

POLICY GBC

Related Entries: GBC-R; CBD

**Board of Education
Las Cruces Public Schools**

Responsible Office: Human Resources

Applicable to: All Employees

STAFF COMPENSATION: SALARY SCHEDULES

I. PURPOSE

To ensure that employee rates of pay are based on approved salary schedules

II. BACKGROUND

The salaries for employees of the Las Cruces Public Schools are determined through a school district salary system, as mandated by state statute, §22-5-11, NMSA 1978. The system shall incorporate the use of salary schedules developed by the Superintendent or his/her designee.

III. DEFINITIONS

- a. “Salary schedule” means the documents that determine the periodic pay rates for LCPS employees
- b. “Salary schedule system” is a system which incorporates increases or compensation measures specifically mandated by the legislature and must be submitted for approval by PED. Salaries for teachers and school administrators shall be aligned with the licensure framework provided for in the School Personnel Act.

IV. POSITION

- a. This policy applies to all district employees (faculty and staff).
- b. This policy adheres to any and all negotiated agreements between the Board of Education and the certified and classified employee units of the school district. Changes to said agreements shall supersede any and all relevant provisions contained herein.
 - i. This policy hereby incorporates any and all provisions contained within the negotiated agreements, relevant to salary schedules.
- c. The LCPS salary system and schedules shall be approved by the Superintendent of Schools prior to submission to the Board of Education.
 - i. Salaries for teachers and licensed school administrators shall be aligned with the licensure framework provided for in the School Personnel Act.
 - ii. School district employees shall be responsible for providing appropriate


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documentation to the Human Resources Department which will be used to determine the employee's placement on the appropriate salary schedule, §22-5-11 and 22- 10A-4 NMSA 1978.

- iii. The Superintendent shall determine which, if any, employees shall be compensated at a rate of pay not contained on an approved salary schedule, i.e., "off schedule." , consistent with the approved budget.
- d. The Board shall annually approve the salary system and schedules either separately or as part of the operating budget. Any changes during the year shall be subject to Board approval.
- e. Prior to the beginning of each school year, the Superintendent shall file with the Public Education Department the school district salary system and schedules which salary system shall incorporate increases or compensation measures specifically mandated by the legislature.
- f. The Superintendent's salary shall be determined annually by the Board of Education (LCPS Policy CBD: Superintendent Contract).
- g. The Superintendent shall promulgate a regulation for the enforcement of this policy.

v. REVIEW

This policy shall be reviewed on an ongoing basis in accordance with the Board of Education policy review process.

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Board of Education President

October 11, 2022

Date Approved

History: Formerly Policy #236 – Overtime Compensation, Revised 11.22.95; 10.17.00; Policy #270 –Salary Schedules, Revised 11.22.95; Reviewed 10.17.00; revised 12.14.10

Legal Reference: U.S.C. 29.9 Fair Labor Standards Act; §22-5-11, 22-10A-4 NMSA 1978