



135 Berkshire Street, Cambridge, Massachusetts 02141

August 8, 2023

TO THE HONORABLE MEMBERS OF THE SCHOOL COMMITTEE:

CONTRACT: Professional Services

RECOMMENDATION:

That the School Committee approve a contract with the following vendor, funds to be provided in accordance with the budget reference listed below. Procurement procedures for this purchase have complied with Chapter 30B of the laws of the Commonwealth of Massachusetts.

<u>Contractor</u>	<u>Period of Contract</u>	<u>Amount</u>
Aretex Consulting Group 14354 Cypress Island Circle Palm Beach Gardens, FL 33410	8/15/23-6/30/24	\$38,000.00

DESCRIPTION: This contract is for a compensation study to analyze and evaluate the CPS compensation structure.

ADDITIONAL INFORMATION

See attached supplemental information for additional details.

SUPPORTING DATA, RULES OF THE SCHOOL COMMITTEE: Chapter II, Section 12..." motions calling for the appropriation or expenditure of money require the affirmative vote of four members."

BUDGET REFERENCE:

Fund		Account		Dept.	
15000	General Fund	53101	Professional & Technical Services	898835	Human Resources

Respectfully Submitted,

*CS/ymw*  
  
 Victoria L. Greer, PhD  
 Superintendent of Schools

## SUPPLEMENTAL INFORMATION: Aretex Consulting Group

**Purpose:** The purpose of this compensation study is to analyze and evaluate Cambridge Public Schools' (CPS) non-union compensation structure to ensure that it is competitive, fair, and aligned with the district's recruitment and retention goals and industry standards. The study will provide recommendations to improve CPS pay practices, enabling it to attract, retain, and motivate talented employees while maintaining financial sustainability.

**Amount of Contract:** \$38,000

### **Description/Scope of Services:**

- Review current compensation structure and pay administration
- Design and conduct external market compensation survey for approximately 95 non-union positions (scope does not include senior administrator salaries)
- Evaluate internal equity
- Recommend compensation structure and pay plan
- Recommend key compensation practices and implementation strategies
- Recommend improvements to internal administration practices around compensation.