

BOARD AGENDA ITEM

November 14, 2023

SUBJECT:

Request for Proposals – Comprehensive Compensation Study

BACKGROUND INFORMATION:

To aid recruitment and retention efforts and gauge competitiveness, the District sought proposals from firms to evaluate ACPSD’s compensation structure in comparison to select school districts and the job market.

ADMINISTRATIVE CONSIDERATION:

Non-teacher positions/pay scales will be the primary focus of the study. The SCDE collects and publishes teacher salaries, by degree and years of experience, each school year; the District is able to compare teacher salaries to other districts without inclusion in the study. A request for proposals was issued in September 2023 with a closing date of October 25, 2023.

Three proposals were received by the closing and subsequently evaluated by a panel consisting of Jennifer Hart (Chief of HR & Administration), Sal Minolfo (Director of Administration), Michelle Lorio (Certified Recruitment & Staffing Coordinator), Julie Forrester (Director of Business Services), Brittany Boyle (Budget Specialist), and Tray Traxler (Chief Financial Officer). The process was facilitated by Procurement Director, Sherell Murphy. Factors considered in evaluating proposals included technical capability and approach to meeting scope of work; experience & record of performance; cost; and availability of resources to provide quality deliverables by the established completion date (April 1, 2024, to allow sufficient time for possible budget deliberations). After discussion, the panel selected Management Advisory Group (MAG) International Inc.

The Board approved \$100,000 for the study as part of the District’s 2023 – 2024 budget. This budget would be sufficient to cover the cost of the engagement.

RECOMMENDATION:

Accept the panel’s recommendation to hire Management Advisory Group (MAG) International Inc. to conduct the comprehensive compensation study.

PREPARED BY:

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