*****Massachusetts Board of***

***Elementary and Secondary Education***

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| Katherine Craven*Chair* |  |

# MEMORANDUM

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| To: | Members of the Board of Elementary and Secondary Education |
| From:  | James Morton, Chair of the Committee on Commissioner’s Performance Review |
| Date:  | September 13, 2021  |
| Subject: | Salary Recommendation for Commissioner Jeffrey C. Riley  |

At the meeting of the Board of Elementary and Secondary Education (Board) on June 22, 2021, I presented the report of the Commissioner’s Performance Review Committee[[1]](#footnote-1) on Commissioner Jeffrey C. Riley’s third year of performance in FY2021. The report is posted under item 10 on the June 22 [agenda](https://www.doe.mass.edu/bese/docs/fy2021/2021-06/).

After reviewing the report on June 22, the Board voted unanimously as follows:

VOTED: that the Board of Elementary and Secondary Education approves the Commissioner’s FY2021 overall performance rating of 4.75 on a 5-point scale for his accomplishments in FY2021, as recommended by the Board’s committee. The Board commends Commissioner Riley for his leadership, accessibility, engagement with stakeholders, and thoughtful decision-making during this extraordinarily challenging year. The Board thanks the Commissioner for his exemplary service.

Following up on its June report, the Commissioner’s Performance Review Committee held a meeting on September 9, 2021 and decided on a salary adjustment to recommend to the Board for your consideration at the September 21 meeting. By statute, the Commissioner “shall receive a salary to be determined by the Board.” Mass. Gen. Laws [chapter 15, section 1F](https://malegislature.gov/Laws/GeneralLaws/PartI/TitleII/Chapter15/Section1F). In its deliberations, the committee took into account Commissioner Riley’s exemplary service and performance rating for his accomplishments in FY2021, as well as the fact that he received no salary adjustment in FY2020.

The committee’s recommendation is consistent with the salary increases and one-time payment that the Commonwealth’s Human Resources Division announced on July 30, 2021 for all eligible managers in the executive branch. It consists of a 2.5% increase for FY2021 (effective July 5, 2020), a 2% increase for FY2022 (effective July 4, 2021), and a one-time payment equivalent to 1.5% of the salary, to be calculated after the FY2021 and FY2022 increases.

The committee thanks Commissioner Riley for his leadership during an extraordinarily challenging time and recommends that the Board vote on September 21 to adjust the Commissioner’s salary. A motion is attached for your consideration.

Attachment:

Board of Elementary and Secondary Education Meeting: September 21, 2021

Agenda Item: Report of Performance Evaluation Committee – Commissioner’s Salary

MOVED: that the Board of Elementary and Secondary Education approves the salary adjustment for the Commissioner, as recommended by the Board’s committee and consistent with the salary increases and one-time payment that the Commonwealth’s Human Resources Division announced on July 30, 2021 for all eligible managers in the executive branch:

* a 2.5% increase for FY2021, effective July 5, 2020,
* a 2% increase for FY2022, effective July 4, 2021, and
* a one-time payment equivalent to 1.5% of the salary, to be calculated after the FY2021 and FY2022 increases.

The Board commends Commissioner Riley for his leadership during an extraordinarily challenging time and thanks the Commissioner for his exemplary service.

1. The committee consists of James Morton, Committee Chair and Board Vice-Chair; Katherine Craven, Board Chair; and Board members Amanda Fernández and Matt Hills. [↑](#footnote-ref-1)