

LOS ANGELES UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION

588

LAW AND RULES

November 20, 2017

588 SALARY DIFFERENTIAL FOR EMPLOYEES USING BILINGUAL SKILLS

A. Under conditions and procedures prescribed in this Rule, regular full-time employees shall be paid a differential of:

1. \$.2875 per hour - if they are required to exercise their ability to translate to and from English by speaking, reading or writing a non-English language; use sign language with Level I proficiency; or
2. \$.175 per hour - if they are required only to converse in the non-English language, including use of sign language with Level II proficiency.

B. In order to qualify for one of these differentials, the employees must:

1. Obtain a certification from the site administrator or supervisor that, in addition to regularly assigned duties, the employee is either
 - a. frequently called upon to use the ability to speak, interpret, and write a non-English language, or use sign language at Level I (\$.2875 per hour - differential) or
 - b. frequently called upon to converse fluently in a non-English language, or use sign language at Level II (\$.175 per hour - differential).
2. Meet non-English language fluency standards prescribed by the Personnel Commission staff.
3. Obtain Classified Employment Services Branch (CESB) of the Personnel Commission certification that the request for the bilingual salary differential complies with all relevant laws, rules, procedures, and policy.

The differentials shall become effective on the first day of the pay period next succeeding the completion of these procedures.

C. This differential shall be considered a long-term differential and shall be continued during paid absences. The differential authorized by this Rule shall not affect salary allocation upon promotion, demotion, transfer, multiple assignment, or other assignment action.

D. The differential authorized by this Rule is available to regular part-time employees but shall be prorated in the same ratio as the number of hours in their basic regular assignment.

CHANGE:

Rule amended to update outdated language and clarification of existing procedures.

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- E. Upon certification by the division head, or a designated representative, or by order of the Personnel Commission that an authorized differential no longer meets all relevant laws, rules, procedures, and policy, the differential shall be withdrawn effective the first day of the next pay period, if the position is occupied, or immediately, if the position is vacant.
- F. The differential authorized by this Rule is not available to those employees whose use of non-English language skills as a part of the regularly assigned duties of their position has been recognized in the salary allocation of their class. A differential shall not be provided to incumbents in the classes listed below:

Non-English Oral and Written Skills

2347 Health Care Advocate (Armenian Language)	2831 Office Technician (Cantonese Language)
2348 Health Care Advocate (Chinese Language)	2830 Office Technician (Korean Language)
2349 Health Care Advocate (Korean Language)	5522 Parent Community Facilitator (Armenian Language)
2355 Health Care Advocate (Spanish Language)	5553 Parent Resource Assistant (Armenian Language)
2925 Interpreter (Cantonese)	5554 Parent Resource Assistant (Korean Language)
2927 Interpreter (Korean)	5555 Parent Resource Assistant (Spanish Language)
2930 Interpreter (Spanish)	2902 Senior Translator Interpreter (Spanish)
4676 Interpreter Aide (Cantonese Language)	2905 Translator-Interpreter (Armenian)
4677 Interpreter Aide (Korean Language)	2906 Translator-Interpreter (Cantonese)
4666 Interpreter Aide (Laotian Language)	2908 Translator-Interpreter (Korean)
4668 Interpreter Aide (Spanish Language)	2909 Translator-Interpreter (Mandarin)
4679 Interpreter Aide (Tagalog Language)	2910 Translator-Interpreter (Russian)
4667 Interpreter Aide (Vietnamese Language)	2070 Translator-Interpreter (Spanish)
	2911 Translator-Interpreter (Vietnamese)
	2920 Translator (Spanish)

CHANGE:

Paragraph F. Amended to reflect summation of past changes which include the addition of language designated classifications and the removal of abolished classifications from the list of classifications that are eligible for a salary differential for employees using bilingual skills.

~~Remove: October 27, 2014, page 2 of 2. Add: November 20, 2017, page 2 of 2.~~

Salary Differential for Employees Using Bilingual Skills

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