

Classified, Confidential, including Short-term (Hourly) and Management Salary Increases for 2013-2014, Effective July 1, 2013.

## **Frequently Asked Questions (FAQs)**

Q: What is the amount of the salary increase?

A. For fiscal year 2013-14, the equivalent of a 3% on the Salary Schedule, across-the-board salary increase effective July 1, 2013. In addition, a one-time sum of the equivalent of 1% of the prior year's (2012-2013) earned wages.

Q: Is the salary increase retroactive?

A: Yes. The 3% on the Salary Schedule increase is retroactive to July 1, 2013. The one time 1% salary increase is for prior year earned wages.

Q: When will I receive the salary increase?

A: Salary increases were approved by the Board of Trustees. Human Resources & Payroll are working diligently to implement the salary increases. However, the process will take time. All permanent (regular) and short-term (hourly) salary schedules have been revised and input into PeopleSoft to reflect the 3% salary increase. In addition to the Payroll Department processing the normal monthly payroll for all employees, it must also process the new salary increases and issue a special check in November. The salary increases will be disbursed to employees as follows:

### **3 % Salary Increase:**

- 1) The October 31, 2013, regular paycheck will reflect the new salary increase for the period from October 1, 2013, to October 31, 2013.

### **Retroactive 3% Salary Increase**

- 2) A second paycheck will be issued during the regular November 27, 2013, pay period, and will reflect the 3% salary increase retroactive from July 1, 2013, and September 30, 2013.

**1% One-time only off the Salary Schedule Payment**

- 3) For confidential, management & eligible classified employees of SEIU 1021 and Local 39, a separate paycheck will be issued on November 27, 2013, for 1% of prior year earned wages.

Regarding eligibility for the 1% one time, off the salary schedule payment, refer to your union agreement with the District regarding the disbursement of this salary increase.