



**Division of Fiscal Services**  
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## MEMORANDUM

**DATE:** August 21, 2015

**TO:** Karen Janney, Superintendent

**FROM:** Karen Michel, Chief Financial Officer

**RE:** SUPERINTENDENT'S UPDATE – Adult School Educators CalSTRS

The purpose of this memorandum is to provide an explanation of the Adult School teachers pending CalSTRS adjustment.

The Payroll Department discovered the 2007 Adult Contracted Salary Schedule was not processed correctly while updating that same schedule for the 2014 salary increases. The annual salary had been calculated at 6.75 hours per day and 184 days per year. That calculation, however, pertains to the 7-12 teachers. Adult School teachers are full time at 30 hours per week and 175 days per year. The Adult School teachers have been paid correctly based upon their hourly rate, daily hours, and 175 days per year. Unfortunately, the annual service credit has been understated to CalSTRS.

The San Diego County Office of Education processes retirement reporting for our district and have been working with CalSTRS to determine how to correct the under reporting. The consultation period with STRS has been lengthy. The Payroll Department has been communicating with SDCOE since April 2014 and has not yet achieved a resolution. The Payroll Manager, Tina Schleiger and I are meeting with Brent Watson, Executive Director for Business Services on August 28, 2014, to press for a resolution.

KM:cz

