

PERSONNEL – Series 4000

- 4400 THE MERIT SYSTEM
- 4490 WAGE AND SALARY PROVISIONS
- 4491 APPLICATION OF SALARY SCHEDULES
- 4491.8 Salary Placement When Demoted**

- A. An employee who is granted a voluntary demotion, selects a demotion in lieu of layoff, or is involuntarily demoted shall be placed on a step in the lower salary range which is closest to (and not above) the step at which the employee was placed in the higher classification. The demoted employee shall retain the anniversary date established in the higher classification.
- B. An employee who competes for and accepts a position in a classification at a lower salary range shall be placed on a step in the lower salary range which is closest to the rate the employee earned in the higher classification. If the employee's current step placement falls between two steps of the lower salary range, the employee shall be placed at the higher of the two steps. The employee's new anniversary date shall be determined in accordance with Rule No. 4491.2, Step Advancement.
- C. An employee who is released from a promotional probationary period for a higher classification and is then assigned to a position in the previous classification in which the employee had achieved permanency shall be placed at the step of the salary range at which the employee was placed prior to the promotion, including any change(s) in step or range applicable to the classification to which the employee is returning and/or for which the employee is eligible. The employee shall retain the anniversary date held prior to promotion.

Reference:
Education Code Sections 45260-45261

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