

APPENDIX B
EXTRA PAY FOR SUPERVISORY POSITIONS

A. Curriculum/Guidance Chairs

In addition to his/her regular teaching, each Curriculum/Guidance Chairperson will be paid annually \$9,294 in 2019-20, \$9,396 in 2020-21 and \$9,499 in 2021-22 and be released of all non-teaching duties.

B. Agricultural Science Teachers

The Board shall establish an eleven (11) month schedule for Agricultural Science teachers (other than the Director). Employees with such assignments shall be paid on a ratio of 1.15 times their appropriate rate on the salary schedule. Included in this assignment are all duties required of Agricultural Science teachers including working with the FFA and supervision of students' SAE work as well as assigned duties for monitoring AgSci facilities.

B. Agricultural Science Director

The Board shall establish an eleven (11) month schedule for the Agricultural Science Director. The Director shall be paid on a ratio of 1.25 times their appropriate rate on the salary schedule. The Director shall be assigned to teach 0.6 FTE of a 1.0 FTE position. The Director will provide leadership for the AgSci program including monitoring compliance with state requirements, curriculum development and other duties as required. Included in this assignment are all regular duties required of Agricultural Science teachers including working with the FFA and supervision of students' SAE work as well as assigned duties for monitoring AgSci facilities.

C. District Athletic Coordinator

The District Athletic Coordinator shall be paid annually \$6,561 in 2019-20, \$6,633 in 2020-21 and \$6,706 in 2021-22. Furthermore, the District Athletic Coordinator shall be assigned to teach 0.2 FTE of a 1.0 FTE position with the remainder of his/her time dedicated to the Administration of the Athletic programs in the Suffield School District.

D. Mentor Teacher

Mentor Teachers shall be paid annually \$930 in 2019-20, \$940 in 2020-21 and \$950 in 2021-22.

E. Department or Grade Leader

Department or Grade Leaders shall be paid annually \$3,000 in 2019-20, \$3,033 in 2020-21 and \$3,066 in 2021-22.

All positions will be posted annually at the discretion of the Superintendent of Schools. The Superintendent of Schools shall appoint all positions.

EXTRA REMUNERATION FOR EXTRA DUTY

All stipends are one year assignments (excluding SHS Class Advisor which are four year assignments.) All positions are to be posted annually. Appointments are by the Superintendent only.

Preference will be given to Association members for these positions. The Board may employ a person outside the bargaining unit if no qualified Association member applies for such employment within the initial posting period.

With the approval of the Superintendent or designee, all stipends can be divided among multiple staff as long as total contractual amount for the activity is not exceeded.

Additional Duty pay (timecards) cannot be used instead of a stipend for an extracurricular activity.

All requests for stipend payments will include an evaluation by the supervisor and must include a detailed record of hours worked and number of students participating at all events.

(Insert stipend schedule here)

A. Payment for Non-classroom Services beyond the Employment Year

1. Guidance Counselors. Guidance personnel may be required by the Superintendent to work prior to the opening of school and after the close of school for up to five (5) days at the per diem rate based on the guidance counselor's salary for the school year in which the service is provided. Such five (5) days shall be scheduled by mutual agreement between the guidance counselor and the building principal. Payments for work prior to the opening of school will be included in the first or second pay in September.
2. Other Non-classroom Service. Any other non-classroom services, including summer school, tutoring, intramurals, curriculum writing, etc. requested of members of the bargaining unit beyond the employment year shall be voluntary, including appearances in accordance with Public Act 75-609, and shall be paid \$32.80 in 2019-20, \$33.16 in 2020-21 and \$33.52 in 2021-22.
 - a. Non-voluntary work will be paid at the teacher's per diem rate.
 - b. There will be no payment for attendance at professional development or other conferences outside of school hours.



Suffield Public Schools Club Request Form

MISSION

The mission of the Suffield Public Schools is to prepare all students with the knowledge, skills and attributes required for success in a rapidly changing world.

CLUB PROPOSAL PROCESS

Any faculty member who is already facilitating a club activity, or is interested starting a future club must complete the following Proposal Form (see following pages) and return it to their school principal. The form should be completed prior to starting the activity. However, a club must run for one year with no stipend in order to prove its viability.

After the completed form has been returned to your school principal, the application goes through the following process:

- | | |
|---------|--|
| Step #1 | School principal reviews club request. |
| Step #2 | If approved, school principal signs off on club request and forwards it Business Manager. |
| Step #3 | Club requests are then reviewed by Superintendent, Business Manager, BOE Finance/Facilities/Negotiations Subcommittee for preliminary approval. |
| Step #4 | At the end of one year, the proposer must submit a report with the number of participants, the level of engagement of participants, the activities completed, etc. |
| Step #5 | Club requests will be shared with the SEA for stipend recommendation. |
| Step #6 | The Superintendent, Business Manager, BOE Finance/Facilities/Negotiations Subcommittee will use the report submitted to approve or deny continuing the club and stipend amount. Their decision is final. |

CLUB PROPOSAL

The following form must be filled out in order to continue a club or to begin a new club. The completed form should be presented to the school principal.

CLUB REQUEST FORM

Teacher presenting the proposal:

Name:

Email Address:

Phone #:

Name of proposed club:

Purpose of proposed club:

Goal(s) of proposed club (connection to school/district goal(s)):

1.

2.

3.

Please list any trips, competitions, tournaments, or significant events that club will participate in:

1.

2.

3.

What type of area do the students need to meet in (classroom, athletic facilities, etc.)

When and how often do you intend to meet?

How many students do you anticipate participating?

_____ **Maximum** _____ **Minimum**

How many facilitators are required? _____

Will this club require a stipend in the future for its facilitator(s)? _____ **Yes** _____ **No**

Names of proposed club facilitator(s):

Please provide estimated costs for operating the proposed club? (facilitator stipend, travel expenses, registration fees for competitions, material expenses)

How will expenses be covered? (Student fees, grants, etc.)

Anticipated cost to students? _____

What evidence do you have of student interest in this proposed club?

For office use only

PROCESS

Principal

Denied _____ Approved _____

Superintendent

Denied _____ Approved _____

BOE Subcommittee Approval

Date: _____

_____ Approved Number of Facilitators

_____ Approved Stipend Amount

Club Criteria

To be eligible for consideration as a club sponsored by the Suffield Public Schools, a club must meet the following criteria:

1. Designed to provide an enriching opportunity that supports and meets the needs of diverse interests and expands opportunities for creativity and innovation;
2. Evidence of substantial student interest;
3. Congruence with Board Policy and club purpose;
4. Availability of an appropriate club facilitator;
5. Inclusiveness (i.e., the degree to which the club is designed to appeal to and include students regardless of race, sex, religion, national origin, disability, etc.); and
6. No significant duplication of purpose, goals, or activities of other clubs.

EXTRACURRICULAR STIPENDS

	Number	2020-21	2021-22
		1.10%	1.10%
McAlister			
Expanding Horizons	1	\$2,651	\$2,680
Student Council	TBD	\$884	\$894
Math Olympiads	1	\$884	\$894
Unified Sports	1	\$884	\$894
Walking Club/Funky Foot	1	\$884	\$894
Suffield Middle School			
Art	1	\$884	\$894
Band Director (including Jazz Band)	1	\$1,767	\$1,786
Drama Production	1	\$4,853	\$4,906
Fishing Club	1	\$442	\$447
Giraffe Club	1	\$884	\$894
Intramural Director	1	\$1,767	\$1,786
Math Olympiads	2	\$884	\$894
Peer Mediation	1	\$884	\$894
Photography Club	1	\$884	\$894
Promise Advisor	1	\$884	\$894
Robotics	1	\$884	\$894
Select Choral Director	1	\$884	\$894
Ski Club	1	\$1,325	\$1,340
Strategic Gaming	1	\$884	\$894
Student Council	2	\$1,325	\$1,340
SMS SWAT	1	\$884	\$894
Unified Theater	2	\$884	\$894
Variety Show	1	\$1,325	\$1,340
Writing Club	1	\$884	\$894
Yearbook	1	\$1,767	\$1,786
Suffield High School			
Freshman Advisor	2	\$995	\$1,006
Sophomore Advisor	2	\$1,105	\$1,117
Junior Advisor	2	\$1,437	\$1,453
Senior Advisor	2	\$1,877	\$1,898
Art Club	1	\$884	\$894
Band Director (including Jazz Band)	1	\$1,767	\$1,786
Best Buddies	1	\$884	\$894
Debate Team	1	\$1,325	\$1,340
Drama Club	1	\$884	\$894
Drama	1	\$5,561	\$5,622
Earth and Outing Club	2	\$884	\$894
FBLA	1	\$884	\$894

Includes all stipends for Assistants, etc.

Done after school

Formerly Newspaper

Includes all stipends for Assistants, etc.

	Number	2020-21	2021-22
		1.10%	1.10%
Gaming Club	1	\$884	\$894
Gay/Straight Alliance	1	\$884	\$894
Interact Club	1	\$884	\$894
Math Team	1	\$1,325	\$1,340
Musical	1	\$8,088	\$8,177
National Honor Society	1	\$1,325	\$1,340
Quiz Team	1	\$1,325	\$1,340
Robotics	1	\$2,211	\$2,235
Science Fair	1	\$884	\$894
Ski Club	1	\$1,325	\$1,340
Spirit Squad		\$1,325	\$1,340
SHS SWAT	1	\$884	\$894
TV Advisor	1	\$2,651	\$2,680
Unified Concession	1	\$442	\$447
Unified Theater	2	\$884	\$894
World Language Society	1	\$884	\$894
Yearbook	1	\$884	\$894

Includes all stipends for Assistants, etc.

formerly Suffield Unites
Done after school

Dropped

SMS

Dance Team
Healthy Lifestyles
Math Counts
MILD Advisor
SOURCE
Technology Coach
Walking Club
Advisory (formerly Wingman)

SHS

Activity and Awards Coordinator
AFS Advisor
Book Club
Earth Club
Giraffe Club
Literary Magazine
Mountain Bike Club
Newspaper
Student Senate
Student Senate
Technology Coach
Transition Coordinator
Wildcat Outreach

Coaching Stipends

	2021-23	
	1-3 Years	4+ Years
Sport		
Varsity		
Basketball	\$5,710	\$6,591
Ice Hockey	\$5,710	\$6,591
Wrestling	\$5,035	\$5,974
Boys Swimming	\$5,035	\$5,974
Indoor Track	\$4,511	\$5,309
Indoor Track - Assistant	\$3,057	\$3,691
Track	\$4,511	\$5,309
Track - Assistant	\$3,057	\$3,691
Softball	\$4,511	\$5,309
Baseball	\$4,511	\$5,309
Soccer	\$4,511	\$5,309
Lacrosse	\$4,511	\$5,309
Field Hockey	\$4,511	\$5,309
Girls Swimming	\$4,772	\$5,659
Volleyball	\$4,511	\$5,309
Tennis	\$3,645	\$3,991
Golf	\$3,645	\$3,991
Cross Country	\$3,645	\$3,991
Dance	\$1,731	\$2,076
Cheerleader	\$2,031	\$2,376
Junior Varsity		
Basketball	\$3,837	\$4,360
Ice Hockey	\$3,837	\$4,360
Baseball	\$2,883	\$3,574
Softball	\$2,883	\$3,574
Lacrosse	\$2,883	\$3,870
Soccer	\$2,883	\$3,574
Field Hockey	\$2,883	\$3,574
Volleyball	\$2,883	\$3,574
Freshman		
Basketball	\$3,223	\$3,870
Volleyball	\$2,425	\$2,979
Assistants		
Asst Varsity Coach	\$1,384	\$1,384
Middle School		
Cross Country	\$1,904	\$2,884

	2021-23	
	1-3 Years	4+ Years
Basketball	\$2,307	\$2,884
Track	\$2,307	\$2,884
Field Hockey	\$2,307	\$2,884
Softball	\$2,307	\$2,884
MS Assistants (Cross Country (2) and Field Hockey)	\$1,384	\$1,384