Questions and Answers Concerning Compensation & Classification Study

1. Please share the complete name of the company doing the review and their website.

2. What is meant by administrators (exempt)?
Answer: School-based administrative positions like principals, assistant principals and counselors as well as non-school based administrative positions Grade 8 and above.

3. Will you look at organization charts within districts?
Answer: No. The compensation and classification study will not look at where positions are listed in organizational charts.

4. Will gender equity be looked at in the study?
Answer: No, gender equity is not a part of the classification and compensation study.

5. Will recommendations be made regarding the number of days in an employee’s calendar? Number of hours/day?
Answer: The number of days and hours in an employee’s calendar will not be a recommendation in the classification and compensation study. Hours and days will only be used to ensure all positions are being compared on like days/hours basis. Salaries will be annualized for comparability.

6. Will the study be a “likeability” contest?
Answer: No. The classification and compensation study is looking at positions, not people. The recommendations of Management Advisory Group (MAG) will be based on information gathered from the Job Analysis Questionnaires (JAQ); an online questionnaire that all employees will have an opportunity to complete.

7. Will there be a limit on characters in the comment boxes?
Answer: Yes. MAG is asking that employees briefly describe their work duties and responsibilities. There will be ample space to respond to the questions.
8. If we are not cutting positions, cutting staff, or getting raises, what is the purpose of the process? What will the information be used for?

Answer: The purpose is to review positions and determine if the job descriptions and the compensation structure is both internally equitable and externally competitive.

9. How do you account for differences in actual job functions, even when the job title is the same?

Answer: That’s exactly what the classification and compensation study will determine. Based on the survey data and possibly some personal interviews MAG will be able to determine the core job functions for each position. The survey is the opportunity for the employee to explain their level of responsibilities.

10. Will a representative from Management Advisory Group attend all staff meetings and provide training?

Answer: No, but there will be orientation meetings/webinars. Through these orientation opportunities, employees will have the information necessary to successfully complete the online Job Analysis Questionnaires (JAQs).

11. Are they going to consider the discrepancy in pay between the levels of principals?

Answer: The classification and compensation study will look at minimum qualifications and job responsibilities for all positions. This will enable all positions to be classified equitably.

12. Are the districts that you are comparing us to requiring teachers to have an advanced degree within a certain number of years? For example, if Austin ISD does not require a Master’s, then their salaries would obviously be lower than ours?

Answer: Management Advisory Group will consider the minimum qualifications of all positions in the study for those positions included in the benchmarking process. MAG will also work cooperatively to determine the other school districts and organizations that will be included in the market review process.

13. Will there be a way to collect information that is not addressed within the survey such as additional job duties assigned?

Answer: The questionnaire will include space for you to list the five or ten most important tasks that your job requires.

14. Do you expect to change the number of days – 220 vs. 260 for certain job categories?

Answer: The number of days our employees work per year are not part of this classification and compensation study. The number of days will be used only to equalize the salary ranges for comparability.
15. Will there be another district administrators meeting to go over the findings of the MAG study prior to release by the media and/or school staffs?

Answer: Yes.

16. Are we competitive with corporate leaders with the same level of education and level of responsibility (i.e. UPS, Humana, Ford)?

Answer: The classification and compensation study will compare JCPS salaries to those in the private sector where data is available and applicable.

17. Will the audit team look at the cost of student transportation? Many students are transported 10-20 miles, when they reside within .5-2 miles of their neighborhood school. How can this be cost effective?

Answer: Student transportation is not a part of the classification and compensation study.

18. How is Cobb County a peer district when they do not deal with the same poverty issues that JCPS encounters?

Answer: The Kentucky State Auditor’s staff chose the five comparable school districts for their audit. Cobb County’s percentage of students receiving free and reduced lunch is about 43 percent. JCPS students receiving free and reduced lunch is about 62 percent. Student family income, which determines eligibility, was not the only factor used in selecting the peer districts.

19. Two years ago, no raises or step increases were approved. Can and will those employees be reimbursed, particularly if it was their 20th year step?

Answer: Prior year raises or step increases are not a part of the classification and compensation study.

20. Will extra hours worked at after school and weekend activities be considered in the salary review?

Answer: No. All administrators are paid based on the position they hold, not the total amount of hours worked. Administrators and certain other positions are considered exempt under the Fair Labor Standards Act and are not paid overtime.

21. Will the study look at the maximum number of days to earn vacation?

Answer: Vacation days and how they are earned are not a part of the classification and compensation study.

22. Will the study look at JCPS’s generic job descriptions?
Answer: Yes. The study will consider all information received from questionnaires on job positions and job duties completed by employees.

23. We feel like we are being asked to do more with less (money, support) and our teachers are tired from the stress. Will the schools receive more as supports and useful staff as a result? Could the experts also look at the fact that we still need district support and experts plus hands-on-help?

Answer: School-level supports are a budget issue and not part of the classification and compensation study.

24. When other comparable school districts were chosen, was the retirement system also considered? Since KTRS is currently one of the top most at risk for failure, will that be taken into account when considering competitive compensation?

Answer: Retirement benefits and systems will not be part of the classification and compensation study.

25. In the comparable school districts that have been selected, is the cost of living the same? Cost of gas? Price of real estate? What about the percentage of parents who are educated beyond high school? Crime rate?

Answer: A cost of living index will be factored into the school districts that are compared to JCPS for this study. The educational attainment of parents and the crime rate will not be factored.

26. Counselors are, like teachers, on the front lines in the schools every day. Will the compensation study consider this and if funding cuts are suggested, will counselors and teachers-schools receive cuts during the 2016-17 school year. Will there be cuts during the 15-16 school year?

Answer: This classification and compensation study will not be a factor in determining the JCPS budget.

27. Will the study take into consideration the number of students/counselors/principals in determining equity in salaries? For example, some schools have a total of 93 students and another school has 2100 students?

Answer: The classification and compensation study will compare our salaries to peer districts. If this is a criteria used in other districts it will be considered.

28. When conducting the study using peer districts, will the reviewers take into account that job descriptions on paper are very often different than what the counselor does at JCPS?

Answer: Yes. That is the purpose of the online Job Analysis Questionnaire.
29. Will JCPS be able to attract more qualified people for hire if salaries are attractive? Why not compare districts in the Midwest and North?

Answer: JCPS teacher salaries are among the top 3 or 4 in the nation. Several peer districts will be used when determining comparable and competitive salaries.