

COMPENSATION POLICY

Idyllwild Arts Foundation

Compensation Policy

Purpose: A method of approvals and documentation of compensation for key employees, as fair and reasonable.

It is the policy of the Idyllwild Arts Foundation, which does business as the Idyllwild Arts Academy, the Idyllwild Arts Summer Program and Idyllwild Arts, that compensation levels for all faculty and staff will be set by the President after consultation with the Executive Council of the school. In this process, The IA Human Resources staff will prepare comparisons details for each position at the school utilizing wage and salary data from Riverside County, the statistical reports from the California Association of Independent Schools and the National Association of Independent Schools. An annual review of the proposed salary levels occurs at a meeting of the IAF Finance Committee. The planned increase to salaries and wages is approved at that meeting for use in creating the budget for the next year and the preparation of employment agreements for faculty and staff. The President authorizes those salary and wage levels in writing as part of the employment process.

In the case of the Vice Presidents of Idyllwild Arts, the President will notify the Board of Governors or the Executive Committee of proposed salaries as part of the annual budget process for the spring meeting of the Board. Any necessary review of those salaries will occur within the budget process.

In the case of the President, an ad hoc committee of the Board is appointed by the Chair to conduct the President's annual review, consult the appropriate comparison scales from NAIS and CAIS, take into consideration the demands and challenges of leading the institution and residing in Idyllwild and recommend a salary level to the Chair. (Sometimes a multi-year employment agreement will be utilized for the President, following the same policy.) The Chair will present the salary proposal at an executive session of the Board of Governors, or the Executive Committee, for board approval.