

**ADMINISTRATION EXTRA DUTY RATES SCHEDULE**

**2019-20**

**Summer School**

Position	Notes	Daily Stipend	Flat Stipend	Other Rate	Comp Time	Approval Process
High School Administrator	Can be split into 2 positions.		\$8,700.00		No	EWA
Middle School Administrator	Applicable with enrollment of 200 or more.		\$3,500.00		No	EWA
Elementary Administrator			\$5,500.00		No	EWA
Instructional Coach			\$3,500.00		No	EWA

**Professional Development (Non-work Days)**

Position	Notes	Daily Stipend	Flat Stipend	Other Rate	Comp Time	Approval Process
<b>Ranges 322-314:</b> Asst Superintendent Chief Business Official Principal - High School Director - Special Student Services Director - Curriculum & PD Director - Instructional Services Director - Instructional Program Analysis Principal - Intermediate School Principal - Alternative Education Principal - Elementary School Director - Facilities Director - Child Nutrition Services Director - Information Technology Principal - Assistant High School College & Career Program Director Principal - Assistant Intermediate School Athletic Director	Up to 3 days of Comp Time allowed per year. Must be used within same fiscal year. No payout of unused comp time.				Yes	When mandatory attendance required, pre-approved by Superintendent  EWA
<b>Ranges 313-307:</b> School Psychologist Counselor - Head Educational Social Worker Speech & Language Pathologist Counselor (7-12) Counselor - Alternative Ed (7-12) Learning Director Transportation Director Migrant Program Coordinator Custodial Services Supervisor	Up to 2 days of Comp Time allowed per year, if requested. Must be used within same fiscal year. Payout of unused comp time on June 30 at flat stipend rate.	\$250.00			Optional	Pre-approved by Principal or Director  EWA

**Work in Summer (not Professional Development)**

Position	Notes	Daily Stipend	Flat Stipend	Other Rate	Comp Time	Approval Process
School Psychologist Speech & Language Pathologist Educational Social Worker	i.e. Psychologist attending student diagnostic meeting; LCSW working additional days to cover for LCSW on maternity leave.			Hourly Rate of Individual	No	Pre-approved by Principal or Director - EWA
Counselor Learning Director	i.e. Registration or Master scheduling. Up to 2 days of Comp Time allowed per year. Must be used within same fiscal year. Payout of unused comp time on June 30 at individuals hourly rate.			Hourly Rate of Individual	Optional	Pre-approved by Principal or Director - EWA

All Extra Duty must be tracked in DS via an EWA