



Policy No.: P700-19-5	Type of Policy: Personnel
Policy Title: Salary Plan	
Policy Description: Identifying salary plan covering all classes of position in District employment.	
Approval Date: 11/15/2011	Last Review Date: 2019
Approval Resolution No.: 70-11	Next Review Date: 2023
Rescinded Resolution No.: 77-07	Rescinded Resolution Date: 12/18/2007

It is the policy of the Board of Directors of Dublin San Ramon Services District:

The General Manager shall develop and recommend for Board approval a salary plan covering all classes of positions in District employment. This salary plan shall identify the monthly flat rate of pay or salary range for each class, the effective date of that salary, and the date(s) indicating when the salary was previously revised.

A new appointee shall receive the minimum salary for the class to which the position is allocated. Occasionally, the qualifications of the candidate may dictate that a higher starting salary within the range is justified. Approval for any appointment above the minimum salary range requires approval from the General Manager. In no event may the General Manager establish the salary for a new appointee at a rate that is excess of the maximum salary for the class, as indicated in the salary plan that is approved by the Board.

Whenever a new or revised salary plan is adopted, the new or revised plan shall supersede any prior salary plan adopted by the District. The District shall maintain a record of all salary plans that were superseded for a period of at least five years.

Policy is current and no changes need to be adopted by the Board of Directors. <u>Status Quo Chronology:</u>	
Date Adopted:	
November 15, 2011	
Reviewed by Committee or Board:	Date:
Board	June 16, 2015
Board	March 5, 2019