



# COMPENSATION PACKET

2015-2016

**Approved by the Yuma Union High School Governing Board  
March 25, 2015**

# YUMA UNION HIGH SCHOOL DISTRICT #70

## TABLE OF CONTENTS

Page 2	Employee Compensation for Employees Hired Before April 1, 2015
Page 3	Certificated & CTE Teacher Placement Salary Schedule
Page 4	Classified Support Staff Placement Salary Schedule Model
Pages 5 – 6	Classified Support Staff Placement Salary Schedule
Page 7	Administration Support Placement Salary Schedule
Page 8	Supplemental Salary Schedule
Page 9	Substitute Salary Schedule
Page 10	Employee Benefits
Pages 11–13	Employee Fringe Benefits <ul style="list-style-type: none"><li>• Loyalty Benefit</li><li>• Professional Advancement Benefit</li><li>• Experience Benefit</li></ul>

YUMA UNION HIGH SCHOOL DISTRICT #70  
*2015 – 2016 Board Approved Employee Compensation*

Goals:

- *Maximize our investment in our staff within the parameters of the district budget*
- *Attract and retain high quality employees in all positions*
- *Collaborate with employee groups to constantly improve our workplace culture*
- *Increase predictability of budgets*
- *Increase equity and fairness of compensation systems*

For all YUHSD Employees employed by the District prior to April 1, 2015:

- All current benefited employees receive a one-time payment of \$350.00 in the payday before Christmas Break.

YUMA UNION HIGH SCHOOL DISTRICT #70

Certificated & CTE Teacher Placement Salary Schedule

*Board Approved 2015 - 2016*

BA or Voc. Cert	BA+40/MA or Voc. Cert. +40	MA +30 or Voc. MA Equiv.+30	MA+60/PhD/Ed or Voc. MA Equiv.+60
\$30,300	\$32,100	\$34,500	\$36,900

Per ARS (prop 101) 15-952 – \$815 has been added in each cell of the above salary schedule.

Additional compensations for eligible employees:

Experience Compensation:

- \$50 per year for up to 5 years of relevant experience.
- \$200 per year for years 6 – 12 of relevant experience.

Indian Gaming: To Be Determined - based on revenue by February, 2016

Classroom Site Fund (Prop 301):

- Teacher Compensation Base Salary:
  - To be determined - based on revenue by August, 2015
- Teacher Performance Pay:
  - To be determined – based on revenue by May, 2016
- Teacher Menu Money:
  - To be determined – by the Classroom Site Fund Committee

Length of Contract:

New Teachers: 187 days (180 student days – 7 in service days)  
Continuing Teachers: 184 days (180 student days – 4 in service days)

YUMA UNION HIGH SCHOOL DISTRICT #70  
Classified Support Staff Placement Salary Model  
 25 Salary ranges (Grade I – XXV/5.0% between ranges)  
 Board Approved 2015 – 2016

<b>Proposed Schedule: Hourly Wage</b>	
<b>Grade</b>	<b>Wage</b>
I	Minimum Wage
II	\$8.19
III	\$8.60
IV	\$9.03
V	\$9.48
VI	\$9.95
VII	\$10.45
VIII	\$10.98
IX	\$11.52
X	\$12.10
XI	\$12.71
XII	\$13.34
XIII	\$14.01
XIV	\$14.71
XV	\$15.44
XVI	\$16.22
XVII	\$17.03
XVIII	\$17.88
XIX	\$18.77
XX	\$19.71
XXI	\$20.70
XXII	\$21.73
XXIII	\$22.82
XXIV	\$23.96
XXV	\$25.16

- ✓ Work schedules will be determined by the various work areas.
- ✓ Movement within placement schedule from one grade to another will constitute an amendment to the current hourly rate equivalent to the difference between the placement amounts for each position, per Board Policy GDP.
- ✓ New Non-Exempt Support Staff will receive the following experience benefit: \$.01 per hour for up to 5 years of relevant experience; \$ .02 per hour for years 6 through 12 of like experience.

<b>Holidays shall be granted to regular employees in accord with the school calendar, for the holidays that occur during the normal work year.</b>		
<b>9-Month Employees</b>	<b>10-Month Employees</b>	<b>12-Months Employees</b>
Labor Day	Labor Day	Independence Day
Veteran's Day	Veteran's Day	Labor Day
Thanksgiving Break	Thanksgiving Break	Veteran's Day
Christmas Eve & Day	Christmas Break	Thanksgiving Break
New Year's Eve & Day	New Year's Eve & Day	Christmas Eve & Day
Martin Luther King Day	Martin Luther King Day	½ of Christmas Break
President's Day	President's Day	New Year's Eve & Day
Good Friday	Good Friday	Martin Luther King Day
	Spring Break	President's Day
	Memorial Day	Good Friday
		½ of Spring Break
		Memorial Day

YUMA UNION HIGH SCHOOL DISTRICT #70

Classified Support Staff Placement Salary Schedule

*Board Approved 2015-2016 (pg. 1 of 2)*

	Job Title	Grade	Salary
<b>Administrative Services</b>			
	<b>Administrative Support</b>		
	Receptionist	V	\$9.48
	Office Assistant	V	\$9.48
	Office Specialist	VI	\$9.95
	Substitute Coordinator	IX	\$11.52
	Registrar	IX	\$11.52
	Administrative Secretary – District	XI	\$12.71
	Administrative Secretary - School	XI	\$12.71
	Data Specialist	XI	\$12.71
	Student Nutrition Specialist	XI	\$12.71
	Human Resources Specialist	XI	\$12.71
	Administrative Assistant - School	XIII	\$14.01
	Administrative Assistant –District	XV	\$15.44
	Executive Assistant	XVI	\$16.22
	<b>Financial Support</b>		
	Accounting Technician	IX	\$11.52
	Business Office – Campus Facilitator	X	\$12.10
	Payroll Specialist	X	\$12.10
	Associated Student Body (ASB) Book Keeper	X	\$12.10
	Campus Digital Resource Manager	X	\$12.10
	Payroll Specialist – Lead	XIII	\$14.01
	Procurement Specialist	XVI	\$16.22
	<b>Technology Support</b>		
	Help Desk I	XI	\$12.71
	Field Technician I	XI	\$12.71
	Help Desk II	XIII	\$14.01
	Telecommunication Technician I	XIII	\$14.01
	Field Technician II	XV	\$15.44
	Student Information System Specialist	XV	\$15.44
	State Reporting Specialist	XV	\$15.44
	Telecommunication Technician II	XVI	\$16.22
	Systems Analyst I	XVI	\$16.22
	YETC Instructor	XVIII	\$17.88
	Field Technician – Lead	XXI	\$20.70
	State Reporting / SIS – Lead	XXI	\$20.70
	Systems Analyst II	XXI	\$20.70
<b>Instructional Services</b>			
	<b>Instructional Support</b>		
	Migrant School Community Liaison	IV	\$9.03
	Success Sponsor	IV	\$9.03

YUMA UNION HIGH SCHOOL DISTRICT #70

Classified Support Staff Placement Salary Schedule

*Board Approved 2015-2016 (pg. 2 of 2)*

	Job Title	Grade	Salary
	Media Specialist	V	\$9.48
	Paraprofessional - EL	V	\$9.48
	Personal Care Assistant – Special Services	V	\$9.48
	Athletic Equipment Manager	VI	\$9.95
	Migrant Advisor	VI	\$9.95
	Paraprofessional – Special Ed	VI	\$9.95
	Licensed Practical Nurse	X	\$12.10
	CNA Clinical On-Site Supervisor	XXV	\$25.16
<b>Maintenance &amp; Operations</b>			
	<b>Custodial Services</b>		
	Campus Custodian	V	\$9.48
	Campus Custodian – Lead	VI	\$9.95
	Facilities Night Supervisor	IX	\$11.52
	<b>Grounds Maintenance</b>		
	Campus Groundskeeper	V	\$9.48
	Campus Groundskeeper - Lead	VI	\$9.95
	<b>Maintenance</b>		
	Facilities Maintenance Technician	X	\$12.10
	Facilities Maintenance Technician – Lead	XI	\$12.71
	HVACR Technician	XV	\$15.44
	<b>Warehouse</b>		
	Warehouse Assistant	V	\$9.48
	Warehouse – Lead	VI	\$9.95
<b>Student Nutrition Services</b>			
	Student Nutrition Worker I	I	Min. Wage
	Student Nutrition Utility / Courier	V	\$9.48
	Student Nutrition Worker II	V	\$9.48
	Student Nutrition Worker III	VI	\$9.95
	Student Nutrition Associate	VII	\$10.45
	Student Nutrition Chef	VIII	\$10.98
	Student Nutrition Manager	VIII	\$10.98
<b>Security Services</b>			
	Security Officer	VI	\$9.95
	Security Officer – Lead	VIII	\$10.98
<b>Part Time Services</b>			
	AVID Tutors		Per Agreement
	Student Workers	I	Min. Wage

YUMA UNION HIGH SCHOOL DISTRICT #70  
Administration Support Placement Salary Schedule  
*Board Approved 2015 – 2016*

Grade	Minimum	Midpoint	Maximum
I	\$35,000	\$38,500	\$42,000
II	\$40,000	\$44,000	\$48,000
III	\$45,000	\$49,500	\$54,000
IV	\$50,000	\$55,000	\$60,000
V	\$55,000	\$60,500	\$66,000
VI	\$60,000	\$66,000	\$72,000
VII	\$65,000	\$71,000	\$78,000
VIII	\$70,000	\$77,000	\$84,000
IX	\$75,000	\$82,000	\$90,000
X	\$80,000	\$88,000	\$96,000
XI	\$85,000	\$93,500	\$102,000
XII	\$90,000	\$99,000	\$108,000
XIII	\$95,000	\$104,500	\$114,000
XIV	\$100,000	\$110,000	\$120,000

Grade I

- Behavior Analyst – 194 day contract
- Librarian – 194 day contract
- School Nurse – 194 day contract

Grade II

- Campus Facilities Supervisor
- GEAR UP Coordinator
- Technology Coordinator

Grade III

- HVAC Manager
- Financial Services Facilitator
- Occupational/Physical Therapist – 194 day contract
- Project Director
- School to Work Transition Specialist

Grade IV

- Psychologist – 194 day contract

Grade V

- Coordinator – District Data
- Federal Programs Coordinator
- Programmer
- Speech and Language Pathologist – 194 day contract

Grade VI

- Director – Communication
- Director – Facilities Management
- Director – Ready Now Yuma
- Director – Student Nutrition Services

Grade VIII

- Assistant Principal – High School
- Principal – Alternative High School

Grade IX

- Director – Technology

Grade X

- Chief Financial Officer
- Executive Director – Student Services
- Executive Director – Human Resources
- Principal

Grade XIV

- Associate Superintendent

Education Factor: An additional \$1,250 will be granted above placement experience for a recognized Bachelor's, Master's, or equivalent specialized degree, above the job requirement.



YUMA UNION HIGH SCHOOL DISTRICT #70

Supplemental Salary Schedules

*Board Approved 2015 - 2016*

The following Supplemental Pay Schedule is established to compensate personnel for extra service performed for the District. The stipend for teaching an additional class is \$7,590.00.

Assignments – Seasonal or Semester	Stipend
Assistant Coaches	\$2,790
Head Cheerleading (per semester)	\$1,860
Assistant Cheerleading (per semester)	\$1,395
Head – All Sports Requiring Assistants	\$3,720
Head – Sports Requiring No Assistants	\$3,360
Head Football	\$4,200
Intramural Director (Asst. Athletic Director) (per semester)	\$2,790

Assignments – Annual	Stipend
Academic Decathlon	\$4,200
Auditorium Manager	\$2,340
AVID Site Coordinator	\$1,860
Band Director	\$3,720
Assistant Band Director	\$2,790
Chess Director	\$1,860
Choral Director	\$3,270
Communications Liaison	\$1,860
Selected Class and Club Sponsors	\$550
Dance Director	\$1,860
Instructional Leader (8 Teachers)	\$3,030
Instructional Leader (9 – 14 Teachers)	\$3,450
Instructional Leader (15+ Teachers)	\$3,810
Drama Director	\$2,340
FIRST Robotics	\$1,860
Guidance Director	\$3,480
ROTC Instructor	\$2,790
School Newspaper	\$1,860
Speech Director	\$1,860
Student Council Advisor	\$2,700
Unified Sports Liaison	\$1,860
Volunteer Coordinator	\$1,860
Yearbook	\$1,860

Annual (201 work days)	Stipend
Athletic Trainers	\$15,471

YUMA UNION HIGH SCHOOL DISTRICT #70

Substitute Salary Schedule

*Board Approved 2015 - 2016*

**Cibola, Gila Ridge, Kofa, Yuma:**

- Regular Substitutes: \$75 per day
- YUHSD Retiree Substitutes: \$100 per day

**San Luis High School:**

- Regular Substitutes: \$85 per day
- YUHSD Retiree Substitutes: \$100 per day

**Vista:**

- Regular Substitutes: \$15 per hour
- YUHSD Retiree Substitutes: \$20 per hour

**Compensation Notes:**

- Substitutes who work during planning periods will be compensated based on the per-period rate for the school. Per-period rate is determined by the school schedule. SOAR/Home Room classes are included as a part of the regular school work day.
- Teachers who substitute during their planning periods will be compensated at the rate of \$25 per hour.
- Substitutes who work in the same classroom for 30 consecutive days will receive the equivalent of the daily rate of a teacher on the placement salary schedule who has a BA or Voc. Cert. The rate for 2015-2016 will be \$162.03 per day.
- Payments to Substitutes, who are currently receiving benefits from Arizona State Retirement, will be adjusted downward by half the amount of the Alternative Contribution Rate paid by the District under ARS 38-766.02.

# YUMA UNION HIGH SCHOOL DISTRICT #70

## 2015 – 2016 Board Approved Employee Benefits

Today, more than ever, employee benefits represent an integral part of your total compensation. The Yuma Union High School District, offers an excellent benefit plan which provides our employees the following benefits:

- Health, Dental and Life Insurance
- Leave and Vacation
- ASRS Retirement Benefits / Long Term Disability
- Worker's Compensation
- Payroll Deduction Available for Optional Deductions

**Health/Dental/Life Insurance:** The District provides \$6,000.00 per year towards the payment of health, dental, and life insurance for the individual. Part-time, temporary, and substitute employees may not be eligible for benefits. Employees may elect to purchase Buy Up Plans and/or Dependent coverage. Life Insurance is \$50,000.

**General Leave:** Leave days will accrue at the rate of approximately one day per month at the start of employment. Possible days credited in one year are as follows: nine-month employees: eleven days. Nine-month certificated & ten-month employees: twelve days. Twelve-month employees: fourteen days. Leave days accumulative to 180 days per YUHSD Policy GCCA. A Leave Bank is available to eligible employees. Open enrollment for the Leave Bank takes place in August and in January.

### Vacation:

- Twelve-month Exempt Employees may accrue up to twenty days per year.
- Twelve-month Non-Exempt Support Staff earn vacation on a fiscal year basis. After one year, twelve-month employees are entitled to twelve workdays of vacation. After six years, vacation shall be seventeen workdays per year; after twelve years, twenty workdays per year. Employees in this group with less than one year of employment shall be entitled to one vacation day for each month worked.
- Per YUHSD policies GCA and GDD, twelve-month employees may automatically carry vacation from the previous fiscal year not to exceed a forty-five day carryover.

**Arizona State Retirement:** Regular employees working 20 hours or more per week must participate in the Arizona State Retirement System (ASRS). The retirement benefit an employee receives depends on the number of years and months for which the employee receives retirement credit. Employees receive credit as a result of the following three factors: mandatory contributions to the plan, years of service, and age. Long-term disability is provided through an employee's participation in the ASRS. For additional information regarding benefits with the ASRS, log on to their website at [www.azasrs.gov](http://www.azasrs.gov). New employees are obligated to electronically enroll in ASRS within one week of employment. (Retirees must specify participation).

**Social Security/Medicare:** The District contributes 6.2% of Salary

**Worker's Compensation:** Employees are automatically covered by Worker's Compensation insurance through the district's current worker's compensation carrier. If an employee is injured in an accident arising out of and in the course of his/her employment, he/she is eligible to apply for compensation.

### Payroll Deduction is available for the following options:

Extra-curricular tax credit	Buy Up Plans and/or Dependent Coverage
403 B Investments	Flexible Benefits Program
Car/House/Pet Insurance	AFLAC
Legal Shield	Additional Life Insurance

### Additional Benefits for Administrators:

- \$200,000 Life Insurance (cost of which is a taxable fringe benefit)
- Cell Phone stipend for designated administrators

YUMA UNION HIGH SCHOOL DISTRICT #70

Fringe Benefits

*Board Approved 2015 – 2016 (pg. 1 of 3)*

**1. Loyalty Benefit**

Goals:

- *Maximize our investment in our staff within the parameters of the district budget*
- *Attract and retain high quality employees in all positions*
- *Collaborate with employee groups to constantly improve our workplace culture*
- *Increase predictability of budgets*
- *Increase equity and fairness of compensation systems*

Employees who enjoy the benefit will receive it in a single one-time check following the completion of the fiscal year of eligibility.

The total budgeted cost for Loyalty for those who qualify for Loyalty based on the 2014-2015 school year is \$200,000.

Maximum payment is set at the following levels and will be paid to current eligible employees in October, 2015:

- 10-14 years = \$500 payment
- 15-19 years = \$750 payment,
- 20-24 years = \$1000 payment
- 25 and up = \$1250 payment.

**2. Professional Advancement Benefit**

Goals:

- *Maximize our investment in our staff within the parameters of the district budget*
- *Attract and retain high quality employees in all positions*
- *Collaborate with employee groups to constantly improve our workplace culture*
- *Increase predictability of budgets*
- *Increase equity and fairness of compensation systems*

Professional Advancement will be compensated as a benefit by the credit hour for all employee groups as per Table 2 below. A credit approval committee has been convened to address professional advancement requests. The committee has developed approval guidelines based on the district’s values and budget parameters.

- **Coursework taken July 1, 2014 through June 30, 2015:**
  - All coursework would need to be taken from an accredited college or university.
  - All coursework would require prior approval in order for the credit to be eligible for the benefit.
  - Credit for professional advancement would be limited to transcripts from the year before the advancement is paid and will be paid only to current employees in a one-time check in October. That amount will be added to the employee’s salary for subsequent years.
  - Deadlines for application for approval of credits and for submission of transcripts would be established by the committee. All special requests for credit approval must be reviewed by the committee. All transcripts are due to Human Resources by September 1<sup>st</sup> of each fiscal year. No credit will be given for coursework or in-service activities paid for by the District or earned while on District time.

Table 2:

Coursework Level	Compensation per Credit
Undergraduate	\$40 per credit hour
Graduate	\$80 per credit hour

## YUMA UNION HIGH SCHOOL DISTRICT #70

(Fringe Benefit Approved – pg. 3 of 3)

### 3. **Placement Experience Benefit:**

Goals:

- *Maximize our investment in our staff within the parameters of the district budget*
- *Attract and retain high quality employees in all positions*
- *Collaborate with employee groups to constantly improve our workplace culture*
- *Increase predictability of budgets*
- *Increase equity and fairness of compensation systems*

An amount for experience ensures that anyone eligible is compensated for relevant experience.

#### **New employees shall not exceed the salary or hourly rate of a current employee with the same experience.**

- New Certified/CTE staff in 2015 - 2016 receive the following experience benefit:
  - \$50 per year for up to 5 years of relevant experience.
  - \$200 per year for years 6 through 12 of relevant experience.
- New Non-Exempt Support Staff will receive the following experience benefit:
  - \$.01 per hour for up to 5 years of relevant experience
  - \$.02 per hour for years 6 through 12 of relevant experience
- New Administration Support Hires in 2015 – 2016 will be based on years of relevant experience.
  - Years 1 through 9 of relevant experience may be placed between minimum range and midpoint range.
  - 10 or more years of relevant experience may be placed between midpoint range and maximum range.
- Current Classified Employees, who move from one grade to another within the Classified Salary Schedule, will constitute an amendment to the current hourly rate equivalent to the difference between the placement amounts for each position, per Board Policy GDP.
- Current staff who move to a different salary schedule may be given credit for relevant experience as set by the Superintendent or designee, and consistent with the District's practice of hiring new employees. In calculating the new salary, education will be applied first and experience will be applied second.
- Current staff who move between grades on the Administration Support Salary Schedule will be awarded the greater of the following:
  - The difference between the previous minimum grade and the new minimum grade, divided by two plus employee's current salary.
  - Minimum salary at the new grade.