

THE SCHOOL BOARD OF ALACHUA COUNTY, FLORIDA
APPROVED MINUTES OF ADMINISTRATIVE SALARY STUDY WORKSHOP
March 7, 2006

The School Board of Alachua County, Florida, met in workshop session duly called at 3 p.m. in Conference Room E, 620 East University Avenue, Gainesville, Florida. Present were: F. Wesley Eubank, Chairman; Virginia S. Child, vice-chairman; Eileen Roy and Janie S. Williams, member; W. Daniel Boyd, Jr., superintendent; and staff members. Absent: Tina Pinkoson, board member.

The workshop was called to order by Superintendent Boyd.

The purpose of this workshop is for discussion of Administrative Salaries

- Notebooks were distributed which contained the following information:
 - Outline of workshop scope (PowerPoint presentation)
 - Current administrative salary schedule and salary footnotes
 - Proposed administrative salary schedule
 - Comparative statewide administrative salaries
 - Principal, assistant principal, and other administrator salaries
 - List of Teachers on Special Assignment (TSAs) with salaries
 - Law regarding sick and vacation leave
 - Current sick and vacation policy (page 49 of administrative salary footnotes)
 - Administrative Pool information
 - List of DROP members with anticipated retirement dates
 - Unweighted FTE student enrollment (October 2005)
- Purpose of Administrative Salary Study was to address issues regarding
 - ❖ Administrative entry level salaries
 - ❖ Inequities in the current administrative salary schedule
 - ❖ Numbers of retiring administrators
 - ❖ Potential for administrative replenishment through the Administrative Pool
 - ❖ Terminal sick leave and vacation leave issues
- Task accomplished by
 - ❖ Establishing committee of various school-based administrators and district level administrators
 - ❖ Requesting input from principals and assistant principals at monthly meetings
 - ❖ Requesting input from all district level administrators
 - ❖ Compiling salary schedule information from other districts in Florida
 - ❖ Researching information from past salary studies
- Issues identified
 - ❖ Low entry level salaries
 - ❖ Unequal salary increases between steps
 - ❖ Promotion from instructional schedule
 - ❖ Promotion within administrative schedule
 - ❖ Teachers on Special Assignment
 - ❖ Elementary assistant principals
 - ❖ Miscellaneous issues
 - ▶ Terminal pay for sick and vacation leave
 - ▶ Individual salary freezes
 - ▶ Minimal salary range movement

- ▶ Movement to lower pay grade
- ▶ Compensation of high school principals
- ▶ Off-schedule salary placement
- ▶ Compensation for size of school

- Reviewed data on districts of similar size and/or geographic proximity—entry level salary comparison by position and district

- Reviewed state average salary comparisons (2004—2005)

- Issues reviewed
 - ❖ Unequal salary increases between steps vary—2-3%, 2-4%, 4-7%
 - ❖ Current procedure for promotion from instructional schedule to administrative schedule
 - ▶ Promotion from instructional salary schedule – individuals promoted to an administrative position directly from classroom shall be placed on pay grade assigned the administrative position as follows:
 - Convert current salary to Master’s degree experience level, divide annual amount by 10, multiply results by 12
 - Locate salary step on correct grade closest to, but not less than, calculation above
 - Place individual on schedule and advance one step, add degree supplements as appropriate

 - ▶ Results
 - Hourly rate as administrator is less than instructional
 - When CRTs, BRTs and AP interns promoted to principal, placed higher than those promoted from assistant principal at middle school or high school level
 - When teachers with 23+ years of experience promoted to assistant principal, placed higher than seated assistant principals

 - ❖ Teachers on Special Assignment
 - ▶ Paid on instructional salary schedule
 - ▶ Receive additional salary for extended year
 - ▶ Receive an additional \$1706 supplement
 - ▶ Receive pay for all accrued sick leave at retirement
 - ▶ Often earn more per hour than experienced administrators
 - ▶ Often earn more annually than experienced administrator

 - ❖ Elementary Assistant Principals
 - ▶ Ten-month employees
 - ▶ Recruitment and retention problematic

 - ❖ Terminal pay for sick and vacation leave
 - ▶ Current procedure limits terminal sick and vacation leave payment
 - ▶ Refer to page 49 of current salary schedule

 - ❖ Miscellaneous issues
 - ▶ Some administrators’ salaries frozen in past
 - ▶ Minimal range movement in past years
 - ▶ Some salaries not reflective of reassignment to lower pay grade

- ▶ Compensation for high school principals not commensurate with time and responsibilities
- ▶ Off-schedule placement
- ▶ Promotion procedures

➤ Recommendations

- ❖ Increase entry level salaries
 - ▶ Drop existing steps 0-2
 - ▶ Add 3 levels to top
 - ▶ Enhance recruitment and retention
 - ▶ Equalize salaries with
 - Teachers receiving National Board supplements
 - Teachers teaching a 6th section (additional 20%)
 - Teachers on Special Assignment
- ❖ Equalize percentage increase between levels
 - ▶ Eliminate larger jumps between steps
 - ▶ Equalize percentage increase between all levels = 2%
 - ▶ Limit future and promotions to maximum within pay grade
- ❖ Placement on administrative schedule
 - ▶ Placement from instructional schedule at Level A
 - ▶ Placement from outside district at Level A with
 - Consideration of administrative experience
 - Internal equity; no one place higher than a seated administrator in same position with same level of experience
- ❖ Promotions
 - ▶ Placement on level that provides 8% increase or new minimum for pay grade, whichever is higher
 - ▶ Placement no higher than maximum for level
- ❖ School size supplement
 - ▶ Yearly supplement, based on October FTE, paid to principals
 - ▶ If moved to another school, supplement DOES NOT move with the individual (assigned to school)
 - ▶ Supplements
 - Elementary school: 700+ students = \$3,000
 - Middle school: 900+ students = \$3,000
 - High school:
 - 1200 – 1700 students = \$4,000
 - 1701 – 2200 students = \$5,000
 - 2201+ students = \$6,000
- ❖ Delete pay grade 12
 - ▶ Positions are on professional/technical schedule in other districts
 - ▶ Move pay grade 12 to professional/technical salary schedule
 - Manager 1
 - Food Service Specialist II
 - Pre-school Specialist
 - Program Specialist

- ▶ Place these positions on professional/technical schedule at pay grade 29; closest to but not less than current hourly rate
- ❖ Teachers on Special Assignment
 - ▶ Move selected TSAs from instructional schedule to administrative schedule
 - ▶ Pay grade is determined by administrative job description (i.e., coordinator, supervisor)
 - ▶ Positions become 12 month
- ❖ Convert elementary assistant principals to 12-month positions
 - ▶ Move position from 10-month to 12-month contract
 - ▶ Place position on pay grade 10 (currently vacant)
- ❖ Revise administrative sick and vacation buy terminal pay
 - ▶ Law
 - ▶ Align terminal sick leave pay out with instructional, ESP and professional/technical pay outs
 - ▶ Increase terminal vacation from 30 to 60 days (maximum allowable by law)
- ❖ Differentiated staffing
 - ▶ Pay school size supplements to specific professional/technical positions
 - Elementary school: 700+ students = \$500
 - Middle school: 900+ students = \$500
 - High school:
 - 1200 – 1700 students = \$1,000
 - 1701 – 2200 students = \$1,500
 - 2201+ students = \$2,000
- ❖ Reviewed proposed salary schedule
- ❖ Costs to implement new salary schedule (based on current number of people)
 - ▶ Estimated General Funds costs = \$534,160 including benefits
 - Supplements
 - Principal school size supplements = \$40,975
 - High school = \$23,414
 - Middle school = \$ 7,024
 - Elementary school = \$10,536
 - Professional/technical school size supplements = \$9,951
 - High school = \$7,024
 - Middle school = \$1,171
 - Elementary school = \$1,756
 - ▶ Estimated Federal Grant costs = \$40,990
 - ▶ Estimated Food Service costs = \$5,078
- ❖ Cost comparison percentages
 - ▶ Overall 2005-2006 administrative raises = 4.98% (not including supplements)
 - ▶ Proposed salary schedule = \$5.31% (difference of .33% from last year's administrative raises)



Discussion Session

Joan Longstreth: Tried to correct internal inequities, but could not correct everything that has happened over the years. If a new schedule is implemented, Human Resources would be responsible for implementing it and would hire everyone correctly so there is no perpetuation of the current situation which has accumulated over the years. There is no fixing everything until everyone who has been incorrectly placed on the schedule leaves the system. Biggest changes with new schedule would occur at the bottom of the pay schedule, which is where we thought Board wanted changes so new people can be attracted.

Ginger Childs: Is anyone frozen where they are now?

Joan Longstreth: No one is frozen; no one had money taken away now. All current employees placed on a level-based on where they fall right now. If someone was frozen for five years, committee did not go back and fix it.

Ginger Childs: Since this involves a considerable amount of money, could it be fixed in pieces? For example, could we say wouldn't do any supplements for school size this year. Look at in pieces; whatever comes up, decide what can be used to put into this year's administrative raises. Use that to implement as much of this as possible; may not get all implemented in one year. At some point need to look at and say – do we implement bottom half first and take older folks for granted because already there. Can't fix all at once; just don't have the money to do it. Need to make an attempt because problem will only get worse and will become harder and harder to attract people into administrative positions.

Joan Longstreth: Can recommend several things if Board tells committee what priorities are. New salary schedule addresses those persons at lower end; there isn't anybody at upper end that would get big salary increase – all at lower end. Last minute changes were made because number of employees getting .05% increase (involves mostly elementary principals who would get less than a half percent increase).

Ginger Childs: If just implemented proposed salary schedule, what would it cost us? Don't implement any other recommendations.

Joan Longstreth: Looked at entire problem but need Board direction. This is a beginning point. It may not have been apparent there were so many problems with current administrative salary schedule.

Ginger Childs: If new salary schedule implemented, where would it put us in state ranking?

Joan Longstreth: No way to figure out unless figure was based on what was given on web site, which is inaccurate. State rankings now include charter schools.

Dan Boyd: Board's recommendations will be taken into consideration and additional workshops will be scheduled until closure is reached. Can only use what committee has recommended as administrators are not a bargaining unit.

Wes Eubank: Need to encourage younger people to enter into administrative positions.

Workshop adjourned at 5:10 p.m.