

**Governing Board of Trustees
AGENDA
Thursday, July 7, 2011 - 7:00 a.m.**

Ledyard Hakes ♦ Doug Metz ♦ Dawn Ovrom ♦ Brenda Kracht♦ Bruce Shepherd
Student Board Representative: Will Funk
Superintendent/Secretary: Jeffrey Felix Recording Secretary: Maria Johnson

- 1.0 CALL TO ORDER** (District Office).....7:00 a.m.
- 2.0 CONVENE TO CLOSED SESSION** (Conference Room).....7:00 a.m.
 - 2.1 Public Employee Performance Evaluation/Contract: Title: Superintendent
 - 2.2 Negotiations Discussion: Employee Organizations: ACT, CSEA, and Certificated Administrators; Agency Negotiator: Superintendent Felix
- 3.0 RECONVENE TO OPEN SESSION** (District Office).....7:30 a.m.
 - 3.1 Pledge to the Flag
 - 3.2 Approval of the Agenda: Any changes for the agenda must be made at this time
- 4.0 COMMENTS FROM THE AUDIENCE** (Agenda and Non–agenda items)

Anyone wishing to address the Board on agenda and non–agenda items may do so. Individual speakers will be limited to three minutes. Total public input on any one subject will be limited to twenty minutes, and may be extended at the discretion of the Board President. Comments on an agenda item will be taken when the agenda item is discussed by the Board. Comments on non–agenda items will be held before the Consent Motion if there are three yellow cards or less per topic. If there are more than three yellow cards per topic then the comments from the audience will be held until the end of the agenda.

- 5.0 ACTION ITEMS**
 - 5.1 Approve the Change to the Administrative and Confidential Salary Schedules.....2
 - 5.2 Vote on Amendments to the Superintendent’s Employment Agreement5
- 6.0 ORGANIZATIONAL BUSINESS**
 - 6.1 Future Agenda Items/Board Member Comments
 - 6.2 Next Regular Board Meeting will be Thursday, August 18, 2011, at 4:30 p.m.

7.0 ADJOURN

Individuals who require special accommodation (American Sign Language Interpreter, accessible seating, documentation in accessible formats, etc.) should contact the Superintendent or designee at least two days before the meeting date. In compliance with Government Code section 54957.5, non–exempt writings that are distributed to a majority or all of the Board in advance of a meeting, may be viewed at 201 Sixth Street, Coronado, CA 92118, or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Maria Johnson, Executive Assistant to the Superintendent/Board, at (619) 522–8900, ext. 1025

AGENDA – July 7, 2011

5.0 BUSINESS & FISCAL MANAGEMENT

5.1 Approve the Change to the Administrative and Confidential Salary Schedules (Action)

Background Information:

At the beginning of the 2010-2011 school year, the Administrative Organizational Chart was restructured. However, at that time the numerous salary schedules of varying structures were not consolidated into one document. Currently, the District operates five different salary schedules including Administrative, Mid-Management and Confidential employees. The schedules are inconsistent in the number of steps, longevity increments and percentage applied to step increases. In addition, salary schedules were developed over a period of years in response to changes in personnel which resulted in an inefficient implementation of compensation.

The Board has directed staff to review Administrative, Mid-Management and Confidential salary schedules from comparison districts. These include Poway Unified, Carlsbad Unified, Valley Center-Pauma Unified School District, Ramona Unified School District and Oceanside Unified School District.

Initial findings of salary schedules from comparison districts indicate that the Ramona salary schedule is the most standardized and the easiest to implement. Staff recommends this schedule as a model. Changes include adding steps and longevity at the 10, 15 and 20 year increments. Step increases are increments of 2.5%.

Current employees will be grandfathered and placed on the step that holds them harmless to decreases in compensation as a result of the standardized schedule.

Superintendent's Recommendation:

JPF

That the Board approve the change to the Administrative and Confidential Salary Schedules.

Moved _____ Seconded _____

Ayes _____ Noes _____ Absent _____ Abstain _____ Student _____

Administrative "Daily Rate" Salary Schedule

Step	Assistant Principal Elementary School	Assistant Principal Middle School	Assistant Principal High School	Principal Elementary School	Principal Middle School	Principal High School	Principal Palm Academy	Director of Curriculum & Instruction	Director of Human Resources	Assistant Superintendent Business Services (CBO)	Assistant Superintendent Student Services (CSSO)
*	206 Days	206 Days	210 Days	209 Days	211 Days	220 Days	198 Days	243 Days	243 Days	243 Days	243 Days
1	\$ 459.02	\$ 459.02	\$ 459.02	\$ 475.82	\$ 491.76	\$ 517.03	\$ 477.56	\$ 389.13	\$ 389.13	\$ 517.16	\$ 517.16
2	\$ 470.79	\$ 470.79	\$ 470.79	\$ 488.02	\$ 504.37	\$ 530.28	\$ 489.81	\$ 399.11	\$ 399.11	\$ 530.42	\$ 530.42
3	\$ 482.86	\$ 482.86	\$ 482.86	\$ 500.53	\$ 517.30	\$ 543.88	\$ 502.37	\$ 409.34	\$ 409.34	\$ 544.02	\$ 544.02
4	\$ 495.24	\$ 495.24	\$ 495.24	\$ 513.37	\$ 530.57	\$ 557.83	\$ 515.25	\$ 419.84	\$ 419.84	\$ 557.97	\$ 557.97
5	\$ 507.94	\$ 507.94	\$ 507.94	\$ 526.53	\$ 544.17	\$ 572.13	\$ 528.46	\$ 430.60	\$ 430.60	\$ 572.28	\$ 572.28
6	\$ 520.64	\$ 520.64	\$ 520.64	\$ 539.69	\$ 557.77	\$ 586.43	\$ 541.67	\$ 441.37	\$ 441.37	\$ 586.59	\$ 586.59
7	\$ 533.65	\$ 533.65	\$ 533.65	\$ 553.19	\$ 571.72	\$ 601.09	\$ 555.21	\$ 452.40	\$ 452.40	\$ 601.25	\$ 601.25
8	\$ 547.00	\$ 547.00	\$ 547.00	\$ 567.02	\$ 586.01	\$ 616.12	\$ 569.09	\$ 463.71	\$ 463.71	\$ 616.28	\$ 616.28
9											
10	\$ 560.67	\$ 560.67	\$ 560.67	\$ 581.19	\$ 600.66	\$ 631.52	\$ 583.32	\$ 475.30	\$ 475.30	\$ 631.69	\$ 616.28
11											
12											
13											
14											
15	\$ 574.69	\$ 574.69	\$ 574.69	\$ 595.72	\$ 615.68	\$ 647.31	\$ 597.90	\$ 487.18	\$ 487.18	\$ 647.48	\$ 631.69
16											
17											
18											
19											
20	\$ 589.05	\$ 589.05	\$ 589.05	\$ 610.61	\$ 631.07	\$ 663.50	\$ 612.85	\$ 499.36	\$ 499.36	\$ 663.67	\$ 647.48

* Days listed above do not include furlough days.

Longevity increments of 2.5% of salary schedule placement effective the beginning of the 10th year of continuous service as an Administrator/ Supervisor/Confidential Employee; an additional 2.5% at the beginning of the 15th year; and an additional 2.5% at the beginning of the 20th year.

Current employees will be grandfathered and placed on the step that holds them harmless to decreases in compensation as a result of the standardized schedule.

Mid-Management/Confidential "Daily Rate" Salary Schedule

Step	Director Child Care	Director Aquatics & Facility Use	Executive Assistant Confidential (CEO)	Accountant Confidential	Maintenance and Operations Supervisor	Network Supervisor	Director of Child Nutrition Services	Occupational Therapist
*	223 Days	243 Days	243 Days	243 Days	243 Days	243 Days	243 Days	220 Days
1	\$ 150.78	\$ 247.78	\$ 252.04	\$ 252.04	\$ 253.35	\$ 253.35	\$ 260.32	\$ 279.64
2	\$ 154.65	\$ 254.13	\$ 258.51	\$ 258.51	\$ 259.85	\$ 259.85	\$ 267.00	\$ 286.81
3	\$ 158.61	\$ 260.65	\$ 265.13	\$ 265.13	\$ 266.51	\$ 266.51	\$ 273.84	\$ 294.17
4	\$ 162.68	\$ 267.33	\$ 271.93	\$ 271.93	\$ 273.35	\$ 273.35	\$ 280.86	\$ 301.71
5	\$ 166.85	\$ 274.19	\$ 278.91	\$ 278.91	\$ 280.35	\$ 280.35	\$ 288.07	\$ 309.44
6	\$ 171.02	\$ 281.04	\$ 285.88	\$ 285.88	\$ 287.36	\$ 287.36	\$ 295.27	\$ 317.18
7	\$ 175.30	\$ 288.07	\$ 293.02	\$ 293.02	\$ 294.55	\$ 294.55	\$ 302.65	\$ 325.11
8	\$ 179.68	\$ 295.27	\$ 300.35	\$ 300.35	\$ 301.91	\$ 301.91	\$ 310.22	\$ 333.24
9								
10	\$ 184.17	\$ 302.65	\$ 307.86	\$ 307.86	\$ 309.46	\$ 309.46	\$ 317.97	\$ 341.57
11								
12								
13								
14								
15	\$ 188.78	\$ 310.22	\$ 315.56	\$ 315.56	\$ 317.19	\$ 317.19	\$ 325.92	\$ 350.11
16								
17								
18								
19								
20	\$ 193.50	\$ 317.97	\$ 323.44	\$ 323.44	\$ 325.12	\$ 325.12	\$ 334.07	\$ 358.86

* Days listed above do not include furlough days.

Longevity increments of 2.5% of salary schedule placement effective the beginning of the 10th year of continuous service as an Administrator/Supervisor/Confidential Employee; an additional 2.5% at the beginning of the 15th year; and an additional 2.5% at the beginning of the 20th year.

Current employees will be grandfathered and placed on the step that holds them harmless to decreases in compensation as a result of the standardized schedule.

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5.0 DISTRICT ORGANIZATION AND BOARD OPERATION

5.2 Vote on Amendments to Agreement between Coronado Unified School District Board of Education and Jeffrey P. Felix, Ed.D. (Action)

Background Information:

The Board is charged with evaluating the Superintendent on an annual basis. The Board has completed that review, and in considering any appropriate adjustments to the employment agreement with the Superintendent. This agenda item represents the final proposed Amendment. (Attached)

Board President's Recommendation:

BPS

That the Board vote on Amendments to Agreement between Coronado Unified School District Board of Education and Jeffrey P. Felix, Ed.D.

Moved _____ Seconded _____

Ayes _____ Noes _____ Absent _____ Abstain _____ Student _____

**AMENDMENTS TO AGREEMENT BETWEEN
CORONADO UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
AND
JEFFREY P. FELIX, ED.D.**

The following is an amendment to the agreement between the Coronado Unified School District Board of Education, hereinafter referred to as "Board," and Jeffrey P. Felix, Ed.D, hereinafter referred to as "Superintendent." This Amendment modifies the agreement pursuant to which the Superintendent initially was hired for the 2008-09 school year (as such agreement has been modified through prior amendments). All provisions of any prior Agreement between Board and Superintendent shall remain in full force and effect except as modified by these Amendments.

NOW THEREFORE, in consideration of the provisions and mutual promises contained herein, the Board and the Superintendent agree to the following:

1. **TERM OF AGREEMENT.** The Superintendent is hereby employed by the Board as the Superintendent of the Coronado Unified School District ("District"). The term of employment for the Superintendent shall be for a period of four (4) years, commencing July 1, 2011, and ending June 30, 2015, and shall be subject to the terms and conditions hereinafter set forth. The Superintendent shall be required to render twelve (12) months of full and regular service to the District during each annual period covered by this Agreement, excluding vacation, holidays, sick leave, and approved leaves (and subject to the furlough provisions described in Section 2 of these Amendments).
2. **SALARY.** As contemplated in the original 2008-09 Agreement, the salary of the Superintendent (for a full work year of 243 work days) shall be One Hundred Seventy-Five Thousand Dollars (\$175,000.00) per year (note: this was the number of work days for the Superintendent during the 2008-09 and 2009-10 school years).

Notwithstanding the preceding paragraph, unless otherwise agreed by the Board, the Superintendent shall take unpaid furlough days each year in a number that is equivalent to approximately the same percentage reduction in annual compensation experienced by other certificated employees of District who have agreed to unpaid furlough days (relative to the number of work days that were included in the 2009-10 school year). For the 2011-2012 school year, the Superintendent shall take six (6) unpaid furlough days resulting in a reduction in the Superintendent's work days during the 2011-2012 school year (from that referenced in the preceding paragraph) to 237 work days, and a reduction in the Superintendent's annualized compensation for the 2011-2012 school year to \$170,679.00 per year.

Subject to a satisfactory evaluation of Superintendent's job performance, the Board shall consider, among other options, an annual salary adjustment for the Superintendent. One factor in such considerations shall be the relative salary increase, if any, provided to certificated and administrative employees of the District.

The Board and Superintendent recognize the nature of the Superintendent's role is unique among all of the District's employees and, accordingly, other factors (besides the percentage increase in salary schedules for certificated and administrative employees) may be important to the determination as to whether and how such salary adjustment should be effectuated in any given year.

The Superintendent's annual salary, as determined in accordance with the foregoing, shall be paid in twelve equal installments.

9. **VACATION AND HOLIDAYS**

The Superintendent shall be entitled to twenty-two (22) days of annual vacation with pay, and in addition will receive paid holidays defined in section 37220 of the Education Code provided that such days are determined to be holidays by the Board. No more than fourteen (14) vacation days may be carried over from one year to the succeeding year. Further, the Superintendent shall not accumulate more than thirty-six (36) days of vacation. Upon termination of this Agreement the Superintendent shall be entitled to compensation for unused and accumulated vacation days to a maximum of thirty-six (36) days at the then current daily rate of pay.

11. **HEALTH AND WELFARE BENEFITS.** The Superintendent shall receive a health and welfare benefit package, which is the same as is granted to other certificated administrative employees. If the Superintendent remains employed as District Superintendent through June 30, 2015 and Superintendent continues in such employment until the date of his retirement under the provisions of the State Teachers Retirement System, the Superintendent shall be entitled to receive at no cost to the Superintendent the same retiree health and welfare benefit package granted eligible employees in District's certificated bargaining unit. The Superintendent's entitlement to such health and welfare benefit package shall cease when the Superintendent dies or is eligible for Medicare coverage whichever event occurs first.

13. **ACTUAL AND NECESSARY BUSINESS EXPENSES.** The Board shall provide the Superintendent with reimbursement for actual and necessary expenses, including business mileage, incurred while performing his day-to-day duties and obligations on behalf of the District. Reimbursement shall be provided in accordance with District policies and procedures.

In lieu of compensation for out-of-pocket expenses incurred for travel within San Diego County in the course of the Superintendent's job performance, the District shall provide the Superintendent with a monthly allowance (on a twelve-month basis) of \$200.00 per month, and the Superintendent shall pay and bear expenses associated with any job related travel within San Diego County.

21. **SUPPLEMENTAL RETIREMENT PLAN.** The District shall make the following payments to a tax sheltered annuity or supplemental retirement plan selected by the Superintendent.

These payments are intended to provide the Superintendent with aggregate annual average compensation (over the term of this Agreement) which is within the general range of that provided to Superintendents in like districts within the geographic area of the District, but to do so in a manner which incentivizes the Superintendent to continue to be employed with the District, in a productive and successful manner, through the end of the term of this Agreement. Each payment is expressly conditioned upon (i) the Superintendent being employed as Superintendent of District as of the date of the scheduled payment, and (ii) having received a positive review from the Board for the period since the preceding July 1st (provided that if the Superintendent dies or is terminated during a particular school year without cause prior to such date, then he shall be entitled at the time of such death or termination to a pro rata portion (based upon number of days through such termination) of the payment described below attributable to such school year):

- (A) For the 2011-12 school year, five thousand dollars (\$5,000.00) payable on June 30, 2012.
- (B) For the 2012-13 school year, ten thousand dollars (\$10,000.00) payable on June 30, 2013.
- (C) For the 2013-14 school year, twenty thousand dollars (\$20,000.00) payable on June 30, 2014.
- (D) For the 2014-15 school year, thirty-five thousand dollars (\$35,000.00) payable on June 30, 2015.

Any tax sheltered annuity or supplemental retirement plan selected by the Superintendent shall comply with all requirements of the Internal Revenue Code and all other applicable laws and regulations.

[THE REMAINDER OF THIS PAGE HAS BEEN LEFT BLANK INTENTIONALLY.]

Acceptance

I hereby accept these Amendments to Agreement and agree to fully comply with each and every condition thereof, and to fulfill faithfully all of the duties of employment as Superintendent of Coronado Unified School District.

Date: _____

By: _____
Jeffrey P. Felix, Ed.D.

**BOARD OF EDUCATION OF THE
CORONADO UNIFIED SCHOOL DISTRICT**

By: _____
Date

By: _____
Date

By: _____
Date

By: _____
Date

By: _____
Date

These Amendments to Agreement were approved in open session by the Board of Education of the Coronado Unified School District at a meeting duly scheduled and held on _____, 2011, at Coronado, San Diego County, California.

Attest: _____
Clerk of the Board