

BEFORE THE JOINT BOARD OF MANAGEMENT
OF THE SAN GABRIEL VALLEY REGIONAL OCCUPATIONAL PROGRAM (“ROP”)

In the Matter of the Salaries and) RESOLUTION NO. 2021-41
Benefits of Leadership/Management)
Beginning July 1, 2022 except as noted)
_____)

WHEREAS, the Joint Board of Management (“Joint Board”) of the ROP was formed through a Joint Powers Agreement (“JPA”) by its member school districts; and

WHEREAS, the ROP may exercise all powers of its school district members; and

WHEREAS, the Joint Board wishes to establish salary and benefit packages for ROP Leadership/Management employees; and

WHEREAS, the ROP through discussion with its Fiscal Advisors, shall reduce the annual work year by 12 work days and reduce pay commensurately (as shown in the salary table below); and,

NOW, THEREFORE, BE IT RESOLVED by the Joint Board of the ROP, that the salary and benefits for the ROP Leadership/Management Positions are adopted as follows, effective July 1, 2022:

- I. **POSITIONS/CLASSIFICATIONS:** The following positions and classifications are included within this Resolution: (1) Executive Director of Educational Services and Chief Business Official; (2) All Coordinators (Information Technology Coordinator; Human Resources Coordinator; (3) All Managers/Supervisors (Educational Services Supervisor, Program Manager, Accounting Supervisor), (collectively “Leadership/Management Positions”)

- II. **SALARY SCHEDULES:** The attached salary schedule shall be effective for the Leadership/Management Positions beginning July 1, 2022 until amended by the Joint Board:
 - A. Exhibit A Leadership/Management Salary Schedule – see attached

- **For the following positons, the attached pay schedule is full force and effect beginning May 1, 2022 through June 30, 2023, as these positions were first approved by the Board on April 28, 2022, positions include:**
Human Resources Coordinator
Information Technology Coordinator

- III. **WORK CALENDARS:** Employees employed by the ROP in Leadership/Management Positions shall be placed on a 12-month work calendar.
- IV. **FLSA EXEMPT:** pursuant to Resolution # 2021-02, Employees employed by the ROP in Leadership/Management Positions are exempt from the overtime requirements of the Fair Labor Standards Act and applicable California overtime laws.
- V. **HOLIDAYS AND WINTER CLOSURE:**

A. The ESGVROP Administrative Offices observe the following holidays throughout the year:

- | | |
|-------------------------------------|---------------------------------------|
| New Year's Day (January 1), | Labor Day (First Monday, September), |
| Martin Luther King, Jr. Day | Veteran's Day (November 11) |
| (Third Monday, January) | Thanksgiving Day (Fourth Thursday |
| Presidents Day | November) |
| (Third Monday, February) | Day after Thanksgiving (Fourth Friday |
| Memorial Day (last Monday in May) | November) |
| Juneteenth (June 19 th) | Christmas Eve (December 24) |
| Fourth of July | Christmas Day (December 25) |

In addition, one Floating Holiday (one day each school year), scheduled at the employee's request.

In the event a holiday occurs on Saturday, that holiday will be honored on the Friday immediately preceding. In the event a holiday occurs on a Sunday, that holiday will be honored on the Monday immediately following.

VI. **HEALTH AND WELFARE BENEFITS:** Employees employed by the ROP in Leadership/Management Positions shall be eligible for participation in the ROP's health and welfare benefits program, which may change from time to time based upon the sole discretion of the Joint Board of Management.

Employees who regularly work 30 hours or more per week, shall be eligible to participate in the ROP's maximum benefit contribution, as outlined below:

Plan:		Up to Maximum Annual Contribution	Up to Maximum Monthly (12thly)	Up to Maximum (9thly)
Medical		\$15,518.34	\$1,293.20	\$1,724.26
Dental		\$1,328.80	\$110.73	\$147.64
Vision		\$100.50	\$8.38	\$11.17
Life Insurance		\$112.60	\$9.38	\$11.51

Employee shall be solely responsible for any amount in excess of the employer's maximum contribution (annually, monthly (12thly), or 9thly). There shall be no cash-back nor cash-out of any excess or unused employer maximum contribution.

For an employee who regularly works less than 30 hours, the ROP maximum benefit contribution will follow Board Policy 4144.1 for certificated employees and Board Policy 4225.1 for classified employees.

VII. **VACATION:** Employees employed by the ROP in Leadership/Management Positions shall accrue up to 22-days of vacation per annum. Vacation accrual shall be prorated for any time less than 12 months of employment.

These employees may accrue up to the maximum of two full years of vacation (44-days), but shall stop accruing vacation upon reaching the maximum vacation accrual amount, until the employee's vacation balance falls below the maximum amount. Employee will only be eligible to accrue additional vacation subject to the two-year accrual (44-days) maximum.

VIII. **STIPEND**: Employees employed by the ROP in Leadership/Management Positions shall be eligible to receive the following stipends, in the amounts indicated:

A. Education and other Pay Stipend:

Education Achievement	Stipend Amount:	Frequency of payment:
Doctorate	\$1,000.00	Paid in one lump sum in June of that school year.
Master	\$750.00	Paid in one lump sum in June of that school year.
WASC Accreditation Team Leader	\$3,000.00	Paid 12thly equal payments of \$250.00
Acting Superintendent	\$250.00	\$250.00 daily rate for Acting Superintendent, in addition to regular pay, paid during the pay-period in which service occurs.

Eligible employees shall only receive one-degree educational achievement stipend (One Doctorate or Masters, but not both Doctorate and Masters). All lump sum stipends stated above will be prorated for employees who work part-time or who are employed by the ROP for less than a full school year.

B. Mileage Stipend: In lieu of reimbursement for vehicle mileage, Employees employed by the ROP in Leadership/Management Positions shall be eligible to receive the following monthly mileage stipend for necessary travel to the ROP partner district school sites and in performance of their duties:

Position Title:	Monthly amount (12thly)
Executive Director of Education Services	\$125.00
Information Technology Coordinator	\$125.00
Education Services Supervisor	\$125.00
Education Services Program Mgr.	\$125.00


C. Longevity Stipend: Employees employed by the ROP in Leadership/Management Positions shall not be eligible for Longevity Stipend. Effective with adoption of this Leadership/Management Salary Resolution, the ROP eliminates Leadership/Management Positions from eligibility for Longevity Stipends.

BE IT FURTHER RESOLVED that all employees of the ROP shall be employed and serve pursuant to applicable state statutes and ordinances, rules, and policies of the ROP, and shall receive the compensation and benefits established herein.

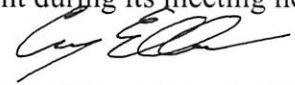
BE IT FURTHER RESOLVED that the ROP Superintendent or designee is authorized and directed to take such actions as may be necessary to carry out the purpose and intent of this Resolution.

PASSED and ADOPTED by the Governing Board of the San Gabriel Valley Regional Occupational Program on June 30, 2022, by the following vote:

AYES	5
NOES	0
ABSENT	2
ABSTENTION	0


Eileen Miranda Jimenez
President, Joint Management Board
San Gabriel Valley Regional Occupational
Program County of Los Angeles, California

I, Cory Ellenson, Member of the Joint Board of Management of the San Gabriel Valley Regional Occupational Program, do hereby certify that the foregoing Resolution was regularly introduced, passed and adopted by the Joint Board of Management during its meeting held on June 30, 2022.


Cory Ellenson, Member
Joint Board of Management
San Gabriel Valley Regional Occupation
Program County of Los Angeles, California

Attachment Exhibit A – Leadership/Management Salary Schedule

San Gabriel Valley ROP
Leadership/Management Salary Schedule Effective July 1, 2022

Certificated Leadership	Based on						
	2021-2022	days		247 Months:		12	
Title:	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Executive Director							
Annual	\$ 123,767	\$ 129,956	\$ 136,454	\$ 143,276	\$ 150,440	\$ 157,962	\$ 165,860
Monthly	\$ 10,314	\$ 10,830	\$ 11,371	\$ 11,940	\$ 12,537	\$ 13,164	\$ 13,822
Program Manager/Supervisor(s)							
Annual	\$ 86,688	\$ 91,022	\$ 95,574	\$ 100,352	\$ 105,370	\$ 110,638	\$ 116,170
Monthly	\$ 7,224	\$ 7,585	\$ 7,964	\$ 8,363	\$ 8,781	\$ 9,220	\$ 9,681

NEW

Classified Leadership	Based on						
	2022-2023	days		261 Months:		Avg. days 12 /months 21.75	
Title:	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Executive Director							
Annual	\$ 123,767.40	\$ 129,955.80	\$ 136,453.56	\$ 143,276.28	\$ 150,440.04	\$ 157,962.12	\$ 165,860.16
Monthly	\$ 10,313.95	\$ 10,829.65	\$ 11,371.13	\$ 11,939.69	\$ 12,536.67	\$ 13,163.51	\$ 13,821.68
Coordinator							
Annual	\$ 99,012.00	\$ 103,968.00	\$ 109,164.00	\$ 114,624.00	\$ 120,348.00	\$ 126,372.00	\$ 132,684.00
Monthly	\$ 8,251.00	\$ 8,664.00	\$ 9,097.00	\$ 9,552.00	\$ 10,029.00	\$ 10,531.00	\$ 11,057.00
Program Manager/Supervisor(s)							
Annual	\$ 86,688.00	\$ 91,022.40	\$ 95,573.52	\$ 100,352.16	\$ 105,369.84	\$ 110,638.32	\$ 116,170.20
Monthly	\$ 7,224.00	\$ 7,585.20	\$ 7,964.46	\$ 8,362.68	\$ 8,780.82	\$ 9,219.86	\$ 9,680.85