



Pacifica School District

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Preparing Students for an Evolving World

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MEMORANDUM

Integrated Services and Human Resources

Meeting of

01/13/16

TO: Wendy S. Tukloff, Ed.D., Superintendent
For Board of Trustees

FROM: Ray Avila, Associate Superintendent

SUBJECT: AR 4350 – Compensation (First Reading)
(Discussion)

Background

This Administrative Regulation was approved on May 1, 2002. Since that time, there have been changes made to Certificated and Classified Management in terms of adding new positions and stipend allocations, therefore requiring this Administrative Regulation to be revised and updated. The following changes have occurred:

- Cell phone stipends were allocated for both Certificated and Classified Management positions.
- At the beginning of the 2013-2014 school year, it was decided to increase the mileage stipend for the Associate Superintendent from \$125 to \$150 and the cell phone stipend from \$45 to \$75 due to the necessary travel and communication involved in overseeing the three departments of Human Resources, Student Services and Special Education.
- The Director of LMEC, Network Administrator, and Child Nutrition Supervisor positions have been added into Classified Management and receive both mileage and cell phone stipends.
- Vice Principals have been added into Certificated Management and receive both mileage and cell phone stipends.

In addition to this update, it is also recommended to increase the mileage and cell phone stipend for the two other Cabinet level positions, CBO and Executive Director, due to the necessary travel and communication involved in overseeing the various departments connected to these positions to the same level as the Associate Superintendent, i.e., \$150 mileage and \$75 cell phone. The fiscal impact for this change will be \$600 and will be an on-going cost.

A copy of AR 4350 Compensation reflecting the changes stated above is attached for the Board's review. Additionally, BP 4350 Compensation is included as background information.