

TO: MEMBERS, BOARD OF EDUCATION

AMENDED

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: SEPTEMBER 15, 2015

SUBJECT: B.3.c APPROVE COMPENSATION ADJUSTMENT FOR ADMINISTRATIVE, CONFIDENTIAL, AND SPECIFIED UNREPRESENTED EMPLOYEES

ACTION

ISSUE: Shall the Board approve an increase in compensation for administrative, confidential and unrepresented employees for fiscal year 2015-16?

BACKGROUND: Consistent with the tentative OPTA and OPCA agreements, it is recommended that the Board approve a 6.0% increase to the salary schedule for all confidential and administrative employees, retroactive to July 1, 2015. It is also recommended that the annual District contribution for annual health and welfare benefits caps be increased by \$756 for employee-only coverage, by \$1,296 for employee + 1 coverage, and by \$1,644 for family coverage.

For unrepresented preschool staff members, it is recommended that the Board approve a 6.0% increase to the salary schedule for all confidential and administrative employees, retroactive to July 1, 2015. It is also recommended that the annual District contribution for annual health and welfare benefits caps be increased by \$756 for employee-only coverage, by \$1,296 for employee + 1 coverage, and by \$1,644 for family coverage. It is further recommended that the Board approve a 6.0% increase to the salary schedule for specified unrepresented positions, effective July 1, 2015. The specified employees include campus supervisors and classified substitutes.

The Disclosure of Collective Bargaining Agreement statement required by AB 1200 and GC 3547.5 is attached to this report. Also included is the proposed revision to the Administrative/Confidential, and Preschool salary schedules.

ALTERNATIVES:

1. Approve the proposed increases in compensation for administrative, confidential and unrepresented employees for fiscal year 2015-16.
2. Do not approve the proposed compensation increases.

RECOMMENDATION: Alternatives No. 1

Prepared by: Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT

In Accordance with AB 1200, AB 2756 and G.C. 3547.5

School District: OAK PARK UNIFIED SCHOOL DISTRICT

Name of Bargaining Unit: ADMINISTRATION AND CONFIDENTIAL

The proposed agreement covers the period:

Beginning: July 1, 2015

Ending: June 30, 2016

Employee Type:

Certificated: XX

Classified: XX

The proposed agreement will be acted upon by the Governing Board
at its meeting on: September 15, 2015

A. Proposed Change in Compensation:

Compensation		Cost Prior To Proposed Agreement	Fiscal Impact of Proposed Agreement		
			Current Year 2015-16	Year 2 2016-17	Year 3 2017-18
1.	Salary Schedule - Increase/(Decrease)	\$ 2,369,880	\$ 142,193 6.00%	\$ 142,193 6.00%	\$ 142,193 6.00%
2.	Step and Column - Increase/(Decrease) due to movement plus any changes due to settlement.		\$ 2,133 0.09%	\$ 2,165 0.09%	\$ 2,165 0.09%
3.	Other Compensation - Increase/(Decrease) (Stipends, Bonuses, Etc)		\$ %	\$ %	\$ %
4.	Statutory Benefits - Increase/(Decrease) in STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 361,170	\$ 21,670 6.00%	\$ 21,670 6.00%	\$ 21,670 6.00%
5.	Health/Welfare Benefits - Increase/(Decrease)	\$ 364,688	\$ 17,052 4.68%	\$ 17,052 4.68%	\$ 17,052 4.68%
6.	Total Compensation - Increase/(Decrease) (Total Lines 1-5)	\$ 3,095,738	\$ 183,048 5.91%	\$ 183,080 5.91%	\$ 183,080 5.91%
7.	Total Number (FTE) of Represented Employees	# 21	# 21	# 21	# 21
8.	Total Compensation Cost for Average Employee Increase/(Decrease) (Line 6/Line 7)	\$ 147,416	\$ 8,717 5.91%	\$ 8,718 5.91%	\$ 8,718 5.91%
9a.	Certificated Teacher's Salary (Excluding Benefits)				
	-Minimum Daily Rate	\$ 247	\$ 262 6.00%	\$ 262 6.00%	\$ 262 6.00%
	-Maximum Daily Rate *	\$ 540	\$ 572 6.00%	\$ 572 6.00%	\$ 572 6.00%
	-Substitute Daily Rate	\$ 115	\$ 115 0.00%	\$ 115 0.00%	\$ 115 0.00%
9b.	- Annual Health/Welfare Benefit amount per FTE	\$ 16,483	\$ 18,127 9.97%	\$ 18,127 9.97%	\$ 18,127 9.97%
	<input type="checkbox"/> Actual <input type="checkbox"/> XX Capped				

Please include comments and explanations as necessary:

Disclosure of Collective Bargaining Agreement

School District: OAK PARK UNIFIED SCHOOL DISTRICT

B. Proposed Negotiated Changes in Non-Compensation Items (class size adjustments, staff development, teacher prep time, etc.):

Memorandum of Understanding with OPTA to confirm maintenance of current CBA language with regard to K-3 class size grade span adjustment as required by LCFF.

C. What are the specific impacts on instructional and support programs to accommodate the settlement? (Include the impact of non-negotiated changes such as staff reductions and program reductions/eliminations.):

None.

D. What contingency language is included in the proposed agreement? (reopeners, etc.):

None.

E. Will this agreement create, increase, or decrease deficit financing in the current or future years?

This agreement does not create deficit financing in the current or future years.

F. Source of Funding for the Proposed Agreement:

1. Current Year:

Anticipated maintenance of enrollment/ADA levels and State-provided incremental funding increases toward LCFF target.

2. How will the ongoing cost of the proposed agreement be funded in future years?

Anticipated maintenance of enrollment/ADA levels and State-provided incremental funding increases toward LCFF target.

3. If multi-year agreement, what is the source of funding, including assumptions used, to fund these obligations in future years? (Remember to include compounding effects in meeting obligations):

Not applicable - settlement on salary and health benefits are for 2015-16 only; these articles are subject to negotiations each year.

G. Impact of Proposed Agreement on Current Year Unrestricted Reserves

1. State Reserve Standard

a. Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$ 42,913,545
b. State Standard Minimum Reserve Percentage for this District	3%
c. State Standard Minimum Reserve Amount for this District (Line 1 times Line 2 or \$65,000 for a district with less than 1,001 ADA)	\$ 1,287,406

2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

a. General Fund Budgeted <u>Unrestricted</u> Reserve for Economic Uncertainties	\$ 0
b. General Fund Budgeted Unrestricted Unappropriated Amount	\$ 689,007
c. Special Reserve Fund (17) Budgeted Reserve for Economic Uncertainties	\$ 1,247,163
d. Special Reserve Fund (17) Budgeted Unappropriated Amount	\$
e. Total District Budgeted Unrestricted Reserves	\$ 1,936,170

3. Do Unrestricted reserves meet the state standard minimum reserve amount?

☒ Yes

☐ No

H. Certification

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions in the agreement in accordance with the requirements of AB 1200 and G.C. 3547.5.

We hereby certify that the costs incurred by the school district under this agreement can be met by the district during the term of the agreement.

District Superintendent
(Signature)

September 8, 2015
Date

District Chief Business Official
(Signature)

September 8, 2015
Date

Disclosure of Collective Bargaining Agreement
School District: OAK PARK UNIFIED SCHOOL DISTRICT

	(Col. 1) Latest Board Approved Budget Before Settlement (As of July 1, 2015)	(Col. 2) Adjustment as a Result of Settlement	(Col. 3) Other Revisions	(Col. 4) Total Impact on Budget (Col. 1+2+3)
REVENUES				
LCFF Revenues (8010-8099)	33,639,052		(103,924)	33,535,128
Remaining Revenues (8100-8799)	9,746,099		16,474	9,762,573
TOTAL REVENUES	43,385,151	0	(87,450)	43,297,701
EXPENDITURES				
1000 Certificated Salaries	20,065,023	1,184,190	(200,000)	21,049,213
2000 Classified Salaries	5,914,205	335,294		6,249,499
3000 Employees' Benefits	7,986,861	421,134		8,407,995
4000 Books and Supplies	1,207,904			1,207,904
5000 Services and Operating Expenses	4,010,530		(75,000)	3,935,530
6000 Capital Outlay	418,180			418,180
7100-7499 Other	503,071			503,071
TOTAL EXPENDITURES	40,105,774	1,940,618	(275,000)	41,771,392
OPERATING SURPLUS (DEFICIT)	3,279,377	(1,940,618)	187,550	1,526,309
OTHER SOURCES AND TRANSFERS IN				
OTHER USES AND TRANSFERS OUT	1,142,153			1,142,153
*CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	2,137,224	(1,940,618)	187,550	384,156
BEGINNING BALANCE	1,030,841		58,499	1,089,340
CURRENT YEAR ENDING BALANCE	3,168,065	(1,940,618)	246,049	1,473,496
COMPONENTS OF ENDING BALANCE				
Non-spendable (9711-9719)	2,000			2,000
Restricted (9740)	167,966			167,966
Committed (9750 / 9760)	0			0
Assigned (9780)	853,106		(238,583)	614,523
Reserve for Economic Uncertainties (9789)				0
Unappropriated Amounts (9790)	2,144,993	(1,940,618)	484,632	689,007

* If the total amount of the Adjustment in Column 2 does not agree with the amount of the Total Compensation Increase in Section A, Line 6, page 1 (increase was partially budgeted, there were revenue revisions as reflected in Column 3, etc.), explain the variance below.

Please include comments and explanations as necessary:

None.

**OAK PARK UNIFIED SCHOOL DISTRICT
ADMINISTRATIVE AND CONFIDENTIAL SALARY SCHEDULE**

2015-16 SCHOOL YEAR

Board Approved: September 15, 2015

Effective: July 1, 2015

JOB CLASSIFICATION	RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	DAYS
CONFIDENTIAL							
Administrative Secretary	A	3,963.08 47,556.96	4,200.38 50,404.56	4,451.44 53,417.28	4,718.55 56,622.60	5,002.85 60,034.20	12 Month
Executive Assistant	B	4,960.44 59,525.28	5,259.65 63,115.80	5,574.90 66,898.80	5,909.65 70,915.80	6,266.17 75,194.04	12 Month
ADMINISTRATION							
Director Child Nutrition Services	C	354.60 78,721.20	365.24 81,083.28	376.20 83,516.40	387.50 86,025.00	399.13 88,606.86	222
Director Business Operations	D	445.90 98,989.80	459.28 101,960.16	473.06 105,019.32	487.25 108,169.50	501.87 111,415.14	222
Director Fiscal Services	E	451.42 100,215.24	464.96 103,221.12	478.91 106,318.02	493.27 109,505.94	508.07 112,791.54	222
Middle School Dean	F	438.08 85,425.60	455.09 88,742.55	470.99 91,843.05	486.78 94,922.10	502.72 98,030.40	195
Program Specialist	G.1	466.71 93,342.00	480.87 96,174.00	494.94 98,988.00	509.43 101,886.00	524.34 104,868.00	200 200
Middle School Assistant Principal	G.2	472.93 94,586.00	487.11 97,422.00	501.73 100,346.00	516.78 103,356.00	532.29 106,458.00	200 200
High School Assistant Principal	H	498.90 102,274.50	513.84 105,337.20	529.23 108,492.15	545.12 111,749.60	561.49 115,105.45	205
Elementary School Principal Director Alternative Education	J	512.23 107,568.30	526.95 110,659.50	542.07 113,834.70	557.67 117,110.70	573.73 120,483.30	210
Middle School Principal	K	520.36 109,275.60	535.31 112,415.10	550.68 115,642.80	566.49 118,962.90	582.82 122,392.20	210
Director Pupil Services	L	559.01 117,392.10	575.78 120,913.80	593.06 124,542.60	610.85 128,278.50	629.17 132,125.70	210
Director Teaching & Learning **	L	559.01 120,187.15	575.78 123,792.70	593.06 127,507.90	610.85 131,332.75	629.17 135,271.55	215
Director Educational Technology and Information Systems	L	559.01 124,100.22	575.78 127,823.16	593.06 131,659.32	610.85 135,608.70	629.17 139,675.74	222
High School Principal	M	580.27 128,819.94	596.63 132,451.86	612.98 136,081.56	629.44 139,735.68	645.78 143,363.16	222
Assistant Superintendent Human Resources & Curriculum	N	643.85 142,934.70	663.17 147,223.74	683.06 151,639.32	703.55 156,188.10	724.66 160,874.52	222
Assistant Superintendent Business & Administrative Services	O	643.85 142,934.70	663.17 147,223.74	683.06 151,639.32	703.55 156,188.10	724.66 160,874.52	222

Annual stipend of \$1,000 for doctorate.

** This position temporarily suspended due to State fiscal crisis, corresponding District budget reductions

DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT

In Accordance with AB 1200, AB 2756 and G.C. 3547.5

School District: OAK PARK UNIFIED SCHOOL DISTRICT

Name of Bargaining Unit: UNREPRESENTED

The proposed agreement covers the period:

Beginning: July 1, 2015

Ending: June 30, 2016

Employee Type:

Certificated:

Classified: XX

The proposed agreement will be acted upon by the Governing Board
at its meeting on: September 15, 2015

A. Proposed Change in Compensation:

Compensation		Cost Prior To Proposed Agreement	Fiscal Impact of Proposed Agreement		
			Current Year 2015-16	Year 2 2016-17	Year 3 2017-18
1.	Salary Schedule - Increase/(Decrease)	\$ 456,284	\$ 27,377 6.00%	\$ 27,377 6.00%	\$ 27,377 6.00%
2.	Step and Column - Increase/(Decrease) due to movement plus any changes due to settlement.		\$ 411 0.09%	\$ 416 0.09%	\$ 417 0.09%
3.	Other Compensation - Increase/(Decrease) (Stipends, Bonuses, Etc)		\$ %	\$ %	\$ %
4.	Statutory Benefits - Increase/(Decrease) in STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 44,168	\$ 2,650 6.00%	\$ 2,650 6.00%	\$ 2,650 6.00%
5.	Health/Welfare Benefits - Increase/(Decrease)	\$	\$ %	\$ %	\$ %
6.	Total Compensation - Increase/(Decrease) (Total Lines 1-5)	\$ 500,452	\$ 30,438 6.08%	\$ 30,443 6.08%	\$ 30,444 6.08%
7.	Total Number (FTE) of Represented Employees	# 20	# 20	# 20	# 20
8.	Total Compensation Cost for Average Employee Increase/(Decrease) (Line 6/Line 7)	\$ 25,494	\$ 1,551 6.08%	\$ 1,551 6.08%	\$ 1,551 6.08%
9a.	Certificated Teacher's Salary (Excluding Benefits)				
	-Minimum Daily Rate	\$ 247	\$ 262 6.00%	\$ 262 6.00%	\$ 262 6.00%
	-Maximum Daily Rate *	\$ 540	\$ 572 6.00%	\$ 572 6.00%	\$ 572 6.00%
	-Substitute Daily Rate	\$ 115	\$ 115 0.00%	\$ 115 0.00%	\$ 115 0.00%
9b.	- Annual Health/Welfare Benefit amount per FTE	\$ 16,483	\$ 18,127 9.97%	\$ 18,127 9.97%	\$ 18,127 9.97%
	<input type="checkbox"/> Actual <input checked="" type="checkbox"/> XX Capped				

Please include comments and explanations as necessary:

B. Proposed Negotiated Changes in Non-Compensation Items (class size adjustments, staff development, teacher prep time, etc.):

Memorandum of Understanding with OPTA to confirm maintenance of current CBA language with regard to K-3 class size grade span adjustment as required by LCFF.

C. What are the specific impacts on instructional and support programs to accommodate the settlement? (Include the impact of non-negotiated changes such as staff reductions and program reductions/eliminations.):

None.

D. What contingency language is included in the proposed agreement? (reopeners, etc.):

None.

E. Will this agreement create, increase, or decrease deficit financing in the current or future years?

This agreement does not create deficit financing in the current or future years.

F. Source of Funding for the Proposed Agreement:

1. Current Year:

Anticipated maintenance of enrollment/ADA levels and State-provided incremental funding increases toward LCFF target.

2. How will the ongoing cost of the proposed agreement be funded in future years?

Anticipated maintenance of enrollment/ADA levels and State-provided incremental funding increases toward LCFF target.

3. If multi-year agreement, what is the source of funding, including assumptions used, to fund these obligations in future years? (Remember to include compounding effects in meeting obligations):

Not applicable - settlement on salary and health benefits are for 2015-16 only; these articles are subject to negotiations each year.

Disclosure of Collective Bargaining Agreement
School District: OAK PARK UNIFIED SCHOOL DISTRICT

G. Impact of Proposed Agreement on Current Year Unrestricted Reserves

1. State Reserve Standard

a. Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$ 42,913,545
b. State Standard Minimum Reserve Percentage for this District	3%
c. State Standard Minimum Reserve Amount for this District (Line 1 times Line 2 or \$65,000 for a district with less than 1,001 ADA)	\$ 1,287,406

2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

a. General Fund Budgeted <u>Unrestricted</u> Reserve for Economic Uncertainties	\$ 0
b. General Fund Budgeted <u>Unrestricted</u> Unappropriated Amount	\$ 689,007
c. Special Reserve Fund (17) Budgeted Reserve for Economic Uncertainties	\$ 1,247,163
d. Special Reserve Fund (17) Budgeted Unappropriated Amount	\$
e. Total District Budgeted <u>Unrestricted</u> Reserves	\$ 1,936,170

3. Do Unrestricted reserves meet the state standard minimum reserve amount?

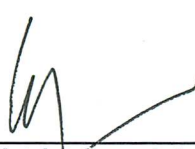
☒ Yes

☐ No

H. Certification


The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions in the agreement in accordance with the requirements of AB 1200 and G.C. 3547.5.

We hereby certify that the costs incurred by the school district under this agreement can be met by the district during the term of the agreement.



District Superintendent
(Signature)

September 8, 2015
Date



District Chief Business Official
(Signature)

September 8, 2015
Date

Disclosure of Collective Bargaining Agreement
School District: OAK PARK UNIFIED SCHOOL DISTRICT

	(Col. 1) Latest Board Approved Budget Before Settlement (As of July 1, 2015)	(Col. 2) Adjustment as a Result of Settlement	(Col. 3) Other Revisions	(Col. 4) Total Impact on Budget (Col. 1+2+3)
REVENUES				
LCFF Revenues (8010-8099)	33,639,052		(103,924)	33,535,128
Remaining Revenues (8100-8799)	9,746,099		16,474	9,762,573
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BEGINNING BALANCE	1,030,841		58,499	1,089,340
CURRENT YEAR ENDING BALANCE	3,168,065	(1,940,618)	246,049	1,473,496
COMPONENTS OF ENDING BALANCE				
Non-spendable (9711-9719)	2,000			2,000
Restricted (9740)	167,966			167,966
Committed (9750 / 9760)	0			0
Assigned (9780)	853,106		(238,583)	614,523
Reserve for Economic Uncertainties (9789)				0
Unappropriated Amounts (9790)	2,144,993	(1,940,618)	484,632	689,007

* If the total amount of the Adjustment in Column 2 does not agree with the amount of the Total Compensation Increase in Section A, Line 6, page 1 (increase was partially budgeted, there were revenue revisions as reflected in Column 3, etc.), explain the variance below.

Please include comments and explanations as necessary:

None.

**OAK PARK UNIFIED SCHOOL DISTRICT
PRE-SCHOOL SALARY SCHEDULE PSH**

2015-16 SCHOOL YEAR

Board Approved: September 15, 2015

Effective: July 1, 2015

JOB CLASSIFICATION	RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	WORK YEAR
<u>PRE-SCHOOL PERSONNEL</u>							
Pre-school Assistant	PSH 001	16.68	17.71	18.79	19.91	21.10	188 Day
Pre-school Specialist	PSH 002	25.65	27.20	28.82	30.55	32.38	188 Day
Pre-school Specialist - Art	PSH 002	25.65	27.20	28.82	30.55	32.38	188 Day
Lead Pre-School Specialist	PSH 003	26.61	28.20	29.91	31.39	33.60	188 Day
Pre-school Director	PSH 004	30.24	32.04	33.96	36.02	38.16	195 Day