



## DIOCESE OF SACRAMENTO

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### LAY PERSONNEL

December 9, 2024

To: Pastors, Parish Finance Council, Agency Directors, Office Managers, and School Principals  
FR: Anna Schiele  
RE: **Minimum Wage Increase**

***Please be advised of the following effective January 1, 2025:***

1. Any current non-exempt employee working at an hourly rate of \$16/hour will need to receive an increase to the new minimum of \$16.50/hour.
2. Any current exempt employee with a salary rate less than \$68,640 will need to receive an increase to the new minimum of \$68,640 annually.
3. The chart below details the breakdown of the minimum wage order:

<b>Effective Date</b>	<b>Hourly Minimum Wage</b>	<b>Exempt Weekly Salary</b>	<b>Exempt Monthly Salary</b>	<b>Exempt Annual Salary</b>
Jan. 1, 2025	\$16.50	\$1,320	\$5,720.00	\$68,640

***Please Note: If the employee is a teacher, the rates above do not apply to them as they have a different pay scale that is released from the Catholic School Department.***

Please feel free to contact me if you have any questions or concerns. I am also happy to discuss the pros and cons related to the decision to change an employee's status from exempt to non-exempt. I can be reached by phone at 916-733-0240 or by email at [aschiele@scd.org](mailto:aschiele@scd.org).