

SENIOR MANAGEMENT COMPENSATION 2024-2025

April 10, 2024

3% COLA Effective July 1, 2024

| SENIOR MANAGEMENT | RANGE |
|--------------------------------|--------------|
| Chief Business Official | 306 |
| Director of Education Services | 304 |
| Director of Student Services | 304 |
| Director of Human Resources | 304 |

All positions on Management/Senior Management are considered part of the management team and are therefore excluded from any overtime provisions and these positions report directly to the Superintendent.

Senior Management Salary Schedule 2024-2025

| | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 |
|------------------|---------------|---------------|---------------|---------------|---------------|
| Range 300 | 109,231.02 | 114,761.12 | 120,570.53 | 126,674.46 | 133,088.16 |
| Range 301 | 114,700.19 | 120,507.04 | 126,608.44 | 133,017.07 | 139,751.98 |
| Range 302 | 120,424.54 | 126,520.85 | 132,925.68 | 139,654.23 | 146,724.28 |
| Range 303 | 126,451.03 | 132,853.30 | 139,579.33 | 146,645.56 | 154,068.55 |
| Range 304 | 132,766.99 | 139,489.17 | 146,550.34 | 153,969.52 | 161,764.49 |
| Range 305 | 139,405.38 | 146,462.76 | 153,876.84 | 161,666.73 | 169,851.45 |
| Range 306 | 146,381.50 | 153,791.79 | 161,577.87 | 169,757.49 | 178,351.01 |
| Range 307 | 153,696.57 | 161,476.31 | 169,652.11 | 178,240.54 | 187,263.15 |
| Range 308 | 161,383.63 | 169,553.09 | 178,136.44 | 187,155.23 | 196,629.79 |
| Range 309 | 169,460.42 | 178,038.69 | 187,052.40 | 196,521.89 | 206,471.25 |

Monthly Stipend

Cabinet members (Chief Business Official, Director of Human Resources, Director of Educational Services, and Director of Student Services) shall receive a monthly expense stipend of \$250 and Program Managers shall receive a monthly expense stipend of \$100, which shall not require documentation or reporting. This stipend shall be reported as taxable income and will not qualify as creditable compensation or retirement benefit purposes.

Step Placement

Initial placement on the schedule will be in accordance with established CRY-ROP Personnel/Human Resources policies, as approved by the Governing Board. Employees meeting the minimum requirements for a position will be placed on the range allocated for the position at step one (1). A maximum of one (1) additional step may be granted, placing the employee at step two (2) if the employee exceeds the minimum requirements for the position. The Superintendent may make an exception at their discretion to meet the employment needs of CRY-ROP.

Step Increases

Each eligible Classified, Professional/Technical, Management or Senior Management employee will receive a step increase on July 1 of each year, as approved by the Governing Board, with the following exceptions:

- Employees hired or promoted on or after March 1 will not move to the next step until July 1 following one (1) full year of service in that classification
- Each eligible classified employee will receive a step increase on July 1 of each year, with a positive evaluation, as approved by the Governing Board, unless there are no more steps available on that range.

No step increases will be approved for any other date during the year.

Promotions/Reclassifications

- An employee who receives a promotion to a higher salary range shall be placed on the Salary Schedule under the following conditions:
- If the employee exceeds the minimum requirements for the position, the salary placement will be Step 2.

Or

- The step of the salary range in the higher classification that is next above the rate the employee received in the previous position. Such increase will result in an amount at least equal to one step above the previous classification.

The Superintendent may make an exception of their discretion to meet the employment needs of CRY-ROP.

Doctoral Stipend

Doctoral stipend will be applied as an additional 2% of Range/Step placement on the first day of the month following receipt of the proof of eligibility.

Longevity Stipend (employees hired before July 1, 2023)

Longevity stipend begins July 1 *after the completion* of 10 years, 15 years, 20 years and 25 years of service. The stipend is applied as an additional percentage of Range and Step placement:

- 2% per year, starting July 1 of the 11th year of employment
- 4% per year, starting July 1 of the 16th year of employment
- 6% per year, starting July 1 of the 21st year of employment
- 8% per year, starting July 1 of the 26th year of employment

Longevity calculations start with the original date of hire, and include all years not impacted by breaks in service. See Reinstatement section below.

Employees hired on or after July 1, 2023, are not eligible for a longevity stipend.

Reinstatement

Any CRY-ROP employee who voluntarily resigns from his/her position, may be reinstated or reemployed by the Governing Board. Such reinstatement or reemployment occurring within 39 months of his/her last day of paid prior service, shall restore all of the benefits and burdens of a CRY-ROP employee in the class

to which he/she reinstated or reemployed and deduct the break in service from the *Original Date of Hire* for the purpose of longevity and years of service calculations. (BP 4117.2, 42172.2 and 4317.2)

*Effective 7/1/19 this provision shall only affect employees with reinstatement dates of 7/1/19 or thereafter.

Vacation Leave

All twelve-month managers shall have twenty-two (22) days of vacation per fiscal year or prorated share, based on assignment. A maximum of ten (10) days may be carried over from one year to the next, in which (5) of the ten (10) days may be paid out at the end of the fiscal year or an additional five (5) days aside from the ten (10) days carried over may be paid out at the end of the fiscal year Any additional days may only be carried over with the prior approval of the Superintendent or designee.

Sick Leave

Twelve (12) days of sick leave (or prorated amount) are provided per fiscal year. A maximum of 7 of these days may be used for Personal Necessity each year.

Memberships

CRY-ROP will pay individual Association of California School Administrators (ACSA) membership fees for each senior management employee.

Effective July 1,2024