

Stipend Parameters
Stipends shall be paid to salaried personnel for intermittent duties <u>not</u> included in the Board approved salary schedule for supplemental positions.
Approval
Stipend payments must be approved by the Principal/Supervisor with final approval by the Superintendent.
Stipend compensation is a salary supplement and payments shall coincide with the cut-off dates detailed on the pay date schedule. If requests for payment are submitted after the deadline, payments will be made on the next, scheduled pay date.
Determination
The Principal/Supervisor will determine the classification of the stipend, will verify that the duties have been performed, and will report hours of service using appropriate District procedures and forms.
Certified Personnel
The certified hourly rate <u>only</u> applies to summer camps.
Classified Personnel
Classified hourly personnel who perform additional duties must be paid at least the appropriate hourly rate for their job classification, including overtime, for intermittent duties assigned by their Principal/Supervisor.
TRS Retirees
Note that TRS Retirees are not permitted to receive stipend pay in order to avoid exceeding their daily wage threshold.
Twelve-Month Personnel
Regardless of job classification, twelve month (12) salaried employees are not eligible to receive stipend pay.
Administrators employed less than twelve (12) months may receive stipend pay <u>outside of their work calendar.</u>
Board Approval
Stipend pay rates are established each fiscal year by the Board of Education during the next year, budgeting process.

Effective: July 1, 2025

Board Approved: May 28, 2025

Amendment Board Approved: June 9, 2025