

CERTIFICATED MANAGEMENT COMPENSATION AND BENEFIT PROGRAM 2024-25

(effective 07/01/2023)

4.00%

This Policy and the salary schedules below shall govern the determination of compensation and benefits for all certificated management positions of the Oxnard School District.

Annual Salary: An annual salary is earned during the period beginning July 1 and ending June 30.

Method of Payment: The annual salary will be divided into 12 equal installments, the first installment to be paid on the last working day of the month, and subsequent installments to be paid on the last working day of each month.

Implementation of Salary Schedule: Except as noted below, initial placement of all new management employees will be to the first step of the appropriate salary schedule for the position.

A salary increment shall be granted on each anniversary date to a maximum of the third step. The anniversary date shall be each July 1 after completion of 155 days of paid status in the appropriate position.

When an employee is promoted into a position with a higher annual salary maximum, the employee shall be placed on the salary step of the new position that effectuates an increase in the employee's current per diem rate. The Board of Trustees may grant initial placement up to and including the third step for acceptable and equivalent prior experience.

Position	Work Days	Step 1	Step 2	Step 3
Director, Certificated Human Resources	222	\$ 149,579	\$ 163,035	\$ 177,711
Director, Enrichment & Specialized Programs				
Director, Pupil Services				
Director, School Performance & Student Outcomes				
Director, Special Education				
Director, Teaching & Learning				
Manager, Equity, Family & Community Engagement	222	\$ 128,524	\$ 140,085	\$ 152,694
Manager, Federal and State Grants				
Manager, Mathematics & Physical Education				
Manager, Special Education				
Manager, Special Programs				

Per Ed Code, 44931; whenever a permanent certificated employee is reemployed within 39 months of separation, their qualifying out of district experience will be counted

Anniversary increments shall be added to the salary schedule of all management positions at the beginning of the 6th, 9th, 12th, 15th, 18th, 21st, and 24th years of service. These increments are set at the dollar values shown below. The dollar values for anniversary increments shall automatically adjust based on future salary adjustments.

6th Year:	\$ 1,880
9th Year:	\$ 3,760
12th Year:	\$ 5,640
15th Year:	\$ 7,519
18th Year:	\$ 9,400
21th Year:	\$ 11,279
24th Year:	\$ 13,159

Stipend for Doctorate: An annual stipend of \$1000 will be granted to management staff with an earned doctorate degree

Credit for Out of District Management Experience: Certificated Management personnel will receive one-half longevity credit for management experience in other Local Educational Agencies (LEAs). This credit is only applicable to anniversary increments.

Salary Increase of 4.0% retro to 07.01.2023 *NT*
 (Board approved: 08.07.2024)

SITE ADMINISTRATOR COMPENSATION AND BENEFIT PROGRAM 2024-25

(effective 07/01/2023)

The salary schedule indicated below shall serve as the base for the determination of salaries for all identified positions.

Preamble: Our policy for the compensation of site administrators is based on a variety of ideas and principles to assist us in making this policy and its impacts on our students and their learning functional. Those principles include:

1. As a function of their heightened responsibility, administrators should be compensated at a higher daily rate than those that they supervise.
2. Salary of site administrators is based on an assumption that there need not be a “salary schedule” as the District will pay for their expertise and competence from the outset. There is no need for additional “steps” as the District’s policy is to pay for experience and competence from the beginning.
3. Administrators can only move to additional compensation alternatives or positions based on their performance in the school, not factors of seniority or longevity. Performance presumes that there is the presence of some evidence to substantiate the performance.
4. It is in the District’s interest to have its site administrators compensation positioned at the same level of the market (i.e., the tri-county area) as the market position of the compensation of other District employee groups, and in no case not below the top half of the market to provide for effective administrative recruitment and retention.

Annual Salary: An annual salary is earned during the period beginning July 1 and ending June 30.

Method of Payment: The annual salary will be divided into 12 approximately equal installments, with eleven (11) monthly installments and one (1) summer pay installment. The first installment will be paid on the last business day of August, and subsequent installments will be paid on the last business day of each month.

Implementation of Salary Schedule: Initial placement of all site administration employees will be to the non- Master level of the appropriate salary schedule for the position, regardless of their prior position or experience. To advance to the Master level, an Assistant Principal must have the written approval of the Superintendent based on the recommendation and performance evidence provided by the School Principal. For a principal to advance to the Master level, the principal must have recorded action of the Board of Trustees, based on the recommendation and performance evidence provided by the Superintendent.

<i>Position</i>	<i>Work Days</i>	<i>Daily Rate</i>	<i>Annual Salary</i>
Master Principal, Middle School/K-8	215	\$ 795.02	\$ 170,929
Master Principal, Elementary School	210	\$ 753.56	\$ 158,247
Master Assistant Principal, Middle School/K-8	210	\$ 687.78	\$ 144,434
Master Assistant Principal, Elementary School	205	\$ 687.78	\$ 140,996
Principal, Middle School/K-8	215	\$ 753.55	\$ 162,013
Principal, Elementary School	210	\$ 696.59	\$ 146,284
Assistant Principal, Middle School/K-8	210	\$ 672.22	\$ 141,165
Assistant Principal, Elementary School	205	\$ 672.22	\$ 137,804

Stipend for Doctorate: An annual stipend of \$1,000 will be granted to site administrators with an earned doctorate degree.

Stipend for Bilingual Administrator: An annual stipend of 2% of the site administrator’s base salary will be granted to each administrator upon verification of fluency in a language determined by the Board of Trustees to be a language in significant usage in within the District. Fluency shall be considered verified by possession of a BCLAD certificate or Bilingual Certificate of Competence, or passage of subtests III, of the California Subject Examinations for Teachers (CSET): Languages Other Than English (LOTE) with a proficient score determined by the California Commission on Teacher Credentialing.

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6th Year: \$	1,880
9th Year: \$	3,760
12th Year: \$	5,640
15th Year: \$	7,519
18th Year: \$	9,400
21th Year: \$	11,279
24th Year: \$	13,159

Credit for Out of District Management Experience: Certificated Management personnel will receive one-half longevity credit for management experience in other Local Educational Agencies (LEAs). This credit is only applicable to anniversary increments.

Duties Assigned Beyond the Regularly Designated Duty Year: Management employees who are assigned by the Superintendent or designee to administrative duties beyond their regularly designated duty year shall be compensated at their per diem rate of pay.

Health and Welfare Benefits. Effective October 1, 2023, the District will make an annual contribution of \$15,000 for all Certificated Management towards the premium for the following group health insurance programs:

- A. Medical
- B. Dental
- C. Vision
- D. Life

Health and Welfare Benefits for Retirees: For any Certificated Manager employed by the District before June 30, 2012, and who retire after reaching the age of 55, the District will cover their (a) medical, (b) dental, (c) vision, and (d) life insurance premiums. To qualify, individuals must be actively enrolled in medical, dental, vision, and life insurance plans and must have worked for at least 15 years in the California Public School System, including the last eight consecutive years in the Oxnard School District. During the coverage period, dependents of the retired manager will also receive these benefits. Coverage will continue until the retiree reaches the age of 69. **Certificated Managers hired on or after July 1, 2012,** are not eligible for District-paid retiree benefits.

Extended Sick Leave: During each school year, should a Certificated Administrator exhaust all available sick leave, including all accumulated sick leave, and, due to illness or injury, continues to be absent from his/her duties for an additional period up to five school months, the employee shall receive his/her regular salary minus one-half their per diem rate. An employee shall not be provided more than one five-month period per illness or injury. However, if the school year ends before the five-month period is exhausted, the employee may take the balance of the five-month period in a subsequent school year. (Education Code 44977)

Retirement Contribution Benefits: The District shall provide to Certificated Management the provisions contained in Section 414(h) (2) of the Internal Revenue Code concerning the tax treatment of employee retirement contribution paid by the Oxnard School District. Exhibits 7200(F) E and 7200(G) E address the specifics of this benefit.

Professional Organization Membership: Upon annual written request, and the timely processing of membership by the employee, the District shall pay the membership dues of Certificated Management employees for the Association of California School Administrators or any other appropriate professional organization approved by the Superintendent.

Salary Increase of 4.0% retro to 07.01.2023 *NT*
(Board approved: 08.07.2024)