

Workday – Compensation Review

Reviewing Your Compensation



Howard County Public Schools 📍 Office of Human Resources 📄 Document ID No: HRWD033 🔄 Revision Date: 7/1/2024

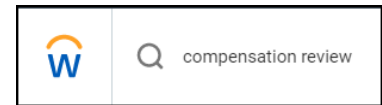
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Focus

This document will provide you with directions to review your current or upcoming compensation, as well as your compensation history since the 2019-20 school year.

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 since the start of the 2019-20 school year (or your hire date if after July 1, 2019).
3. The 2024-2025 compensation for 11 and 12-month employees has an “effective date” of July 1, 2024. For 10-month employees, it has an “effective date” in August 2024.
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, location and certification-based allowances as they are related to an employee’s assignment. **The presence or absence of these allowances may not be final.**

“Total Pay” is the total of your base pay and allowances.

Worker	Effective Date	Position	Compensation Grade	Compensation Grade Profile	Compensation Step	Base Pay	Base Pay Frequency
	08/11/2022	POS <i>i</i> Teacher 10 Month	TEACHER - 10 MO	C	TEACHER - 10 MO C 10 - 73815 USD	73,815.00	Annual
	08/12/2021	POS <i>i</i> 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 <i>i</i> 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, 2024, do not receive negotiated step increases. For these employees, compensation for 2024-2025 remains on the same step as it was in 2023-2024 for the entire 24-25 fiscal year.

