



DATE: May 21, 2025

TO: Board of Education

FROM: Mrs. Kerstin Kramer, Superintendent Chief Learning Officer

SUBJECT: First Read and Proposed Revisions to Board Policies 4151/4251/4351 – Employee Compensation

PRESENTED BY: Mike Shepherd, Executive Director of Human Resources

ACTION REQUESTED

Review the proposed revisions and provide direction to bring back to the next regular Board Meeting for approval.

BACKGROUND INFORMATION

Policy updated to reflect NEW LAW (AB 938, 2024) which requires districts, beginning January 31, 2026, to annually complete the Salary and Benefit Schedule for Bargaining Units (Form J-90), for classified and certificated staff assigned to a district school site(s) and report the Form J-90 to the California Department of Education.

Additionally, policy updated to include "fillable" language for districts to utilize to reflect the payroll schedule determined by the Governing Board. In addition, policy updated to delete material related to the compensation of employees during periods of extended closure or disruption which was COVID-19 specific, and therefore outdated. Policy also updated to correct an inaccuracy regarding overtime rate of pay, which required the deletion of material related to an overtime rate of twice the regular rate of pay for any hours worked in excess of 12 hours in one day or eight hours on the seventh consecutive work day, since the Labor Code section which provides for such overtime compensation does not apply to school districts. Additionally, policy updated to add language regarding the rate of pay for a classified employee in an exempt position who is required to work on a holiday designated in law or by the Board. In addition, policy updated to clarify that, when an employee does not respond or disputes the existence or amount of an overpayment claimed by the district, the district may only recover an overpayment after pursuing appropriate legal action, and to delete the requirement for Board approval for the district to exercise legal means to recover an overpayment, as Board approval is not required by law.

RESOURCES REQUIRED: N/A

PREPARED BY: Tichelle Criswell, Administrative Assistant, for Mike Shepherd, Executive Director of Human Resources

Attachments: BP 4151/4251/4351 Employee Compensation - Compared