



STATE OF HAWAII
DEPARTMENT OF EDUCATION
KA 'OIHANA HO'ONA'AUAO
P.O. BOX 2360
HONOLULU, HAWAII 96804

OFFICE OF THE SUPERINTENDENT

June 19, 2025

TO: The Honorable Wesley Lo
Chairperson, Human Resources Committee

FROM: Keith T. Hayashi 
Superintendent

SUBJECT: Compensation adjustments for Excluded Managerial Compensation Plan
employees in the Department of Education

1. EXECUTIVE SUMMARY

The Hawai'i State Department of Education (Department) seeks approval of the compensation adjustments for its Excluded Managerial Compensation Plan (EMCP) employees coded as BU 35, who are excluded from the Hawai'i Government Employees Association (HGEA) Bargaining Unit (BU) 13. The recommended adjustments are for the period of July 1, 2025, through June 30, 2029, the same four-year period as the BU 13 counterparts.

2. RECOMMENDATION

The Department respectfully recommends the Hawai'i State Board of Education (Board) approve the salary updates (Attachment 1) and tentative duration (Attachment 2) for the affected EMCP employees in the Department.

3. RECOMMENDED EFFECTIVE DATE

Upon approval, the Department will process adjustments outlined in Attachment 1 effective July 1, 2025, through June 30, 2029. Salary adjustments will not apply to 89-day non-civil service appointments, exempt appointments of 89 days or less, temporary assignments of non-EMCP employees, or employees of public charter schools.

4. RECOMMENDED COMPLIANCE DATE (if different from the effective date)

Not applicable.

5. DISCUSSION

a. Conditions leading to the recommendation:

[§89C-2, Hawaii Revised Statutes \(HRS\)](#), requires the “appropriate authority” to adjust the wages and benefits of its employees who are excluded from collective bargaining. Such employees are entitled to adjustments that are “not less than” those provided to included counterparts under the collective bargaining agreements. The Board is the statutory “appropriate authority” for Department employees.

The HGEA collective bargaining agreement covering Department employees in BU 13 expires on June 30, 2025. The governor signed Act 039, Session Laws Hawai‘i 2025, on May 13, 2025, and the new tentative agreements for BU 13 will be effective July 1, 2025. The terms included adjustments to salaries and other negotiated provisions.

[§89C-3, HRS](#), requires adjustments to compensation and benefits packages for excluded civil service employees that are “at least equal to” those provided under collective bargaining agreements for employees hired on a comparable basis. Upon considering the compensation adjustments authorized for BU 13 and other employees within the Department, the Department suggests four compensation actions over the four-year period. Similar to most other bargaining units, all are across-the-board percent increases except for employees at the maximum rate.

The EMCP recommendation was under development and review throughout May, since it required more analysis. Because the EMCP salary structure is range-based, not a salary schedule with step movements, the recommendation does not simply follow the negotiated agreement for BU 13. The EMCP salary recommendation provides for differentiated increases effective July 1, 2027, based on years of continuous service as an appointed EMCP employee.

The proposal is being presented at the Board Human Resources Committee with a request for approval by the Board General Business Meeting on the same day. This expedited process is crucial for implementing the updates effective July 1, 2025, with all other employee adjustments, and prevents the significant administrative burden of retroactive changes that require extensive auditing and correction of records by operational staff.

- b. Previous action of the Board and Committee(s) on the same or similar matter:

On September 1, 2022, the Board approved wage and benefit adjustments for EMCP employees, [effective July 1, 2021, through June 30, 2025](#). A prior Board approval for similar adjustments was granted on March 4, 2021, for the period of [July 1, 2019, to June 30, 2021](#). The authorized adjustments for EMCPs were not less than those negotiated for the Department employees in BU 13.

- c. Other policies affected:

None, as this Board action is not intended to create any substantive or procedural rights or benefits that can be enforced legally or in equity against the Department, its employees, or any other party.

- d. Arguments in support of the recommendation:

Of 32 EMCP positions in the Department, 10 are currently vacant. Approving the recommended compensation adjustments will support the Department's recruiting efforts and help increase staff retention for these essential positions, which provide direct support to complex areas and schools, primarily related to budget and facilities.

The pay increases are consistent with those given to BU 13 employees from July 1, 2025, to June 30, 2029, with the exception of the July 1, 2027 increase. For the July 1, 2027, increase only, EMCP employees who have worked for four or more years will see a higher percentage increase in their base pay (4.77% to 6.77%) compared to the negotiated 2.77% increase. The percentage is based on their length of service as an EMCP employee.

- e. Arguments against the recommendation:

None.

- f. Other agencies or departments of the State of Hawai'i involved in the action:

No other agencies or departments of the State of Hawai'i are involved in this recommendation.

- g. Possible reaction of the public, professional organizations, unions, DOE staff, and/or others to the recommendations:

The Department anticipates positive staff reaction regarding these compensation increases for employees who are excluded from collective bargaining agreements,

as they recognize the role, knowledge, skills, and abilities that EMCP staff perform, possess, and demonstrate in supporting schools and students. The Department will notify the affected EMCP employees and the HGEA once the recommended salary adjustments have been approved.

h. Educational implication:

Ensuring fair and equitable compensation for all Department employees will foster a high-performing culture where employees effectively contribute to student success.

i. Personnel implications:

The Board's approval will affect approximately 20 EMCP employees in the Department. Temporarily assigned staff will remain unaffected. The Department anticipates that these increases will improve retention of affected EMCP employees.

j. Facilities implications:

The EMCP compensation adjustments will apply to BU 35 employees who perform facilities work for the Department.

k. Financial implications:

The Department projects to have sufficient resources within its general fund budget to accommodate the roughly \$530,000 estimated cumulative cost through the four-year period for the affected employees. The Department will not withhold funds appropriated for any program to cover the additional salary expenses. It will be funded by the collective bargaining appropriation approved during the 2025 legislative session.

6. OTHER SUPPLEMENTARY RECOMMENDATIONS

None.

KTH:sb

Attachments: 1. Salaries, Exhibit A, Exhibit B
2. Bargaining Unit 13 Tentative Agreement - Duration

c: Office of Talent Management

SALARIES

Applicable to Department of Education (Department) Employees
on the Excluded Managerial Compensation Plan (EMCP) excluded from BU 13

Pursuant to the authority of Chapter 89C, Hawaii Revised Statutes, the following salary adjustments shall be implemented for EMCP Employees in the Department who are excluded from Bargaining Unit (BU) 13 and coded as BU 35 (including any SRNA, exempt Employees).

1. Effective July 1, 2025:
 - A. The salary schedule designated in Exhibit A shall be replaced with the salary schedule in Exhibit B.
 - B. Employees who were employed as of June 30, 2025,
 - i. shall receive a 2.12% increase to their base rate of pay.**
 - ii. who will have less than 4 years of creditable service as of June 30, 2027, shall receive a \$2,000 lump sum payment.**
 - iii. at the maximum rate of the salary range shall receive a 2.12% one-time lump-sum payment.
2. Effective July 1, 2026: Employees who were employed as of June 30, 2026,
 - A. shall receive a 2.95% increase to their base rate of pay.**
 - B. at the maximum rate of the salary range shall receive a 2.95% one-time lump-sum payment.
3. Effective July 1, 2027: Employees who were employed as of June 30, 2027,
 - A. with less than 4 years of creditable service in BU 35 shall receive a 2.77% increase to their base rate of pay.**
 - B. with 4 years to 12 years of creditable service in BU 35 shall receive a 4.77% increase to their base rate of pay.**
 - C. with 13 or more years of creditable service in BU 35 shall receive a 6.77% increase to their base rate of pay.**
 - D. at the maximum rate of the salary range shall receive a 2.77% one-time lump-sum payment.
4. Effective July 1, 2028: Employees who were employed as of June 30, 2028,
 - A. shall receive a 3.17% increase to their base rate of pay.**
 - B. at the maximum rate of the salary range shall receive a 3.17% one-time lump-sum payment.

**For the purpose of these sections:

- a. The Employee's new pay shall not be more than the maximum rate of the applicable salary range on Exhibit B. If the sum of the Employee's existing pay and applicable shortage differential exceeds the maximum rate, the Employee's new pay shall equal the maximum rate.
- b. "Creditable service" shall mean employment in any EMCP position within the Department, provided there is no break in service. Unpaid leave shall result in an adjusted eligibility date.

The Superintendent of the Department shall be responsible for executing the salary adjustments and is authorized to make any interpretations concerning the applicability of these adjustments to Employees of the Department who are excluded from collective bargaining coverage.

EXHIBIT A

State of Hawaii
DEPARTMENT OF EDUCATION

Effective Date: 07/01/2024
Bargaining Unit: 35 Excluded Managerial

		Min	Max	WIRP			Min	Max	WIRP
EM01	Annual	90,240	144,372		EM05	Annual	109,704	175,500	
	Monthly	7,520	12,031	174		Monthly	9,142	14,625	211
	8 hour	347.04	555.28			8 hour	421.92	675.04	
	Hourly	43.38	69.41			Hourly	52.74	84.38	
EM02	Annual	94,680	151,632		EM06	Annual	115,140	182,964	
	Monthly	7,890	12,636	183		Monthly	9,595	15,247	217
	8 hour	364.16	583.20			8 hour	442.88	703.68	
	Hourly	45.52	72.90			Hourly	55.36	87.96	
EM03	Annual	99,468	159,192		EM07	Annual	120,900	193,488	
	Monthly	8,289	13,266	191		Monthly	10,075	16,124	233
	8 hour	382.56	612.24			8 hour	465.04	744.16	
	Hourly	47.82	76.53			Hourly	58.13	93.02	
EM04	Annual	104,448	167,124		EM08	Annual	126,936	203,196	
	Monthly	8,704	13,927	201		Monthly	10,578	16,933	244
	8 hour	401.76	642.80			8 hour	488.24	781.52	
	Hourly	50.22	80.35			Hourly	61.03	97.69	

EXHIBIT B

State of Hawaii
DEPARTMENT OF EDUCATION

Effective Date: **07/01/2025**
Bargaining Unit: **35 Excluded Managerial**

		Min	Max
EM01	Annual	90,240	144,372
	Monthly	7,520	12,031
	8 hour	347.04	555.28
	Hourly	43.38	69.41
EM02	Annual	94,680	151,632
	Monthly	7,890	12,636
	8 hour	364.16	583.20
	Hourly	45.52	72.90
EM03	Annual	99,468	159,192
	Monthly	8,289	13,266
	8 hour	382.56	612.24
	Hourly	47.82	76.53
EM04	Annual	104,448	167,124
	Monthly	8,704	13,927
	8 hour	401.76	642.80
	Hourly	50.22	80.35

		Min	Max
EM05	Annual	109,704	175,500
	Monthly	9,142	14,625
	8 hour	421.92	675.04
	Hourly	52.74	84.38
EM06	Annual	115,140	182,964
	Monthly	9,595	15,247
	8 hour	442.88	703.68
	Hourly	55.36	87.96
EM07	Annual	120,900	193,488
	Monthly	10,075	16,124
	8 hour	465.04	744.16
	Hourly	58.13	93.02
EM08	Annual	126,936	203,196
	Monthly	10,578	16,933
	8 hour	488.24	781.52
	Hourly	61.03	97.69

Bargaining Unit 13
TENTATIVE AGREEMENT
Employer ^{WFF} _____
Union RP _____
Date 4/29/25 _____

Article 54 – Duration

4 year duration (7/1/2025 to 6/30/2029) with reopener language specific to the Employer's EUTF contributions for the plan years 2027-2028 and 2028-2029 by giving written notice to the other party of its intent to reopen by January 31, 2027.