

## **4603 PAYMENT FOR INSERVICE ACTIVITIES**

### **BOARD POLICY:**

**A school district employee who receives remuneration from Unified School District 259 for workshop participation is being paid for services rendered to the Wichita Public School System.**

Administrative Implemental Procedures:

1. University or college credit may be awarded for a USD 259 inservice activity if approved by the university or college.
2. Payment to personnel will be allowed only when the school district benefits directly from the service given outside scheduled working hours. When such payments are made they will be considered as extra earnings and will be subject to normal deductions.
3. Inservice activities supported with federal or state funds will include the same policies and rates of pay as other inservice programs.
4. Stipends will not be made to school district personnel for participating in inservice activities conducted during their scheduled working hours. Because school district personnel on the administrative salary schedule are considered to be on duty 24 hours per day, they are not eligible for either stipend payment. Administrators level IV and below who attend inservice activities during calendar vacation and/or non-contract days will be paid.

Administrative Responsibility: Learning Services

Latest Revision Date: July 2021

Previous Revision Date: August 2006 P4603