

## Frequently Asked Questions about Pay

Denton ISD is committed to having the ability to attract and keep top talent. The district has designed a cost-effective compensation package that provides the capability to recruit, retain, and reward employees at all levels.

Denton ISD wants employees to understand our pay system. As a result, the district has developed a series of communications called HR Snapshot. This Snapshot addresses questions frequently asked by employees about the pay system.

### **What is a pay range structure?**

A pay range structure is a hierarchy of salary ranges with defined minimum, midpoint and maximum rates of pay for each job. This structure forms the underlying framework of the pay system. It serves to keep all employees within a competitive range of pay. The structure controls employee pay and links pay to the value of the job in the organization

Denton ISD has four pay structures that group similar types of work. They are:

- Administrators and Professionals
- Clerical and Paraprofessionals
- Teachers, Registered Nurses, and Librarians
- Auxiliary employees

### **Are these posted on the district's Intranet/Internet?**

Yes. All pay structures are posted on the district's Web Site in the Human Resources department.

### **How was my pay grade determined?**

Jobs are grouped into pay levels or pay grades based on the types of duties assigned, skill requirements, responsibility and market value. Pay grades are based entirely on the job assignment, not the qualifications, credentials, or performance of job incumbents.

### **Will my pay grade ever change?**

Pay grade classification can change if there is a significant and sustained increase in job responsibility or market value of the job. Supervisors can request a review of a pay classification by the Human Resource Department if they feel that a job is in the wrong pay grade. Human Resources has a process and timeline for reviewing pay classifications.

### **Do my years of experience make any difference in the new pay plan?**

Yes, experience counts in a pay range system. That is why there is a range of pay rather than a single rate of pay. The main difference between a pay range and a step schedule is flexibility. Salaries are not based solely on years of service. A pay range system allows the district to value other competencies such as types of experience in and outside of school districts, specialized skill sets, and demonstrated abilities.

### **Can I predict future pay increases in this system?**

No, because pay increases are based on the district's annual budget approved by the board of trustees. The board has historically approved a budget for employee pay increases each year. Both the budget for pay increases and the pay range structures are reviewed annually. Pay ranges will be adjusted periodically to remain competitive with our job market. Pay increases are based on the district's available revenue.

### **Did anyone lose money as a result of the pay study?**

No employee's base pay was reduced as the result of this study. However, your net pay may change due to changes in your benefits deduction, tax rates, or other payroll deductions such as charitable contributions.

### **How are pay increases calculated?**

Pay increases are calculated by applying the pay increase percentage approved by the board to the midpoint rate of your pay range. This means that every employee in the same pay grade will receive the same dollar amount of increase. For more information, please read the HR Snapshot "How Pay Increases are Calculated."

### **What if my pay is above the maximum or below the minimum?**

If your pay is below the minimum rate for your pay range you will receive an additional adjustment to increase your pay to the minimum of the range.

If your pay is above the maximum rate, you will receive a one percent pay increase at midpoint of your pay grade.

### **When will I see the pay increase on my check?**

10-month duty schedule	September 20th
11-month duty schedule	August 20th
12-month duty schedule	July 20th

### **How can I get more information?**

You can contact the Human Resources department at 940-369-0040. Also, look for other HR Snapshot documents posted on the district's Web Site.