M E M O R A N D U M

**TO: Dr. Randy Poe, Superintendent**

**Ms. Karen Byrd, Chairperson**

**Board Members**

**FROM: Phil Sheehy, Director Human Resources**

**DATE: October 1, 2019**

**RE: Bus Duty Pay for Classified hourly Personnel**

In accordance with our ongoing efforts to hire and maintain qualified classified personnel, Human Resources proposes that hourly, classified personnel be paid their regular hourly rate of pay for all time assigned to work bus duty. The current practice of dropping them to G1, the lowest grade on the hourly scale, and then capping them at Step 4 for this work, is counter-productive to our efforts.

Human Resources recommends approval of this proposal.