

Compensation FAQ

Table of Contents

2017 – 2018 Special Annual Leave Bonus FAQs	2
2017 – 2018 Bus Driver Pay Increase FAQs	4
2017 – 2018 Non-Certified Central Office Employees FAQs	6
2017 – 2018 Teacher Bonus FAQs	8
FAQs for Principal Salary and Bonus Determination	9

2017 – 2018 Special Annual Leave Bonus FAQs

Session Law 2017-257

SECTION 35.18A. (a) Any person who is (i) a full-time, permanent employee of the State, a community college, or a local board of education on July 1, 2017, and (ii) eligible to earn annual leave shall have a one-time additional three days of annual leave credited on July 1, 2017.

SECTION 35.18A. (b) Except as provided by subsection (c) of this section, the additional leave granted in this act shall be accounted for separately with the leave provided by Section 28.3A of S.L. 2002-126, by Section 30.12B(a) of S.L. 2003-284, by Section 29.14A of S.L. 2005-276, and by Section 35.10A of S.L. 2014-100. The leave shall remain available during the length of the employee's employment, notwithstanding any other limitation on the total number of days of annual leave that may be carried forward. Part-time, permanent employees shall receive a pro rata amount of the three days.

SECTION 35.18A. (c) The additional leave awarded under this section has no cash value and is not eligible for cash in. If not used prior to the time of separation or retirement, the bonus leave cannot be paid out and is lost.

Who is eligible for the 2017-10 three (3) Special Leave Bonus Days?

Any person who is eligible to earn annual leave AND who was a permanent employee of the LEA on July 1, 2017

What are the definitions of permanent, full-time and part-time employees?

Sections 1.1.3, 1.1.4, and 1.1.5 of the North Carolina Public Schools Benefits and Employment Policy Manual address this <http://www.ncpublicschools.org/docs/district-humanresources/key-information/information/policymanual.pdf>.

Are teachers and others paid on the salary schedule eligible for the leave?

YES, if they are in a position that is eligible to earn leave.

If the LEA contracts with an employee on July 15th to work the 2017-18 school year, are they eligible for the three (3) bonus days?

NO, if the contract was established after July 1, 2017, the employee is not eligible.

Non-certified personnel do not have contracts, how do we determine if they are eligible?

If a written job offer has been made to an employee and the employee has accepted prior to July 1, 2017, the employee is eligible for the leave

Are contractors and temporary employee eligible for three (3) bonus days?

NO, contractors and temporary employees are not eligible for the Special Annual Leave Bonus

Are probationary employees eligible?

NO, they are not permanent employees.

Are employees who are on leave without pay eligible?

Employees on leave without pay are credited with the 3 days upon their return, provided they were employed on July 1, 2017.

Are part time employees eligible for the 3 days?

YES, they are eligible for a pro-rata share of the 3 days. The employee must be eligible to earn annual leave to be eligible for the 3 days. The pro-rata share will be at the same rate as their rate for annual leave.

Employees that are in two (2) part-time positions, will receive how much leave time?

They receive the same percentage as they receive for annual leave.

Are employees paid from non- state funds required to receive the 3 days?

Yes, employees of the LEA must be considered for eligibility.

How may bonus leave be used?

- a) Bonus leave may be used for any purpose for which regular annual leave is used.
- b) Bonus leave shall be taken only upon the authorization of the supervisor.
- c) Bonus leave may not be used on an instructional day, if the employee requires a substitute.
- d) Bonus leave shall be charged in units of time consistent with regular annual leave guidelines.

How do we account for the bonus leave?

The leave will be coded to “29 – 2017-18 Bonus Leave”. This leave has no deduction.

Does this special annual leave bonus expire if not used by June 30, 2018?

NO. The annual leave bonus days do not expire at the end of the 2017-18 fiscal year. The leave shall remain available during the length of the employee's employment.

Can the special annual leave bonus be paid out upon separation of employment?

NO. This leave has no cash value and is not eligible for cash in. If not used prior to the time of separation or retirement, the bonus leave cannot be paid out and is lost.

2017 – 2018 Bus Driver Pay Increase FAQs

Session Law 2017-257

SECTION 8.7 (b) Of the funds appropriated in this act for salary increases for noncertified employee in the 2017-2018 fiscal year, in lieu of the salary increases provided in subsection (a) of this section, the sum of sixteen million eight hundred fifty-five thousand eighty-one dollars (\$16,855,081) shall be allocated to local boards of education to increase the average rates of pay for all school bus drivers in the local school administrative unit on an equitable basis.

2017 – 2018 CMS Pay Increase

Bus Drivers will receive a salary increase of \$1,500 based on the allocated funds to CMS. The increase is pro-rated based on percentage of time worked per individual (if a work week is 40 hours or 100% FTE)

Who is eligible for this raise?

All full-time, permanent, bus drivers and lead bus drivers.

Are part-time employees eligible for the raise?

YES, part-time employees are eligible for a pro-rata portion of the raise.

Are employees who work less than 20 hours a week eligible for a pro rata of the increase?

YES, employees who work less than 20 hours a week are eligible for a pro rata increase based on percentage of time worked (FTE).

Are retirees' eligible for the raise?

NO, retirees' are not eligible as they are true temporary employees.

Are employees hired after July 1, 2017 eligible for the raise?

As of July 1, 2017, all non-certified employees' pay should reflect this increase, based on where they were placed on the schedule.

Do people hired on contract get the raise?

NO, only CMS employees who meet the eligibility requirements are eligible for the raise.

Do probationary employees get the raise?

YES, probationary employees are eligible for the raise provided they meet the previously discussed criteria.

Are employees on leave without pay eligible for the raise?

Employees who are on leave without pay would not receive a raise until they return to pay status. Once they return to pay status, provided they worked any amount of time during the 2016-17 fiscal year, they would receive a prorata share.

What if an employee was on sick leave or some other extended absence?

If an employee is on sick leave or any other extended absence, provided they are in pay status, they would receive the raise.

Does a suspended employee qualify for the bonus?

Provided that the suspended employee is still in pay status, they would receive the raise.

Is the raise subject to an employee's longevity payment?

YES, the raise amount is considered part of an employee's annual salary; therefore, it is subject to an employee's longevity payment.

2017 – 2018 Non-Certified Central Office Employees FAQs

Session Law 2017-257

SECTION 8.7 (a) For the 2017-2018 fiscal year, the annual salary for noncertified public school employees whose salaries are supported from State funds shall be increased as follows: (1) For permanent, full-time employees on a 12-month contract, by one thousand dollars (\$1,000). (2) For the following employees, by a prorated and equitable amount based on the amount specified in subdivision (1) of this subsection: a. Permanent, full-time employees on a contract for fewer than 12 months. b. Permanent, part-time employees. c. Temporary and permanent hourly employees.

SECTION 8.7 (b) Of the funds appropriated in this act for salary increases for noncertified employee in the 2017-2018 fiscal year, in lieu of the salary increases provided in subsection (a) of this section, the sum of sixteen million eight hundred fifty-five thousand eighty-one dollars (\$16,855,081) shall be allocated to local boards of education to increase the average rates of pay for all school bus drivers in the local school administrative unit on an equitable basis.

2017 – 2018 CMS Pay Increase

Excluding bus drivers, all non-certified central office employees will receive a salary increase of 3% or \$1,000, whichever is greater. The increase is pro-rated based on percentage of time worked per individual (if a work week is 40 hours or 100%)

(Please see the “2017-2018 Bus Driver FAQs” regarding CMS Pay Increases)

Who is eligible for this raise?

All full-time, permanent, non-certified State paid employees. Employees paid from the Teacher salary schedule, or a derivative there of are not eligible for this raise.

Are part-time employees eligible for the raise?

YES, part-time employees are eligible for a pro-rata portion of the raise.

Are employees who work less than 20 hours a week eligible for a pro rata of the increase?

YES, employees who work less than 20 hours a week are eligible for a pro rata increase based on percentage of time worked (FTE).

Are retirees’ eligible for the raise?

NO, retirees’ are not eligible as they are true temporary employees.

Are employees hired after July 1, 2017 eligible for the raise?

As of July 1, 2017, all non-certified employees’ pay should reflect this increase, based on where they were placed on the schedule.

Are school-based administrators, instructional support or teachers’ eligible to receive the raise?

NO, school-based administrators (Principals, Assistant Principals, Teachers, and others paid from the teacher salary schedule) are not eligible to receive the raise.

Do people hired on contract get the raise?

NO, only CMS employees who meet the eligibility requirements are eligible for the raise.

Do educators on loan qualify to get the raise?

Only those educators on loan who otherwise qualify for the raise who are not paid on the Teacher, School Psychologist, or School Based Administrator Salary Schedules are eligible for the raise.

Do probationary employees get the raise?

YES, probationary employees are eligible for the raise provided they meet the previously discussed criteria.

Are employees on leave without pay eligible for the raise?

Employees who are on leave without pay would not receive a raise until they return to pay status. Once they return to pay status, provided they worked any amount of time during the 2016-17 fiscal year, they would receive a prorated share.

What if an employee was on sick leave or some other extended absence?

If an employee is on sick leave or any other extended absence, provided they are in pay status, they would receive the raise.

Does a suspended employee qualify for the bonus?

Provided that the suspended employee is still in pay status, they would receive the raise.

Is the raise subject to an employee's longevity payment?

YES, the raise amount is considered part of an employee's annual salary; therefore, it is subject to an employee's longevity payment.

Do bus drivers qualify for this pay increase?

NO, bus drivers are not eligible for the pay increase. Instead, bus drivers will receive an increase based on a dollar amount allocated to local boards of education to increase the average rates of pay for all school bus drivers in the local school administrative unit on an equitable basis. **Please see the "2017-2018 Bus Driver FAQs" regarding CMS Pay Increases.**

2017 – 2018 Teacher Bonus FAQs

Will I receive a bonus for teaching advanced course?

Legislation passed to pay individuals who did not receive the 3rd grade bonus, CTE bonus, or IB/AP bonus because they were moved to another subject matter. This is a technical change that was made on the Appropriations Act of 16-17 and is payable by the end of September 2017

AP/IB/Cambridge AICE - \$50 per each student with a total bonus limit of \$3,500. Measurement will be based on data from the 2016-2017 year, to teachers who remain employed teaching in the same LEA. This bonus is payable by the end of January 2018

CTE - \$25 or \$50 per student taught with total bonus limit of \$ 3,500. Measurement will be based on data from the 2016-2017 year, to teachers who remain employed teaching in the same LEA. This bonus is payable by the end of January 2018

How do I qualify for the 3rd Grade Read to Achieve Bonus?

Eligibility is for teachers (who remain teaching in the same LEA) that fall in the top 25% of 3rd grade teachers in the state as well as CMS. Measurement will be based on EVAAS data from the 2016-2017 school year and is payable by the end of January 2018

How do I qualify for the 4th and 5th Grade Reading Teacher Bonus?

Eligibility is for teachers (who remain teaching in the same LEA) that fall in the top 25% of 4th and 5th grade teachers in the state as well as CMS. Measurement will be based on EVAAS data from the 2016-2017 school year and is payable by the end of January 2018

How do I qualify for the 4th-8th Grade Math Teacher Bonus?

Eligibility is for teachers (who remain teaching in the same LEA) that fall in the top 25% of 4th -8th grade teachers in the state as well as CMS. Measurement will be based on EVAAS data from the 2016-2017 school year and is payable by the end of January 2018

FAQs for Principal Salary and Bonus Determination

What has changed with how my salary is determined?

The NC Legislature set up new principal schedules which are tied to ADM and School Growth Measures:

- ✓ ADM will be the best of month one or month two of ADM at your school (*PreK ADM is not included in the calculation*)
- ✓ School Growth is based upon 2014-2015, 2015-2016, 2016-2017 school growth measures for the principals
- ✓ Principals are no longer eligible for advanced degree or doctoral pay
- ✓ Eliminated longevity pay for principals. Those who have received longevity pay will receive an additional payment on August 10th for any pay due to you from your last longevity payment through June 30, 2017

How does these legislative changes affect how CMS determines my salary?

Principals will receive a 7% increase on their total gross pay

- ✓ Effective 7/1/2017
- ✓ Should be seen in August check. (Retro pay may lag one month)
- ✓ Adjustments are made between state and local pay
- ✓ If the 7% increase does not take principal to the proper step for ADM and School Growth Measure, adjustments will be made to align the employee to the proper step
- ✓ All hired or promoted to principal at the end of the 2016-2017 school year for the 2017-2018 school year will be reevaluated to see if a change in pay is warranted
- ✓ School districts have been directed by NC DPI to use our best judgment in assigning salaries since 2016-2017 data isn't available yet
- ✓ Held Harmless (guaranteed for 2017-2018 year only): Principals are guaranteed to not make less salary for 2017-2018 than received in 2016-2017 salary with advanced or doctoral pay plus longevity.

Will I still receive longevity each year?

NO, Principals and Assistant Principals will no longer receive longevity after June 30, 2017. You will receive one last longevity payment on August, 10 2017. Effective July 1, 2017 longevity will be folded into annual salary.

What happens if I accept another position in the future that is eligible for longevity?

CMS will keep up with your longevity date. If you become eligible for longevity in the future, you will begin receiving it based on your longevity date

Am I eligible for the principal bonus?

Section 8.4 of the Appropriations Act states that NC DPI will administer a bonus in the 2017-2018 fiscal year to any principal who:

- ✓ Supervised a school for the majority of the previous school year and
- ✓ School was in the top 50% of school growth in the state for the previous school year
- ✓ Can only receive one bonus from the below schedule

Top 5%	\$5,000
Top 10%	\$4,000
Top 15%	\$3,000
Top 20%	\$2,000
Top 50%	\$1,000

In addition, a bonus will be provided for any principal who

- ✓ Supervised a school for the majority of the 2015-2016 and the 2016-2017 school year
IF
- ✓ School was designated as having met or not met expected growth in the 2015-2016 school year **AND**
- ✓ School was designated as having exceeded growth in the 2016-2017 school year
- ✓ Amounts of Bonus (Eligibility is for one or the below bonuses)
 - \$5,000
 - \$10,000 for any principal who supervised a school during the 2015-2016 school year with a school performance grade of D or F

When will the principal bonuses be paid?

Those who qualify and the payment dates aren't known at this time. DPI will supply a list of qualifying principals to CMS with the bonus amount. CMS will send follow-up information concerning these bonuses when that is received.

Who should I call if I have questions?

Call Compensation at 980-343-7457 or email mycompensation@cms.k12.nc.us

Is the Principal Eligible For A Bonus Under Section 8.4(b) of the Senate Budget?

