

Regulation 4151: Employee Compensation

Status: DRAFT

| Last Revised Date: 12/11/2012

Certificated employees will be placed at the Step and Column of the Certificated Salary Schedule as defined by the bargaining unit agreement.

As Column placement is determined by units earned, column placement changes will be made upon the receipt of sealed, official transcripts from an accredited college or university as follows:

Upon initial employment, retroactive to the first date of the employee's contract, if the transcripts are received in the Human Resources Department within the first sixty (60) calendar days of the employment contract; or Beyond initial employment, effective the first of the month after the transcripts are received (not the date earned) in the Human Resources Department, with the increase in pay reflected on the first of the subsequent month (i.e. A raise in pay initiated by transcripts received October 1st through October 31st will be effective November 1st which will be reflected on the December 1st pay warrant.)

Transcripts can only be received during the regular business hours of the District Office. The District cannot be responsible for delays in receipt caused by holidays or non-workdays, delays in the mail delivery, or delays from the college or university.

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State References

Description

8 CCR 11040	Wages and hours; definitions of administrative, executive, and professional employees - https://simbli.eboardsolutions.com/SU/tzcskMByhZR7xDG1FYf0Ww==
Ed. Code 44042.5	Wage overpayment - https://simbli.eboardsolutions.com/SU/mbPycNbT3du2fiIYWiaMTw==
Ed. Code 45022-45061.5	Salaries - https://simbli.eboardsolutions.com/SU/MPsavJrZ5c7fZDRzj1e1aQ==
Ed. Code 45023	Availability of salary schedule - https://simbli.eboardsolutions.com/SU/H1jOWDs2CTq8VKNV3aoiEQ==
Ed. Code 45028	Salary schedule and exceptions - https://simbli.eboardsolutions.com/SU/9HqSphmMPGWOusslshLXH7UAQ==
Ed. Code 45127-45133.5	Classified employees; work week; overtime provisions - https://simbli.eboardsolutions.com/SU/3omu1plusHvWH7ZhbTfOsRHA==
Ed. Code 45160-45169	Salaries for classified employees - https://simbli.eboardsolutions.com/SU/oRMXvodynHEeZ7L4e4plusWX9Q==
Ed. Code 45268	Salary schedule for classified service in merit system districts - https://simbli.eboardsolutions.com/SU/UFklsHziAGCUUrGfuxi6orrg==
Ed. Code 45500	Classified School Employee Summer Assistance Program - https://simbli.eboardsolutions.com/SU/Ly2GDfyx8ZslzQeYgXoRMQ==
Gov. Code 3540-3549	Meeting and negotiating - https://simbli.eboardsolutions.com/SU/v7Ve6br1aONvKXSwau7ug==
Gov. Code 3543.2	Scope of representation - https://simbli.eboardsolutions.com/SU/9wRAPNyHvwplusOHnqzplusGsOslshg==
Gov. Code 3543.7	Duty to meet and negotiate in good faith - https://simbli.eboardsolutions.com/SU/EK7EVChwaVpjbguJU6R7A==
Lab. Code 226	Employee access to payroll records - https://simbli.eboardsolutions.com/SU/gFehyU2uL6SRljTslsh6oSjLA==
Lab. Code 232	Disclosure of wages - https://simbli.eboardsolutions.com/SU/uEvslshl0HNyJkvBWXXKPM5ZslshA==

Federal References

Description

26 CFR 1.409A-1	Definitions and covered plans
-----------------	-------------------------------

26 USC 409A	Deferred compensation plans
29 CFR 516.4	Notice of minimum wage and overtime provisions
29 CFR 516.5-516.6	Records
29 CFR 541.0-541.710	Exemptions for executive, administrative, and professional employees
29 CFR 553.1-553.51	Fair Labor Standards Act; applicability to public agencies
29 USC 201-219	Fair Labor Standards Act
29 USC 203	Definitions
29 USC 207	Fair Labor Standards Act
29 USC 213	Exemptions from minimum wage and overtime requirements

Management Resources References

Court Decision	Flores v. City of San Gabriel (9th Cir., 2016) 824 F.3d 890
Office of Management and Budget Publication	Administrative Relief for Recipients and Applicants of Federal Financial Assistance Directly Impacted by COVID-19 due to Loss of Operations, Memo M-20-17, March 19, 2020
Website	CSBA District and County Office of Education Legal Services - https://simbli.eboardsolutions.com/SU/UdykszdmPETuDslshXk6R5akQ==
Website	U.S. Department of Labor, Wage and Hour Division - https://simbli.eboardsolutions.com/SU/iay7fplusDOKLflDyGDwmHQYA==
Website	Internal Revenue Service - https://simbli.eboardsolutions.com/SU/Q4VQpg5n4iGWL4GteBcOQw==
Website	School Services of California, Inc. - https://simbli.eboardsolutions.com/SU/nzOINPGdklslshZR9e7VNuDXg==
Website	CSBA - https://simbli.eboardsolutions.com/SU/W3QxkK2FPsDsQBnMIENxGg==

Cross References

	Description
3100	Budget - https://simbli.eboardsolutions.com/SU/LAXsliS005BXIXyCf1Nf6A==
3100	Budget - https://simbli.eboardsolutions.com/SU/0Em4vjDpAKlGfnem14N1VA==
3400	Management Of District Assets/Accounts - https://simbli.eboardsolutions.com/SU/lquTQBlymztolslshn5MKew7w==
3400	Management Of District Assets/Accounts - https://simbli.eboardsolutions.com/SU/8TrCdaxJyMGDCoGDI8wO9g==
3580	District Records - https://simbli.eboardsolutions.com/SU/slshum9iqFSJwslshMnliyP5FuWQ==
4000	Concepts And Roles - https://simbli.eboardsolutions.com/SU/OD2npGAZCIRik4Mzfor9zA==
4030	Nondiscrimination In Employment - https://simbli.eboardsolutions.com/SU/uj6R9EJQMgHWPwlj5O0MeA==
4030	Nondiscrimination In Employment - https://simbli.eboardsolutions.com/SU/1hR1nwwQdqhZCpluskI91M7LA==
4112.6	Personnel Files - https://simbli.eboardsolutions.com/SU/ZbKyC91DY3CsgslshTWWChauQ==
4121	Temporary/Substitute Personnel - https://simbli.eboardsolutions.com/SU/DcCmKPh09vg5JzXomtjUHA==
4121	Temporary/Substitute Personnel - https://simbli.eboardsolutions.com/SU/YykFd9RvVplus6GgB2BddENyw==

- 4140 Bargaining Units -
<https://simbli.eboardsolutions.com/SU/mPrsgHRhbt7zngzW6P9plusslshw==>
- 4154 Health And Welfare Benefits -
<https://simbli.eboardsolutions.com/SU/6R1sBLgslshYgDslshAd2SuZj7eA==>
- 4154 Health And Welfare Benefits -
<https://simbli.eboardsolutions.com/SU/WNoCah873JGR0slshZyGcTztQ==>
- 4212 Appointment And Conditions Of Employment -
<https://simbli.eboardsolutions.com/SU/2FhNDxwOQ6LaGbmeDKmSXA==>
- 4212.6 Personnel Files -
<https://simbli.eboardsolutions.com/SU/6Sms9Cslshckj3AxFvjilVLwg==>
- 4240 Bargaining Units -
<https://simbli.eboardsolutions.com/SU/1a1mqhJbPbogulStxiQFCg==>
- 4254 Health And Welfare Benefits -
<https://simbli.eboardsolutions.com/SU/IOQxocnnc7t0zO4gNslshEig==>
- 4254 Health And Welfare Benefits -
<https://simbli.eboardsolutions.com/SU/baiguAHICDz2MiTzMIQl0A==>
- 4312.1 Contracts -
<https://simbli.eboardsolutions.com/SU/ShpXI3Yv7zBIJslplusQVkJAdpg==>
- 4312.6 Personnel Files -
<https://simbli.eboardsolutions.com/SU/c66XSPEsGJAEqplus435ncEpw==>
- 4340 Bargaining Units -
<https://simbli.eboardsolutions.com/SU/XaiulUtTr8hlywWxamxuzQ==>
- 4354 Health And Welfare Benefits -
<https://simbli.eboardsolutions.com/SU/AUcC2pRXWApZWZErGJyJUg==>
- 4354 Health And Welfare Benefits -
<https://simbli.eboardsolutions.com/SU/slsh0UxeGKSx3ebrYlspgJrg==>