



COMPENSATION PACKET

2019-2020

Approved by the Yuma Union High School Governing Board

May 8, 2019

**Revised
June 12, 2019**

**Revised
August 14, 2019**

**Revised
November 13, 2019**

**Revised
December 4, 2019**

YUMA UNION HIGH SCHOOL DISTRICT #70

TABLE OF CONTENTS

| | |
|--------------|---|
| Page 2 | Employee Compensation |
| Page 3 | Certificated & CTE Teacher Placement Salary Schedule |
| Page 4-6 | Classified Support Staff Placement Salary Schedule |
| Page 7 | Administration Support Placement Salary Schedule |
| Page 8 | Supplemental Salary Schedule |
| Page 9 | Athletic Trainers - Stipends – Extended Days – Certified Hourly |
| Page 10 – 15 | Employee Benefits <ul style="list-style-type: none">● Certificated Supplemental Benefit● Loyalty Benefit● Professional Advancement Benefit● Referral Benefit● Addendum Placement Experience |

YUMA UNION HIGH SCHOOL DISTRICT #70

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*
1. All current benefited YUHSD Employees who were employed and started with the District prior to April 1, 2019:
 - Current benefited employees will receive the following wage increases; Certified Staff 10%, Classified Term 7%, Classified Staff making above minimum wage 7%, and Administrators 7%. This amount will serve as the basis for determining contract or work agreement base salary for 2019-2020.
 2. In addition, a one-time payment of \$500 will be paid to each active benefited employee working for the district on the payday before Christmas Break.

YUMA UNION HIGH SCHOOL DISTRICT #70

Certificated & CTE Teacher Placement Salary Schedule

| 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 |
|-----------------|----------------------------|-----------------------------|-----------------------------------|
| \$38,000 | \$40,000 | \$43,000 | \$46,000 |

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: \$0 - \$1,000 based upon the availability of funds

Classroom Site Fund (Prop 301):

- Teacher Compensation Base Salary:
 - \$0 - \$10,000 -- based upon the availability of funds
- Teacher Performance Pay:
 - \$0 - \$10,000 -- based upon the availability of funds
- Teacher Menu Money:
 - \$0 - \$10,000 -- based upon the availability of funds

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

21 Salary ranges

| Proposed Schedule: Hourly Wage | |
|---------------------------------------|-------------|
| Grade | Wage |
| V | \$12.00 |
| VI | \$12.00 |
| VII | \$12.00 |
| VIII | \$12.00 |
| IX | \$12.00 |
| X | \$12.58 |
| XI | \$13.22 |
| XII | \$13.87 |
| XIII | \$14.57 |
| XIV | \$15.30 |
| XV | \$16.06 |
| XVI | \$16.87 |
| XVII | \$17.71 |
| XVIII | \$18.60 |
| XIX | \$19.52 |
| XX | \$20.50 |
| XXI | \$21.53 |
| XXII | \$22.60 |
| XXIII | \$23.73 |
| XXIV | \$24.92 |
| XXV | \$26.17 |

- ✓ 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.

| Holidays shall be granted to regular employees in accord with the school calendar, for the holidays that occur during the normal work year. | | |
|--|---------------------------|----------------------------|
| 9-Month Employees | 10-Month Employees | 12-Months Employees |
| 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

| Administrative Services | Job Title | Grade | Salary |
|-------------------------|---|-------|---------|
| | Administrative Support | | |
| | Receptionist | V | \$12.00 |
| | Office Assistant | V | \$12.00 |
| | Office Specialist | VI | \$12.00 |
| | Substitute Coordinator | IX | \$12.00 |
| | Registrar | IX | \$12.00 |
| | Testing Coordinator | IX | \$12.00 |
| | Administrative Secretary – District | XI | \$13.22 |
| | Administrative Secretary - School | XI | \$13.22 |
| | Data Specialist | XI | \$13.22 |
| | Human Resources Specialist | XI | \$13.22 |
| | Administrative Assistant - School | XIII | \$14.57 |
| | Administrative Assistant –District | XV | \$16.06 |
| | Executive Assistant | XVI | \$16.87 |
| | Financial Support | | |
| | Accounting Technician | IX | \$12.00 |
| | Business Office – Campus Facilitator | X | \$12.58 |
| | Payroll Specialist | X | \$12.58 |
| | Associated Student Body (ASB) Book Keeper | X | \$12.58 |
| | Campus Digital Resource Manager | X | \$12.58 |
| | Procurement Specialist | XI | \$13.22 |
| | Payroll Specialist – Lead | XIII | \$14.57 |
| | Technology Support | | |
| | Help Desk I | XI | \$13.22 |
| | Field Technician I | XI | \$13.22 |
| | Help Desk II | XIII | \$14.57 |
| | Telecommunication Technician I | XIII | \$14.57 |
| | Data Associate | XV | \$16.06 |
| | Field Technician II | XV | \$16.06 |
| | Student Information System Specialist | XV | \$16.06 |
| | State Reporting Specialist | XV | \$16.06 |
| | Telecommunication Technician II | XVI | \$16.87 |
| | Systems Analyst I | XVI | \$16.87 |
| | YETC Instructor | XVIII | \$18.60 |
| | Field Technician – Lead | XXI | \$21.53 |
| | State Reporting / SIS – Lead | XXI | \$21.53 |
| | Systems Analyst II | XXI | \$21.53 |

YUMA UNION HIGH SCHOOL DISTRICT #70

Classified Support Staff Placement Salary Schedule

| | Job Title | Grade | Salary |
|-------------------------------------|--|-------|---------------|
| Instructional Services | | | |
| | Instructional Support | | |
| | Migrant School Community Liaison | V | \$12.00 |
| | Media Specialist | V | \$12.00 |
| | Paraprofessional – EL | V | \$12.00 |
| | Personal Care Assistant – Special Services | V | \$12.00 |
| | Athletic Equipment Manager | VI | \$12.00 |
| | Migrant Advisor | VI | \$12.00 |
| | Paraprofessional – Special Ed | VI | \$12.00 |
| | Licensed Practical Nurse | X | \$12.58 |
| | CNA Clinical On-Site Supervisor | XXV | \$26.17 |
| Maintenance & Operations | | | |
| | Custodial Services | | |
| | Campus Custodian | V | \$12.00 |
| | Campus Custodian – Lead | VI | \$12.00 |
| | Facilities Night Supervisor | IX | \$12.00 |
| | Grounds Maintenance | | |
| | Campus Groundskeeper | V | \$12.00 |
| | Campus Groundskeeper - Lead | VI | \$12.00 |
| | Maintenance | | |
| | Facilities Maintenance Technician | X | \$12.58 |
| | Facilities Maintenance Technician – Lead | XI | \$13.22 |
| | HVACR Technician | XV | \$16.06 |
| | Warehouse | | |
| | Warehouse Assistant | V | \$12.00 |
| | Warehouse – Lead | VI | \$12.00 |
| Student Nutrition Services | | | |
| | Student Nutrition Utility / Courier | V | \$12.00 |
| | Student Nutrition Worker | V | \$12.00 |
| | Student Nutrition Worker III | VI | \$12.00 |
| | Student Nutrition Associate | VII | \$12.00 |
| | Student Nutrition Chef | VIII | \$12.00 |
| | Student Nutrition Manager | VIII | \$12.00 |
| Security Services | | | |
| | Attendance Officer | VI | \$12.00 |
| | Security Officer | VI | \$12.00 |
| | Security Officer – Lead | VIII | \$12.00 |
| Part Time Services | | | |
| | AVID Tutors | | Per Agreement |
| | Student Workers | V | \$12.00 |

YUMA UNION HIGH SCHOOL DISTRICT #70
Administration Support Placement Salary Schedule

| Grade | Minimum | Midpoint | Maximum |
|--------------|----------------|-----------------|----------------|
| I | \$36,400 | \$40,040 | \$43,680 |
| II | \$41,600 | \$45,760 | \$49,920 |
| III | \$46,800 | \$51,480 | \$56,160 |
| IV | \$52,000 | \$57,200 | \$62,400 |
| V | \$57,200 | \$62,920 | \$68,640 |
| VI | \$62,400 | \$68,640 | \$74,880 |
| VII | \$67,600 | \$73,840 | \$81,120 |
| VIII | \$72,800 | \$80,080 | \$87,360 |
| IX | \$78,000 | \$85,280 | \$93,600 |
| X | \$83,200 | \$91,520 | \$99,840 |
| XI | \$88,400 | \$97,240 | \$106,080 |
| XII | \$93,600 | \$102,960 | \$112,320 |
| XIII | \$98,800 | \$108,680 | \$118,560 |
| XIV | \$104,000 | \$114,400 | \$124,800 |

Grade I

- Librarian – 194 day contract
- School Nurse – 194 day contract
- School Psychologist Intern – 184 day contract

Grade II

- Assistant Director – Student Nutrition Services
- Campus Facilities Supervisor
- GEAR UP Coordinator
- Technology Coordinator

Grade III

- Construction Manager
- Financial Services Facilitator
- HVACR Manager
- Network & Infrastructure Specialist
- Occupational/Physical Therapist – 194 day contract
- Procurement Manager
- Project Manager
- School to Work Transition Specialist
- Student Information Manager
- Technical Services Manager

Grade IV

- Database Analyst

Grade V

- Coordinator - District Data
- Coordinator - Federal Programs
- Coordinator - Migrant
- Coordinator - Special Education Compliance
- Coordinator - Teaching and Learning
- Programmer
- Social Worker – 194 day contract

- Speech and Language Pathologist – 194 day contract
- Systems and Network Engineer

Grade VI

- Director – Communication
- Director – Educational Technologies/Learning Management
- Director – Facilities Management
- Director – Ready Now Yuma
- Director – Student Nutrition Services
- Director – Technology
- Psychologist – 194 day contract
- Research & Data Analyst
- Social Worker (Master’s Degree level) – 194 day contract

Grade VIII

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

Grade X

- Chief Academic Officer
- Chief Communications Officer
- Chief Financial Officer
- Chief Information Officer
- Executive Director – Career and Technical Education
- Executive Director – Facilities
- Executive Director – Human Resources
- Executive Director – Student Services
- 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

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 | \$2,945 |
| Head Cheerleading (per semester) | \$1,970 |
| Assistant Cheerleading (per semester) | \$1,475 |
| Head – All Sports Requiring Assistants | \$3,945 |
| Head – Sports Requiring No Assistants | \$3,560 |
| Head Football | \$4,450 |
| Intramural Director (Asst. Athletic Director) (per season) | \$1,960 |

| Assignments – Annual | Stipend |
|---|---------|
| Academic Decathlon | \$2,880 |
| Assistant Band Director | \$2,945 |
| Auditorium Manager | \$4,600 |
| AVID Site Coordinator | \$1,965 |
| Band Director | \$3,925 |
| Chess Director | \$1,960 |
| Choral Director | \$3,450 |
| Communications Liaison | \$1,960 |
| Class Sponsor | \$1,100 |
| Selected Club Sponsor | \$950 |
| Dance Director | \$1,960 |
| Drama Director | \$2,470 |
| FIRST Robotics | \$1,960 |
| Guidance Director | \$3,670 |
| Instructional Leader (Up to 8 Teachers) | \$3,200 |
| Instructional Leader (9 – 14 Teachers) | \$3,640 |
| Instructional Leader (15+ Teachers) | \$4,020 |
| MCJROTC Instructor – Drill Team/Color Guard | \$3,545 |
| MCJROTC SMI – Physical Training/Air Rifle | \$3,545 |
| School Newspaper | \$1,960 |
| Speech Director | \$1,960 |
| Student Council Advisor | \$2,880 |
| Unified Sports Liaison | \$1,960 |
| Yearbook | \$2,880 |

YUMA UNION HIGH SCHOOL DISTRICT #70

Athletic Trainers - Stipends - Extended Days - Certified Hourly

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

| Stipends | Stipend |
|------------------------------|---------------------------------------|
| AZMerit/ACT Test Coordinator | \$2,500/year |
| Cambridge Test Coordinator | \$2,500/year |
| PSAT/AP Test Coordinator | \$2,500/year |
| Returning Teacher PD Leaders | \$100/training (up to 6 Trainings) |
| STEM Support Lead | \$3,720/year |
| STEM Support | \$1,860/year |

| CTE Stipends | Stipend |
|--|---|
| CTE Certified Teacher Supplemental Stipend (CTE Supplemental Rubric) | Up to \$7,400/year |
| CTE Ambassador/Leaders Advisor | \$500/year |
| CNA Coordinator | \$1,000/semester |
| CTE Counselor | \$2,000 |
| CTE Instructional Leader | \$3,000 |
| COOP/Ag Work Experience | \$2,000 (1-12 Students \$1000, 13 or more \$2000) |

The following Extended Day Schedule is established to compensate personnel for extra service performed for the District.

| Extended Days | # of Days at Daily Rate |
|-------------------------------|-------------------------|
| Certificated Librarian | 20 Days |
| Certificated Nurses/RN | 10 Days |
| Counselor | 10 Days |
| Dropout Prevention Specialist | 10 Days |
| Guidance Director | 30 Days |
| Instructional Coach | 9 Days |
| MCJROTC | Up To 46 Days |

| Hourly | Hourly Amount |
|------------------------------|---------------|
| Certified Hourly Assignments | \$25 |
| CNA On-Site Supervisor | \$33 |

YUMA UNION HIGH SCHOOL DISTRICT #70

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 that 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 \$8,000.00 per year towards the payment of health, dental, and life insurance for the individual. Part-time, temporary, substitute, and YUHSD Retirees are not 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.

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 System: 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. 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 Insurance | AFLAC |
| Legal Shield | Additional Life Insurance |

Additional Benefits for those eligible on the Administrative Support Salary Schedule:

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

YUMA UNION HIGH SCHOOL DISTRICT #70

1. Certificated Supplemental Benefits:

1. Relocation payment one-time payment of \$1,000 for newly hired appropriately certified Yuma Union High School District teachers who relocate from at least 50 miles away from Yuma.* If the teacher fails to complete the contract year, the district may require the teacher to repay all or a portion of the funds paid for relocation.
2. Teachers who substitute during their planning periods will be compensated at the rate of \$25.00 per period.

*Contingent upon receipt of funds, benefits are funded through federal grants, approved for 2019-2020.

YUMA UNION HIGH SCHOOL DISTRICT #70

2. Loyalty Benefit

Employees who receive the benefit will receive it in a single one-time check following the completion of the school year of anniversary.

Maximum payment is set at the following levels and will be paid to current eligible employees in October, 2019:

- 10-14 years = \$500 payment *
- 15-19 years = \$750 payment *
- 20-24 years = \$1,000 payment *
- 25 and up = \$1,250 payment *

*To be determined based upon the availability of funds

YUMA UNION HIGH SCHOOL DISTRICT #70

3. Professional Advancement Benefit

Professional Advancement will be compensated as a benefit by the credit hour for all employee groups as per Table 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, 2019 through June 30, 2020:**
 - 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.
 - Newly hired employees, who took coursework prior to being hired, may apply for consideration by the Professional Advancement Committee.
 - 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 September. 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 August 15th 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.
 - There is a maximum of three units/credits per year for academic professional development credits or credit related to renewal of certification. The credit must be approved before enrollment to be eligible for compensation. Non-academic credits unrelated to certification are not eligible for professional development compensation.

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

YUMA UNION HIGH SCHOOL DISTRICT #70

4. Referral Benefit

Guidelines for Referral Payment

Purpose: The purpose of the referral payment is to use our existing staff to recruit teachers to our district. Best practices for recruitment show that businesses that involve employees in the hiring process, are able to hire and retain highly motivated individuals for open positions.

The referral amount awarded to the employee who presents the referred teacher candidate can be up to \$1,000.00, split into \$500.00 increments, when a referred teacher candidate, who has met the qualifications below, completes their first and second semester. The referral payment will be funded through Federal Title II-A grant funds, and will continue as long as funding remains available.

Eligible Employees:

- Certificated Staff
- Classified Support Staff – Grades I-XXV
- Administration Support – Grades I-V only

Qualifications:

- Current employee would need to submit an email to referral@yumaunion.org that includes their teacher candidate's name, phone number, and email address.
- Referrals of teacher candidates cannot be made from connections obtained during district funded business. (Example: job fairs or training trips)
- The referred teacher candidate cannot have already applied for a position with the district or be an active employee of the district.
- The referred teacher candidate must be hired and remain in an appropriately certified teacher position, per Arizona Department of Education, in a hard to staff area, (as determined annually by the YUHSD Governing Board) for the year.
- If the referred teacher candidate is hired, the employee making the referral would receive \$500.00 for the first two consecutive semesters completed by the referred teacher.*
- The employee making the referral must be an active employee in the district to receive the referral payment.
- If a referred teacher candidate is hired and fails to complete a full semester, the employee who made the referral would not be compensated for that semester.
- Should two employees make the same referral, the one emailed first to HR (as evidenced by the date of the email) would receive the credit for the referral payment.

*Contingent upon receipt of funds, benefits are funded through federal grants, approved for 2019-2020.

YUMA UNION HIGH SCHOOL DISTRICT #70

Addendum

Placement Experience

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 2019-2020 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 year for up to 5 years of relevant experience
 - \$.02 per year for years 6 through 12 of relevant experience

- New Administration Support Hires in 2019-2020 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.