

**Memorandum of Understanding
Between
the Diablo Managers' Association (DMA)
And
the Mt. Diablo Unified School District
Regarding
The Restructuring of the DMA Salary Schedule
January 17, 2023**

This Memorandum of Understanding ("MOU") is established based on the following facts:

The administrative salary ranges for the Mt. Diablo Unified School District (MDUSD) are significantly lower than the majority of districts within Contra Costa County, and also significantly lower than surrounding districts in surrounding counties that MDUSD must compete with for hiring (e.g. Dublin Unified which is located in close proximity to MDUSD).

The District desires to better compete with districts within Contra Costa County, as well as districts nearby outside of Contra Costa County, to find and retain the best possible candidates.

The District has recently increased salary wages for bargaining units within MDUSD for similar reasons of competitive recruitment, hiring and employee retention (e.g. the MDUSD CSEA unit will receive a 20% salary raise over three years effective January 19th, 2023). The District has recently similarly increased salary wages for substitute teacher salary levels, and MDUSD teacher salaries are now currently much more competitive in comparison to surrounding districts.

This MOU is entered into, by and between the Mt. Diablo Unified School District ("MDUSD" or "the District") and the Diablo Managers Association ("DMA"), hereafter collectively referred to as "the Parties," on January 17, 2023 in order to address the ongoing disparity between MDUSD DMA administrator/confidential employee salary schedules compared to surrounding school districts. DMA and the District agree to the following:

1. District staff (via the HR and Fiscal Departments) are recommending a restructured DMA and DMA confidential Salary schedule based on a district comparison that began with an examination of MDUSD and surrounding High School Principal annual wages. Based on that examination, as well as examining Middle School and Elementary Principal salary wages, the District is

recommending a restructured uniform “reset” of the MDUSD Administrator salaries for all DMA positions (except for the higher paying positions of Chief or Executive Director which have already been recently adjusted or adjusted in prior years).

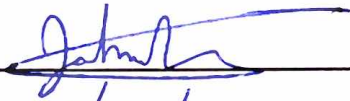
2. In order to approach the restructuring of the DMA and DMA confidential (and principal) salary schedules in a uniform logical manner, with an attempt to maintain parity and uniformity between the majority of existing DMA positions and across existing ranges, MDUSD is taking the approach (recognizing the MDUSD DMA salaries have been significantly lower than surrounding districts for many years) of altering the current DMA hybrid “step & minor longevity” salary schedule to a schedule with only uniform steps.
3. In order to also reduce the level of confusion between the current DMA schedule and principal salary schedules which were separated years ago, MDUSD is recombining the site administrator salary schedule (i.e. principals) with the entire certificated and classified DMA salary schedule (while continuing to leave the DMA confidential salary schedule as a separate schedule). This will result in two DMA salary schedules: one for Administrators and one for DMA confidential employees (instead of the current three schedules that exist for Site Principals, DMA Administrators and DMA confidential employees).
4. In order to establish more competitive (but reasonable) salary ranges for all MDUSD administrators, the schedule for the majority of DMA administrators will be re-established by eliminating the the first 4 columns of the current DMA Administrator schedule but where the current Step 5 becomes the new Step 1 (adding increments of \$4000 between steps above Step 5). (See attached Exhibit A as a general example)
5. While DMA site principals were on a separate DMA “principal only” salary schedule at previous increments of 5.2% uniformly between 7 steps, principals will be added back onto the larger 9 Step DMA schedule but will be at a different increment (using a range initially based on their previous higher increments of 5.2% between steps) but will then have new increments based on a flat uniform amount (which differ based on level - i.e. step increments \$4350 for Elementary Principal, \$4500 for Middle School/Continuation Principal and \$5000 for High School Principal) where principals will now step every year (up to step 9) similar to all of the DMA administrators.

6. Positions *higher than* the existing Step 5/the new Step 1, effective on January 19th or February 1st of 2023 (depending on the needs of the Payroll Department), will transition to the next highest "compensation cell" (e.g. a current Year 30 could transition for the remainder of 22-23 to the new Step 3) in order to land into a new revised cell. The 75% of the year rule normally required to step to a new step will not apply (or block the ability) for a member to step on the normal upcoming July 1, 2023 step adjustment/s (outside of excluded members referenced further below) after this one time transition/spring shuffle onto an existing step. The transition step for employees in a cell higher than the current DMA Step 5/New Step 1 will take place effective January 19, 2023 or February 1st 2023 (depending on the needs of the Payroll Department) for those employees actively in DMA positions on January 19th 2023 ; and only for the positions that they are holding on January 19, 2023).
7. All other positions hired, established or where transfers or promotions occur (after January 19th 2023) will not again Step on July 1, 2023 as they would not meet the normal 75% of the work year rule in order to advance to a new step on July 1, 2023. In addition, DMA employees who did not complete a full 75% of the work year (during the 2022-2023 fiscal year) in their current position as of June 30th 2023 or as of the end of their work year calendar for 2022-2023 (based on their normal work year calendar) will not again step on July 1, 2023 as they would not have otherwise received any step increase on July 1, 2023.
8. As an example, if, in Exhibit A, a School Support Administrator is currently (as of January 1, 2023) on what is denoted as year 17 (as \$141,534) then, if approved by the board, they would transition to the next highest "compensation" cell in order to land on a new revised schedule cell. In this case, for this position, the next highest compensation cell on the schedule is \$142,666 (Step 3 on the new proposed DMA schedule) for the remainder of the year (pro-rated for the remaining months of 2022-2023). That is, they would see a pro-rated \$1,132 annual difference for their remaining paychecks of 2022-2023, and then, as long as they had completed 75% or more of their normal work year, they would then move to Step 4 (\$146,666) on the new schedule on July 1, 2023 (receiving the new annual \$4k increment for the first time). However, if a School Support Administrator is currently (or as of January 1, 2023) on Step 5, there is no need for them to move to a new compensation cell for the remainder of the 2022-2023 year, and they will remain on the current Step 5/New Step 1 until they Step on July 1, 2023 for the first time (assuming they have worked at least 75% of the

year in their position during 2022-2023) although at a better increment of \$4k than what they would have otherwise received with no salary restructure.

9. The DMA "confidential" salary range will also be restructured and improved using the same above logic and approach where we again eliminate the first 4 columns-to establish better uniformity between steps (by setting the step increments at a flat 2% for each step) and where DMA confidential employees will now also similarly step each year and similarly see an increase in compensation for each year. MOU items #6 and #7 above similarly apply to any DMA confidential employees.
10. This agreement applies only to the current restructured agreement, is non-precedential, does not establish DMA as a bargaining unit in the district, and does not establish a past practice.


For the District:



1/12/2023

Date

For DMA:



1/17/2023

Date

Exhibit A

Here is a draft plan to keep us more competitive but with a low cost impact

2022-2023 Fiscal Year (4% + 1.5% effective July 1, 2022)

DMA Management Salary Schedule

Position	Job Code	Steps								Career Increment *							
		Step 1	Step 2	Step 3	Step 4	Step 5	Year 6	Year 8	Year 11	Year 14	Year 17	Year 20	Year 25	Year 30			
Range 28	School Support Administrator	daily rate	\$493.08	\$524.00	\$550.20	\$577.72	\$606.60	\$612.67	\$618.80	\$624.98	\$631.23	\$637.54	\$650.27	\$663.32	\$676.55		
		annual (222 days)	\$110,775	\$116,329	\$122,143	\$128,253	\$134,666	\$136,014	\$137,374	\$138,744	\$140,133	\$141,534	\$144,360	\$147,256	\$150,193		
Range 25		daily rate	\$485.52	\$509.75	\$535.29	\$562.03	\$589.66	\$617.29	\$644.92	\$672.55	\$700.18	\$727.81	\$755.44	\$783.07	\$810.70		
		annual (217 days)	\$105,361	\$110,617	\$116,580	\$121,986	\$128,158	\$134,330	\$140,502	\$146,674	\$152,846	\$159,018	\$165,190	\$171,362	\$177,534		
Admir Learn		daily rate	\$105.361	\$110.617	\$116.580	\$121.986	\$128.158	\$134.330	\$140.502	\$146.674	\$152.846	\$159.018	\$165.190	\$171.362	\$177.534		
Admir Resol		daily rate	\$100.505	\$105.518	\$110.805	\$116.341	\$122.158	\$128.380	\$134.612	\$140.844	\$147.076	\$153.308	\$159.540	\$165.772	\$172.004		
Admir Agenc		daily rate	\$107.788	\$113.764	\$118.834	\$124.771	\$131.009	\$137.241	\$143.473	\$149.705	\$155.937	\$162.169	\$168.401	\$174.633	\$180.865		
Asst.		daily rate	\$107.788	\$113.166	\$118.834	\$124.771	\$131.009	\$137.241	\$143.473	\$149.705	\$155.937	\$162.169	\$168.401	\$174.633	\$180.865		
Asst.		daily rate	\$107.788	\$113.144	\$118.834	\$124.771	\$131.009	\$137.241	\$143.473	\$149.705	\$155.937	\$162.169	\$168.401	\$174.633	\$180.865		
Asst. Educ		daily rate	\$105.361	\$110.617	\$116.158	\$121.980	\$128.060	\$134.341	\$140.633	\$146.940	\$153.257	\$159.591	\$165.940	\$172.299	\$178.668		
Asst.		daily rate	\$105.361	\$110.617	\$116.158	\$121.980	\$128.060	\$134.341	\$140.633	\$146.940	\$153.257	\$159.591	\$165.940	\$172.299	\$178.668		
Range		daily rate	\$470.19	\$493.68	\$517.37	\$544.28	\$571.49	\$598.71	\$626.03	\$653.35	\$680.67	\$708.00	\$735.32	\$762.64	\$790.00		
Admir		annual (222 days)	\$104,381	\$109,597	\$115,079	\$120,831	\$126,873	\$132,941	\$139,033	\$145,150	\$151,292	\$157,459	\$163,651	\$169,868	\$176,100		
Range		daily rate	\$453.10	\$475.80	\$499.64	\$524.53	\$550.76	\$577.24	\$603.98	\$630.98	\$658.18	\$685.57	\$713.16	\$740.94	\$768.92		
Curtis		annual (210 days)	\$95,152	\$99,918	\$104,903	\$110,151	\$115,657	\$121,424	\$127,456	\$133,752	\$140,312	\$147,140	\$154,238	\$161,606	\$169,254		
Educ		annual (210 days)	\$95,752	\$99,918	\$104,903	\$110,151	\$115,657	\$121,424	\$127,456	\$133,752	\$140,312	\$147,140	\$154,238	\$161,606	\$169,254		
Program Specialist		annual (205 days)	\$97,887	\$97,538	\$102,405	\$107,529	\$112,903	\$114,032	\$115,171	\$116,323	\$117,487	\$118,662	\$121,032	\$123,460	\$125,921		
Instructional Program Specialist		annual (205 days)	\$97,887	\$97,538	\$102,405	\$107,529	\$112,903	\$114,032	\$115,171	\$116,323	\$117,487	\$118,662	\$121,032	\$123,460	\$125,921		
Operational Program Specialist		annual (205 days)	\$92,887	\$97,538	\$102,405	\$107,529	\$112,903	\$114,032	\$115,171	\$116,323	\$117,487	\$118,662	\$121,032	\$123,460	\$125,921		

Change from the current "hybrid" Step plus minor 1% increment longevity schedule to a clearer "step only" schedule but first eliminating steps 1 to 4, and then using step 5 as the new baseline and adding small \$4k increments between years step 5 to step 30 (renaming them steps 1 to 9) AND only initially moving people to the next highest "cell" as a transition reset - where, for example, someone at year 17 could land on a NEW step 3 or 4 with a minor cost - but giving us a schedule structure that provides more space for growth, a place for principals to consider promoting to, and making us much more competitive for hiring.

Do the same for principal schedule - and make steps annual instead of every 2 years