

Performance-Based Range Adjustments for Professional Staff

NO LATER THAN	
September 17, 2021	President provides the Union with eligibility lists and recommended promotional opportunities.
September 24, 2021	Union meets with President to discuss Union's Performance-Based Range Adjustment opportunity recommendations and rationale. President provides final number of opportunities to Union Leadership.
October 1, 2021	President announces number of available "Performance-Based Range Adjustments".
February 3, 2022	Candidate submits all materials to the non-bargaining unit supervisor through the online portfolio process.
February 17, 2022	Supervisors submit recommendations to the next administrator in line through the online portfolio process.
February 24, 2022	The next administrator in line submits recommendations to the Professional Staff Range Adjustment Committee (Committee) through the online portfolio process.
March 2, 2022	President meets with and charges the Committee.
March 25, 2022	Committee submits to the President a list of candidates recommended equal to the number of available Performance-Based Range Adjustment opportunities.
March 29, 2022	President meets with the Committee to discuss their respective recommendations.
April 1, 2022	Committee shall notify all candidates, in writing, of its recommendations.
April 8, 2022	President shall notify all applicants in writing of their recommendations to the Board of Trustees.
April 18, 2022	President submits recommendations to Board of Trustees.
June 16, 2022	President notifies candidates of Board of Trustees decision.

Note: When a contractual or legal deadline falls on a weekend or holiday, the deadline becomes the following business day.