

BUSINESS AFFAIRS AND HUMAN RESOURCES
JUNE 4, 2021

SUBJECT

Chief Executive Officer Compensation

REFERENCE

June 2020

The Idaho State Board of Education (Board) approved Chief Executive Officer salaries.

APPLICABLE STATUTES, RULE OR POLICY

Idaho State Board of Education Governing Policies & Procedures, Section I.E.2.d. and e.

Idaho Code §33-102A

BACKGROUND/DISCUSSION

Per a March 19, 2021 guidance memo from the Division of Financial Management (DFM) and Division of Human Resources, “[p]ay increases for [agency] directors will be determined by the Governor. For those reporting to a Board or Commission, the governing board shall make a recommendation in a letter to the Governor for his review by May 14, 2021.”

Idaho Code §33-102A provides that [t]he state board of education is hereby authorized to appoint an executive officer of the state board who ... shall receive such salary as fixed by the state board.” The Board’s recommended salary change for its Executive Director was sent to DFM on May 14, 2021.

Pursuant to Board Policy I.E.2.d., the administrator of the Division of Career Technical Education, the administrator of the Division of Vocational Rehabilitation, and the general manager of Idaho Public Television “are evaluated by the Executive Director annually, who makes recommendations to the Board with respect to compensation and employment.” The Board’s Executive Director has completed annual performance evaluations for these agency heads and transmitted salary recommendations to DFM on or before May 14, 2021. The Executive Director’s salary recommendations for these positions were based on the evaluations and the individual agencies’ DFM-approved compensation plans for FY2022.

Agency heads’ salaries are entered into the state payroll system based on the equivalent hourly amount. The Board’s consideration of salary changes at this time will allow for any approved changes to be entered into the state payroll system prior to the start of the payroll fiscal year.

Contracts for the Presidents of Boise State University, Idaho State University, Lewis-Clark State College, and the University of Idaho are established by the State Board of Education pursuant to Board Policy I.E.2.e.i, which states, “Each chief executive officer’s annual compensation shall be set and approved by the Board.” The four Presidents have declined to accept any Change in Employee Compensation (CEC) for fiscal year 2021-2022.

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IMPACT

Approval of the proposed salaries will allow staff to enter the salaries for FY2022 into the state payroll system.

ATTACHMENTS

- Attachment 1 - Governor's Memo to Agency Directors on CEC
- Attachment 2 - First Amendment to Green Employment Agreement
- Attachment 3 - Pemberton Employment Agreement
- Attachment 4 - Satterlee Employment Agreement
- Attachment 5 - First Amendment to Tromp Employment Agreement

STAFF COMMENTS AND RECOMMENDATIONS

Staff recommends approval of the hourly rates and equivalent salaries listed below.

BOARD ACTION

I move to approve an hourly rate of \$79.63 (annual salary of \$165,636) for Matt Freeman as Executive Director of the State Board of Education, effective June 4, 2021.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

AND

I move to approve an hourly rate of \$59.43 (annual salary of \$123,608) for Jane Donnellan as Administrator of the Division of Vocational Rehabilitation, effective June 4, 2021.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

AND

I move to approve an hourly rate of \$62.50 (annual salary of \$130,008) for Clay Long as Administrator of the Division of Career Technical Education, effective June 16, 2021.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

AND

I move to approve the first amendment to Scott Green's contract as President of the University of Idaho, effective July 1, 2021 as provided in Attachment 2.

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Moved by _____ Seconded by _____ Carried Yes _____ No _____

AND

I move to approve Cynthia Pemberton's contract as President of Lewis-Clark State College, effective July 1, 2021 as provided in Attachment 3.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

AND

I move to Kevin Satterlee's contract as President of Idaho State University, effective July 1, 2021 as provided in Attachment 4.

Moved by _____ Seconded by _____ Carried Yes _____ No _____

AND

I move to approve the first amendment to Marlene Tromp's contract as President of Boise State University, effective July 1, 2021 as provided in Attachment 5.

Moved by _____ Seconded by _____ Carried Yes _____ No _____