STIPEND COMPENSATION SYSTEM

A. Stipends Related to District Programs and Objectives

1. Co-Curricular

   a. These stipends recognize the student contact required outside of the school day for certain classes offered by the District. These classes include debate, drama, student leadership, journalism (newspaper and yearbook) and music. An employee must be responsible for the related class in order to be assigned the co-curricular stipend. (If no class is offered, these activities may be compensated through the flexible stipend allocations.) Payment of the stipend is for the minimum number of performances or events specified on the co-curricular table.

   a. A performance or event is defined as an activity that occurs outside of the school day. An event may be in the form of a concert, performance, competition, or publication.

   b. An employee and administrator may agree to perform a greater number of events than specified on the co-curricular schedule, but no additional stipend compensation is provided. An employee and administrator may agree to do fewer events and receive a pro-rated stipend.

2. Leadership

   Leadership stipends are assigned by the building principal for specific assistance with leadership. Examples include School Leadership Teams, grade level or vertical team leaders, and school improvement plan leaders. These are annual assignments, currently compensated at $2,000 and cannot be broken into multiple pieces or combined.

3. Department

   There are certain aspects of departments that are logistical in nature. Ordering supplies and managing department textbooks are examples of the type of work to be compensated in $250 units. While the units are constant, they can be combined in different ways to meet the needs of different departments. The total units awarded by the administrator cannot exceed the school's allocation.

   For elementary schools the department head stipend is for elementary safety patrol. For K-8 schools, the department head stipends are for safety patrol and science lab management. For secondary schools, at least one of these department head units must be used for chemical hygiene and eyewash and shower wash management.
C. Stipends Related to School Programs and Objectives

1. Flexible and Intramural

Stipend units are set at $250. Based on the decision of the School Stipend Committee, multiple units may be awarded to support a specific activity. Intramurals are to be offered and funded through this allocation.

2. Allocation of Flexible and Intramural Stipends

a. Each School Stipend Committee (SSC) will consist of one (1) building principal/designee and two (2) employees designated by the Association. The School Stipend Committee (SSC) will allocate the school’s budgeted allocation in units of $250. The SSC will make a determination of how many units will be awarded for each activity at the school. There is no limit to the number of units that may be assigned to an activity.

b. The SSC will make the determination based on the responsibility and commitment required of the individual assigned to the activity. While the time required for the assignment may be considered, there is no intent to award these stipends based on an hourly rate of pay. Units may not be divided into fractions of units, i.e., the stipend must be a multiple of $250.

c. School Stipend Committee Process

i. The SSC will establish a timeline for proposals and applications and notify employees of the process. The communications will encourage all interested employees to participate.

ii. Proposals for new positions/activities/clubs will include: purpose, anticipated number of students involved, and frequency of meetings/functions.

iii. The SSC will review new proposals and previously funded activities and determine the positions and units that will be funded for the school year.

iv. Employees will be notified of the positions that will be funded and given an opportunity to express interest before administration determines who will be assigned to each position.

v. The SSC is responsible for fully allocating the school allocation. At the end of the year, any unspent funds will be returned to the District.

d. Compensation for Stipends

Compensation for stipends will be consistent with the tables that are part of this agreement (District and School Stipends and Co-Curricular tables). Benefits no longer need to be backed out of the stipend allocations provided in the school operating budget. Stipends of $250 or less will be
paid at the conclusion of the activity. Stipends greater than $250 will be paid in equal increments or at the conclusion of the activity.

e. Event Supervision

For school events that require additional adult supervision/chaperones (for example, dances, sporting events, concerts, walk-a-thons), $50 per event is provided as compensation through a timesheet. The principal or designee assigns event supervisors.