

Licensed Staff Contract
SCSP Contract
EA Contract

APPENDIX C

The parties have agreed to the following Schedule C language and pay rates to be in effect at the beginning of the 2023-24 school year.

Schedule C-1

Extracurricular Athletic

Salaries provided for coaches shall be payable at the end of each season and shall be paid in addition to the amount due for regular teaching duties performed. Seasons for athletic coaches shall end with the school months of November, March, and June, and for intramural coaches shall end with the school months of December, March, and June. Salaries for coaches shall be payable after all state tournament play is completed or absent state tournament play, in the months indicated above, and provided that the coach has assembled a team meeting the established requirements and such team has competed in all games, contests or meets scheduled to determine championships. The **stipends** specified herein shall not become payable until all duties of the athletic sport season shall be completed, including the submission of reports.

Coaching duties may be terminated at the end of any school year or be reassigned to other staff members. The total number of sports per year that may be handled by any one coach shall be limited to three, except with the written approval of the Superintendent or designee.

A person may not be employed as head coach for more than one of the following: football/basketball/ hockey/volleyball in the same year, except with the written approval of the Superintendent or designee. Coaches shall not be employed to coach more than one sport in the same season. A person may not be employed as head coach for more than one of the following: football/basketball/ hockey/volleyball in the same year, except with the written approval of the Superintendent or designee. Coaches shall not be employed to coach more than one sport in the same season. **High School Athletic Directors shall not be employed as a head coach or assistant coach. Athletic Department Specialists may coach after completion of all daily scheduled hours of work and with the approval of the building Athletic Director and building Principal to ensure appropriate levels of coverage and support are in place. Daily scheduled hours of work and coaching may not overlap.**

Pay Calculations

Base Unit = \$410 (originally determined by dividing the highest paid coach by the number of weeks of their season in 2021-22 season)

Head Coach pay will be determined by multiplying the Base Unit (BU) by the number of weeks of competition as listed by the Minnesota State High School League (MSHSL). The stipend will not be affected by the actual number of weeks a team completes. Assistant Coaches pay will be 75% of Head Coach's pay.

Non-Coaching Athletic Positions

HS Athletic Directors and Athletic Department Specialists are full time. Middle School Athletic Directors are stipend based positions.

- HS - Athletic Director 16.25 x BU = \$6662.50
- HS - Athletic Equipment Manager 8.75 x BU = \$3587.50
- HS - Intramural Coordinator 4 x BU = \$1640
- HS - Cheerleader Coach (full year) 4 x BU = \$1640
- HS - Dance Line/Marching Coach 4 x BU = \$1640
- MS - Athletic Director 13.75 x BU = \$5637.50

MS Athletic Directors may not coach and perform athletic director duties simultaneously. Approval of a plan and a replacement MS Athletic Director shall be made by the Middle School Principal and District Wide Athletic Administrator, prior to the start of any coaching assignment.

HS - Swimming Coordinator 6 x BU = \$2460

A teacher may be employed to assist the Athletic Director in the administration of scholastic athletic games, meets, or schedules, such employment to be compensated at a rate per season not to exceed the BU (currently \$410).

Each high school athletic director shall have available a budget of 2 x BU per year which may be used to employ assistants to help in conducting/supervising athletic games, meets, or schedules. The following conditions apply:

- Payment shall be at the rate of .075 x BU = \$30.75 per event.
- Payment shall be through the regular payroll system, at the end of the appropriate season as described in the introductory paragraph of Schedule C-2.
- Payment may not be made to the Athletic Director.

High school sports and their season length.

Fall Sport	Weeks	Winter Sport	Weeks	Spring Sport	Weeks
<i>Adapted Soccer</i>	12	<i>Adapted Floor Hockey</i>	17	<i>Adapted Bowling</i>	11
<i>Football</i>	15	<i>Alpine Skiing</i>	14	<i>Adapted Softball</i>	13
<i>XC-Boys</i>	12	<i>Nordic Skiing</i>	14	<i>Badminton</i>	11

<i>XC - Girls</i>	12	<i>Basketball-Boys</i>	18	<i>Baseball</i>	13
<i>Soccer-Boys</i>	12	<i>Basketball-Girls</i>	18	<i>Golf - Boys</i>	13
<i>Soccer-Girls</i>	12	<i>Gymnastics</i>	15	<i>Golf - Girls</i>	13
<i>Swimming-Girls</i>	14	<i>Hockey-Boys</i>	17	<i>Lacrosse-Boys</i>	11
<i>Tennis-Girls</i>	11	<i>Hockey-Girls</i>	17	<i>Lacrosse-Girls</i>	11
<i>Volleyball</i>	13	<i>Swimming-Boys</i>	14	<i>Softball</i>	13
		<i>Wrestling</i>	15	<i>Tennis-Boys</i>	11
				<i>Track & Field</i>	13

All Middle School sports last eight weeks and coaches will be paid by multiplying the Base Unit by 8.

Middle school sports and their season lengths:

Fall Sport	Weeks	Winter Sport	Weeks	Spring Sport	Weeks
<i>FLAG Football</i>	8	<i>Basketball-Boys</i>	8	<i>Badminton</i>	8
<i>Soccer-Boys</i>	8	<i>Basketball-Girls</i>	8	<i>Baseball</i>	8
<i>Soccer-Girls</i>	8	<i>Wrestling</i>	8	<i>Softball</i>	8
<i>Volleyball</i>	8			<i>Track & Field</i>	8

Number of Coaches per Sport Determination

All sports will be designated by one of three tiers.

Tier 1: Tier 1 sports have many specialized requirements and require more coaches. These are: Football, Track & Field.

Varsity Football will have a Head Coach and four assistant coaches. These five coaches will be responsible for both varsity and JV competition. There will also be an additional two coaches for each lower level team that practices on its own and has its own schedule of games. Track and Field will have a Head Coach and four assistant coaches. These five coaches will be responsible for both girls and boys track and field at all levels and competitions.

Tier 2: Tier 2 will require a Head Varsity coach, an Assistant Coach and a coach for each lower level team.

These are: Soccer (Adapted, Boys, Girls), Tennis (Boys, Girls), Volleyball, Adapted Floor Hockey, Basketball (Boys, Girls), Ice Hockey (Boys, Girls), Wrestling, Softball (Adapted, Girls), Badminton, Baseball, Lacrosse (Boys, Girls),

Tier 3: Tier 3 will require a Head Varsity coach and may have an Assistant with the approval of the Principal, Athletic Director, and the District Wide Athletic Administrator. Tier 3 sports have one team for all levels.

These are: Cross Country (Boys, Girls), Swimming (Boys, Girls), Skiing (Alpine, Nordic), Gymnastics, **Adapted Bowling**, Golf (Boys, Girls)

Determining Number of Teams:

Each sport will have a minimum and maximum number of participants as recommended by the district. This min/max will help determine the number of teams at a school. The purpose of the maximum number is not to leave student athletes out of participation, but to give guidance on when an additional team might be needed at a school and shall not be subject to the grievance procedure.

FALL SPORT	Minimum #/team	Maximum #/team
Adapted Soccer	7	15
Football	Varsity/JV-22, B/9th-15	50
<i>XC-Boys</i>	7	
<i>XC-Girls</i>	7	
<i>Soccer-Boys</i>	15	22
<i>Soccer-Girls</i>	15	22
<i>Swimming-Girls</i>	10	
<i>Tennis-Girls</i>	10	
<i>Volleyball</i>	10	25
WINTER SPORT	Minimum#/ team	Maximum #/team
<i>Adapted Floor Hockey</i>	6	18
<i>Alpine Skiing</i>	8	45
Nordic Skiing	10	45
<i>Basketball-Boys</i>	10	15

<i>Basketball-Girls</i>	10	15
<i>Gymnastics</i>	12	
<i>Hockey-Boys</i>	Varsity 15, JV 10	20
<i>Hockey-Girls</i>	Varsity 15, JV 10	20
<i>Swimming-Boys</i>	10	
<i>Wrestling</i>	7	28
SPRING SPORT	Minimum#/team	Maximum #/team
<i>Adapted Bowling</i>	1	No Limit
<i>Adapted Softball</i>	9	18
<i>Badminton</i>	7	20
<i>Baseball</i>	Varsity 15, JV/9th 12	
<i>Golf-Boys</i>	6	
<i>Golf-Girls</i>	6	
<i>Lacrosse - Boys</i>	16	25
<i>Lacrosse - Girls</i>	16	25
<i>Softball</i>	12	
<i>Tennis - Boys</i>	10	
<i>Track & Field</i>	10	no limit
MIDDLE SCHOOL		
FALL SPORT	Minimum#/ team	Maximum #/team
<i>FLAG Football</i>	11	
<i>Soccer-Boys</i>	11	25
<i>Soccer-Girls</i>	11	25

<i>Volleyball</i>	12	25
WINTER		
SPORT	Minimum#/ team	Maximum #/team
<i>Basketball-Boys</i>	5	18
<i>Basketball-Girls</i>	5	18
<i>Wrestling</i>	7	30
SPRING SPORT	Minimum#/ team	Maximum #/team
<i>Badminton</i>	6	25
<i>Baseball</i>	9	
<i>Softball</i>	9	
<i>Track & Field</i>	10	no limit

EXTRACURRICULAR ACTIVITIES

Teachers shall be paid additional stipends, to be called extracurricular pay, for additional activities carried on outside their regular duties and outside the regular school day according to rules and regulations established by the Board, provided that such stipends shall not be paid if a teacher's day or class load has been decreased because of such activities except as provided herein. Any extracurricular assignment and stipend may be terminated at the end of any school year and/or reassigned to another staff member. Any teacher may reject an assignment for which extracurricular pay is given.

Schedule C-2

Extracurricular Non-Athletic

Payment of Schedule C-1 stipends shall be made within three (3) weeks of the end of the District's first and/or second semester, depending upon the completion date of the activity. The supervision of an extracurricular activity may be divided among teachers, but the total payment shall not exceed the amount set forth below. The payment for an extracurricular activity may vary depending upon the amount of work involved, but no payment shall be made in excess of the amount specified below.

Pay Calculations

Base Unit = \$410 (originally determined by dividing the highest paid coach by the number of weeks of their season in 2021-22 season)

Based on guidance from the Fair Labor Standards Act (FLSA), if any hourly employee including EAs perform these non-athletic extracurricular duties in addition to their regular job duties and outside their duty day, they will be paid at the hourly rate for "non-specific after-hours extra-curricular advisor" listed in this schedule. All hours worked by an hourly employee are subject to overtime under the Fair Labor Standards Act (FLSA) and are paid accordingly.

Job	Level/Notes	Formula
Cafeteria Supervisor	May be paid on an hourly basis for time worked. Formula: stipend divided by number of days lunch is served during the school year = rate for one-half hour duty.	$5.75 \times BU = \$2357.5$
Class Advisor	Sophomore Class	$1.25 \times BU = \$512.5$
	Junior Class	$3.75 \times BU = \$1537.5$
	Senior Class	$3.75 \times BU = \$1537.5$
Chaperone (outside the duty day)	Hourly	$(0.075 \times BU)/hr = \$30.75/hr$
Debate Coach	Middle School Minimum per team: 8	$.75 \times (17 \times BU) = \5227.5
	HS - Head Debate Coach Minimum per team: 8	$17 \times BU = \$6970$
	HS - Assf. Debate Coach	$75 \times (17 \times BU) = \5227.5
Destination ImagiNation Team Coach*	<p>The minimum requirements for this stipend are:</p> <ul style="list-style-type: none"> • One to three teams, formally competing in the full official school year season inter-district competition and tournament play. • The activities occur outside the professional workday for teachers. • After the first four (4) weeks of the season, the position and payment will be discontinued if full team competition is not to be completed. 	$3 \times BU = \$1230$

Drivers Education Teacher (See Article 9, Section 6 for governing conditions)	Hourly	$(0.075 \times \text{BU})/\text{hr}=\$30.75/\text{hr}$
Field Trip: School sponsored overnight field trip (not compensated by other means)	Nightly	$0.25 \times \text{BU}=\$102.5$
High School Future Educators of Saint Paul Coordinator	HS	$7.5 \times \text{BU}=\$3075$
Hmong Dual Language Teacher		$11 \times \text{BU}=\$4510$
Locker Manager	Per student (Based on 10/1 enrollment)	$0.00439 \times \text{BU}$ per student $\$1.80$ /student Minimum = $\text{BU}=\$410$ No maximum
Mathematics Team Coach	Middle School: A minimum requirement for this stipend is at least 10 participants, and at least six scheduled events	$3 \times \text{BU}=\$1230$
	High School: A minimum requirement for this stipend is at least 10 participants, and at least six scheduled events	$5.25 \times \text{BU}=\$2152.5$
Mathematics Team Assistant Coach	A minimum requirement for this stipend is at least 15 participants after the first four (4) weeks of the season, and that the position and payment will be discontinued if participation is less than 15 students.	$(.75 \times 5.25) \times \text{BU}=\1614.375
Senior High National Honor Society Coordinator		$7.5 \times \text{BU}=\$3075$

North Central Association Coordinator		3 x BU=\$1230
School Fund Bursar Middle School	MS	5.25 x BU=\$2152.5
	HS	12.6 x BU=\$5166
School Newspaper	HS: Business Mgr.	2.5 x BU x 0.10 x #issues Maximum 10 issues \$102.5 per issue Max \$1025
	HS: Editorial Mgr.	10 x BU x 0.10 x #issues Maximum 10 issues \$410 per issue Max \$4100
School Patrol Supervisor	Elementary	5.75 x BU=\$2357.5
Science Olympiad Coach	The minimum requirements for this stipend are: <ul style="list-style-type: none"> ●Compete in the full official school year season inter-district competition and tournament play. ●The activities occur outside the professional workday for teachers. ●After the first four (4) weeks of the season, the position and payment will be discontinued if full team competition is not to be completed. 	3 x BU=\$1230
Science Safety Manager	Secondary	1.5 x BU=\$615
GSA Program Advisor	Secondary	3.75 x BU=\$1537
SADD Program Advisor	Secondary	3.75 x BU=\$1537
Speech Activities Coach	HS - entrance in festival or equivalent and District Speech Festival	0.75 x BU x #events Max of 7, one of which is the District Speech Festival \$307.5 per event Max \$2152.5

Student Council Director	Secondary	7.5 x BU=\$3075
Technological Instructional Equipment Manager	<p>Person manages inventory of all video/audio equipment not managed by Facilities.</p> <p>Examples are setting up speakers and projectors for meetings or programs.</p> <p>The per student basis for the yearly stipend for this function shall be determined for each school based on the official enrollment figures published by the District each October.</p>	<p>0.0025 x BU x #students Minimum = BU No Max \$1.025 per student Minimum \$410</p>
iPad Manager (work outside regular day)	<p>The per student basis for the yearly stipend for this determined for each school based on the official enrollment figures published by the District each October.</p>	<p>0.01 x BU x #students Minimum = 4 x BU No Max \$4.10 per student Minimum \$1640</p>
Textbook Distributor	<p>The per student basis for the yearly stipend for this function shall be determined for each school based on the official enrollment figures published by the District each October.</p>	<p>0.005 x BU x #students Minimum = 1.5 x BU \$2.05 per student Minimum \$615</p>
Test Coordinator	<p>The per student basis for the yearly stipend for this function shall be determined for each school based on the official enrollment figures published by the District each October.</p>	<p>0.01 x BU x #students Minimum = 3 x BU No Max \$4.10 per student Minimum \$1230</p>
Yearbook	HS - Business Manager	2.5 x BU=\$1025
	HS - Editorial Manager	7.5 x BU=\$3075
Robotics Coach	Head Coach	10 x BU=\$4100
	Asst. Coach	7.5 x BU=\$3075

FFA Advisor		5 x BU=\$2050
WEB Coordinator		7.5 x BU=\$3075
Link Crew Advisor		7.5 x BU=\$3075
TECHNOVATION Challenge Coach	This is a Statewide, National, and International competition that works to get girls involved in STEM.	7.5 x BU=\$3075
Youth in Government Coach		5 x BU=\$2050
Youth Affinity Group Advisor	Examples GSA, Students of Color	5 x BU=\$2050
Non-specific after-hours extra-curricular advisor	This position is not covered in any other part of Schedule C. This position provides for newly needed extra-curricular positions as determined by the principal. All hours must be pre-approved by the principal.	(0.075 x BU)/hr \$30.75/hr

*The existence of this stipend for coaches of the extra-curricular official competition activity is not intended to preclude or replace Destination ImagiNation activities which occur in many schools on a smaller scale or within students' school day and/or the teachers' professional workday.

EXTRACURRICULAR ACTIVITIES

Teachers shall be paid additional stipends, to be called extracurricular pay, for additional activities carried on outside their regular duties and outside the regular school day according to rules and regulations established by the Board, provided that such stipends shall not be paid if a teacher's day or class load has been decreased because of such activities except as provided herein. Any extracurricular assignment and stipend may be terminated at the end of any school year and/or reassigned to another staff member. Any teacher may reject an assignment for which extracurricular pay is given.

Schedule C-3

Extracurricular Performing Arts

Payment of Schedule C-3 stipends shall be made within three (3) weeks of the end of the District's first and/or second semester, depending upon the completion date of the activity. The supervision of an extracurricular activity may be divided among teachers, but the total payment shall not exceed the amount set forth below. The payment for an extracurricular activity may vary depending upon the amount of work involved, but no payment shall be made in excess of the amount specified below.

Base Unit = \$410

Extracurricular Position	Responsibilities	Stipend Formula
Talent Show Coordinator	Auditions, produces and dress rehearses a talent/performance show outside of the school day with students. Examples; Performance Night, Harding Idol, etc.	0.5 x BU = \$205 Maximum 1 per semester.
Performance Stipend	Work any performance, exhibition, or showcase outside whose description in Schedule C-3 includes this stipend. This includes in-person or virtual set up and take down, pre-performance warm up, etc.	.375 x BU = \$153.75 Maximum of 6 performances per of the school day in any role production. Additional performances must be approved by the principal.
Event Stage Manager	Managing the lights, sound, curtains, etc. for the stage/auditorium for a performance/event that occur outside of the school day. May also supervise Stage/Tech Crew Students	.2 x BU = \$82 per performance. This stipend is only for performances that do not have a Technical Director.
Pep Band Director	Prepare and supervise the Pep Band to play at different athletic events, parades, and community events.	.375 x BU per event=\$153.75 Maximum of 6 performances per athletic season. Additional performances must be approved by the principal.
Instrument Inventory Manager	Check in/out inventory, manage rental agreements/donations, maintain instruments, arrange repairs, inspect/clean/play/test instruments at year end, add and remove inventory, maintain Destiny records.	0.01 x BU x #instrumental students = (\$4.10 per student) Minimum = BU Paid on a per instrumental music

		student basis.
Extra Curricular Ensembles (Jazz Band, Jazz Choir, Chamber Ensembles, MSHSL Solo/Ensemble Contests, Improv Troupe, Dance Group, Marching Band, etc.)	3-6 hours per week over an entire school year. Auditions, produces, directs, and rehearses in preparation of performances. Will be paid at the per "Performance Stipend" for each performance. Maximum of 6 performances per semester. Additional performances must be approved by the principal.	13 x BU =\$5330
Extra Curricular Ensembles (Jazz Band, Jazz Choir, Chamber Ensembles, MSHSL Solo/Ensemble Contests, Improv Troupe, Dance Group, Marching Band, etc.)	Over 6 hours per week over an entire school year. Auditions, produces, directs, and rehearses in preparation of performances. Will be paid at the per "Performance Stipend" for each performance. Maximum of 6 performances per semester. Additional performances must be approved by the principal.	21 x BU =\$8610

For the following stipends, each educator may receive up to one stipend per production for work that occurs outside of contract hours. For productions where all rehearsals occur during contract hours, an educator would only be eligible for the "Performance Stipend" for each performance.

Extracurricular Position	Responsibilities	Stipend Formula for Full Musical Production or Play (Full Length Broadway Musical or Play; over 2 hours in length)	Stipend Formula for Modified Musical Production or Play (Broadway Junior, shortened production, one-act play, or Musical Variety Show; 1-2 hours in length)	Stipend Formula for Short Musical Production or Plays (30-59 minutes in length)

<p>Director of Musical</p>	<p>Auditions, produces, directs, rehearses a musical (including technical/dress rehearsals). Supervises technical director, choreographer, and vocal music directors.</p> <p>Director of Musical will also be paid at the per "Performance Stipend" for each performance of the musical. Maximum of 6 performances per production. Additional performances must be approved by principal.</p>	<p>14 x BU = \$5740</p>	<p>8.5 X BU =\$3485</p>	
<p>Vocal Music Director of Musical</p>	<p>Works alongside the Musical Director in providing vocal music direction for a musical. Vocal director assists with auditions, rehearsals, dress/technical rehearsals and performances as well.</p> <p>This person will also be paid at the per "Performance Stipend" for each performance of the musical. Maximum of 6 performances per production. Additional performances must be approved by principal.</p>	<p>7 x BU =\$2870</p>	<p>4.5 X BU =\$1845</p>	

<p>Musical Choreographer</p>	<p>Works alongside Musical Director, auditions, creates original/compatible choreography, and rehearses the musical (including technical/dress rehearsals).</p> <p>At the discretion of the Director and approval of the principal, the musical choreographer will also be paid at the per "Performance Stipend" for each performance of the musical. This will be a Maximum of 6 performances per production. Additional performances must be approved by the principal.</p>	<p>7 x BU =\$2,870</p>	<p>4.5 X BU =\$1845</p>	
<p>Musical Accompanist</p>	<p>Works with the Musical Director and/or the Vocal Musical Director to accompany singers and dancers during rehearsals and performances.</p> <p>At the discretion of the Director, the Musical Accompanist will also be paid at the per "Performance Stipend" for each performance of the musical or play. This will be a Maximum of 6 Performances per production. Additional performances must be approved by the principal.</p>	<p>7 x BU =\$2,870</p>	<p>4.5 X BU =\$1845</p>	

<p>Technical Director</p>	<p>Works alongside the musical or play directors. Provides theatrical technical direction and support for lights, sound, sets, costumes, props, and other production areas. May also supervise Stage/Tech Crew Students.</p> <p>At the discretion of the Director and approval of the principal, the technical director will also be paid at the per "Performance Stipend" for each performance of the musical or play. This will be a Maximum of 6 Performances per production. Additional performances must be approved by the principal.</p>	<p>7 x BU =\$2,870</p>	<p>4.5 X BU =\$1845</p>	
<p>Pit Orchestra Advisor for Musical</p>	<p>Advises the student pit conductor and supports the pit orchestra through auditions, rehearsals, dress rehearsals, and performances.</p> <p>At the discretion of the Director and approval of the principal, the Pit Orchestra Advisor will also be paid at the per "Performance Stipend" for each performance of the musical or play. This will be a Maximum of 6 Performances per production. Additional performances must be approved by the principal.</p>	<p>2 x BU =\$820</p>	<p>1.5 X BU =\$615</p>	

<p>Pit Orchestra Conductor for Musical</p>	<p>Works alongside the Musical Director in providing pit orchestra music direction for a musical. Pit Orchestra Conductor assists with auditions, rehearsals, dress/technical rehearsals and performances as well.</p> <p>Pit Orchestra Conductor will also be paid at the "Performance Stipend" for each performance of the musical. Maximum of 6 performances per production. Additional performances must be approved by the principal.</p>	<p>7 x BU =\$2,870</p>	<p>4.5 X BU =\$1845</p>	
<p>Director of Play</p>	<p>Auditions, produces, directs, and rehearses a play (non musical) outside the school day. Supervises technical director.</p> <p>Director of Play will also be paid at the per "Performance Stipend" for each performance of the musical. Maximum of 6 performances per production. Additional performances must be approved by the principal.</p>	<p>10 x BU =\$4100</p>	<p>6 X BU =\$2460</p>	
<p>Short Musical Production or Play Assistant</p>	<p>Assistants to Short Musical Production or Play (choreographer, costumes, accompanist, etc)</p>			<p>0.5 X BU =\$205</p>

Jim Vallin

For the District

6-30-2023

Date

Leah D. VanDer

For the Union

6-30-2023

Date