



EDWARD M. BIRN
Director (Direktot)
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**DEPARTMENT OF
ADMINISTRATION**
DIPATTAMENTON ATMENESTRASION
DIRECTOR'S OFFICE
(Ufisinan Direktot)
Telephone (Telifon): (671) 475-1101/1250



LOURDES A. LEON GUERRERO
Governor (Maga'hága)
JOSHUA F. TENORIO
Lt. Governor (Sigundo Maga'láhi)

6/25/24

June 26, 2024

HRD NO: 24-236

MEMORANDUM

To: Superintendent,
Guam Department of Education

From: Director of Administration

Subject: Implementation Guidelines and Application of Pay Differentials
RE: 2022 Educator Pay Plan and Administrator Differential
Amendment No. 1

Buenas yan Hafa Adai! On May 11, 2022, an update to the Educator Pay Plan and Administrator Differential (2022 EDUPP), under the Competitive Wage Act, recommended a 15% administrative pay differential for School Principals (all levels) and a 10% pay differential for Assistant School Principals (all levels) which was approved by Governor Lourdes A. Leon Guerrero and took effect beginning pay period May 23, 2022.

The current implementation guidelines and application of pay differentials are amended pursuant to the attached GDOE Administration Pay Differential letter signed by Governor Lourdes A. Leon Guerrero on June 14, 2024. This amendment provides the guidance necessary to properly administer the pay of employees who hold positions eligible for the pay differentials outlined above.

The amendment to the Implementation Guidelines and Application of Pay Differentials, RE: 2022 Educator Pay Plan and Administrator Differential, is as follows:

Section IV. PAY DIFFERENTIALS:

The application of the pay differentials identified below will be coordinated directly between the department and their respective payroll office.

The pay differentials shall be applied to ***all hours***, regardless of leave status. The differential shall not be used in the calculation of salary for the purposes of overtime-related compensation. Should school administrators be reassigned to teacher status, this additional pay would cease.

The pay differential shall apply to employee's base salary and only to the positions below as indicated:

Percent Differential	Position Title
10%	Assistant School Principal
15%	School Principal

The above guidelines will remain in effect unless otherwise amended and/or modified in writing by the Director of Administration.

Should you have any questions or require further information, please do not hesitate to contact our Classification and Pay Branch at (671)475-1131/475-1201/475-1265.
Dangkolo na Agradesimento!

 Edward M Birn
Date:2024-07-11
T07:27:49+10:00

EDWARD M. BIRN

Attachment



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June 13, 2024

Lourdes A. Leon Guerrero
Governor of Guam
Office of the Governor
513 W, Marine Corps, Dr.
Hagatna, Guam 96910

RE: GDOE Administrator Pay Differential

Hafa Adal Governor:

In the May 11, 2022 update to the Educator Pay Plan, under the Competitive Wage Act, a 15% administrative pay differential for School Principals (all levels) and 10% pay differential for Assistant School Principals (all Levels) was approved. This differential was recommended to compensate these senior administrators for their special duties and responsibilities. The recommendation was for the differential to be applied to worked hours, in addition to the overall 20% increase for all teachers.

Although the implementation plan clearly indicated that the incentive should only be applied to worked hours, it is understood that GDOE applied it to the entire base pay. It is also understood that as a result, GDOE has included the base pay incentive in its FY2024 and FY2025 budgets, thus providing funding for a review of the proposal.

Originally the incentive was proposed to compensate these administrators for the additional "year round" hours which administrators are required to work. This was partially achieved.

However, the incentive was insufficient to provide a salary which would attract and retain public school administrators, in particular because their duties extend beyond the regular school session period, often involving out of hours duties. Using as a benchmark for this group, Pay Grade 11 (ED11), Step 6, and assuming that incentive applies to 70% of base pay (annual, sick leave excluded), annual salary would be \$104,971, including the 10% incentive for worked hours. Including the 10% incentive for all hours, amended salary \$107,914, which compares with Zip Recruiters average school administrator salary in the

United States of \$106,959.
OFFICE OF THE GOVERNOR'S CHAMBER



DATE: 6-14-24


TIME: 10:38 a

DB 62024-016057


2024-21807
OFFICE OF THE GOVERNOR
CENTRAL FILES OFFICE
Rec'd By: Elaine Tajalle
Date: 6/13/24 Time: 1:53p

DOA therefore recommends that incentive be applied to all hours to maintain competitiveness and provide the retention motivation necessary to keep key educators in position. The recommendation also includes retaining the 10% incentive for Assistant Principals and the 15% incentive for Principals.

Si Yu'os Ma'ase.

for 
EDWARD M. BIRN

A APPROVED


Lourdes A. Leon Guerrero
Governor of Guam

Date: 4/14/2024

