



Memo

Date: January 3, 2024
To: Agency Payroll and Human Resources Staff
From: Mary Muellner, Director, Statewide Payroll Services

RE: Payroll-Related Changes for 2023-2025 State Residential Schools Education Association Agreement

For agencies with employees in the State Residential Schools Education Association this memo includes payroll changes in the 2023-2025 agreements. The [2023-2025 agreement and summary](#) will be available on MMB's website.

Agencies must take appropriate action to compensate employees accordingly. MMB plans on implementing Salary Adjustments during the weekend of January 5. Additional communications will be coming soon with instructions for HR and Payroll agency staff.

PLEASE SHARE THIS INFORMATION WITH APPROPRIATE AGENCY STAFF

SRSEA Payroll Changes

The following payroll changes are effective **December 22, 2023**:

- All salary ranges and rates shall be increased by 5.5% effective July 1, 2023, and by 4.5% effective July 1, 2024.
- Meal reimbursement rates increase effective December 22, 2023. Be sure to review contracts for employee meal reimbursement eligibility conditions.

Standard Maximum Rates/IRS Defined High-Cost Localities Maximum Rates:

- Breakfast \$11.00/\$12.00
- Lunch \$13.00/\$15.00
- Dinner \$19.00/\$23.00
- The state-paid contribution to the Health Care Savings Plan (HCSP), which is processed during January each year using earnings code **HCA**, has increased from \$400 to \$500.
- The state-paid deferred compensation match has increased from \$400 to \$500.
- The language for adjusting vacation length of service credit has changed.
- In addition to Awards for Excellence in Education, the Appointing Authority, at their discretion, may provide individual achievement and/or team awards to employees demonstrating outstanding performance. Individual achievement awards are paid using earnings code **ACH**. Team achievement awards are paid using earnings code **ACT**.

- The Appointing Authority may create and use incentive program(s) to offer incentives, with prior approval from Minnesota Management and Budget.
- Employees who experience a stillbirth or the death of their child within the time-period they would otherwise be eligible to use Paid Parental Leave (PPL) may use **PPL** in lieu of sick leave for bereavement.

Questions?

Agency Payroll, HR or Accounting staff should contact Jody Dahl with Statewide Payroll Services at 651-201-8206 or [by email](#) if there are questions.