

# Workday – Compensation Review

## Reviewing Your Compensation



Howard County Public Schools 📍 Office of Human Resources 📄 Document ID No: HRWD033 🔄 Revision Date: 7/13/2022

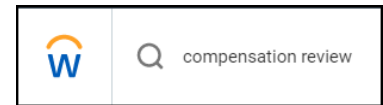
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### Focus

This document will provide you with directions to review your current or upcoming compensation, as well as your compensation history as of July 1, 2021.

### Accessing Upcoming Compensation

1. In the Workday search box (top-middle of your screen), type “Compensation Review” and select “Compensation Review – Report” from the search results.
  2. The “Compensation Review – Report” will display your current or upcoming compensation, as well as your compensation history as of July 1, 2021 (or your hire date if after July 1, 2021).
  3. The 2022-2023 compensation for 11 and 12-month employees has an “effective date” of July 1, 2022. For 10-month employees, it has an “effective date” in August 2022.
  4. As you review your compensation, please note:
    - a. “Base Pay” is your base pay for the effective date.
    - b. “Allowance Plans” indicates if you have any allowance plans (stipends, longevity, etc.) effective for the given date.
- Allowance plans, such as Instructional Team Leader stipends and Food Service Meal incentives, have not been finalized for the upcoming year as they are related to an employee’s assignment. The presence or absence of these allowances may not be final.
- c. “Total Pay” is the total of your base pay and allowances.




### Compensation Review

4 items Turn off the new tables view

Worker	Effective Date	Position	Compensation Grade	Compensation Grade Profile	Compensation Step	Base Pay	Base Pay Frequency
	08/11/2022	POS Teacher 10 Month	TEACHER - 10 MO	C	TEACHER - 10 MO C 10 - 73815 USD	73,815.00	Annual
	08/12/2021	POS Teacher 10 Month	TEACHER - 10 MO	C	TEACHER - 10 MO C 09 - 68333 USD	68,333.00	Annual
	08/13/2020	POS Teacher 10 Month	TEACHER - 10 MO	C	TEACHER - 10 MO C 8 - 65809 USD	65,809.00	Annual
	08/15/2019	POS Teacher 10 Month	TEACHER - 10 MO	C	TEACHER - 10 MO C 7 - 63834 USD	63,834.00	Annual



 **NOTE:** A *Compensation Review* report with multiple compensation lines (with the same effective date) may indicate:

- A change in position (which could include a change in grade, salary table, and/or bargaining unit).
- Updates to allowances and supplemental pay (such as longevity, index pay, and stipends).
- Compensation lines display chronologically, beginning with most recent compensation actions. The lines with the most recent "effective date" are/will be in effect on that given date.
- Per the negotiated agreements, employees hired after April 1, 2022, do not receive negotiated step increases. For these employees, compensation for 2022-2023 remains on the same step as the previous year.

