

**COLOGNE ACADEMY
MANUAL OF SCHOOL POLICIES APPROVED BY THE BOARD**

POLICY 451: SALARY AUGMENTATION

I. PURPOSE OF POLICY

Cologne Academy staff are often asked to work longer hours and take on additional duties due to the nature of working in a small and innovative charter school setting.

It is at the sole and total discretion of the charter school board as to whether there is any augmentation payment, the amount, and timing.

It should not be assumed that past payments have established a pattern for future payments. In other words, there is no guarantee of any augmentation.

II. ELIGIBILITY FOR THE AUGMENTATION

All full-time employees, defined as working 32 hours per week on average, will be eligible for the one-time augmentation. Staff must also have been employed at Cologne Academy during the previous school year(s) when these compensation funds were accrued due to hard work on the part of employees and certified through the ending financial position of the charter school. Any employee who does not receive any fringe benefits from Cologne Academy and is working on a per hour contract basis is not eligible for this augmentation. Part-time staff, defined as working less than 32 hours per week on average, are also eligible for an augmentation set by the board. This category will also include staff members currently employed at the charter school who do not meet the employment requirement for the previous school year(s) above.

Employees who terminate their employment before December 1 of the current school year are not eligible for any portion of the augmentation for that period.