

**Linden Unified School District  
BOARD ACTION ITEM**

**Date:** June 20, 2014  
**To:** Superintendent  
**From:** Richard Schmidig  
**Subject:** Request to Increase Work Days for Dean of Students

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**BACKGROUND:** Linden High school currently has one Dean of Students position with a work year of 190 days. This is only four more days than the teachers on site. This position is responsible for administering school programs by providing counseling and support services to students. These duties range from scheduling students, counseling students on courses work needed to graduate and monitoring student progress during the year. The position also has up to 25% of the supervision duties during the year. In addition to providing services during the school year, a great deal of work for this position occurs before school begins and after school is out. These duties are registration of new students, evaluating transcripts for proper course selection before school starts and conducting academic counseling after the school year ends with all students needing credit recovery. It is also instrumental in the development of the Master Schedule.

During the 2009-2010 year and prior years the high school had two assistant principals, a Dean of Students and a half time counselor. In 2010-2011 the site was reduced to one vice principal and one counseling FTE, the Dean of Students. The vice principal has a work year of 215 days while the Dean only has 190 work days. This, like many other programs and services were affected by the budget shortfall.

A survey of similar districts demonstrates that schools our size have considerably more counseling time. This time may be reflecting in additional work days, an extended day or additional staff. For example, Argonaut High and Amador both have 2 FTE of counselors that work 198 days each. Similarly Summersville has 2 FTE but their work year is 210 days. While the salary range for Amador and Argonaut starts about the same as us, the end salary is considerably higher at \$76,472. Linden's is \$47,658 after 5 years and 2% at 10 years.

**RECOMMENDATION:** It is recommended that the board approve the increase of work year for the Dean of Students from 190 days to 210 days.

**FINANCIAL IMPLICATIONS:**

|                 |          |          |          |          |          |
|-----------------|----------|----------|----------|----------|----------|
| 190 days        | \$41,538 | \$42,368 | \$44,063 | \$45,826 | \$47,658 |
|                 | \$218.62 | \$222.99 | \$231.91 | \$241.19 | \$250.83 |
| 210 days        | \$45,910 | \$46,828 | \$48,701 | \$50,650 | \$52,674 |
|                 | \$218.62 | \$222.99 | \$231.91 | \$241.19 | \$250.83 |
| Additional Cost | \$4,372  | \$4,460  | \$4,638  | \$4,824  | \$5,017  |