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Human Resources, Recruiting and Performance Management

**SUBJECT: REQUEST FOR APPROVAL OF AMENDED MANAGERIAL
EXEMPT PERSONNEL SALARY SCHEDULE**

COMMITTEE: SCHOOL SUPPORT ACCOUNTABILITY

**LINK TO DISTRICT
STRATEGIC PLAN: GENERAL OPERATIONS**

On November 18, 2008, the School Board approved Resolution No. 1, 2008-2009 General Fund Fall Budget Review, Agenda Item E-14. This agenda item included an appropriation adjustment for a reduction in annual salary for non-school site Managerial Exempt Personnel (MEP).

In order to support the reduction in salary for non-school site MEP employees, the following revisions are recommended to the Managerial Exempt Salary Schedule:

- Delete pay grade 28
- Reduce the maximums of pay grades 26 and 27 by approximately 10%
- Reduce the maximums of pay grades 16 through 25 and pay grades S1, S2 and S3 by approximately 5%

As stated by the Superintendent, an in-depth salary analysis has been undertaken by Compensation Administration with stakeholder assistance.

The proposed 2008-2009 MEP Salary Schedule is attached for approval as well as the MEP salary analysis preliminary report.

RECOMMENDED: That The School Board of Miami-Dade County, Florida, approve the amended MEP Salary Schedule.

2008-2009
MANAGERIAL EXEMPT SALARY SCHEDULE
 (Effective December 12, 2008)

NON-SCHOOL SITE			SCHOOL SITE			SCHOOL POLICE		
Pay Grade	Minimum	Maximum	Pay Grade	Minimum	Maximum	Pay Grade	Minimum	Maximum
28	\$433,885	\$224,032						
27	\$424,037	\$202,625						
26	\$119,547	\$486,408						
25	\$118,819	\$460,934						
24	\$116,742	\$454,785						
23	\$94,992	\$444,594	P3	\$112,248	\$147,684			
			P2	\$102,810	\$144,939			
22	\$64,936	\$139,104	P1	\$98,315	\$142,194	S3	\$108,543	\$142,194
			VP	\$82,061	\$130,861	S2	\$97,753	\$133,954
21	\$78,698	\$130,864	AP 12M	\$79,866	\$125,358			
			AP 10M	\$71,854	\$111,167			
20	\$72,941	\$120,354						
19	\$67,859	\$143,533						
18	\$63,060	\$103,457						
17	\$57,054	\$91,764						
16	\$53,888	\$86,673						

Pay Grade
 27 - Deputy Superintendent
 26 - Associate Superintendent
 25 - Assistant Superintendent
 24 - Administrative Director
 23 - District Director
 22 - Executive Director

Pay Grade
 P3 - Principal - Senior High, Vocational/Technical Schools
 P2 - Principal - Middle, Opportunity, Adult, ESE Schools, and K-8
 P1 - Principal - Elementary
 VP - Vice Principal
 AP - Assistant Principal 12-Month - Community, Adult School
 AP - Assistant Principal 10-Month - Elementary, Middle, Senior High School

Pay Grade
 S3 - School Police Major
 S2 - School Police Captain
 S1 - School Police Commander

Managerial Exempt Personnel (MEP) Salary Analysis: Preliminary Report

At the Board Meeting of November 18, 2008, School Board Agenda Item A-3 stated that "staff will be conducting a salary analysis for the District that would look to create equity across position titles, pay grades, salaries and job duties." The following outlines the initial review of the MEP Salary Analysis and provides an update of the status of this study to date.

Compensation Administration performed a "current state" quantitative analysis of the MEP population's pay grades and salary ranges, initially dividing each pay grade's range into quartiles. The results of this basic analysis indicated that approximately 75% of all non-school site MEP salaries are at or below the midpoint of their respective salary ranges and approximately 85% of school-site MEP salaries are at or below the midpoint of their respective salary ranges. In addition, the initial data review indicated that not only are pay ranges very wide, but there is significant overlapping of pay ranges, and there is an inconsistent percentage difference between pay grades. The revised salary schedule being recommended to the School Board for approval at its January 14, 2009 Meeting will delete pay grade 28; reduce the maximums of pay grades 26 and 27 by approximately 10%; and, reduce the maximums of pay grades 16 – 25 and S1, S2 and S3 by 5%. This is a necessary step to carry out the MEP pay reductions authorized in School Board Agenda Item E-14, November 18, 2008. Although, this is a step in the right direction, the final analysis is on-going.

Concurrent to the internal review, District staff reached out to other School Districts to benchmark both their salary schedules and compensation policies. Presently salary schedules from the following school districts are being reviewed: Broward County, Palm Beach County, Hillsborough County, Orange County, New York, Los Angeles, Chicago, and Houston. The Council of Great City Schools (CGCS) has also been contacted to provide any resources or information to assist with the external benchmarking process. CGSC is in the process of gathering this data and hopes to have a report ready in early 2009.

After aggregating the aforementioned internal and external data, Human Resources has assembled a team of District stakeholders including representation from Compensation Administration, Labor Relations, School Operations, Curriculum and Instruction, Intergovernmental Affairs and the field (including Principals). This team has been tasked with (1) identifying problems with the current MEP salary schedule and compensation policies, as well as providing a historical context as to how the current system was derived, and (2) proposing a MEP Compensation plan that will provide equity across pay grades and job duties.

After multiple meetings, this group identified a few salient findings in the current MEP compensation system:

- (a) Disjointed promotion, reclassification, and demotion policies that usually result in illogical fiscal consequences to both the employee and District
- (b) Disproportionate compensation across the positions within the same pay grades with similar duties
- (c) Pay grade steps that do not equitably facilitate career paths for school-site and non-school site personnel

Thus far, potential solutions being discussed revolve around the following ideas:

- (a) Condense the salary schedule ranges into more narrow ranges and reconfiguring pay grades to be more linear
- (b) Reduce the salary increase percentage associated with promotions as well as address multiple promotions within one year
- (c) Add a reassignment process to the MEP manual that, should it result in a pay grade decrease, carry a salary decrease along with it
- (d) Update the MEP compensation guidelines to reflect resulting changes

Please note that all changes to the MEP compensation system requires a Meet and Confer with the Dade Association of School Administrators (DASA) and that School Board Rule 6Gx13- 4D-1.022, Manual of Procedures for Managerial Exempt Personnel be amended.

To date, the specifics of the aforementioned proposed solutions are being further researched and analyzed. The goal in this process is to create an equitable system that is not only fair, but also transparent in nature. The final proposals will be modeled using the current MEP employees.