

COMPENSATION AND BENEFITS  
COMPENSATION PLAN ~~WAGE AND HOUR LAWS~~

DEA  
(LOCAL)

	<p>The Superintendent shall recommend <u>an annual</u> <del>to the Board for approval</del> compensation <u>plan</u> <del>plans</del> for all District employees. <u>The compensation plan</u> <del>Compensation plans</del> may include wage and salary structures, stipends, benefits, and incentives. <u>[See also DEAA]</u> <u>The recommended plan shall support District goals for hiring and retaining highly qualified employees. The Board shall review and approve the compensation plan to be used by the District. The Board shall also determine the total compensation package for the Superintendent. [See BJ series]</u></p>
PAY ADMINISTRATION	<p>The Superintendent shall <u>implement</u> <del>administer</del> the compensation <u>plan and establish procedures for plan administration</u> <del>plans</del> consistent with the budget <del>approved by the Board</del>. The Superintendent or designee shall classify each job title within the compensation <u>plan</u> <del>plans</del> based on the qualifications, <del>and</del> duties, <u>and market value</u> of the position.</p>
<u>ANNUALIZED SALARY</u>	<p><u>Generally, a salaried employee</u> <del>Within these classifications, the Superintendent or designee</del> shall <u>receive his or her salary in equal monthly payments</u> <del>determine appropriate pay for new employees and employees reassigned to different positions.</del></p>
<del>ANNUAL</del> PAY INCREASES	<p>The Superintendent shall recommend to the Board an amount for employee pay increases as part of the annual budget. The Superintendent or designee shall determine <u>pay adjustments</u> <del>annual increases</del> for individual employees, within <u>the approved budget following established procedures</u> <del>budgeted amounts</del>.</p>
MID-YEAR PAY INCREASES	<p>A contract employee's pay <u>may</u> <del>shall not</del> be increased after performance on the contract has begun <u>only if authorized by the compensation plan of the District or</u> <del>unless</del> there is a change in the employee's job assignment or duties <u>during the term of the contract</u> that warrants additional compensation. Any such changes in pay <u>that do not conform with the compensation plan</u> <del>during the term of the contract</del> shall require Board approval. [See <u>DEA(LEGAL)DEAB</u> for <u>provisions on pay increases and</u> public hearing requirements]</p>
CONTRACT EMPLOYEES	
<u>NON-CONTRACT</u> <del>NONCONTRACT</del> EMPLOYEES	<p>The Superintendent may grant a pay increase to a noncontract employee after duties have begun <u>because of</u> <del>only when there is</del> a change in the employee's job assignment or <u>to address pay equity</u> <del>duties, or when an adjustment in the market value of the job warrants additional compensation</del>. The Superintendent shall report any such pay increases to the Board at the next regular meeting.</p>

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PAY DURING CLOSING  
IF THE BOARD  
CHOOSES TO PAY  
CLASSIFICATION OF  
POSITIONS

~~EXEMPT~~

~~The Superintendent or designee shall determine the classification of positions or employees during an emergency closure as “exempt” or “nonexempt” for which purposes of payment of overtime in compliance with the workdays are not scheduled to be made up at a later date, then that authorization shall be by resolution or other Board action and Fair Labor Standards Act (FLSA).~~

~~The District shall reflect pay employees who are exempt from the purpose served by overtime pay requirements of the expenditure. FLSA on a salary basis. The salaries of these employees are intended to cover all hours worked, and the District shall not make deductions that are prohibited under the FLSA.~~

~~An employee who believes deductions have been made from his or her salary in violation of this policy should bring the matter to the District’s attention, through the District’s complaint policy. [See EBDGBA] If improper deductions are confirmed, the District will reimburse the employee and take steps to ensure future compliance with the FLSA.~~

~~The Superintendent or designee may assign noncontractual supplemental duties to personnel exempt under the FLSA, as needed. [See DK(LOCAL)] The employee shall be compensated for the authority to close schools these assignments according to the District’s compensation plans.~~

~~NONEXEMPT~~

~~Nonexempt employees may be compensated on an hourly basis or on a salary basis. Employees who are paid on an hourly basis shall be compensated for all hours worked. Employees who are paid on a salary basis are paid for a 40-hour workweek and do not earn additional pay unless the employee works more than 40 hours.~~

~~A nonexempt employee shall have the approval of his or her supervisor before working overtime. An employee who works overtime without prior approval is subject to discipline but shall be compensated in accordance with the FLSA.~~

~~WORKWEEK~~  
~~DEFINED~~

~~For purposes of FLSA compliance, the workweek for District employees shall be 12:00 a.m. Sunday until 11:59 p.m. Saturday.~~

~~COMPENSATORY~~  
~~TIME~~

~~At the District’s option, nonexempt employees may receive compensatory time off, rather than overtime pay, for overtime work. The employee shall be informed in advance if overtime hours will accrue compensatory time rather than pay.~~

~~ACCRUAL~~

~~Compensatory time earned by nonexempt employees may not accrue beyond a maximum of 60 hours. If an employee has a balance of more than 60 hours of overtime, the employee will be re-~~

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	<p><del>quired to use compensatory time or, at the District's option, will receive overtime pay.</del></p>
USE	<p><del>An employee shall use compensatory time within the duty year in which it is earned. If an employee has any unused compensatory time remaining at the end of a fiscal year, the employee shall receive overtime pay.</del></p>
	<p><del>Compensatory time may be used at either the employee's or the District's option. An employee may use compensatory time in accordance with the District's leave policies and if such use does not unduly disrupt the operations of the District. [See DEC(LOCAL)] The District may require an employee to use compensatory time when in the best interest of the District.</del></p>
ANNUALIZED SALARY REQUIRED	<p><del>Generally, a salaried employee shall receive his or her salary in equal monthly payments.</del></p>
EARLY SEPARATION	<p><del>If a salaried employee separates from service before the last day of his or her work calendar, the employee shall receive in his or her final paycheck the unpaid amount the employee has actually earned. For purposes of this policy, "separation from service" shall be as defined in IRS regulation 26 CFR 1.409A-1(h).</del></p> <p><del>A salaried employee who separates from service on or after the last day of his or her work calendar shall be paid as follows:</del></p> <ol style="list-style-type: none"><li><del>1. An employee who is retiring under the Texas Teacher Retirement System shall receive in his or her final paycheck the unpaid amount the employee has actually earned. If the employee is eligible and elects to continue enrollment in the District's group health coverage for one or more months of the summer, the employee's share of premiums shall be withheld from the final paycheck.</del></li><li><del>2. All other employees shall be paid according to the annualized salary provisions above.</del></li></ol> <p><del>[For provisions on continuation of coverage after resignation, see CRD(LEGAL).]</del></p>