

LOS ANGELES UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION

588

LAW AND RULES

September 8, 2008

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. \$46.00 a pay period 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. \$28.00 a pay period 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 (\$46.00 differential) or
 - b. frequently called upon to converse fluently in a non-English language, or use sign language at Level II (\$28.00 differential).
 2. Meet non-English language fluency standards prescribed by the Personnel Commission staff.
 3. Obtain Employment Transactions Services Branch 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 bears to full-time employment of eight hours a day, 40 hours a week, or 160 hours a pay period.

CHANGE:

Rule amended to update outdated language and clarification of existing procedures.

Remove: August 20, 1990, page 1 of 2. Add: September 8, 2008, page 1 of 2.

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February 2, 2011

- 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 who 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 provide to incumbents in the classes listed below:

Non-English Oral and Written Skills

Community Outreach Organizer (Korean Language)	Interpreter Aide (Armenian Language)
Community Outreach Organizer (Spanish Language)	Interpreter Aide (Cambodian Language)
Foreign Admissions Clerk (Spanish Language)	Interpreter Aide (Cantonese Language)
Health Care Advocate (Armenian Language)	Interpreter Aide (Korean Language)
Health Care Advocate (Chinese Language)	Interpreter Aide (Laotian Language)
Health Care Advocate (Korean Language)	Interpreter Aide (Mandarin Language)
Health Care Advocate (Spanish Language)	Interpreter Aide (Spanish Language)
Instructional Aide Trainer (Cantonese Language)	Interpreter Aide (Russian Language)
Instructional Aide Trainer (Korean Language)	Interpreter Aide (Tagalog Language)
Instructional Aide Trainer (Spanish Language)	Interpreter Aide (Vietnamese Language)
Interpreter (Armenian)	Office Technician (Korean Language)
Interpreter (Cantonese)	Senior Community Outreach Organizer (Spanish Language)
Interpreter (Cantonese-Mandarin)	Interpreter (Vietnamese)
Interpreter (Korean)	Translator-Interpreter (Armenian)
Interpreter (Mandarin)	Translator-Interpreter (Cantonese)
Interpreter (Russian)	Translator-Interpreter (Cantonese/Mandarin)
Interpreter (Spanish)	Translator-Interpreter (Korean)
	Translator-Interpreter (Mandarin)
	Translator-Interpreter (Russian)
	Translator-Interpreter (Spanish)
	Translator-Interpreter (Vietnamese)
	Translator (Spanish)

Signing Skills

Hearing Impaired Instructional Aide
Hearing Impaired Instructional Aide (Restricted)
Instructional Aide for the Hearing Impaired - Signing
Instructional Aide for the Hearing Impaired - Signing (Male)
Interpreter for the Hearing Impaired - Signing

CHANGE:

Paragraph F. amended to list the new class.

Remove: January 14, 2008, page 2 of 2. Add: February 2, 2011, page 2 of 2.