of Directors will closely work with the Central Office to review and update this employee pay raise scale and approve it at one of its meetings prior to the fiscal year to which it applies.
2) This Board-approved pay raise scale will be in effect as of July 1, 2015 and until the next Board approval of an updated scale. MPS reserves the right to modify this pay raise scale, as well as any policies affecting employee compensation, including but not limited to maintaining any pay raise scale at all.
3) This policy replaces and overrides any previous pay/bonus policy. As explained in this scale, performance pay is a component of employee salaries starting 2015-16.
4) This pay raise scale applies to all full-time teachers, administrators, classified staff and CMO employees as identified in the scale.
5) Employees currently receiving above the scale will continue to receive that amount until the scale catches up to that amount.
6) Retroactive salary increases are not permitted.
7) For employment-based visa holders, proposed salary based on scale cannot be under the prevailing wages as determined by the DOL.
8) Employees will be able to update their qualifications, such as degree, credential, etc., until August 20 of the new work year, and these updated qualifications will be used in salary calculations. For example; qualifications submitted by August 20, 2015 will be used in determining 2015-16 salaries.
9) Performance pay, based on the employee's performance points, is added to the employee's base salary. See "Employee Performance" for details.
10) Additional duties for employees will be assigned add-on points as explained further in this scale. These duties have to be approved by the school administration and the Central Office. The add-on points for such additional duties are not part of employee's base salary; they are earnings on top of the base employee salary designated for the extra duties performed for the specific year of service. Payment for additional duties will be made during and only for the fiscal year in which the duties are performed. See "Additional Duties" for details.
11) Whether identified or not in this scale, the Central Office will make the final determination regarding salary calculations for any employee at any position and has the authority to make any revisions based on changing budget conditions.

1) BASE SCHOOL SALARY

Base School Salary		
Location	School	Base
San Fernando Valley	MSA-1	\$40,600
San Fernando Valley	MSA-2	\$40,600
Los Angeles	MSA-3	\$41,615
Los Angeles	MSA-4	\$39,585
Los Angeles	MSA-5	\$40,600
Los Angeles	MSA-6	\$39,585
San Fernando Valley	MSA-7	\$40,600
Los Angeles	MSA-8	\$41,615
San Diego County	MSA-SD	\$40,600
Santa Clara County	MSA-SC	\$41,615
Orange County	PTS-SA	\$39,585

Narrative:

- 1) The Base School Salary for each school is determined based on the specific school budget, size, and challenge, as well as the cost of living at the school location.
- 2) Based on the above parameters, the Board may adjust the Base School Salaries each year.
- 3) The Base School Salaries will range from \$39,585-\$41,615.
- 4) The Base CMO Salary will be \$40,600.

2) EMPLOYEE QUALIFICATIONS PAY

A) School Level: Teaching Positions

Qualifications				
Field #	Qualification	Coefficient	Points	Max.
1	Subject Area	\$ 1,015	See table below.	4
2	Degree	\$ 1,015	1, 2 or 3. See notes.	3
3	Credential	\$ 1,015	1, 2 or 3. See notes.	3
4	Prior Experience	\$ 508	1 for each year up to 10 years	10
5	MPS Experience	\$ 1,015	1 for each year up to 15 years	15

Subject Area	Points
Math	4
Science	4
Computer*	4
English	4
Foreign Language	2
Social Studies	1
Visual & Performing Arts	1
PE	1
Elementary school	1

Narrative:

1) Subject Area refers to teaching subject area, and not graduation major. See the Qualifications table for different subject areas. MPS values and assigns importance to all subject areas. However, areas that are hard-to-staff and/or tested on the state assessment program will earn extra points as indicated in the table.

2) Degree: 1 point for each master's degree; 3 points for a doctoral degree

3) Credential: 1 point for California Clear Teaching Credential and 2 points for National Board Certification for a total of up to 3 points. Preliminary credential or additional number of credentials do not earn points.

4) Cap of 10 years will be applied for prior full-time, full-year teaching, administrative, and other related field work experience. Student teaching as part of the credentialing program does not count. Employees need to verify their prior employment. Final decision will be made by the Central Office.

5) MPS experience is valued more than prior experience and capped at 15 years. Full and partial years will be added and the sum will be rounded to the lower multiple of one-half.

* Computer teachers who also do I.T. for less than 50% of their time can earn add-on points for their I.T. duties. (See Additional Duties.) If they do I.T. for 50% or more of their time, then they will be regarded as I.T. Manager for salary calculations. (See Classified Positions Below.) Final decision will be made by the school administration and the Central Office.

B) School Level: Administrative Positions

Qualifications				
Field #	Qualification	Coefficient	Points	Max.
1	Position	\$ 1,015	See table below.	-
2	Degree	\$ 1,015	1, 2 or 3. See notes.	3
3	Credential/Certification	\$ 1,015	1 thru 5. See notes.	5
4	Prior Experience	\$ 508	1 for each year up to 10 years	10
5	MPS Experience	\$ 1,015	1 for each year up to 15 years	15

Position	Points
Education Specialist	6
College Advisor	8
Dean of Students	11
Dean of Academics	13
Assistant Principal	15
Principal (K-5)	20
Principal (6-8)	25
Principal (6-12)	30

Narrative:

1) Position refers to the job done, and not graduation major. See the next table for points for each position.

2) Degree: 1 point for each master's degree; 3 points for a doctoral degree

3) All positions can earn 1 point for holding a California Clear Teaching Credential, 1 point for holding a College Counseling Certificate, 2 points for National Board Certification, 3 points for holding a Tier 1 Administrative License, and 5 points for holding a Tier 2 Administrative License. Points can be added for a maximum of 5 points.

4) Cap of 10 years will be applied for prior full-time, full-year teaching, administrative, and other related field work experience. Employees need to verify their prior employment. Final decision will be made by the Central Office.

5) MPS experience is valued more than prior experience and capped at 15 years. Full and partial years will be added and the sum will be rounded to the lower multiple of one-half.

C) School Level: Classified Positions

Qualifications				
Field #	Qualification	Coefficient	Points	Max.
1	Base Classified Salary (BCS)	-	See table below.	-
2	Degree	\$ 1,015	1, 2 or 3. See notes.	3
3	Credential/Certification	\$ 1,015	See notes.	1
4	Prior Experience	\$ 508	1 for each year up to 5 years	5
5	MPS Experience	\$ 761	1 for each year up to 15 years	15

Position	BCS
Custodian	\$23,345
Office Assistant/Clerk	\$23,345
Teaching Assistant	\$24,360
Special Education Assistant	\$26,390
Library Technician	\$27,405
Campus Aide/Security Officer	\$27,405
Administrative Assistant	\$29,435
Office Manager	\$32,480
Librarian	\$45,675
I.T. Manager	\$55,825

Narrative:

- 1) Classified positions at the school level have a separate "Base Classified Salary (BCS)" as indicated in the next table. Therefore, "Base School Salary" used in the salary calculations for teaching and administrative positions is not counted in the salary calculations of classified employees. Classified employees start with a "Base Classified Salary" that corresponds to their position. They can also earn points for degree, credential/certification, and experience.
- 2) Degree: 1 point for each master's degree; 3 points for a doctoral degree
- 3) All positions can earn 1 point for holding a California Clear Teaching Credential or 1 point for holding a job related Certificate. The Central Office will make the final decision regarding what types of certificates can earn points.
- 4) Cap of 5 years will be applied for prior full-time, full-year teaching, administrative, and other related field work experience. Employees need to verify their prior employment. Final decision will be made by the Central Office.
- 5) MPS experience is valued more than prior experience and capped at 15 years. Full and partial years will be added and the sum will be rounded to the lower multiple of one-half.

D) CMO Level Positions

Qualifications				
Field #	Qualification	Coefficient	Points	Max.
1	Position	\$ 1,015	See table below.	-
2	Degree	\$ 1,015	1, 2 or 3. See notes.	3
3	Credential/Certification	\$ 1,015	1 thru 5. See notes.	5
4	Prior Experience	\$ 508	1 for each year up to 10 years	10
5	MPS Experience	\$ 1,015	1 for each year up to 15 years	15

Position	Points	Position	Points
Administrative Assistant	0	Math Coach	20
HR Admin	15	Coolsis Manager	30
Reporting and Student Informat	15	Recruitment Support and Qualific	20
Executive Assistant	15	Parent University Leader	20
Document Control Administrator	15	Director of Parent and Community	30
Accounts Payable	15	Director of Partnership Developm	30
Office Manager	15	Controller	30
Accountant	15	Director of New School Developm	30
Payroll Specialist	15	Director of Talent	30
Budget Analyst	15	Director of Instructional Technolog	30
Purchasing Manager	15	Infrastructure/Telecom Manager	35
Financial Analyst	20	Director of Student Affairs	35

Narrative:

- 1) Position refers to the job done, and not graduation major. See the next table for points for each position.
- 2) Degree: 1 point for each master's degree; 3 points for a doctoral degree
- 3) All positions can earn 1 point for holding a California Clear Teaching Credential, 1 point for holding a job related Certificate, 2 points for National Board Certification, 3 points for holding a Tier 1 Administrative License, and 5 points for holding a Tier 2 Administrative License. Points can be added for a maximum of 5 points.
- 4) Cap of 10 years will be applied for prior full-time, full-year teaching, administrative, and other related field work experience. Employees need to verify their prior employment. Final decision will be made by the Central Office.
- 5) MPS experience is valued more than prior experience and capped at 15 years. Full and partial years will be added and the sum will be rounded to the lower multiple of one-half.

Literacy Coach	20	Deputy Chief Academic Officer	40
Testing Coordinator	20	Chief of Staff	45
IT Manager	20	Chief External Officer	45
Blended Learning Coordinator	20	Chief Information Officer	45
Ops Systems and Knowledge Management Manager	20	Chief Growth Officer	45
Personnel Manager	20	Chief Academic Officer	45
Instruction and Curricular Model	20	Chief Financial Officer	45
Revenue and Compliance Manag	20	Chief Executive Officer	55

4) PAY FOR ADDITIONAL DUTIES

The coefficient for additional duties: \$1,000

Additional Duties	
Duty	Add-on Points
Discipline coordinator	5.0
I.T. coordinator	5.0
Testing coordinator	4.0
RTI coordinator	3.0
EL coordinator	2.0
AR coordinator	2.0
After-school coordinator	2.0
Department chair	1.5
AP teacher	1.5
SST coordinator	1.0
Extracurricular activities coordinator	1.0
WASC self-study coordinator	1.0
Science festival coordinator	1.0
TIE coordinator	1.0
Athletic director/coach	1.0
Grade level chair	1.0
Additional teaching period for teachers	1.0
SWPBS team member	0.5
B TSA mentor	0.5
STEM club	0.5
Extra club	0.5
Special competition coach	0.5

Narrative:

- 1) The coefficient for additional duties is \$1,000 per point.
- 2) Additional duties for employees will be assigned add-on points as indicated in the next table. These duties have to be approved by the school administration and the Central Office annually prior to the duties are performed.
- 3) The add-on points for additional duties are not part of employee's base salary; they are earnings on top of the base employee salary designated for the extra duties performed for the specific year of service.
- 4) Payment for additional duties will be made during and only for the fiscal year in which the duties are performed. Depending on the duties, this amount can either be included in the monthly salary or paid to the employee in several installments.
- 5) STEM clubs include A+, Lego, Science, and other approved STEM clubs.
- 6) Special competitions include MathCounts, Lego, County Science Fairs, Spelling Bee, Academic Decathlon, Art contests, and other approved competitions.
- 7) Extra clubs are clubs employees offer in addition to their required two (2) after-school tutoring/club sessions.
- 8) Each additional weekly teaching hour over the regular 25 hours, plus 2.5 hours of SSR/Advisory, will earn the employee 1.0 point for their annual salary. For example; a teacher teaching 27 hours, plus 2.5 SSR/Advisory per week, will earn 2.0 add-on points.
- 9) Payments for any additional duties not described herein (Saturday tutoring, summer school, hourly duties, etc.) will be resolved by the school administration and the Central Office.
- 10) Exceptions: Principals, assistant principals, and deans do not earn add-on points for any of the additional duties listed in this table. I.T. manager (classified) does not earn add-on points for I.T. coordination. RTI coordinator does not earn add-on points for SST coordination. After-school coordinators do not earn add-on points for after-school coordination if they are already being paid separately for that duty, e.g., through an after-school grant.
- 11) The payment of additional duties pay does not alter/impair the exempt nature of any positions qualifying as exempt under applicable law.

3) EMPLOYEE PERFORMANCE PAY

Available Performance Pay		
School Level: Teaching Positions	\$2,000	maximum
School Level: Administrative Positions	\$2,000	maximum
School Level: Classified Positions	\$1,000	maximum
CMO Level Positions	\$2,000	maximum

Performance Categories		
Category	Points	Earns % of Available Performance Pay
Supervisor's Evaluation:		
Overall Rating: Excellent	100	100%
Overall Rating: Proficient	75	75%
Overall Rating: Needs Improvement	50	N/A
Overall Rating: Unsatisfactory	0	N/A

Narrative:
<p>1) The Central Office will develop a performance evaluation system where employees will earn annual performance points out of 100.</p> <p>2) Employees who earn more than 50 annual performance points will earn the respective % of the available performance pay in their category. For example; a classified employee who earns 75 performance points will earn 75% of the available performance pay for a classified employee.</p> <p>3) Starting with the 2015-16 school year, available performance pay will be an additional \$2,000 (for school level teaching and administrative positions and CMO level positions) or \$1,000 (for school level classified positions) to the employee's base salary. These amounts will be in effect until the next Board approval of an updated/revised scale.</p> <p>4) For 2015-16 salaries, the only performance category included in the performance pay is the supervisor's evaluation in 2014-15. The supervisor's evaluation will result in an overall rating of either Unsatisfactory, Needs Improvement, Proficient or Excellent. Employees with a Proficient overall rating will earn 75 performance points, hence 75% of the available performance pay. Similarly, employees with an Excellent overall rating will earn 100 performance points, hence 100% of the available performance pay.</p> <p>5) Sample calculation: Teachers will earn performance pay out of \$2,000 based on their performance points. While 100 points will earn the teacher the whole available pay of \$2,000, 75 points will earn \$1,500. Similarly, a classified employee will earn \$1,000 performance pay for 100 points and \$750 for 75 points.</p> <p>6) Performance points are given only to existing full-time employees who have completed a full year at MPS based on their performance in the finished year. Corresponding performance pay is included in next year's salaries starting 2015-16.</p> <p>7) MPS believes in use of data in determining employee performance. Therefore, the Central Office will work on a plan for the coming years to include other performance categories such as surveys and assessment data, and present it to the Board for approval.</p>

MPS Teacher Salary Scale 2016-17

Teacher Salary

School Base Pay
+ Qualifications Pay
+ Performance Pay
+ Extra Duty Pay

Extra Duty Pay*

Testing Stipend	\$3,000.00
Sign-On Stipend	\$2,500.00

* No Changes from last year. Same amounts and co-efficients apply
 Adding Testing Stipend for those subjects are State Tested
 Sign-On Stipend based on the needs of the school and their budget

School Base Salaries

MSA 1	\$ 46,690.00
MSA 2	\$ 46,690.00
MSA 3	\$ 46,690.00
MSA 4	\$ 45,519.25
MSA 5	\$ 46,690.00
MSA 6	\$ 45,624.25
MSA 7	\$ 46,690.00
MSA 8	\$ 46,690.00
MSA SD	\$ 46,690.00
MSA SA	\$ 45,624.25
MSA SC	\$ 46,690.00

Qualifications Pay*

	Amount	Points	Max
Degree	\$ 1,015.00	1, 2, 3	3
Prior Exp	\$ 580.00		10 years
MPS Exp	\$ 1,015.00		15 years

*Credential Differential eliminated from last year

New Salaries Based on the following equation: 5% over last year+equity adjustment of \$4060 for previous credential differential.