

Compliance with the Fair Labor Standards Act

E-110-P

The District will comply with all applicable aspects of the Fair Labor Standards Act in the employment of exempt and nonexempt staff members.

Compensation of Staff Members

The Board must approve the compensation of all staff members of the District upon hire and periodically upon the recommendation of the Superintendent. Only the Board has the authority to set and change the compensation of employees.

Annually, the Board will adopt compensation structures upon the recommendation of the Superintendent and in accordance with the budget adopted by the Board. In accordance with state law, teachers will be paid pursuant to a salary schedule applicable to all teachers of the District and all full-time teachers will be compensated at a level not less than the minimum teacher's salary set by the state. State law requires that the teacher's salary schedule will be adopted annually prior to May 15th. The Board may choose to adopt salary schedules and/or wage schedules for non-teacher employee groups, such as administrators and members of support staff, and for extra duty assignments, or the Board may choose to set individual levels of compensation for non-teachers and for extra duties. The budget will be adopted no later than June 30th each year, which will include compensation levels for all employees for the upcoming school year.

Any salary/wage schedule adopted by the Board may be modified in accordance with the law and in accordance with any applicable employment contracts and/or collective bargaining agreements. The Board may elect to freeze the operation of some or all salary/wage schedules.

Employees who are under contracts of employment will not receive compensation in excess of the amount set forth in the contract of employment for the contract year unless the employee assumes additional or extra duties beyond the duties contemplated by the contract of employment.

Pay Periods

The Board will adopt a schedule for disbursement of compensation to employees of the District for regular duties and extra duties.

Payroll Deductions

The Board authorizes the Superintendent or designee to develop processes for payroll deductions related to employee requests and as otherwise permitted by law. Notice regarding payroll deductions processes will be included in the employee manual.