Elmbrook Schools
become what's next

SUPPORT STAFF COMPENSATION INCENTIVES

2026-27 SCHOOL YEAR

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Introduction

The School District of Elmbrook prides itself on the excellent education provided to all students, and recognizes the contributions of all staff to create the conditions for all students to be successful. Our ability to attract and retain the highest quality staff in all positions is critical to our long-term success. In an effort to strengthen our approach to compensation for all employees, we have created compensation commitments and financial incentives for our support staff based on our District's values of continuous learning, impact experiences and commitment to the District.

Support Staff Employee Groups Impacted by the Compensation Incentives

- Instructional Support (4K/5K Assistants, EL Assistants, Learning Assistants)
- Special Education Assistants
- Library Assistants
- Custodians
- Drivers
- Food Service
- District Office Special Category (non-leadership)
- Student Supervisors
- Health Room Assistants
- Administrative Assistants
- Playground/Lunchroom Supervisors who average 8 hrs/week for the school year

Compensation Commitment

As part of the District's approach to providing competitive wages for each position, the District will benchmark each of the position categories above every three years to our regional peers.

What do I need to do?

1. Verify your years of service in Skyward by following these easy instructions.
2. Develop your plan to complete your learning and impact experience hours for the 2025-26 school year with your supervisor.

When will these incentives take effect?

- Starting with 2024-25, staff who complete their annual five (5) learning hours and five (5) impact experience hours will be eligible to receive the longevity stipends and wage increase incentives at their 3-year milestone anniversary.

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Compensation Incentives

Staff are eligible to receive a compensation incentive at each three-year milestone if five (5) hours of learning and five (5) impact hours are completed and recorded **each year**.

Example:

2025-26: non-incentive year — five (5) hours of learning and five (5) impact hours required

2026-27: non-incentive year — five (5) hours of learning and five (5) impact hours required

2027-28: incentive year — five (5) hours of learning and five (5) impact hours required

➔ Staff hired first semester (August-December) are required to complete both (5) hours of learning and (5) impact hours.

Prorated Requirement

➔ Staff hired in the second semester (January-March) are required to complete (2.5) hours of learning and (2.5) hours of impact.

➔ Staff hired after April 1st are exempt from the Support Staff Compensation Incentive process and will begin their (5) hours of learning and (5) impact hours the following school year. That following year will be considered year (1) of the process.

Starting with the 2025-26 school year, staff who do not complete the required hours in the non-incentive years will not receive the incentive in the upcoming incentive year.

Incentives:

- Longevity Stipend - one-time payment
- Wage Adjustment - in addition to the annual percentage increase

	Requirements		Incentive	
Years	**Learning (paid time)**	**Impact Experiences**	**Longevity Stipend**	**Wage Adjustment**
3	5 Hours/Year (15 Total)	5 Hrs/Yr (15 Total)	$500	
6	5 Hours/Year (15 Total)	5 Hrs/Yr (15 Total)		2%
9	5 Hours/Year (15 Total)	5 Hrs/Yr (15 Total)	$750	
12	5 Hours/Year (15 Total)	5 Hrs/Yr (15 Total)		2%
15	5 Hours/Year (15 Total)	5 Hrs/Yr (15 Total)	$1,000	
18	5 Hours/Year (15 Total)	5 Hrs/Yr (15 Total)		2%
21	5 Hours/Year (15 Total)	5 Hrs/Yr (15 Total)	$1,000	
24	5 Hours/Year (15 Total)	5 Hrs/Yr (15 Total)		2%

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27	5 Hours/Year (15 Total)	5 Hrs/Yr (15 Total)	$1,000	
30	5 Hours/Year (15 Total)	5 Hrs/Yr (15 Total)		2%
33	5 Hours/Year (15 Total)	5 Hrs/Yr (15 Total)	$1,000	
36	5 Hours/Year (15 Total)	5 Hrs/Yr (15 Total)		2%
39	5 Hours/Year (15 Total)	5 Hrs/Yr (15 Total)	$1,000	
42	5 Hours/Year (15 Total)	5 Hrs/Yr (15 Total)		2%
45	5 Hours/Year (15 Total)	5 Hrs/Yr (15 Total)	$1,000	
48	5 Hours/Year (15 Total)	5 Hrs/Yr (15 Total)		2%

We are fortunate to have several employees who have served the Elmbrook Schools for more than 40 years. In recognition of their commitment to the District, each 40+ year employee who meets the annual learning/impact requirements (5 hours each) will receive a $1,000 stipend in every non-milestone year (40, 41, 43, 44, 46, 47, 49, etc.) in addition to the defined milestone incentives at 42, 45, 48 years, until retirement.

Sample Opportunities

Professional Learning	Impact Experiences
Overview: These opportunities extend beyond one's required training but occur during the work day or are paid experiences after-hours. Five (5) hours each year are required to be eligible for compensation incentives.	**Overview:** Impact experiences benefit the Elmbrook Schools. In some cases, they are extensions of one's current work, while others are another job altogether. Five (5) hours of impact experiences are required each year to be eligible for compensation incentives. *Note*: Paid experiences will continue to be paid.
Sample Learning Opportunities ● Certifications ○ Industry ○ Technical ○ Teacher Sub ● Conference Attendance ● Crisis Prevention Intervention ● Leadership Development	**Sample Impact Experiences** ● Activities/Athletics Advisor/Coach ● Career Speaker ● Employee Roundtables ● Event Worker ● Facilitate Professional Development ● LAUNCH Project Sponsor ● Plowing/Holiday Work (Custodial)

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• Safety Training
• Skill Training
• User Group Participation
  ○ Job-specific (e.g. State Rupting)
  ○ Application Specific (e.g. IC, Skyward)
• Wellness
 	
Have you identified other training that would be helpful to you? Share it with your supervisor for approval!
	• School/District Committees
	• Special Events Support (e.g. 4K/5K Info Night, Student Dances)
	• Student Transportation
	• Substitute (Classroom Teacher, Assistant, Food Service, Office)
	• Summer School
	
	Do you have an idea about how you want to make an impact? Share it with your supervisor for approval!

Recordkeeping

Each eligible support staff member will use an annual Skyward Form to record their learning and impact experience hours. Each year this form will be submitted to your supervisor for approval. To submit the Support Staff Impact and Learning log in Skyward, please follow this Skyward Job Aid.