

## Cradle-to-Career Governing Board Staff Report

Date Report Issued: May 5, 2023  
Attention: Members of Cradle-to-Career Governing Board  
Subject: Consideration of Development of a Policy for  
Requesting an Increase to Executive Director's Salary  
Staff Contact: Julia Blair, General Counsel

At this meeting, the members of Cradle-to-Career's (C2C) Governing Board will have the opportunity to discuss the development of a policy for consideration of an increase to the Executive Director's compensation.

### Requested Action:

After discussion, delegate to two Governing Board members to work with C2C General Counsel to develop a proposed policy for the consideration of an increase to the Executive Director's compensation for consideration by the Governing Board at the next Governing Board meeting.

### Background:

As a general rule, all items placed on a public body's agenda must be addressed in open session. The Legislature has allowed closed sessions in very limited circumstances, including the consideration of appointments, employment, evaluation of performance, discipline or dismissal of an employee. Although a closed session is appropriate to discuss the evaluation of the performance of an employee, discussion of employee compensation must be conducted in open session.

A recommended best practice for complying with Bagley-Keene, providing transparency, and maintaining the confidentiality of the employee performance discussion, is for the Governing Board to adopt a clear policy regarding the consideration of an increase to the Executive Director's salary. A policy setting out the process and criteria for when an increase will be

considered and salary increase limits will provide objectivity, transparency, and avoid discussions of performance during open session.