



Hidalgo County Head Start Program

Policy Council Agenda

DATE: November 19, 2008

SUBJECT: Discussion/Approval to Provide of Longevity Pay for Head Start Employees

RATIONALE/NEED: Please see attached memorandum.

RECOMMENDATION: Administration recommends approval.

COST: Estimated unobligated funds: \$395,000

RELATED INFORMATION INCLUDES: Longevity Pay Memorandum

INITIATED BY: Teresa Flores, Executive Director

REVIEWED BY: Teresa Flores, Executive Director

EXECUTIVE DIRECTOR'S APPROVAL: *Teresa Flores*



Hidalgo County Head Start Program Memorandum

Date: November 12, 2008

To: Hidalgo County Head Start Policy Council

From: Teresa Flores, Executive Director

Subject: Longevity Pay

While most County employees will receive a cost of living adjustment, Head Start employees will not.

The message from the Department of Health and Human Services seems to exclude any funding allocation for COLA (Cost Of Living Adjustment) for fiscal year 2008. Add to this phenomenon, the historically low Cost of Living Adjustments granted to Head Start by the Department of Health and Human Services, and we have the potential for problems with employee's morale and performance, more specifically, a major problem with the hiring and retention of personnel.

While our budget is targeted to various line items and there is very little room to maneuver and create additional compensation strategies, there are always budgeted positions that remain unfilled at the year's end. These vacancies create positive variances, leaving behind unspent resources that we normally spend on additional classroom supplies. This year we estimate close to \$395,000 in unspent funds in the salary line items, due to unfilled vacancies.

In order to prevent further discontentment among staff, we propose to implement an incentive pay policy to encourage "longevity" among the ranks. This would be a **"one-time" amount tailored after the County's Longevity Plan adopted in 2008.** Please see attached schedule for years of service and proposed compensation.

It must be stipulated this measure will be carried out in 2008 only and based on unobligated funds for 2008.

Hidalgo County Head Start Program
 One Time Years of Service Pay
 November 12, 2008

HEAD START

Years	Employees	Annual Pay	Fringes	Total	Grand Total
20 & over	33	900.00	152.19	1,052.19	34,722.27
15-19	47	800.00	135.28	935.28	43,958.16
10-14	128	700.00	118.37	818.37	104,751.36
6-9	166	600.00	101.46	701.46	116,442.36
1-5	162	500.00	84.55	584.55	94,697.10
Active	536				394,571.25

TDA

Years	Employees	Annual Pay	Fringes	Total	Grand Total
20 & over	3	900.00	152.19	1,052.19	3,156.57
15-19	4	800.00	135.28	935.28	3,741.12
10-14	2	700.00	118.37	818.37	1,636.74
6-9	7	600.00	101.46	701.46	4,910.22
1-5	5	500.00	84.55	584.55	2,922.75
Active	21				16,367.40