

Employee Council Notes 3.28.2022

Virtual Meeting

- Welcome
- Compensation Update
 - Non-Licensed market analysis. We are looking at over 660 jobs and comparing them to surrounding districts and what the mid-point of the ranges would be. We are creating a spreadsheet to determine what the market is and we are aiming with our philosophy to be within 5% below the market. If it is greater than that then the decision is made to determine if the position should be moved up to the next range.
 - HR and Finance are working on a communication to share the information in mid April and are developing a compensation guidebook. We are working as quickly as possible to complete the process for all other employee groups.
 - Communication Suggestions
 - It was suggested that possibly at the next PD day on April 25th that HR hosts a webinar of sorts that could share the basic information with links and helpful information.
 - The money is not going to be distributed on a “first come, first served” basis. It will be done in an equitable manner for non-licensed.
 - Possible powerpoint presentation that department leaders can share with staff and refer to to get the correct information shared.
 - Voiceover update like done prior to the licensed communication
 - May be helpful if mentors possibly help communicate the information and then reach out to HR if there are additional, more detailed questions that come up.
 - There will be notifications in Workday and the individual increase notification and acknowledgement will be sent to each employee (our annual process)
 - Licensed
 - Starting as of Thursday of last week offer letters were being looked at due to trying to get those placed appropriately on the salary schedule.
 - Anyone that was sent an offer prior to that will be corrected through the process if they were not caught initially and placed on the salary schedule.
 - Salary Setting Information
 1. We know that we will need to open a window of opportunity to increase their education in Workday. This will be communicated when the window opens again to do so. Approximately June 1.
 2. Counseling offers are being done using the new allowance for the additional days that counselors work. It will include two lines on the compensation tab, with the step and lane they are being

placed on as well as the additional line that includes the pay for the additional days worked.

3. In April all licensed staff will be placed on their appropriate step and lane on the salary schedule and they will be notified.
4. In May the annual compensation statement will be sent out through Workday with the annual compensation for the next school year as they are each year.
5. Finance discussed the MLO questions that were brought up in order to sustain the increases. We currently have a fairly large “rainy day” fund in our reserves, but the Mill and Bond Exploratory Committee (MBEC) is the new committee that is exploring the possibility of another mill and bond in the next election.
6. All information has been and will continue to be shared with building leaders every week in Principal Notes.

- Next Employee Council meeting is April 25th