

Standish-Sterling Community School District
Standish, Michigan 4865

Board Policy

Re: Payment of Stipend for Mandatory Work Session Attendance

RATIONALE

Once in a while there are times when a teacher may be required to attend a work session related to a school project. This is a rare and occasional occurrence and should not be confused with any other in-service or professional development activities that occur throughout the school year. This should definitely not be confused with conference attendance or contractual professional development activities. In certain instances it might be appropriate to pay a stipend for work on summer projects for which the district requires a specific commitment of time on the part of a teacher. This procedure provides some basic guidelines that can be used in determining which activities would qualify for a stipend payment.

GENERAL PROCEDURES

The decision to pay a stipend will be at the sole discretion of the school district. The Superintendent of Schools will determine whether a stipend will be paid and will also determine the amount of the stipend to be paid. Participating teachers will be notified in advance that a certain activity will be eligible for a stipend payment. The teacher can then decide whether to participate in the project or activity. Once the teacher has decided to participate, the teacher is expected to complete the entire project. Administrators working a regularly scheduled day will not be eligible for stipend payments. The activity/project will not be eligible for a stipend payment unless the activity has the specific prior approval of the Superintendent of Schools.

In determining the eligibility for a stipend payment, the Superintendent may consider the following factors:

- The staff member should participate in the activity in a manner that is above and beyond any regular in-service/professional development activity. The stipend will relate to the completion of a specifically designed project.
- The activity will require a substantial commitment of time and effort on the part of the staff member. The activity will generally span several weeks or months. Activities of a shorter nature such as a single-day activity will not be considered for a stipend payment.
- At least part of the activity will require attendance in the summer period outside of the school calendar. This would typically exclude after school activities or those held on weekends during the school year.
- Once the teacher commits to the activity/project, attendance will be mandatory. The participation of the teacher in the complete project will be expected. A teacher will be expected to attend all sessions. A staff member that does not attend all of the sessions will not be paid a partial stipend for attending part of the program. For example, a teacher that attends 3 or 4 out of 5 sessions would forfeit eligibility for any part of the stipend payment. A teacher who misses a single session can apply a sick day to requalify for the stipend.
- The activity will be separate and distinct from general conference attendance, individual professional development activities, workshop attendance, routine committee meetings or any specific contractual professional development obligation.
- The stipend payment must come from the grant that is being used to fund the project. If the specific grant does not provide for a stipend payment, the District General Fund will not be used to pay stipends.
- The teacher cannot be receiving academic credit, CEU's or any other type of credit that affects either certification or progression on the salary schedule.
- The Superintendent may consider any other factors deemed to be relevant.

This procedure is effective December 13, 1999
Claude L. Inch, Superintendent of Schools
PRC:GCKAA