

IN THE SUPREME COURT OF THE STATE OF KANSAS

FILED

Administrative Order 297

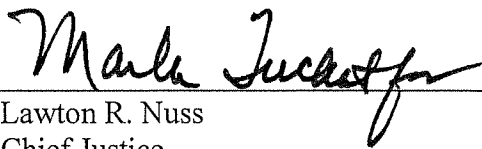
JUN 13 2018

DOUGLAS T. SHIMA
CLERK OF APPELLATE COURTS

Re: Amendment of the Rules Relating to Kansas Court Personnel

Effective June 17, 2018, Rules 4.7 and 4.10 of the Rules Relating to the Kansas Court Personnel System are hereby rescinded and replaced by the attached pages.

BY ORDER OF THE COURT this 13th day of June, 2018.



Lawton R. Nuss
Chief Justice

Attachment

4.7 Beginning Pay

Initial appointment with the Judicial Branch will be paid at Step A of the grade assigned to the position's classification. Upon request of the appointing authority and the director of personnel, the judicial administrator may seek approval from the Chief Justice for compensation up to Step C when the needs of the court system make such action necessary. Requests must be based on: 1) the employee's experience and ability and 2) a critical shortage of qualified applicants.

4.10 Pay upon Promotion or Upgrade

- a. An employee who is promoted will be paid at the lowest pay step of the employee's new grade that will result in no less than an 8% increase in salary.
- b. The length of time the employee has spent in the previous position will count toward the time-on-step requirement for the pay step to which the employee has been promoted.
- c. When a classification is upgraded, the new pay of the employees in that classification will be as specified in the order implementing the upgrade.
- d. If an employee who is promoted or whose position is upgraded has a compensatory time balance, the employee will be paid for the compensatory time before the promotion or upgrade.