

**Dallas  
Independent  
School  
District**



# Compensation Resource Book 2017-2018

 **HUMAN CAPITAL MANAGEMENT**

LEADING TRANSFORMATION THROUGH PEOPLE

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## The Dallas Independent School District Compensation Program

The Dallas ISD Compensation Program is designed to ensure that each component promotes an atmosphere that attracts, motivates and retains high performing employees and provides support to the organizational mission of educating all students for success. Dallas ISD seeks to provide compensation that is competitive within the parameters of the Board of Trustees' approved budget and complies with all state and federal regulations governing compensation practices.

The Superintendent of Schools shall propose a compensation plan for all district personnel. The compensation plan for the upcoming school year will be reflected in the budget approved by the Board of Trustees and the administration shall be responsible for developing procedures and guidelines for proper implementation of the Board approved compensation plan (see policy DEA (LOCAL)).

Dallas Independent School District, is an equal opportunity employer and does not discriminate on the basis of race, color, religion, sex, national origin, age, disability, sexual orientation, gender identity, gender expression, genetic information, or any other basis prohibited by law. The District is required by Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, The Americans with Disabilities Act, and the Age Discrimination Act of 1975, as amended, as well as board policy not to discriminate in such a manner (not all prohibited bases apply to all programs).

## The Compensation Department

The function of the Compensation Department is to direct the strategic planning, design, implementation, administration and communication of all district compensation programs. The department is in charge of researching the organizational needs of the district and evaluating market trends to ensure compensation programs are strategically aligned according to the district's compensation philosophy.

### **Compensation Structure**

Dallas Independent School District's compensation plans are made up of salary paygrades, with respective ranges, as well as supplemental earnings and benefit programs that are approved by the Board of Trustees. Salary ranges are determined by market rates for benchmark positions. To ensure that salary ranges are competitive with the market, the Compensation Department conducts market pricing research to inform current compensation levels for comparable positions. Employees are paid according to the pay range for their respective position (*all employees are paid on a 12-month basis regardless of their respective position's schedule of days*).

## **Pay Grades and Position Classification**

The Compensation Department determines the compensatory value of a position by conducting statistical comparisons of positions to evaluate relative internal and external value. The position is then assigned an associated pay grade. Pay grades are used to group positions that have approximately the same relative internal value based on compensatory factors (job descriptions, market data, internal equity, divisional consistency, and administrative input are all considered when performing job evaluations). Additionally, all positions will be classified as exempt or nonexempt in accordance with Fair Labor Standards Act (FLSA) requirements.

The Divisional Chief of Human Capital Management and Finance will approve the need for any new position. If a department determines that a position has been improperly classified or that the scope of responsibilities has substantially changed, the department head may request an Individual Compensation Review (see Individual Compensation Review, p. 11 of this Resource Book).

## **New Hire Compensation Determination**

New hire compensation for the majority of district positions is based on each candidate's knowledge, skills and abilities (KSAs), related work experience as compared to the job description and internal incumbent evaluations with employees who have similar positions and KSA's within Dallas ISD. Human Capital Management is responsible for communicating the offer of assignment to the candidate. An employee will not be paid more than the maximum rate for their respective pay grade unless the employee was earning more than the maximum amount prior to the adoption of the newly assigned pay grade.

New hires with significant KSAs and experience may be hired at a pay rate above the median salary of comparable incumbents if the position is considered "high-demand" based upon market analysis and thorough evaluation of similarly situated employees.

## **Documentation of Service Credit for Experience**

In order to receive service credit for prior work experience, personnel must provide documentation of service to Human Capital Management's Records Department on an official Texas Education Agency (TEA) approved record and must be validated by the appropriate institutional official. Direct service and related experience for new hires must be documented prior to the determination of salary credit. The following forms of documentation are acceptable for review by the Records Department:

- Service records from previous school employment (required for all service covered by TEA regulations)

- Contracts or Letters of Appointment
- Tax returns (for private practice)
- Completed “Verification of Prior Work Experience” Form, submitted from previous employers specifying position held, dates of employment and hours worked.

The Compensation Department may request additional documentation as necessary to substantiate prior experience for salary credit.

The salary credit for Creditable Years of Service (CYS) will be granted upon receipt of an official service record. Applicable salary adjustments will be made effective on the date of hire or date of new assignment honoring CYS if the employee provides the official service records within 30 calendar days from the assignment start date; otherwise, the effective date is the date upon which the Records Department receives the official service record. **It is the responsibility of the employee to provide all official documentation.**

### **Campus Professional: Teachers**

The salaries of newly hired teachers are based upon consideration of Creditable Years of Service (CYS). All teachers, excluding JROTC, CATE and Vocational Instructors, are required to possess, a bachelor’s degree and certification as required by the Texas Education Agency (TEA) and the State Board of Educator Certification (SBEC). Teachers who serve as Athletic Coaches will receive supplemental earnings in addition to their annual base salary.

### **Junior Reserve Officers Training Corps (JROTC) Instructors – High School**

High School JROTC instructors will be paid on the Central Staff 7 – 195-day salary schedule or according to active duty Armed Forces pay requirements as advised by the JROTC Coordinator, if the amount is greater. Both school experience and active duty experience may be counted for local salary credit Tex. Admin. Code. §153.1021(d)(2).

Should the JROTC instructor transfer into a full-time teaching position, military experience will not be credited unless it meets the TEA guidelines. JROTC personnel will be paid in compliance with active duty Armed Forces pay requirements stated on his/her Military Instructor Pay (MIP) letter assignment.

### **Career and Technology Education (CATE) Teachers**

For CATE Teachers, prior work experience (not to exceed two years) will be considered in determining initial salary as if it were teaching experience with the following limitations:

- Work experience must have been required for certification;
- The teacher must have been employed in a CATE position within the 1982-1983 school year for at least 50% of the time in an approved CATE position, and thereafter;

- Prior (non-school, professional) work experience is not creditable towards Teacher Retirement System.

CATE teachers without degrees, may be employed if they possess comparable career or technological work, provided they possess an appropriate certificate. In the absence of a bachelor’s degree, eight years of specifically related work experience will be credited for compensation determinations. Prior work experience not accredited by TEA should be documented on a statement of qualifications form provided by the Career and Technology Department.

**Credit for Teachers with prior Teacher Assistant Experience**

Effective May 5, 2005, a teacher assistant receiving a standard Texas teaching certificate during the 2004-2005 academic year, or any subsequent year, will be credited with up to two years of full-time student instruction equivalency for salary increment purposes when employed as a teacher (experience must be verified on the teacher service record (Amendment 19 TAC §153.1021m)). One year of teacher salary credit will be given for each creditable year of teacher assistant experience. A maximum of two years will be credited.

**Counselors, Media Specialists and Instructional Support**

Persons in these positions who are new to the District will be credited one creditable year of service (“CYS”) for each year of experience per the following guidelines:

- One year of service credit for each 12-month period of directly related full-time experience,
- One year of service credit for each 24-month period of directly related part-time experience,
- Full-time professional employment according to approved TEA regulations; or
- Any full-time employment in certified or licensed public agencies or private practice/agency employer that provide social services and/or psychosocial treatment for children, youth or families (for salary consideration only, not eligible for TEA or TRS approved service)

**Instructional Support: School Nurse**

Nurses new to the district will be credited one creditable year of service (“CYS”) for each year of professional experience or school district nursing experience as approved by the TEA guidelines. Newly employed staff nurses shall be given credit for work experience in a hospital, private medical practice, community health practice that includes assignment to a community health agency, industrial nursing or an out-patient clinic which involves family contact. Newly employed school nurses shall not receive credit for work experience acquired during the contract period for the current work year, until after the contract period has expired. The Work Experience Verification Form is to be completed and provided to the Records Department.

### **Support Staff: Police and Security**

Persons hired for Police and Security Services must possess the certification or license required by law and/or Dallas ISD policy to be eligible for pay in their designated paygrade. The level of pay is determined using the following Texas Commission on Law Enforcement (“TCOLE”) licensing criteria:

- Basic Police Officer | Basic Telecommunicator
- Intermediate Peace Officer | Intermediate Telecommunicator
- Advanced Peace Officer | Advanced Telecommunicator
- Master Peace Officer | Master Telecommunicator

### **Campus Professional: Administrators**

The salaries of newly hired Assistant Principals, Principals and Executive Directors of School Leadership, may be placed between the effectiveness levels of Progressing I and Progressing III based on review of professional experience and confirmation of relevant performance achievement. The Compensation Department will determine the compensation of all newly hired administrators.

### **Returning Employees**

Former Dallas ISD employees who return to the district will be placed at the appropriate pay level for the position in which they are newly hired. This may differ from the pay level and/or position they occupied at the time of their departure from the district. Teachers who have received an appraisal rating under the Teachers Excellence Initiative (TEI) system within the past two years will receive the salary commensurate with their last Scorecard Effectiveness Level. Otherwise, the teacher will be compensated according to the Teachers Introductory Compensation Schedule.

### **Salary Adjustments**

According to DEA (LOCAL), the Superintendent of Schools may recommend an amount for employee salary adjustments as a part of the annual budget. The Superintendent of Schools or designee shall approve salary adjustments for employees within the Board approved budgeted amounts and in accordance with the Compensation Guidelines.

An employee’s salary shall not be adjusted after the employee has reported to work. If there is a change in an employee’s job assignment or duties that warrant a compensation adjustment, the Superintendent of Schools or designee may adjust the pay within budgetary constraints. [See DEA (LEGAL) for provisions on pay increases and public hearing requirements.]

### **Promotion Adjustments**

A promotion is defined as a movement to a new position with a midpoint that is considerably greater than the midpoint of the previous position’s pay grade. The number of contract days or applicable district

calendar days of both positions will be considered. Pay increases for all employees shall be applied to the employee's daily or hourly rate of pay. The increased amount of the daily rate will be up to the greater of:

- Five percent of the employee's current daily rate; or
- The minimum amount of the new salary range; or
- An amount determined by the Compensation Department within the new pay grade.

Any promotion which would result in a 15% increase or greater to an employee's daily rate may be subject to approval by the Director of Compensation. In cases where promotions occur at the beginning of the school year and the promotional increase coincides with any annual salary increase authorized by the Board of Trustees, the annual increase shall be applied to the employee's new salary (after promotional increase).

### **Demotion Adjustments**

A demotion is defined as a movement to a new position with a midpoint that considerably less than the midpoint of the previous position's pay grade. The number of contract days or applicable district calendar days of both positions will be considered. Pay decreases for all employees shall be applied to the employee's daily or hourly rate of pay. The decreased amount of the daily rate will be up to the greater of:

- A minimum of five percent of the employee's current daily rate; or
- The maximum amount of the new salary range; or
- An amount determined by the Compensation Department

Any demotion which would result in a 15% decrease or greater to an employee's daily rate may be subject to approval by the Director of Compensation.

### **Lateral Transfer and Adjustments**

A lateral transfer is defined as a movement to a new position with a midpoint that is within a considerable range of the midpoint of the previous position's pay range. Typically, the movement is to another job with equal responsibilities. In most cases lateral transfers are not eligible for salary increases, except for adjustments required to reflect the work calendar days of the new job. A peer equity adjustment may also be given for lateral transfers when the salaries of peer employees significantly exceed the salary of the new employee in the department. Any adjustment that exceeds 3% may be subject to approval by the Director of Compensation.

### **Reassignment**

An administrative decision to reassign an employee to a lower grade level position will be accompanied by a letter of assignment signed by the Executive Director of Human Capital Management or the Chief of Human Capital Management. The letter shall clearly state the conditions under which the employee is reassigned, and whether there will be a reduction in current compensation.



### **Salary Freezes**

An employee experiencing a salary freeze will have their pay maintained for the duration of the employee's contract or for the duration of the current school year. If the employee remains in the lower level job assignment after a new school year starts, the salary will be adjusted to reflect the paygrade associated with the lower position.

### **Transfer between Pay Groups**

The compensation structure and placement guidelines for each employee Pay Group are unique and are not interchangeable. The Compensation Department will determine the equivalent grade and base salary when an employee transfer occurs between pay groups.

An overlap in employee calendars occurs with transfers from 226-days and 235-days Central Staff positions to campus positions. Due to campus contract dates beginning in July/August and ending in June and central staff contract dates beginning in September and ending in August, there will be a reduction in compensable days for the respective year. In other words, employees will not complete their contracts in the central staff position or will not be paid for all of the days in their new campus positions. Confirmation of the reduction in pay due to the transfer can be provided by the Payroll Department.

### **Transfer from Central Staff Positions to TEI Positions**

Employees moving to a TEI-evaluated teacher position will be assigned a new salary based upon the compensation program of TEI. Employees who have received an appraisal rating under the Teachers Excellence Initiative (TEI) system within the past two years will receive the salary commensurate with their last Scorecard Effectiveness Level. Otherwise, the teacher will be compensated according to the Teachers Introductory Compensation Schedule.

### **Annual Pay Adjustments**

The Superintendent of Schools may propose an annual employee pay adjustment as part of the District's budget approval process and in accordance with the Compensation Guidelines. To receive a Board-approved annual pay adjustment, an employee must be in an active status or on an approved leave of absence at the time of the issuance of the first payroll reflecting the annual pay adjustment.

Employees **not eligible** to receive the 2017-2018 Annual Pay Adjustment are shown below.

- Employees on Performance Based Excellence Initiatives
- Newly hired employees in the following groups hired after December 31, 2016.
  - Central Staff – 226 Days
  - Maintenance – 260 Days
  - Security and Police – 235 Days
- Campus Support Staff not active as of December 31, 2016.
- JROTC instructors who receive Military Incentive Pay.

Employees that have salaries at or over the maximum of their respective paygrade may receive the annual employee pay adjustment in a stipend that is to be paid out in one lump sum on the September 2017 payout (the stipend is not added to the base salary of the employee and the base rate will remain the same unless the paygrade receives modification in value or the employee moves to a paygrade higher than their current paygrade).

### **Back Payment**

A back payment will occur if the employee was paid less than the amount that the employee should have been paid under the assigned pay grade. If a request for back payment is presented in the current fiscal year, the Compensation Department will rectify the issue by paying the difference in base salary back to September 1, 2016. For supplemental earnings, back payment can only be rectified back to September 1, 2017.

### **Overpayment**

An overpayment occurs if an employee is paid more than the amount that the employee should have been paid under the assigned pay grade and/or related supplemental earning. If discovered and/or reported in the current fiscal year, the Compensation Department will rectify the issue based on the respective case of the occurrence (this includes by recovering the funds for the current year only and employees may work with the Payroll Department regarding repayment plans).

### **Compensation Reviews**

If a supervisor determines that two or less positions have been improperly classified or that the content and scope of responsibilities have substantially changed, they may request a re-evaluation of the position from the Compensation Department via the Individual Compensation Review (ICR) Form. If a supervisor determines that three or more positions have been improperly classified, the content and scope of responsibilities of many positions have substantially changed, or that retention or recruitment issues exist, they may request a re-evaluation of the department from the Compensation Department via the Department Compensation Review (DCR) Form. Reviews will only consider positional duties that are currently performed at the time of submission. Duties or responsibilities that are not currently performed will not be considered and the request for review will be returned with reassignment to the Department Restructure process.

### **Request for Individual Compensation Review**

Individual Compensation Reviews (ICR) are held in January, April, July and October and ICR Forms are due by the first of the month in which the reviews are conducted. To be considered eligible for an ICR, the employee must:

- be an active employee at Dallas ISD or in current position for a full 12 months.
- receive approval from immediate supervisor, Executive Director and Divisional Chief (all signatures are required).

- not be in an Executive Leadership position.
- have no more than two incumbents in the department submit a Compensation Review Form (if three or more reviews have been filed the ICRs will be reassigned to a Department Compensation Reviews).
- have not been a part of an Individual or Department Compensation Review within 12 months of ICR submission date or a part of a current Department Review.

All ICR adjustments will be effective the first day of the month following the Compensation Review Committee meeting. Approved requests will be subject to budgetary restrictions. Employees who are evaluated on any of the district's Excellence Initiatives or who are on an Instructional Support, Telecommunicator or Police Officer pay scale are not eligible for an Individual Compensation Review.

### **Request for Department Compensation Review**

Department Compensation Reviews (DCR) are held in January only, in conjunction with budget development and DCR Forms are due by the first of the month in which the reviews are conducted.

- All requests must be initiated by the department head and approved by the department Executive Director and Divisional Chief.
- All recommended adjustments should be included in the Department's budget development process and departments are responsible for funding the costs of any proposed recommendations.

All DCR adjustments will be effective July 1<sup>st</sup> or the first of month following the Board of Trustees approval of the following year's budget.

### **Additional Information**

- For positions to be classified as a Manager or above, the position must supervise at least 2 FTE (full-time equivalents), unless otherwise waived by the Compensation Department.
- Department vacancies are eligible to be either upgraded or downgraded for business necessities with approval from the Chief of Human Capital Management. No position can be upgraded or downgraded while in a filled status with a current active Dallas ISD employee without approval from the Director of Compensation.
- Additional information regarding salary structure and base pay administration, is located in the Salary Handbook included in this Compensation Resource Book. For additional information regarding stipends, incentives and supplemental pay, please see the Supplemental Earnings Handbook enclosed in this Compensation Resource Book. For all further information, please reach the Compensation Department at [notifycomp@dallasisd.org](mailto:notifycomp@dallasisd.org).

# Compensation

## Salary Handbook: 2017-2018 School Year

effective July 1, 2017

Disclaimer: At the June 22, 2017 Board of Trustees Regular Meeting, the Board will consider approving salary modifications for the Teacher Excellence Initiative (TEI) Compensation Plan under the proposed balanced budget for the 2017-2018 school year. The proposed modifications are reflected in the 2017-2018 TEI Compensation Salary Schedule noted on page 13.

Additionally, the Board of Trustees is considering the approval of compensation modifications for all other compensation plans, contingent upon the outcome of a tax rate election to be held in Fall 2017. Should the Board approve the recommendation, and should the tax rate election result in additional revenue for the District, compensation adjustments will become effective on that date and will result in pay increases for eligible employee groups.

- Principals
- Assistant Principals
- Counselors
- Media Specialists
- Instructional Support
- Central, Technical and Support Staff

If the tax rate election does not pass, the compensation plans will not be modified for the above employee groups and employees will continue to be compensated according to rates established under the current compensation schedules as shown on pages 14-19.

## Salary Schedule – Campus Professional: Teachers

Teacher Excellence Initiative									
Days	Unsat	Progressing I	Progressing II	Proficient I	Proficient II	Proficient III	Exemplary I	Exemplary II	Master
187/191	\$47,000	\$51,000	\$53,000	\$56,000	\$60,000	\$65,000	\$74,000	\$82,000	\$90,000
195	\$49,011	\$53,182	\$55,267	\$58,396	\$62,567	\$67,781	\$77,166	\$85,508	\$93,850
205	\$51,524	\$55,909	\$58,102	\$61,390	\$65,775	\$71,257	\$81,123	\$89,893	\$98,663
207	\$52,027	\$56,455	\$58,668	\$61,989	\$66,417	\$71,952	\$81,914	\$90,770	\$99,626
215	\$54,037	\$58,636	\$60,936	\$64,385	\$68,984	\$74,733	\$85,080	\$94,278	\$103,476
Performance Retention Increase			\$500	\$750	\$1,000	\$1,000	\$1,250	\$1,250 *	

Proficiency Level Pay Maximum: 187/191 - \$70,000 | 195 - \$72,995 | 205 - \$76,738 | 207 - \$77,487 | 215 - \$80,481

Exemplary I Pay Maximum: 187/191 - \$80,000 | 195 - \$83,422 | 205 - \$87,701 | 207 - \$88,556 | 215 - \$91,979

CYS	Daily Rate	Teachers Introductory Compensation Schedule				
		187/191	195	205	207	215
Novice (0)	\$272.72	\$51,000	\$53,181	\$55,909	\$56,454	\$58,636
1	\$275.40	\$51,500	\$53,703	\$56,457	\$57,008	\$59,211
2	\$278.07	\$52,000	\$54,225	\$57,005	\$57,561	\$59,786
3-5	\$280.74	\$52,500	\$54,746	\$57,553	\$58,115	\$60,361
6-8	\$283.42	\$53,000	\$55,267	\$58,102	\$58,668	\$60,936
9-10	\$291.44	\$54,500	\$56,832	\$59,746	\$60,329	\$62,660
11-12	\$296.79	\$55,500	\$57,874	\$60,842	\$61,436	\$63,810
13-14	\$299.46	\$56,000	\$58,396	\$61,390	\$61,989	\$64,385
15+	\$304.81	\$57,000	\$59,439	\$62,487	\$63,096	\$65,535

Teachers new to Dallas Independent School District will be compensated (for the first year only), based on their Creditable Years of Service ("CYS") upon receipt of official records to the Records Department. The Teachers Introductory Compensation Schedule details the corresponding salary amount based on CYS.

Once a new teacher has been evaluated under TEI AND completes at minimum 125 days of classroom instruction in a fiscal school year, their compensation for subsequent years will be based upon their earned Effectiveness Level. If a teacher receives a lower evaluation rating for three consecutive years, their effectiveness level and corresponding salary may decrease by one level in the fourth year.

Teachers who are eligible for a pay increase based on their Effectiveness Level will receive the increase on their October 2017 paycheck, retroactive to the employee's contract start date. Beginning in the 2017-2018 school year, Teachers who earn an Effectiveness Level of Progressing II or higher may be eligible for a Performance Retention Increase.

Individuals who receive **Progressing II – Exemplary I** Effectiveness Levels and are at/over their respective pay maximum or individuals who receive an **Exemplary II** Effectiveness Level will receive a one-time lump sum stipend in October 2017 of their respective Performance Retention Increase. \*

Teachers not evaluated on TEI are paid on the Instructional Support Salary Schedule for the 2017-2018 School Year. For more information on the Teacher's Excellence Initiative, visit [tei.dallasisd.org](http://tei.dallasisd.org).

Salary Schedule – Campus Professional: Administrators

LEVEL	ASSISTANT PRINCIPAL EXCELLENCE INITIATIVE CAMPUS LEADERSHIP: 207 DAYS						
	PROGRESSING I	PROGRESSING II	PROGRESSING III	PROFICIENT I	PROFICIENT II	PROFICIENT III	EXEMPLARY
ELEMENTARY	\$57,000	\$62,000	\$66,000	\$69,000	\$74,000	\$79,000	\$84,000
MIDDLE	\$59,000	\$64,000	\$68,000	\$71,000	\$76,000	\$81,000	\$87,000
HIGH	\$65,000	\$70,000	\$74,000	\$78,000	\$83,000	\$88,000	\$93,000

LEVEL	PRINCIPAL EXCELLENCE INITIATIVE CAMPUS LEADERSHIP: 221 DAYS						
	PROGRESSING I	PROGRESSING II	PROGRESSING III	PROFICIENT I	PROFICIENT II	PROFICIENT III	EXEMPLARY
ELEMENTARY	\$70,000	\$76,500	\$81,500	\$89,000	\$95,000	\$101,000	\$108,500
MIDDLE	\$75,000	\$82,500	\$88,000	\$95,000	\$101,500	\$108,000	\$116,250
HIGH	\$81,000	\$90,500	\$96,500	\$104,000	\$112,000	\$120,000	\$129,600

LEVEL	EXECUTIVE DIRECTOR (SCHOOLS) EXCELLENCE INITIATIVE CAMPUS LEADERSHIP: 226 DAYS						
	PROGRESSING			PROFICIENT			EXEMPLARY
	I	II	III	I	II	III	
	\$128,000	\$130,000	\$133,000	\$137,000	\$141,000	\$145,000	\$150,000

Starting salaries for Administrators new to Dallas Independent School District will be determined based on review of professional experience, internal incumbents and other compensatory factors. The Compensation Department will determine the salaries for all new Dallas ISD administrators.

Once an administrator has been evaluated under the appropriate appraisal system AND completes a minimum 125 days of administration in a fiscal school year, their compensation for subsequent years will be based upon their respective earned effectiveness level

Administrators who are eligible for a pay increase based on their effectiveness level will receive the increase on the October 2017 paycheck, retroactive to the employee's contract start date.

For the 2017-2018 School Year, the Assistant Principal's maximum salary increase will be capped at \$7,500 from the 2016-2017 base salary.

If an administrator receives a lower evaluation rating for two consecutive years, their effectiveness level and corresponding salary may decrease by one level in the third year.

Salary Schedule – Campus Professional: Counselors and Media Specialists

CYS	School Counselors				Media Specialists
	Elementary (185 Days)	Middle (195 Days)	High (200 Days)	Lead (210 Days)	187   191 Days
0 – 6	\$52,050	\$54,863	\$56,270	\$59,084	\$49,886
7	\$52,320	\$55,149	\$56,562	\$59,391	\$50,156
8	\$53,079	\$55,948	\$57,383	\$60,252	\$50,915
9 – 10	\$53,999	\$56,917	\$58,377	\$61,295	\$51,835
11	\$54,919	\$57,887	\$59,371	\$62,340	\$52,754
12	\$55,838	\$58,856	\$60,366	\$63,384	\$53,674
13	\$56,758	\$59,826	\$61,360	\$64,428	\$54,594
14	\$57,678	\$60,796	\$62,355	\$65,472	\$55,514
15	\$58,598	\$61,765	\$63,349	\$66,517	\$56,434
16 – 17	\$59,518	\$62,735	\$64,344	\$67,561	\$57,353
18 – 19	\$61,856	\$65,200	\$66,872	\$70,215	\$59,692
20	\$62,776	\$66,169	\$67,866	\$71,259	\$60,612
21 – 23	\$64,420	\$67,902	\$69,643	\$73,125	\$62,255
24 – 25	\$67,206	\$70,839	\$72,656	\$76,288	\$65,042
26 – 27	\$68,126	\$71,808	\$73,650	\$77,332	\$65,962
28 – 29	\$71,664	\$75,538	\$77,475	\$81,348	\$69,500
30 – 31	\$72,584	\$76,508	\$78,470	\$82,392	\$70,420
32 – 33	\$73,504	\$77,477	\$79,464	\$83,437	\$71,340
34 – 35	\$74,424	\$78,447	\$80,458	\$84,481	\$72,260
36 – 37	\$75,344	\$79,417	\$81,452	\$85,525	\$73,179
38 – 39	\$76,263	\$80,386	\$82,447	\$86,569	\$74,099
40 - 41	\$77,232	\$81,407	\$83,494	\$87,669	\$75,041
42+	\$78,152	\$82,376	\$84,489	\$88,713	\$75,960

## Salary Schedule – Campus Professionals: Instructional Support

### POSITION CLASSIFICATION FOR INSTRUCTIONAL SUPPORT PAYGRADES

- OCCUPATIONAL THERAPIST
- SPEECH THERAPIST ASSISTANT
- LICENSED PSYCHOLOGIST
- AUDIOLOGIST
- REGISTERED NURSE
- SOCIAL WORKER
- ATHLETIC TRAINER
- LICENSED PSYCHOTHERAPIST
- DRUG PREVENTION SPECIALIST
- CAMPUS INSTRUCTIONAL COACH
- TEACHER (NON-TEI)
- PSYCHOLOGY INTERN <sup>(1/2)</sup>
- MOBILITY THERAPIST
- EDUCATIONAL DIAGNOSTICIAN

Days	Instructional Support Pay Schedule				
	Minimum	2 <sup>nd</sup> Quartile	Midpoint	4 <sup>th</sup> Quartile	Maximum
<b>185   189</b>	\$50,000	\$57,000	\$64,000	\$71,000	\$78,000
<b>187   191</b>	\$50,541	\$57,616	\$64,692	\$71,768	\$78,843
<b>193</b>	\$52,162	\$59,465	\$66,768	\$74,070	\$81,373
<b>195</b>	\$52,703	\$60,081	\$67,459	\$74,838	\$82,216
<b>200</b>	\$54,054	\$61,622	\$69,189	\$76,757	\$84,324
<b>205</b>	\$55,405	\$63,162	\$70,919	\$78,676	\$86,432
<b>215</b>	\$58,108	\$66,243	\$74,378	\$82,514	\$90,649
<b>226</b>	\$61,081	\$69,632	\$78,184	\$86,735	\$95,286

Positions	Days	Instructional Support Specific Position Pay Schedules				
		Minimum	2 <sup>nd</sup> Quartile	Midpoint	4 <sup>th</sup> Quartile	Maximum
<b>Community Liaison</b>	<b>185</b>	\$30,291	\$34,077	\$37,864	\$41,650	\$45,436
<b>Speech Therapist</b>	<b>187   191</b>	\$56,000	\$62,000	\$68,000	\$74,000	\$80,000
<b>Speech Therapist</b>	<b>205</b>	\$59,000	\$65,000	\$71,000	\$77,000	\$83,000
<b>Speech Therapist</b>	<b>215</b>	\$62,000	\$68,000	\$74,000	\$80,000	\$86,000
<b>Instructional Specialist</b>	<b>226</b>	\$57,262	\$64,419	\$71,577	\$78,734	\$85,892
<b>Academic Facilitator</b>	<b>226</b>	\$65,851	\$74,082	\$82,313	\$90,545	\$98,776



## Salary Schedule – Central Staff Schedule

For duty periods other than 226 days, multiply the daily rate by the number of duty days for respective position. All salaries are subject to proration guidelines.

Grade	Central Staff Pay Schedule (226-Annualized Salary   Daily Rate)				
	Minimum	2 <sup>nd</sup> Quartile	Midpoint	4 <sup>th</sup> Quartile	Maximum
1	\$27,500   \$121.68	\$30,938   \$136.89	\$34,375   \$152.10	\$37,813   \$167.31	\$41,250   \$182.52
2	\$31,900   \$141.15	\$35,888   \$158.80	\$39,875   \$176.44	\$43,863   \$194.08	\$47,850   \$211.73
3	\$37,004   \$163.73	\$41,630   \$184.20	\$46,255   \$204.67	\$50,881   \$225.14	\$55,506   \$245.60
4	\$42,925   \$189.93	\$48,291   \$213.68	\$53,656   \$237.42	\$59,021   \$261.15	\$64,386   \$284.89
5	\$49,793   \$220.32	\$56,017   \$247.86	\$62,241   \$275.40	\$68,465   \$302.94	\$74,689   \$330.48
6	\$57,262   \$253.37	\$64,419   \$285.04	\$71,577   \$316.71	\$78,734   \$348.38	\$85,892   \$380.05
7	\$65,851   \$291.38	\$74,082   \$327.80	\$82,313   \$364.22	\$90,545   \$400.64	\$98,776   \$437.06
8	\$75,728   \$335.08	\$85,194   \$376.96	\$94,660   \$418.85	\$104,126   \$460.73	\$113,592   \$502.62
9	\$87,088   \$385.35	\$97,973   \$433.51	\$108,859   \$481.68	\$119,745   \$529.85	\$130,631   \$578.01
10	\$100,151   \$443.15	\$112,670   \$498.54	\$125,188   \$553.93	\$137,707   \$609.32	\$150,226   \$664.72

Grade	Technical Staff Pay Schedule (226-Annualized Salary   Daily Rate)				
	Minimum	2 <sup>nd</sup> Quartile	Midpoint	4 <sup>th</sup> Quartile	Maximum
1	\$30,400   \$134.51	\$34,200   \$151.33	\$38,000   \$168.14	\$41,800   \$184.96	\$45,600   \$201.77
2	\$36,480   \$161.42	\$41,040   \$181.60	\$45,600   \$201.77	\$50,160   \$221.95	\$54,720   \$242.12
3	\$47,424   \$209.84	\$53,352   \$236.07	\$59,280   \$262.30	\$65,208   \$288.53	\$71,136   \$314.76
4	\$61,651   \$272.79	\$69,358   \$306.89	\$77,064   \$340.99	\$84,770   \$375.09	\$92,477   \$409.19
5	\$67,816   \$300.07	\$76,293   \$337.58	\$84,770   \$375.09	\$93,247   \$412.60	\$101,724   \$450.11
6	\$74,598   \$330.08	\$83,923   \$371.34	\$93,247   \$412.60	\$102,572   \$453.86	\$111,897   \$495.12
7	\$82,058   \$363.09	\$92,315   \$408.47	\$102,572   \$453.86	\$112,829   \$499.24	\$123,087   \$544.63
8	\$90,264   \$399.40	\$101,546   \$449.32	\$112,829   \$499.24	\$124,112   \$549.17	\$135,395   \$599.09
9	\$99,290   \$439.34	\$111,701   \$494.25	\$124,112   \$549.17	\$136,524   \$604.09	\$148,935   \$659.00
10	\$109,219   \$483.27	\$122,871   \$543.68	\$136,524   \$604.09	\$150,176   \$664.49	\$163,828   \$724.90

Grade	Executive Leadership Pay Schedule (226-Annualized Salary   Daily Rate)				
	Minimum	2 <sup>nd</sup> Quartile	Midpoint	4 <sup>th</sup> Quartile	Maximum
11	\$114,172   \$505.19	\$128,443   \$568.33	\$142,715   \$631.48	\$156,986   \$694.63	\$171,258   \$757.78
12	\$130,156   \$575.91	\$146,425   \$647.90	\$162,695   \$719.89	\$178,964   \$791.88	\$195,234   \$863.87
13	\$148,378   \$656.54	\$166,925   \$738.61	\$185,472   \$820.67	\$204,019   \$902.74	\$222,566   \$984.81
14	\$169,150   \$748.45	\$190,294   \$842.01	\$211,438   \$935.57	\$232,582   \$1,029.12	\$253,726   \$1,122.68

Salary Schedule – Support Staff Schedule

Grade	Days	Paraprofessionals		
		Min	Mid	Max
1	185	\$20,540	\$26,975	\$33,409
2	185	\$21,869	\$27,337	\$32,804
3	185	\$22,858	\$28,001	\$33,144
3	195	\$24,094	\$29,515	\$34,936
3	205	\$25,329	\$31,028	\$36,727
3	215	\$26,565	\$32,542	\$38,519
3	226	\$27,924	\$34,207	\$40,489

Grade	Days	Deaf Education		
		Min	Mid	Max
1	226	\$33,469	\$42,674	\$51,879
2	185	\$29,717	\$38,559	\$47,401
2	226	\$36,173	\$47,039	\$57,906

Grade	Days	Office Support (Supervisor)		
		Min	Mid	Max
12	226	\$49,864	\$62,330	\$74,796
13	226	\$54,352	\$67,940	\$81,528

Grade	Days	Office Support		
		Min	Mid	Max
1	226	\$24,411	\$31,734	\$39,057
2	185	\$20,782	\$27,016	\$33,251
3	226	\$26,403	\$34,324	\$42,244
4	195	\$23,920	\$31,096	\$38,272
5	226	\$29,109	\$37,842	\$46,574
6	195	\$26,071	\$34,284	\$42,496
6	200	\$26,740	\$35,163	\$43,586
6	205	\$27,408	\$36,042	\$44,675
6	215	\$28,745	\$37,800	\$46,855
7	220	\$31,025	\$40,797	\$50,570
7	226	\$31,727	\$41,721	\$51,714
8	195	\$29,017	\$38,158	\$47,298
9	220	\$34,859	\$45,840	\$56,821
9	226	\$35,648	\$46,877	\$58,106
10	226	\$42,778	\$56,253	\$69,728

Grade	Days	Security		
		MIN	MID	MAX
1	260	\$14.09	\$18.81	\$23.52
1	235	\$26,487	\$35,350	\$44,213
2	235	\$28,728	\$37,246	\$45,763
3	185	\$24,083	\$32,035	\$39,987
6	185	\$31,430	\$42,028	\$52,626

Grade	Days	Police Officers	
		Level	Salary
7	235	Cadet	\$36,424
7	235	Basic	\$46,791
7	235	Intermediate	\$49,594
7	235	Advance	\$53,305
7	235	Master	\$57,025

Salary Schedule – Support Staff Schedule

Grade	Days	Telecommunicators	
4	235	Non-Certified	\$30,592
4	235	Basic	\$33,650
4	235	Intermediate	\$35,669
4	235	Advance	\$38,344
4	235	Master	\$41,212

Grade	Days	Maintenance/Operations		
		Min	Mid	Max
1	185	\$10.37	\$11.11	\$11.82
1	260	\$10.37	\$13.48	\$16.59
2	260	\$11.10	\$14.42	\$17.75
3	260	\$11.87	\$15.43	\$19.00
4	260	\$12.94	\$16.82	\$20.71
5	260	\$14.11	\$18.34	\$22.57
6	260	\$15.38	\$19.99	\$24.60
7	260	\$15.84	\$20.59	\$25.34
8	260	\$16.63	\$21.62	\$26.61
9	260	\$17.46	\$22.70	\$27.94
10	260	\$18.33	\$23.83	\$29.33
11	260	\$19.25	\$25.02	\$30.80
12	260	\$21.17	\$27.53	\$33.88
13	260	\$23.29	\$30.28	\$37.27
14	260	\$25.62	\$33.31	\$40.99
15	260	\$26.90	\$34.97	\$43.04

Grade	Days	Food Services		
		Min	Mid	Max
1	186	\$10.37	\$13.48	\$16.59
1	226	\$10.37	\$13.48	\$16.59
2	186	\$10.89	\$14.15	\$17.42
2	226	\$10.89	\$14.15	\$17.42
5	189	\$15.33	\$18.40	\$21.47
13	189	\$24,390	\$32,317	\$40,244
14	189	\$24,653	\$32,665	\$40,667
15	189	\$25,352	\$33,591	\$41,831
16	189	\$25,852	\$34,254	\$42,656
17	189	\$26,351	\$34,915	\$43,479
18	226	\$31,509	\$41,749	\$51,990
19	189	\$26,876	\$35,611	\$44,345
20	189	\$27,376	\$36,273	\$45,170

# Compensation

Supplemental Earnings Handbook: 2017-2018 School Year

effective July1, 2017

## The Dallas Independent School District Supplemental Earnings Guideline

Supplemental Earnings are wages paid to active Dallas Independent School District employees in addition to their regular base salary. The rates at which supplemental pay is determined is governed by the Compensation Department. The district categorizes supplemental pay into three classes: **stipends, incentive pay and extra duty pay.**

### Stipends

Dallas Independent School District defines stipends as a nondiscretionary amount of earnings paid to an employee on a regular or recurring basis over the course of their duty period contract. The stipend allows an employee to be compensated for specific duties or occurrences that are considered beyond the scope of their present occupation or contract. Stipend payouts are subject to their respective months of disbursement and may begin paying out as early as September 1<sup>st</sup> and ending as late as August 31<sup>st</sup> for the fiscal year.

### Incentive Pay

In some circumstances, positions may be identified as **critically needed** in order to fulfill the strategic plans of Dallas ISD. The Board of Trustees may grant the usage of discretionary incentive pay in order to motivate or encourage active employees to assist in achieving the aims desired by the district. Incentives may also be disbursed to assist teachers in preparation for the upcoming school year (i.e. supply incentive). Incentives are paid out at a predesignated time within the school year and are available for disbursement until designated funds have been exhausted. Incentive payments are not subject to proration and the Human Capital Management Department is responsible for monitoring the disbursement of the incentive funds.

### Extra Duty Pay

Active employees who perform certain duties outside of their normal contract responsibilities throughout the course of the school year are eligible for additional earnings outlined in the Supplemental Earnings Handbook. These earnings are called extra duty pay. Performance is considered helpful, yet not mandatory and earnings are disbursed upon completion of the requested duties. Non-exempt employees are eligible to receive extra duty pay, however, utilizing non-exempt employees for extra duty should be limited and carefully monitored as overtime rates may apply and must be followed accordingly (supplemental pay should not be used as an alternative to overtime payment for non-exempt employees when overtime payment should be paid).

## Supplemental Pay Information

*The following information provides the framework for Dallas ISD Supplemental Earnings:*

1. Supplemental earnings are not guaranteed wages and may be amended or eliminated at any time.
2. Supplemental earnings are not included in individual base salaries quoted by the Compensation Department.
3. Authorization to pay approved supplemental compensation requires permission from the Executive Director of the Campus/Department prior to actual work being performed.
4. Supplemental pay duties may not be conducted from home.
5. It is the responsibility of the campus or department to notify the Compensation Department when all extra duties have been performed and to ensure overtime guidelines for non-exempt employees have been followed.
6. An employee who has separated from the district (or is no longer active) is not eligible to accrue additional earnings past their effective separation date. A new employee is not eligible to earn supplemental pay prior to their effective start date.
7. A substitute employee is not eligible to receive supplemental earnings outside of substitute teaching.
8. Supplemental duties should take place outside of an employee's normal contract days and should be considered voluntary, infrequent and distinctly different from the employee's normal job description. Non-exempt employees should not receive supplemental pay during the contract year outside of the exceptions outlined in this guide.
9. All supplemental earnings are subject to the employee and employer's statutory deductions. Earnings may qualify for Teachers Retirement System (TRS) eligibility.
10. Any recurring stipend allotted to an active employee will be paid on a prorated basis if the employee does not work the complete duty days for their respective contract.
11. If an employee fails to meet all criteria stipulated in the Supplemental Earnings Guide, earnings may be stopped and/or recovered. If a recovery is in order, the employee will be notified of the terms by the Payroll Department.
12. Supplemental earnings are paid at the rate commensurate with the employee's employment category at the time of payout

*NOTE: Item 4 in the Educator's Term Contract states, "Supplemental duties, as defined by the District, and any payment and/or stipend that may be paid for such duties and/or assignments are not covered by this contract. Any such payments are not included as part of the annual salary under this contract. This contract does not create a property interest or right under this contract to the assignment of any such supplemental duties or any stipend or payment for such supplemental duties. No property right to continued employment exists in such supplemental duties."*

# Dallas Independent School District

## Supplemental Earnings Listing

2017-2018 School Year

### CURRICULAR

#### ATHLETICS

LINE	LEVEL	DESCRIPTION	CODE	TYPE	AMOUNT
1.00*	DISTRICT	HS HEAD COACH	ASTIP	STIPEND	\$4,000 - \$8,000/YR
1.01*	HIGH SCHOOL	HS ASSISTANT COACH	ASTIP	STIPEND	\$3,500 - \$6,500/YR
1.02*	HIGH SCHOOL	HS ASSISTANT ATHLETIC COORDINATOR	ASTIP	STIPEND	\$2,500 - \$7,500/YR
1.03*	MIDDLE SCHOOL	MS COACH – ATHLETIC COORDINATOR	ASTIP	STIPEND	\$3,000/YR
1.04*	MIDDLE SCHOOL	MS HEAD COACH	ASTIP	STIPEND	\$1,000 - \$3,000/YR
1.05*	MIDDLE SCHOOL	MS ASSISTANT COACH	ASTIP	STIPEND	\$1,000/SPORT
1.06	DISTRICT	ATHLETIC TRAINER	X138	STIPEND	\$6,500/YR
1.07	DISTRICT	VARIOUS ATHLETIC EVENTS	ATHL	XTRA DTY	REFER TO CHART
1.08	HIGH SCHOOL	CAMPUS SUMMER GYM MANAGER	CSGM	XTRA DTY	\$20/HR

\*Refer to Athletic Coaches chart for details per sport and campus level.

#### FINE ARTS

LINE	LEVEL	DESCRIPTION	CODE	TYPE	AMOUNT
2.00	HIGH SCHOOL	HS BAND DIRECTOR	X141	STIPEND	\$9,000/YR
2.01	HIGH SCHOOL	HS BAND DIRECTOR ASSISTANT	X142	STIPEND	\$4,700/YR
2.02	HIGH SCHOOL	HS CHORAL DIRECTOR	X031	STIPEND	\$4,500/YR
2.03	HIGH SCHOOL	HS CHORAL ASSISTANT	X032	STIPEND	\$2,150/YR
2.04	HIGH SCHOOL	HS DANCE TEACHER	XN51	STIPEND	\$2,150/YR
2.05	HIGH SCHOOL	HS DRAMA TEACHER	XN61	STIPEND	\$2,150/YR
2.06	HIGH SCHOOL	HS DRAMA ONE ACT PLAY	STIP	XTRA DTY	\$900/YR
2.07	HIGH SCHOOL	HS ORCHESTRA DIRECTOR	X081	STIPEND	\$4,000/YR
2.08	MIDDLE SCHOOL	MS BAND DIRECTOR	X143	STIPEND	\$4,500/YR
2.09	MIDDLE SCHOOL	MS BAND DIRECTOR ASSISTANT	X144	STIPEND	\$2,700/YR
2.10	MIDDLE SCHOOL	MS CHORAL DIRECTOR	X033	STIPEND	\$2,400/YR
2.11	MIDDLE SCHOOL	MS DANCE TEACHER	XN52	STIPEND	\$1,600/YR
2.12	MIDDLE SCHOOL	MS DRAMA TEACHER	XN62	STIPEND	\$1,600/YR
2.13	MIDDLE SCHOOL	MS ORCHESTRA DIRECTOR	X080	STIPEND	\$2,600/YR

#### JUNIOR ROTC

LINE	LEVEL	DESCRIPTION	CODE	TYPE	AMOUNT
3.00	HIGH SCHOOL	HS JROTC INSTRUCTOR	X151	STIPEND	\$3,235/YR
3.01	MIDDLE SCHOOL	MS JROTC INSTRUCTOR	X152	STIPEND	\$2,073/YR
3.02	SECONDARY	JROTC SUMMER CAMP	JROTC	XTRA DTY	\$20/HR

# Dallas Independent School District

## Supplemental Earnings Listing

2017-2018 School Year

### STUDENT ACTIVITIES

LINE	LEVEL	DESCRIPTION	CODE	TYPE	AMOUNT
4.00	DISTRICT	ACADEMIC DECATHLON	ADDI	STIPEND	\$500 - \$5,800/YR
4.01	DISTRICT	DESTINATION IMAGINATION	ADDI	STIPEND	\$1,300 - \$4,000/YR
4.02	DISTRICT	ACADEMIC PENTATHLON	PENT	STIPEND	\$2,000 - \$3,000/YR
4.03	DISTRICT	LONE STAR CHALLENGE	LONE	STIPEND	UP TO \$2,000/YR
4.04	DISTRICT	TEXAS MATH & SCIENCE COACHES ASSOCIATION	STEX	STIPEND	UP TO \$5,000/CMPUS
4.05	HIGH SCHOOL	SCHOOL NEWSPAPER	NEWS	STIPEND	\$1,000 - \$2,000/YR
4.06	HIGH SCHOOL	SCHOOL YEARBOOK	YEAR	STIPEND	\$1,000 - \$2,000/YR
4.07	HIGH SCHOOL	SENIOR SPONSOR	SSPR	STIPEND	REFER TO CHART
4.08	HIGH SCHOOL	SENATE SPONSOR	SENS	STIPEND	\$2,000/YR
4.09	HIGH SCHOOL	HS MOCK TRIAL	XMOC	STIPEND	\$3,800/YR
4.10	HIGH SCHOOL	HS SPEECH AND DEBATE TEACHER	HSDT	STIPEND	UP TO \$4,500/YR
4.11	HIGH SCHOOL	HS SPEECH AND DEBATE ASSISTANT COACH	HSDA	STIPEND	UP TO \$2,500/YR
4.12	MIDDLE SCHOOL	MS SPEECH AND DEBATE TEACHER	MSDT	STIPEND	UP TO \$4,500/YR
4.13	MIDDLE SCHOOL	MS SPEECH AND DEBATE ASSISTANT COACH	MSDA	STIPEND	UP TO \$2,500/YR
4.14	HIGH SCHOOL	HS CHEERLEADER SPONSOR (VARSITY)	X301	STIPEND	\$2,700/YR
4.15	HIGH SCHOOL	HS CHEERLEADER (JV)	X302	STIPEND	\$2,000/YR
4.16	HIGH SCHOOL	HS DRILL TEAM SPONSOR	X101	STIPEND	\$3,500/YR
4.17	ALL SCHOOLS	ACADEMIC UIL COACHES/COORDINATORS	UILC	STIPEND	\$500 - \$1,000/YR
4.18	ALL SCHOOLS	UIL ACADEMIC COMPETITION STAFF	UIL/UILH	XTRA DTY	\$18/HR, \$200, \$250
4.19	DISTRICT	CHESS COMPETITION SPONSOR	CHES	STIPEND	\$1,500 - 3,000/YR
4.20	DISTRICT	ROBOTICS COMPETITION SPONSOR	ROBO	STIPEND	\$1,000 - \$4,000/YR
4.21	ALL SCHOOLS	CAMPUS STAND ALONE ACTIVITY PROGRAMS	CSAA	XTRA DTY	\$250/SEMSTR

### DISTRICTWIDE PROGRAMS

#### LEADERSHIP AND INSTRUCTIONAL DEVELOPMENT

LINE	LEVEL	DESCRIPTION	CODE	TYPE	AMOUNT
5.00	DISTRICT	INTERIM STIPEND	XSTI	STIPEND	UP TO 15% ANNL SAL
5.01	DISTRICT	STAFF DEVELOPMENT (PROFESSIONAL)	SDEV	XTRA DTY	\$20/HR
5.02	DISTRICT	MANDATORY STAFF DEVELOPMENT (SUPPORT)	SPS	XTRA DTY	OVERTIME GUIDELINES
5.03	DISTRICT	STAFF DEVELOPMENT INSTRUCTOR	INST/INSF	XTRA DTY	VARIABLE
5.04	DISTRICT	CURRICULUM WRITING	CURR	XTRA DTY	\$20/HR
5.05	ASSESSMENT DPT.	SUMMER CURRICULUM WRITING	SUPL	XTRA DTY	\$31/HR

### OPERATIONS AND MAINTENANCE

#### FACILITIES

LINE	LEVEL	DESCRIPTION	CODE	TYPE	AMOUNT
6.00	DISTRICT	ASBESTOS PAY	XASB	XTRA DTY	\$1,900 - \$2,500/YR
6.01	DISTRICT	MECHANIC CERTIFICATION PROGRAM	XASE	XTRA DTY	\$500/YR



# Dallas Independent School District

## Supplemental Earnings Listing

2017-2018 School Year

### FOOD AND CHILD NUTRITION

LINE	LEVEL	DESCRIPTION	CODE	TYPE	AMOUNT
7.00	ALL SCHOOLS	DUAL CAFETERIA SUPERVISOR	XFSD	STIPEND	\$3,000/YR
7.01	ALL SCHOOLS	LEAD PERSON DIFFERENTIAL	XFSL	STIPEND	\$0.50/HR
7.02	ALL SCHOOLS	SATELLITE RESPONSIBILITY	XFSV	STIPEND	\$750/YR
7.03	ALL SCHOOLS	SATELLITE RESPONSIBILITY (2 OR MORE)	XFSV	STIPEND	\$1,200/YR
7.04	ALL SCHOOLS	TRAINING SUPERVISOR	XFST	STIPEND	\$1,500/YR

### POLICE AND SECURITY

LINE	LEVEL	DESCRIPTION	CODE	TYPE	AMOUNT
8.00	POLICE DPT	POLICE & SECURITY COMMAND SUPERVISOR	PSCS	XTRA DTY	REFER TO CHART
8.01	POLICE DPT	NIGHT SHIFT DIFFERENTIAL	XPSD	INCENTIVE	\$2,600 - \$2,900/YR

### HUMAN CAPITAL MANAGEMENT

#### RECRUITMENT (SIGNING) INCENTIVES

LINE	LEVEL	DESCRIPTION	CODE	TYPE	AMOUNT
9.00	ALL SCHOOLS	SPEECH OCCUPATIONAL PHYSICAL THERAPIST	SBSO	INCENTIVE	\$3,000/YR
9.01	ELEMENTARY	CRITICAL SHORTAGE BILINGUAL TEACHER	SBBL	INCENTIVE	\$4,000/YR
9.02	SECONDARY	CRITICAL SHORTAGE SCIENCE TEACHER	SBSI	INCENTIVE	\$3,000/YR
9.03	SECONDARY	CRITICAL SHORTAGE MATH TEACHER	SBMI	INCENTIVE	\$3,000/YR

### INSTRUCTIONAL

#### ACCELERATED LEARNING

LINE	LEVEL	DESCRIPTION	CODE	TYPE	AMOUNT
10.00	ALL SCHOOLS	AP INCENTIVE PAY FOR DEVELOPMENT	APIP	XTRA DTY	UP TO \$1,100/YR
10.01	ALL SCHOOLS	AP INCENTIVE – PASSED EXAMS	APIP	XRTA DTY	VARIABLE
10.02	HIGH SCHOOL	APGT CAMPUS MANAGER	SGTC	STIPEND	\$1,500/YR
10.03	HIGH SCHOOL	AP TEST COORDINATOR	APIP	XTRA DTY	\$500/YR

#### ALTERNATIVE EDUCATION AND SUMMER PROGRAMS

LINE	LEVEL	DESCRIPTION	CODE	TYPE	AMOUNT
11.00	DISTRICT	COMPENSATORY EDUCATION HOME INSTRUCTION	S COMP CEHI	XTRA DTY	\$12.86 - \$20/HR
11.01	DISTRICT	EVENING SCHOOL PART TIME POSITIONS	EVEN	XTRA DTY	\$10 - \$20/HR
11.02	DISTRICT	RECONNECTION CENTER FACILITATOR	RECF	XTRA DTY	\$2,000/YR
11.03	DISTRICT	SUMMER SCHOOL ACADEMIC SESSIONS	DWSS	XTRA DTY	REFER TO CHART
11.04	ALL SCHOOLS	APPROVED SUMMER STAND ALONE PROGRAMS	SUPL/SUPF	XTRA DTY	REFER TO CHART
11.05	ALL SCHOOLS	CAMPUS BASED SUMMER PROGRAMS	SUMS	XTRA DTY	\$10 - 20/HR

# Dallas Independent School District

## Supplemental Earnings Listing

2017-2018 School Year

### CAMPUS

LINE	LEVEL	DESCRIPTION	CODE	TYPE	AMOUNT
12.00	ALL SCHOOLS	BEFORE/AFTER SCHOOL	ASCH	XTRA DTY	\$20/HR
12.01	ALL SCHOOLS	CLASS COVERAGE TA's – FULL DAY	CTAF	XTRA DTY	\$37/DAY
12.02	ALL SCHOOLS	CLASS COVERAGE TA's – HALF DAY	CTAH	XTRA DTY	\$18.50/DAY
12.03	ALL SCHOOLS	CLASS COVERAGE	CLAS	XTRA DTY	\$20/HR
12.04	ALL SCHOOLS	CAMPUS TEST COORDINATOR	TEST	XTRA DTY	REFER TO CHART
12.05	ALL SCHOOLS	GRADUATION DUTY	GRAD	XTRA DTY	VARIABLE
12.06	ALL SCHOOLS	AFTER SCHOOL AND SATURDAY TUTORING	TUTR	XTRA DTY	\$20/HR
12.07	ALL SCHOOLS	CERTIFIED SUBSTITUTE TUTORING	TUTS	XTRA DTY	\$12.86/HR
12.08	ALL SCHOOLS	END OF COURSE TUTORING (EOC)	TUTS	XTRA DTY	\$31/HR
12.09	ALL SCHOOLS	SUPPLY FUNDS	OSUP	INCENTIVE	\$200, \$100/SEMSTR
12.10	ALL SCHOOLS	OPENING SCHOOLS (OFF CONTRACT)	OPEN	XTRA DTY	\$10 - \$20/HR
12.11	ALL SCHOOLS	CLOSING SCHOOLS (OFF CONTRACT)	CLOSE	XTRA DTY	\$10 - \$20/HR
12.12	ALL SCHOOLS	TEXT BOOK DUTIES (PROFESSIONAL)	TEXT	XTRA DTY	\$20/HR
12.13	HIGH SCHOOL	TRANSCRIPT CLERK	TRAN	XTRA DTY	\$20/HR
12.14	ALL SCHOOLS	TEI EXPERT STIPEND	TEIX	STIPEND	\$500/YR
12.15	ELEMENTARY	EARLY LEARNING LEAD SPECIALIST	ECLD	STIPEND	\$5000/YR

### COLLEGE READINESS

LINE	LEVEL	DESCRIPTION	CODE	TYPE	AMOUNT
13.00	ALL SCHOOLS	AVID COORDINATOR	AVID	XTRA DTY	\$2,000/YR

### CAMPUS LEADERSHIP

LINE	LEVEL	DESCRIPTION	CODE	TYPE	AMOUNT
14.00	SELECT SCHOOLS	TIER ONE SCHOOLS	XPT1	STIPEND	\$3,000 - \$5,000/YR
14.00 B	ALL SCHOOLS	ADMINISTRATIVE EXPERIENCE – PRINCIPALS	XPEX	STIPEND	\$2,000 - \$6,000/YR
14.01	ALL SCHOOLS	CAMPUS SIZE	XCAM	STIPEND	REFER TO CHART
14.02	ALL SCHOOLS	ADMINSTRATIVE RETENTION	XEEX	STIPEND	REFER TO CHART
14.03	ALL SCHOOLS	SCHOOL COVERAGE	XSCH	STIPEND	REFER TO CHART

### MENTORSHIP

LINE	LEVEL	DESCRIPTION	CODE	TYPE	AMOUNT
15.00	NORTH DALLAS HS	TTIPS MASTER AND MENTOR TEACHERS	TTIP	STIPEND	\$8,000 - \$10,000/YR
15.01	ALL SCHOOLS	AFRICAN AMERICAN STUDENT INITIATIVE (AASI)	AASI	STIPEND	UP TO \$500/YR

### MULTI-LANGUAGE

LINE	LEVEL	DESCRIPTION	CODE	TYPE	AMOUNT
16.00	DISTRICT	BILINGUAL STIPEND	XBLS	STIPEND	\$2,000 - \$3,000/YR
16.01	ALL SCHOOLS	LPAC CHAIR	LPAC	XTRA DTY	\$1,600/YR
16.02	SECONDARY	ENGLISH AS A SECOND LANGAUGE STIPEND	SESL	STIPEND	\$1,000

# Dallas Independent School District

## Supplemental Earnings Listing

2017-2018 School Year

### SPECIAL EDUCATION

LINE	LEVEL	DESCRIPTION	CODE	TYPE	AMOUNT
17.00	DISTRICT	LEVEL INTERPRETERS – DEAF	DEAF	XTRA DTY	\$15/HR + TRVL TIME
17.01	DISTRICT	SPECIAL OLYMPICS COACH	XSOC	STIPEND	\$3,000/YR
17.02	DISTRICT	SPED SUPPLEMENTAL (VARIOUS)	SPEC/IFCH	XTRA DTY	VARIABLE
17.03	DISTRICT	DIAGNOSTICIANS AND SPEECH EVALUATIONS	SESD/SESE	XTRA DTY	VARIABLE
17.04	DISTRICT	ESY/COMPENSATORY THERAPY	SEDF	XTRA DTY	VARIABLE
17.05	DISTRICT	OCCUPATIONAL   PHYSICAL   SPEECH THERAPIST SUPERVISOR	X586	STIPEND	5% ANNL SALARY
17.06	DISTRICT	DYSLEXIA LEAD TEACHER	XDLX	STIPEND	\$5,000/YR

### STRATEGIC CAMPUS INITIATIVES

LINE	LEVEL	DESCRIPTION	CODE	TYPE	AMOUNT
18.00	SELECT SCHOOLS	ACE/MULTIYEAR IR HS SIGNING INCENTIVE	ACEI	INCENTIVE	\$2,000/YR
18.01	SELECT SCHOOLS	ACE/MULTIYEAR IR HS RETENTION STIPEND	ACES	STIPEND	\$6,000 - \$15,500/YR

### UNDEFINED EXTRA DUTY SUPPLEMENTAL EARNINGS

LINE	LEVEL	DESCRIPTION	CODE	TYPE	AMOUNT
19.00	DISTRICT	PROFESSIONAL STIPEND	STIP	STIPEND	TBD
19.01	DISTRICT	PROFESSIONAL EXTRA DUTY FLAT RATE	SUPF	XTRA DTY	TBD
19.02	DISTRICT	PROFESSIONAL EXTRA DUTY HOURLY RATE	SUPL	XTRA DTY	\$20/HR
19.03	DISTRICT	SUPPORT EXTRA DUTY HOURLY RATE (OFF CONTRACT)	SUPL	XTRA DTY	\$20/HR or SPS

### 20.00 – SUBSTITUTE EARNINGS PAY SCHEDULE – MORE ENCLOSED IN SUMMARY

#### INDIVIDUAL DAY ASSIGNMENTS

SUBSTITUTE CATEGORY	CODE	AMOUNT
TEACHER ASSISTANT   ADMINISTRATIVE ASSISTANT   CLERK	SUBI	\$58.00/DAY
TEACHER NON-DEGREED – NON CERTIFIED**	SUBI	\$75.00/DAY
TEACHER DEGREED – NON CERTIFIED**	SUBI	\$85.00/DAY
TEACHER DEGREED – CERTIFIED**	SUBI	\$95.00/DAY
BILIGUAL TEACHER – VACANCY*	SUBI	\$160.00/DAY
NURSE	TBA	\$130.00/DAY
COUNSELOR	SUBA	\$260.00/DAY
ASSISTANT PRINCIPAL	SUBA/SUBR	\$279.36/DAY
PRINCIPAL	SUBA/SUBR	\$374.50/DAY

\*rate applies to a bilingual vacancy when sub is selected by Campus Principal for the position

\*\* substitutes will be compensated an additional \$5.00/DAY for service on Mondays and \$10.00/DAY for service on Fridays

\*\* substitutes will be compensated an additional \$10.00/DAY for service at an ACE Campus (see Appendix B for campuses)

These guidelines must be interpreted in compliance with all applicable federal and state laws and district policies. If any provision conflicts in whole or in part with any law or policy, the law or policy will control the outcome of any such conflict.

## CURRICULAR

### ATHLETICS SUPPLEMENTAL EARNINGS: 1.00 – 1.08

#### 1.00– 1.05 Athletic Coaches

Supplemental earning is designed to compensate certified teachers who serve as coaches of extracurricular athletic activities. The rules for the supplemental earning require that coaches meet district and University Interscholastic League (UIL) certification requirements, as well as the minimum standard requirements of the Athletics Department. The Athletics Department is responsible for designating coaches based on the needs of the particular school. Coach designations must be communicated by the school to the Athletics Department and then to the Compensation Department in order for the coach to be considered for the supplemental earning. Some extracurricular athletic activities may require coaches to serve in the respective position throughout the year in order to be eligible to receive the supplemental earning, including but not limited to athletic practices/contests and other activities and/or duties as assigned by the campus athletic coordinator or the Athletics Department executive staff. **Supplemental earning amounts are paid according to the Athletic Department Supplemental Earnings chart below and paid over 12 months from September through August.**

LEVEL	SPORT/ASSIGNMENT	HEAD COACH	JV/ASSISTANT COACH	COORDINATOR/S
High School	Baseball	\$5,500	\$3,500	N/A
High School	Basketball	\$8,000	\$4,000	\$8,000
High School	Cross Country	\$4,000	\$2,000	N/A
High School	Football	Salaried Position	\$6,500	\$7,500
High School	Golf	\$6,000	N/A	N/A
High School	Soccer	\$5,500	\$3,500	N/A
High School	Softball	\$5,500	\$3,500	N/A
High School	Swimming	\$6,000	N/A	N/A
High School	Team Tennis	\$3,000	\$1,500	N/A
High School	Tennis	\$3,000	\$1,500	N/A
High School	Track	\$5,500	\$3,500	N/A
High School	Volleyball	\$6,500	\$4,000	N/A
High School	Wrestling	\$5,500	\$3,500	N/A
High School	Assistant Coordinator	N/A	N/A	\$3,500
High School	Transportation Coordinator	N/A	N/A	\$3,500
High School	Video Coordinator	N/A	N/A	\$2,500
Middle School	Athletic Coordinator	N/A	N/A	\$3,000
Middle School	Baseball	\$2,000	\$1,000	N/A
Middle School	Basketball	\$2,000	\$1,000	N/A
Middle School	Cross Country	\$1,000	\$1,000	N/A
Middle School	Football	\$2,500	\$1,000	N/A
Middle School	Soccer	\$2,000	\$1,000	N/A
Middle School	Softball	\$2,000	\$1,000	N/A
Middle School	Track	\$2,000	\$1,000	N/A
Middle School	Volleyball	\$2,500	\$1,000	N/A

### **1.06 – District Athletic Trainer**

Supplemental earning is designed to compensate Assistant Trainers for providing onsite emergency medical care and providing assistance and rehabilitation services to injured athletes during assigned Dallas ISD District athletic events after work hours. **The supplemental earning amount is paid at the rate of \$6,500/year paid over 12 months.**

### **1.07 – Athletic Events**

Supplemental earning is designated to compensate active employees for working District UIL Athletic events performing duties as outlined by the Athletics Department. **The supplemental earning amount is variable and is based on supplemental position and sport. See Appendix A.**

### **1.08 – Campus Summer Gym Managers**

Supplemental earning is designed to compensate athletic coaches who serve as summer gym managers at high school campuses during the strength training and conditioning sessions. The gym manager will monitor students while on the campus and oversee safety measures. **The supplemental earning amount is \$20/hour for professional employees only and is contingent upon the availability of campus funds.**

## **FINE ARTS SUPPLEMENTAL EARNINGS: 2.00 – 2.13**

### **2.00 – HS Band Director**

Supplemental earning is designed to compensate teachers who serve in the capacity of High School Band Director. The teacher must be an active full time employee of Dallas ISD and meet all University Interscholastic League (UIL) and district requirements as outlined by the Fine Arts Department. **The supplemental earning amount is \$9,000/year paid over 12 months.**

### **2.01 – HS Band Director Assistant**

Supplemental earning is designed to compensate teachers who serve in the capacity of Assistant High School Band Director. The teacher must be an active full time employee of Dallas ISD and meet all University Interscholastic League (UIL) and district requirements as outlined by the Fine Arts Department. **The supplemental earning amount is \$4,700/year paid over 12 months.**

### **2.02 – HS Choral Director**

Supplemental earning is designed to compensate teachers who serve in the capacity of High School Choral Director. The teacher must be an active full time employee of Dallas ISD and meet all University Interscholastic League (UIL) and district requirements as outlined by the Fine Arts Department. **The supplemental earning amount is \$4,500/year paid over 12 months.**

### **2.03 – HS Choral Director Assistant**

Supplemental earning is designed to compensate teachers who serve in the capacity of Assistant High School Choral Director. The teacher must be an active full time employee of Dallas ISD and meet all University Interscholastic League (UIL) and district requirements as outlined by the Fine Arts Department. **The supplemental earning amount is \$2,150/year paid over 12 months.**

### **2.04 – HS Dance Teacher**

Supplemental earning is designed to compensate teachers who serve in the capacity of High School Dance Teacher. The teacher must be an active full time employee of Dallas ISD, hold a valid certification in Dance and meet all University Interscholastic League (UIL) and district requirements as outlined by the Fine Arts Department. **The supplemental earning amount is \$2,150/year paid over 12 months.**

### **2.05 – HS Drama Teacher**

Supplemental earning is designed to compensate teachers who serve in the capacity of High School Drama Teacher. The teacher must be an active full time employee of Dallas ISD, hold a valid certification in Theatre Arts and meet all University Interscholastic League (UIL) and district requirements as outlined by the Fine Arts Department. **The supplemental earning amount is \$2,150/year paid over 12 months.**

### **2.06 – HS One Act Play**

Supplemental earning is designed to compensate High School Magnet programs without a certified Theatre Arts teacher. A teacher not certified in Theatre Art can request to sponsor the UIL One Act Play with prior approval from the Fine Arts Department. The teacher MUST meet the HS One Act Play Sponsor stipend requirements. **The supplemental earning amount is \$900 paid in June.**

### **2.07 – HS Orchestra Director**

Supplemental earning is designed to compensate teachers who serve in the capacity of High School Orchestra Director. The teacher must be an active full time employee of Dallas ISD and meet all University Interscholastic League (UIL) and district requirements as outlined by the Fine Arts Department. **The supplemental earning amount is \$4,000/year paid over 12 months.**

### **2.08 – MS Band Director**

Supplemental earning is designed to compensate teachers who serve in the capacity of Middle School Band Director. The teacher must be an active full time employee of Dallas ISD and meet all University Interscholastic League (UIL) and district requirements as outlined by the Fine Arts Department. **The supplemental earning amount is \$4,500/year paid over 12 months.**

### **2.09 – MS Band Director Assistant**

Supplemental earning is designed to compensate teachers who serve in the capacity of Assistant Middle School Band Director. The teacher must be an active full time employee of Dallas ISD and meet all University Interscholastic League (UIL) and district requirements as outlined by the Fine Arts Department. **The supplemental earning amount is \$2,700/year paid over 12 months.**

### **2.10 – MS Choral Director**

Supplemental earning is designed to compensate teachers who serve in the capacity of Middle School Choral Director. The teacher must be an active full time employee of Dallas ISD and meet all University Interscholastic League (UIL) and district requirements as outlined by the Fine Arts Department. **The supplemental earning amount is \$2,400/year paid over 12 months.**

### **2.11 – MS Dance Teacher**

Supplemental earning is designed to compensate teachers who serve in the capacity of Middle School Dance Teacher. The teacher must be an active full time employee of Dallas ISD, hold a valid certification in Dance and meet all University Interscholastic League (UIL) and district requirements as outlined by the Fine Arts Department. **The supplemental earning amount is \$1,600/year paid over 12 months.**

### **2.12 – MS Drama Teacher**

Supplemental earning is designed to compensate teachers who serve in the capacity of Middle School Drama Teacher. The teacher must be an active full time employee of Dallas ISD, hold a valid certification in Theatre Arts and meet all University Interscholastic League (UIL) and district requirements as outlined by the Fine Arts Department. **The supplemental earning amount is \$1,600/year paid over 12 months.**

### **2.13 – MS Orchestra Director**

Supplemental earning is designed to compensate teachers who serve in the capacity of Middle School Orchestra Director. The teacher must be an active full time employee of Dallas ISD and meet all University Interscholastic League (UIL) and district requirements as outlined by the Fine Arts Department. **The supplemental earning amount is \$2,600/year paid over 12 months.**

## **JUNIOR ROTC SUPPLEMENTAL EARNINGS: 3.00 – 3.03**

### **3.00 – HS JROTC Instructor**

Supplemental earning is designed to compensate instructors of High School JROTC programs. Certification as a JROTC Instructor by the U.S. Army is required for eligibility of the stipend. **The supplemental earning amount is \$3,235/year paid over 12 months.**

### 3.01 – MS JROTC Instructor

Supplemental earning is designed to compensate middle school Leadership Cadet Corps (LCC) instructors. This is an incentive for employees of the district who serve as middle school LCC instructors to be compensated for the extracurricular activities that are required by the demands of the job. Demands includes developing competitive teams, participation in team competition, and other activities that require the instructor’s presence after a normal duty day. To be eligible for this supplemental earning, the teacher would be responsible for recruiting, coaching and directing students for the district competitions and/or chaperone field trips deemed by the Principal or the Director of Army Instruction that contribute to the academic and mental growth of the cadets. The position is from within the regular (Job Code 6000) teacher allocation. **The supplemental earning amount is \$2,073/year paid over 12 months.**

### 3.02 – JROTC Summer Camp

Supplemental earning is designed to compensate employees for the Annual JROTC Summer Camp held at Camp Bullis in San Antonio, Texas. With over 300 students participating, instructors are required to provide 24 hour supervision of cadets. Summer camp usually begins the second week of June and last for up to 7 days. **The supplemental earning amount is \$20/hour for duties paid as worked.**

## STUDENT ACTIVITIES SUPPLEMENTAL EARNINGS: 4.00 – 4.21

### 4.00 – Academic Decathlon

Supplemental earning is designed to compensate teachers who serve as the coach over an Academic Decathlon team. The United States Academic Decathlon (USAD) is a program that provides high school students an opportunity to experience the challenges of rigorous academic competition through participation in team activities. To meet eligibility requirements, the coach is responsible for recruiting, coaching, and directing students for the Academic Decathlon district, regional, and state competition. The coach must schedule and attend practices, study sessions, and team meetings for both the district and regional competition. **The supplemental earning amount is up to \$5,800/year based on participation and level and advancement outlined by the Student Activities Department, paid after each level has been completed and recorded.**

Academic Decathlon	Amount
Academic Decathlon District	<b>\$1,000</b>
Academic Decathlon Regionals	<b>\$1,000</b>
Academic Decathlon State	<b>\$1,500</b>
Academic Decathlon Nationals	<b>\$1,500</b>
Academic Decathlon Virtual Nationals	<b>\$800</b>
Academic Decathlon Invitational (optional)	<b>\$300</b>

### 4.01 – Destination Imagination

Supplemental earning is designed to compensate teachers who serve as the Destination Imagination Team Manager or Campus Liaison. Duties are as outlined in the DI Team Manager/Liaison agreement. **The supplemental earning amount is up to \$3,500/year based on participation and level of advancement outlined by the Student Activities Department paid after each level has been completed and recorded.**

Destination Imagination	Amount
Destination Imagination	<b>\$1,500</b>
Destination Imagination State	<b>\$1,000</b>
Destination Imagination Global Finals	<b>\$1,000</b>

#### 4.02 – Academic Pentathlon

Supplemental earning is designed to compensate teachers who serve as the sponsor over an Academic Pentathlon team. The State Academic Pentathlon is a program that provides middle school students an opportunity to experience the challenges of rigorous academic competition through participation in team activities. To meet eligibility requirements, the coach is responsible for recruiting, coaching, and directing students for the Academic Pentathlon district competition. The coach must schedule and attend practices, study sessions, and team meetings for the district competition. **The supplemental earning amount is up to \$3,000/year based on participation and level of advancement outlined by the Student Activities Department paid after each level has been completed and recorded.**

Academic Pentathlon	Amount
Academic Pentathlon (up to 2 per school)	<b>\$2,000</b>
Academic Pentathlon Regionals	<b>\$1,000</b>

#### 4.03 – Lone Star Challenge

Supplemental earning is designed to compensate teachers who serve as the sponsor over the Lone Star Challenge Team. Lone Star Challenge is a state program that provides 4<sup>th</sup> and 5<sup>th</sup> grade students an opportunity to experience the challenges of rigorous academic competition through participation in team activities. To meet eligibility requirements, the coach is responsible for recruiting, coaching, and directing students for the Lone Star Challenge district competition. The coach must schedule and attend practices, study sessions, and team meetings for the district competition. **The supplemental earning amount is up to \$2,000/year paid in June.**

#### 4.04 – Texas Math & Science Coaches Association

Supplemental earning is designed to compensate teachers who serve as coaches in the Texas Math & Science Coaches Association (TMSCA) competitions. Teachers must recruit students and coach students using the competition study materials. Coaches must attend coach trainings and meetings as scheduled. The stipend is based upon the number of student competitors and the number of attended competitions. **The supplemental earning amount is \$200 per competition with a minimum of 9 student competitors. The total campus allotment is \$5,000. Each campus will be allotted an additional coach stipend for every 9 student competitors with a maximum of 3 coach stipends per event.**

#### 4.05 – High School Newspaper

Supplemental earning is designed to compensate high school teachers who work with the school newspaper. See newspaper advisor sponsor agreement and department guidelines. **The supplemental earning amount is \$1,000 - \$2,000/year based on number of pages paid in June.**

#### 4.06- High School Yearbook

Supplemental earning is designed to compensate high school teachers who work with the school yearbook (see yearbook advisor sponsor agreement and department guidelines). **The supplemental earning amount is \$1,000 - \$2,000/year based on number of pages paid in June. See table below.**

NEWSPAPER/YEARBOOK SPONSOR		
CATEGORY	HS NEWSPAPER	ANNUAL AMOUNT
A	Fewer than 47 total pages	\$1,000
B	48-71 pages	\$1,500
C	72 or more pages	\$2,000
CATEGORY	HS YEARBOOK	ANNUAL AMOUNT
A	Fewer than 128 pages	\$1,000
B	129-250 pages	\$1,500
C	251 or more pages	\$2,000



#### 4.07 – Senior Sponsor

Supplemental earning is designed to compensate high school senior sponsor/s for coordinating senior activities such as senior picnic, senior trip, etc. The stipend amount is based on total student enrollment\* (see table below). **The supplemental earning amount is variable and paid according to the chart below. It is based on student enrollment, paid in June and is contingent on the availability of campus funds. If more than one sponsor is selected, the total campus allocation is to be split between the sponsors.**

HS SENIOR SPONSOR	
CAMPUS ENROLLMENT*	AMOUNT PER CAMPUS
0-499	\$250
500-1499	\$350
1500-2499	\$500
2500-3999	\$750
4000+	\$1,000
If more than one sponsor, the stipend will be split.	
*Based upon official PIEMS data	

#### 4.08 – Senate Sponsor

Supplemental earning is designed to compensate district high school teachers who serve as sponsor/s over senate activities such as Academic Affairs, Communications, Campus Life, Business Affairs, Finance, and Internal Development senate activities. To be eligible, the teacher is required to chaperone field trips to local and state capitol courts, teach about the government and judicial system, sponsor student council and junior Statesman of America clubs, and teach about political processes such as voter registration and presidential debates. **The supplemental earning amount is \$2,000/year (\$1,000 paid in December and June) and is contingent on the availability of campus funds. If more than one sponsor is selected, the total campus allocation is to be split between the sponsors unless official PIEMS enrollment exceeds 3500 students. If the campus enrollment exceeds 3500 students, two allocations per campus may be awarded.**

#### 4.09 – High School Mock Trial

Supplemental earning is designed to compensate high school teachers who serve as Mock Trial Sponsors. These teachers are nominated by the campus Principal and direct Mock Trial extracurricular programs for high school students. For eligibility the sponsor must be an active, full time teacher of the Dallas ISD, attend Mock Trial Clinic with their student team in November, retain an attorney as advisor to the student team, monitor student grades, compete in the Dallas ISD Mock Trial Competition in January, and submit agendas and sign in sheets of mock trial meetings to the social studies department. **The supplemental earning amount is \$3,800/year paid over 12 months.**

#### 4.10 – High School Speech and Debate Teacher

Supplemental earning is designed to compensate High School Speech teachers that meet the requirements outlined in the signed Speech Coach agreement. **The supplemental earning amount is up to \$4,500/year based on level of student participation outlined by the Student Activities Department paid after each level has been completed and recorded. See table below.**

#### 4.11 – High School Speech and Debate Assistant

Supplemental earning is designed to compensate professional employees who assist with speech and debate responsibilities for campuses and meet the criteria for an HS Speech and Debate Assistant. Eligibility will be based on previous year tournament data. **The supplemental earning amount is up to \$2,500/year based on level of student participation outlined by the Student Activities Department paid after each level has been completed and recorded. See table below.**

#### 4.12 – Middle School Speech and Debate Teacher

Supplemental earning is designed to compensate Middle School Speech teachers that meet the requirements outlined in the signed Speech Coach agreement. **The supplemental earning amount is up to \$4,500/year based on level of student participation outlined by the Student Activities Department paid after each level has been completed and recorded. See table below.**

#### 4.13 – Middle School Speech and Debate Assistant

Supplemental earning is designed to compensate professional employees who assist with speech and debate responsibilities for campuses and meet the criteria for a MS Speech and Debate Assistant. Eligibility will be based on previous year tournament data. **The supplemental earning amount is up to \$2,500/year based on level of student participation outlined by the Student Activities Department paid after each level has been completed and recorded. See table below.**

Speech and Debate Stipends: 4.09 – 4.13	Amount
HS Speech (2 students per event)	<b>\$150</b>
HS Speech (3-6 students per event)	<b>\$200</b>
HS Speech (7-10 students per event)	<b>\$300</b>
HS Speech (more than 10 students per event)	<b>\$450</b>
HS Speech Asst. (6-10 students per event)	<b>\$200</b>
HS Speech Asst. (more than 10 students per event)	<b>\$250</b>
MS Speech (2 students per event)	<b>\$150</b>
MS Speech (3-6 students per event)	<b>\$200</b>
MS Speech (7-10 students per event)	<b>\$300</b>
MS Speech (more than 10 students per event)	<b>\$450</b>
MS Speech Asst. (6-10 students per event)	<b>\$200</b>
MS Speech Asst. (more than 10 students per event)	<b>\$250</b>

#### 4.14 – High School Varsity Cheerleader Sponsor

Supplemental earning is designed to compensate High School Varsity Cheerleader Sponsors. See sponsor agreement and department guidelines. **The supplemental earning amount is \$2,700/year paid over 12 months.**

#### 4.15 – High School JV Cheerleader Sponsor

Supplemental earning is designed to compensate High School JV Cheerleader Sponsors. See sponsor agreement and department guidelines. **The supplemental earning amount is \$2,000/year paid over 12 months.**

#### 4.16 – High School Drill Team Sponsor

Supplemental earning is designed to compensate high school Drill Team Sponsor. See sponsor agreement and department guidelines. **The supplemental earning amount is \$3,500/year paid over 12 months.**

\*The rules for the following supplemental earnings require an employee be an active, full-time professional employee of Dallas ISD. Cheerleading and Drill teams fall under regulations regarding No Pass-No Play, eight-hour practice limitation, athletic periods, one contest during the school week and extracurricular absences. Cheerleader and Drill Team sponsors must also complete the mandatory emergency training as required by UIL.

#### 4.17 – Campus Academic Competition Coordinator

Supplemental earning is designed to compensate a professional employee who serves as an academic campus competition coordinator including but not limited to UIL academic competitions. **The supplemental earning amount is \$500-\$1,000 based on participation levels and meeting the criteria outlined by the Student Activities Department paid per event.**

Campus Academic Competition Coordinator	Amount
Academic Competition Coordinator (minimum criteria)	<b>\$500</b>
Academic Competition Coordinator (minimum 4 events where one must be UIL)	<b>\$500</b>

#### 4.18 – Academic Competition Staff

Supplemental earning is designed to compensate Dallas ISD professional employees for assisting with the functions required for academic competitions sponsored by the Student Activities Department, including but not limited to UIL. **The supplemental earning amount is paid at \$18/hour or flat rates as outlined by the Student Activities Department. Flat rates include: Contest Director - \$200 per event for contest event preparation, and securing judges if applicable; Essay Grader - \$200 per competition; Essay Grader + contest proctor/grader - \$250 paid per event.**

#### 4.19 – Chess Competition Sponsor

Supplemental earning is designed to compensate Dallas ISD professional employees for duties associated with Chess Competitions organized through the Student Activities Department. **The supplemental earning amount is up to \$3,000/year based on level of participation and advancement outlined by the Student Activities Department paid per event.**

Chess	Amount
Chess (minimum qualifier)	\$1,500
Chess Regionals	\$500
Chess State	\$500
Chess Nationals	\$500

#### 4.20 – Robotics Competition Sponsor

Supplemental earning is designed to compensate Dallas ISD professional employees for duties associated with Robotics Competitions organized and outlined through the Student Activities Department. **The supplemental earning amount is up to \$4,000/year based on level of participation and advancement paid per event.**

Robotics	Amount
Robotics (minimum 1 qualifier)	\$1,000
Robotics Regionals	\$1,500
Robotics Championship	\$1,500

#### 4.21 – Campus Stand-Alone Student Activity Programs

Supplemental earning is designed to compensate employees of the district who work campus-based activity programs not included under the umbrella of the official student activities program and who meet the following criteria and submission deadline set by the Compensation Department. **The supplemental earning amount is \$250 per semester paid in December and June.**

1. Description of the club must be provided to and approved by the campus principal and executive director prior to club performing any work
2. Description of the club must be provided to and approved by Compensation prior to any payout being made.
3. The professional(s) in charge of the club and meeting times of the club
4. There must be a minimum of ten (10) kids participating in the club (attendance must exceed 75% for at least 10 kids)
5. The club must meet at least once a week after or before school hours (work cannot be performed during the teacher's work hours.

## DISTRICTWIDE PROGRAMS

### LEADERSHIP AND INSTRUCTIONAL DEVELOPMENT SUPPLEMENTAL EARNINGS: 5.00 – 5.05

#### 5.00 – Interim Stipend

Supplemental earning is designed to compensate employees who, in addition to their normal assignment, take on responsibilities outside of their typical scope of work in an existing assignment as approved by the Compensation Department. This supplemental earning must be requested and approved by the corresponding Executive Director prior to the first day of the supplemental assignment. The interim assignment should be at least 30 days and not exceed 60 days without additional approvals or a maximum of one consecutive year. If the interim assignment is for an Executive Director position, then Chief-Level approval is required. **The supplemental earning amount will be a percentage of the employees' annual salary, paid over 12 months, and prorated to actual number of days served in the interim assignment. The amount will be paid on top of the employee's current pay.**

#### 5.01 – Staff Development

Supplemental earning is designed to compensate professional staff for attending training tied to classroom learning and programs. Teachers will not be compensated for staff development or training affiliated with teacher certification, compliance, or regulatory reasons. Campus based professional development above and beyond contract hours may be compensated at the discretion of the principal or the School Leadership Division. Professional development that is a requirement of a grant or partnership may also be compensated. **The supplemental earning amount is \$20/hour professional duty rate and is only available for professional employees.**

#### 5.02 – Mandatory Staff Development Support Staff

If staff development falls outside of the normal contracted work day and attendance is mandatory, the support staff employee should clock in or remain clocked in for accurate reporting of total hours worked for the respective week. **Overtime guidelines apply.**

#### 5.03 – Staff Development Instructor

Supplemental earning is designed to compensate Staff Development instructors for preparing and presenting training directly tied to classroom learning and programs. **The supplemental earning amount is \$20/hour professional duty rate and is only available for professional employees. A flat rate of \$100/class or \$200/class with prep may be applied based on criteria as outlined by the Teaching and Learning Department.**

#### 5.04 – Curriculum Writing

Supplemental earning is designed to compensate professional employees who aid in the writing and development of instructional curriculum and assessments. **The supplemental earning amount is \$20/hour professional duty rate and is only available for professional employees.**

#### 5.05 – Summer Curriculum Writing (Assessment Dept. Only)

Supplemental earning is designed to compensate professional employees who aid in the writing and development of summer instructional curriculum and assessments for the Assessment Department. **The supplemental earning amount is \$31/hour professional duty rate and is only available for employees approved by the Summer School and Extended Year Department.**

## OPERATIONS AND MAINTENANCE

### FACILITIES SUPPLEMENTAL EARNINGS: 6.00 – 6.02

#### 6.00 – Asbestos

Supplemental earning is designed to compensate active employees for the hazards of removing asbestos and working in areas where asbestos products exist. It is necessary that employees working in these areas be asbestos certified in order to protect themselves, students and staff from the hazards associated with asbestos and its removal. The acceptance to work in hazardous areas is determined by the job classification and/or duties and responsibilities. There are two levels of pay for the difference in duties and potential exposure. **The supplemental earning amount is \$1,900/year or \$2,500/year as determined by the Operations Department.**

### 6.01 – Mechanic Certification

Supplemental earning is designed to compensate for participation in the District’s certification of fleet operations mechanics. The certification program, Automotive Service Excellence (ASE), signifies that the mechanics certified through this program are skilled, knowledgeable, and up to date on current and new technology relating to the automotive industry. Each certified mechanic under this program is required to re-certify every five years regarding automotive technology and development. **The supplemental earning amount is \$500/year for each ASE certification designation, maximum of eight (8), and paid over 12 months.**

## FOOD SERVICES SUPPLEMENTAL EARNINGS: 7.00 – 7.04

### 7.00 – Dual Cafeteria Supervisor

Supplemental earning is designed to compensate active employees in the Food Services Department for supervising another cafeteria that is not staffed with a regular supervisor. **The supplemental earning amount is \$3,000/year paid over 12 months.**

### 7.01 – Lead Food Services Assistant

Supplemental earning is designed to compensate active employees in the Food Services Department to take on leadership responsibilities in the cafeteria that is not staffed with a regular supervisor. The Food Services Technician Lead is supervising a school of 300 or less students with one or two employees. The Food Services Assistant Lead is paid additional compensation for the leadership role in the After-School supper program. The employees are given additional responsibility as the in-charge person of dining services in the evening at the school cafeteria. **The supplemental earning amount is an additional \$0.50/hour paid as worked.**

### 7.01 – Satellite Responsibility

Supplemental earning is designed to compensate active cafeteria supervisors for providing leadership to one satellite school kitchen. **The supplemental earning is \$750/year for one satellite responsibility paid over 12 months.**

### 7.02 – Satellite Responsibility 2 or more

Supplemental earning is designed to compensate active cafeteria supervisors for providing leadership to more than one satellite school kitchen. **The supplemental earning amount is \$1,200/year for two or more satellite responsibilities paid over 12 months.**

### 7.03 – Training Supervisor

Supplemental earning is designed to compensate active employees in the Food Services Department to select nutritional staff for providing training to a supervisor trainee at the campus. **The supplemental earning amount is \$1,500/year paid over 12 months.**

## POLICE AND SECURITY SUPPLEMENTAL EARNINGS: 8.00 – 8.01

### 8.00 – Police and Security Command Level Supervisor

Supplemental earning is designed to compensate command level staff for extra activities that require their supervisory presence at multiple district events on a 24/7 on call schedule. Eligible positions include the Assistant Chief, Deputy Chief, and Police Lieutenants. Command level staff must be sworn peace officers and approved by the Chief of Police to cover the event(s) in advance. Event coverage would be subject to review and adjustment based on police intelligence prior to the time of the event. A minimum of 5 events each semester is necessary to be eligible for the stipend. See chart below. **The supplemental earning amount is up to \$5,000/year (up to \$2,500 paid in December and May).**

COMMAND LEVEL SUPERVISOR	
EVENTS PER SEMESTER	AMOUNT
5-10 events	\$1,000/semester
11-20 events	\$2,000/semester
20+ events	\$2,500/semester

### **8.01 – Night Shift Differential**

Supplemental earning is designed to compensate Police Officers and Sergeants that work the 6:00p.m. to 6:00a.m. shift. The differential pay will be disbursed as long as the employee is on the night shift. If the officer should change shifts, the supplemental earning will cease. **The supplemental earning amount is \$2,600 for Police Officers and \$2,900 for Police Sergeants paid over 12 months.**

## **HUMAN CAPITAL MANAGEMENT**

### **RECRUITMENT (SIGNING) SUPPLEMENTAL EARNINGS: 9.00 – 9.03**

#### **9.00 – Speech, Occupational and Physical Therapist Signing Incentive**

Supplemental earning is designed as a signing incentive to support the district's critical shortage objectives for Speech, Occupational, and Physical Therapists. **The supplemental earning amount is a one-time payment of \$3,000, paid on employee's November 2017 paycheck.**

#### **9.01 – Critical Shortage Bilingual Teacher Signing Incentive**

Supplemental earning is designed as a signing incentive to support the District's critical shortage objectives for Elementary Bilingual Teachers. The Teacher must hold a valid Bilingual Certification or Permit recognized by The State Board for Educator Certification, be placed in a full time classroom instructional assignment with a minimum of four (4) classes in Elementary Bilingual and complete the entire hiring process for the 2017-2018 school year. This incentive applies to new Dallas ISD employees who are being hired into a full time classroom instructional assignment in the critical shortage area of Elementary Bilingual after acquiring a degree and/or teaching certification as well as any candidate or employee hired, transferring, or promoted into critical shortage areas of Elementary Bilingual. Any employee already serving in a full time Elementary Bilingual teaching position with the district OR who received the incentive beginning in 2015-2016 or 2016-2017 is NOT eligible for the incentive. **The supplemental earning amount is \$4,000 with 50% paid on the employee's November 2017 paycheck and the remaining 50% paid on the January 2019 paycheck if eligibility is maintained. This incentive is contingent on the availability of funds.**

#### **9.02 – Critical Shortage Science Teacher Signing Incentive**

Supplemental earning is designed as a signing incentive to support the District's critical shortage objectives for Secondary Science Teachers. The Teacher must hold a valid Science Certification or Permit recognized by The State Board for Educator Certification and be placed in a full time classroom instructional assignment with a minimum of four (4) classes in Secondary Science. This incentive applies to new Dallas ISD employees who are being hired into a full-time classroom instructional assignment in the critical shortage area of Secondary Science after acquiring a degree and/or teaching certification as well as any candidate or employee hired, transferring, or promoted into critical shortage areas of Secondary Science. Any employee already serving in a full time Secondary Science teaching position with the district OR who received the incentive beginning in 2015-2016 or 2016-2017 is NOT eligible for the incentive. **The supplemental earning amount is \$3,000 with 50% paid on the employee's November 2017 paycheck and the remaining 50% paid on the January 2019 paycheck if eligibility is maintained. This incentive is contingent on the availability of funds.**

#### **9.03 – Critical Shortage Math Teacher Signing Incentive**

Supplemental earning is designed as a signing incentive to support the District's critical shortage objectives for Secondary Math Teachers. The Teacher must hold a valid Math Certification or Permit recognized by The State Board for Educator Certification and be placed in a full time classroom instructional assignment with a minimum of four (4) classes in Secondary Math. This incentive applies to new Dallas ISD employees who are being hired into a full-time classroom instructional assignment in the critical shortage area of Secondary Math after acquiring a degree and/or teaching certification as well as any candidate or employee hired, transferring, or promoted into critical shortage areas of Secondary Math. Any employee already serving in a full-time Secondary Math teaching position with the district OR who received the incentive beginning in 2015-2016 or 2016-2017 is NOT eligible for the incentive. **The supplemental earning amount is \$3,000 with 50% paid on the employee's November 2017 paycheck and the remaining 50% paid on the January 2019 paycheck if eligibility is maintained. This incentive is contingent on the availability of funds.**

## INSTRUCTIONAL

### ACCELERATED LEARNING SUPPLEMENTAL EARNINGS: 10.00 – 10.03

#### 10.00 – Advanced Placement Incentive (Development)

Supplemental earning is designed to compensate active AP English, AP Math, and AP Science teachers to further develop their classroom instructional strategies through the attendance of Vertical Team meetings, AP Prep sessions, Teacher Training sessions, and College Board Summer Institute as outlined by the department. The events held during and/or outside the normal duty day are fully compensated under this supplemental earning and, as such, will not be additionally compensated at the rate of \$20/hour. **The supplemental earning amount is up to \$1,100/year and is prorated based on events attended.**

#### 10.01 – Advanced Placement Incentive Award

Supplemental earning is designed to compensate active AP teachers and Principals for each student who passes the Advanced Placement exam. **The supplemental earning amount is variable and is contingent on continued donor support.**

#### 10.02 – Advanced Placement Gifted and Talented (AP/GT) Manager

Supplemental earning is designed to compensate active employees who serve as the campus Advance Placement/Gifted and Talented Managers. Eligible employees may be a classroom teacher, Assistant Principal, Campus Instructional Coach, Counselor, Testing Coordinator or Media Specialist. They serve as the primary contact at each high school to collaborate with the district Advanced Academics Department and Gifted and Talented Departments regarding processes and systems for PSAT, AP, GT and Professional Development. The person assigned will be responsible for attending the district level Advanced Placement Advisory Council meetings (see the AP/GT Manager Agreement for a complete list of responsibilities). **The supplemental earning amount is \$1,500/year (\$750/month paid in December and June).**

#### 10.03 – Advanced Placement Test Coordinator

Supplemental earning is designed to compensate active employees who serve as AP Test Coordinators. **The supplemental earning amount is \$500/year paid in June. This supplemental earning is contingent on continued donor support.**

### ALTERNATIVE EDUCATION AND SUMMER PROGRAMS SUPPLEMENTAL EARNINGS: 11.00 – 11.06

#### 11.00 – Compensatory Education Home Instruction (CEHI)

Supplemental earning is designed to compensate employees for providing Compensatory Education Home Instruction (CEHI) to students in the Pregnancy Related Services (PRS) program. CEHI is the mandatory component districts offer in a PRS program. CEHI provides academic services to the student at home or hospital bedside when a valid medical necessity for confinement during the pregnancy prenatal or postpartum periods prevent the student from attending classes on a district campus. CEHI must consist of face-to-face instruction by a certified teacher of the district. The CEHI teacher must maintain a log to document the actual amount of prenatal and postpartum CEHI each student receives (only a Certified Substitute Teacher may sub for CEHI). **The supplemental earning amount is \$12.86/hour Certified Substitute Teacher and \$20/hour Dallas ISD Certified Teacher.**

#### 11.01 – Evening School

Supplemental earning is designed to compensate employees who work with the Evening School Program. **The supplemental earning amount is \$20/hour support duty positions distinctly different than the employee's normal job description and \$20/hour professional duty positions. This supplemental earning should not be paid to non-exempt employees when overtime guidelines apply**

#### 11.02 – Reconnection Center Facilitator

Supplemental earning is designed to compensate employees who facilitate the campus reconnection centers and programs during extended hours. The employees perform maintenance of program data, participate in training, lead the parent and student orientation process, and schedule the reconnection center(s) staff meetings. **The supplemental earning amount is \$2,000/year (\$1,000 paid in December and June).**

### 11.03 – Summer School Academic Sessions

Supplemental earning is designed to compensate teachers and employees of the district who work the summer academic sessions for District Wide Summer School or Thriving Minds. **The supplemental earning amounts are paid in June, July, and August.**

DWSS AND THRIVING MINDS	
HIGH SCHOOL	
Principal	\$65.79/hour
Assistant Principal	\$49.34/hour
Professional Duty Rate	\$31/hour
Support Duty Rate (except nutritional)	\$15/hour
Bus Monitors	\$8/hour
MIDDLE SCHOOL	
Principal	\$52.63/hour
Assistant Principal	\$39.47/hour
Professional Duty Rate	\$31/hour
Support Duty Rate (except nutritional)	\$15/hour
Bus Monitors	\$8/hour
ELEMENTARY SCHOOL	
Principal	\$49.34/hour
Assistant Principal	\$36.18/hour
Professional Duty Rate	\$31/hour
Support Duty Rate (except nutritional)	\$15/hour
Bus Monitors	\$8/hour

### 11.04 – Campus Stand-Alone Summer Programs

Supplemental earning is designed to compensate teachers and employees of the district who work campus- based summer programs not included under the umbrella of the official district-wide summer school program and who meet the following criteria and submission deadline set by School Leadership. **The supplemental earning amount is \$31/hour for professional employees and \$15/hour (with the exception of nutritional) for support employees off contract.**

1. A minimum of 30 students enrolled in the program.
2. Enrollment forms with parent signatures must be on file for review.
3. All contracts with outside vendors, partners or consultants have followed District protocol.
4. All volunteers for the program have completed District volunteer procedures.
5. An individual with an active Administration credential is on site 90% of the time of operation of the program.
6. An individual with current First Aid training is on the campus during the program.
7. An emergency response plan has been developed and available for review prior to the first day of the program.
8. Non-sport programs do not excluded students based on language proficiency, race, or gender.

### 11.05 – Campus and Department Based Summer Programs Excluded from 11.00 and 11.04

Supplemental earning is designed to compensate teachers and employees of the district who work campus or department based summer programs not meeting the criteria of the Summer School Academic Sessions or the Campus Stand-Alone programs listed above. **The supplemental earning amount is \$20/hour for professional duties and \$10/hour for support duties (with the exception of nutritional programs).**



## CAMPUS SUPPLEMENTAL EARNINGS: 12.00 – 12.14

### 12.00 – Before and After School Programs

Supplemental earning is designed to compensate professional employees for work performed before and/or after the employee's normal work hours for District approved enrichment activities approved by the Summer Learning and Extended Day Services Department. **The supplemental earning amount is \$20/hour for professional duties. Support duties should be coded SPS Secondary pay source, overtime guideline apply. This supplemental earning is contingent on availability of department or campus funds.**

### 12.01 – Class Coverage TA Full Day

Supplemental earning is designed to compensate a Teacher Assistants for class coverage for four (4) hours or more. Other support positions should not be used for this supplemental duty. **The supplemental earning amount is \$37.00/day coded CTAF.**

### 12.02 – Class Coverage TA Half Day

Supplemental earning is designed to compensate a Teacher Assistant for class coverage for a minimum of 3 hours. Other support positions should not be used for this supplemental duty. **The supplemental earning amount is \$18.50/day coded CTAH.**

**NOTE:** A Teacher Assistant may be used as Substitute Teacher only in an emergency need situation and cannot exceed three consecutive days. The time allotment includes covering for multiple teachers for lesser periods of time, when the total time in one school day is at least three (3) hours. No additional compensation is awarded for coverage less than three (3) hours. Campus administrators should utilize the CTAF and CTAH pay code, using the substitute line code for the absent teacher to identify this compensation.

Teacher assistants for Pre-Kindergarten should only be used to serve as a Substitute Teacher with supplemental earnings for the unit to which they are assigned. No Special Education Teacher Assistants are to be used as Substitutes for General Education classrooms. The appointed Executive Director of the Feeder Pattern should be notified on each occasion of the Administrator's intent to utilize a Teacher Assistant as a Substitute Teacher with the above noted compensation. Administrators should continue to make every effort to identify a Substitute Teacher available to cover the absent teacher.

### 12.03 – Class Coverage Teacher

Supplemental earning is designed to compensate classroom teachers for covering an extra class during their planning period. The teacher must stay past the contract hours to make up the planning period to be eligible for this supplemental pay. **The supplemental earning amount is \$20/hour professional duty rate and is only available for professional employees.**

### 12.04 – Testing Coordinator

Supplemental earning is designed to compensate campus test coordinators who are responsible for extra activities that require the organizing and implementation of the testing program. Those positions eligible to serve as test coordinators are outlined in district policy (EK Regulation) which states that test coordinators must have a teacher certification. Any exceptions to this requirement must be approved by the Evaluation and Assessment Department in conjunction with the School Leadership Department. Principals, Assistant Principals and Counselors may serve as the campus test coordinator, but these positions are not eligible to be compensated for the duty. All other eligible positions may be compensated. Special circumstances will be reviewed on an individual basis. Assistants helping with support duties do not need to be certified. **The supplemental earning amount is paid according to the chart below and is contingent upon availability of campus funds.**

TESTING COORDINATOR	
POSITION	AMOUNT
Support Duties	SPS – Straight time or Overtime
Teacher Assistant Duties (TA)	SPS – Straight time or Overtime
Professional Duties	\$20/hour

### **12.05 – Graduation Duty**

Supplemental earning is designed to compensate district employees who assist with specific functions necessary in holding district graduation ceremonies. **The supplemental earning amount is \$20/hour for duties performed and is contingent upon availability of campus/department funds.**

### **12.05a – Graduation Duty (Student Activities Department)**

Supplemental earning is designed to compensate employees who assist the Student Activities Department with graduation ceremonies. **The supplemental earning amount is paid at the rate of \$18/hour for professional duties. Support employees follow overtime guidelines but may be compensated at the \$18/hour supplemental rate during the summer while off contract.**

### **12.06 – After School and Saturday Tutoring**

Supplemental earning is designed to compensate professional employees for tutoring students' after school and on Saturdays. **The supplemental earning amount is the professional duty rate of \$20/hour and is only available for professional employees.**

### **12.07 – Tutoring by a Certified Substitute**

Supplemental earning is designed to compensate certified Substitutes tutoring students before and after school or on Saturday if a teacher is not available. The substitute must be certified in the discipline area being tutored. **The supplemental earning amount is \$12.86/hour.**

### **12.08 – End of Course Tutoring (EOC)**

Supplemental earning is designed to compensate professional employees for tutoring students' afterschool and on Saturdays specifically for EOC exams. This duty must be pre-approved by School Leadership. **The supplemental earning amount is \$31/hour and is only available for professional employees.**

### **12.09 – School Supply Stipend**

Supplemental earning is designed as an incentive to assist Teachers, Speech Therapists and Media Specialists (Librarians) with funds for supplies and materials. **The supplemental earning amount is \$200/year paid in September. (Employees hired on or after January 1<sup>st</sup> will receive \$100.)**

### **12.10 – Opening Schools**

Supplemental earning is designed to compensate employees who work outside of their calendar contract days performing duties associated with launching the new school year. This supplemental earning is only offered up to 10 working days prior to the first day of the employee's calendar contract date. Note: If the employee is a new hire, the employee is not eligible to begin work prior to the official report to work date on their assignment letter. **The supplemental earning amount \$20/hour for duties as performed. This extra duty may not be performed during the school year.**

### **12.11 – Closing Schools**

Supplemental earning is designed to compensate employees who work outside of their calendar contract days performing duties associated with wrapping up the current school year. This supplemental earning is only offered up to 10 working days following the last day of the employee's calendar contract date. Note: If the employee has resigned, been released or otherwise terminated from the district, the employee is not eligible to perform supplemental duty past their effective separation. **The supplemental earning amount is \$20/hour for duties as performed. This extra duty may not be performed during the school year.**

### **12.12 – Text Book Duties Professional**

Supplemental earning is designed to compensate professional employees who aid in the organization, inventory, issuing, and the return of campus text books outside of normal contract hours. **The supplemental earning amount is \$20/hour for professional duties. Support duties should be coded SPS and follow overtime guidelines.**

### **12.13 – Transcript Clerk (off contract only)**

The supplemental earning is designed to compensate employees for preparing official copies of transcripts for students. **The supplemental earning amount is \$20/hour rate for days past the last day of the employee assignment. Any days/hours worked prior to the last day of the employee assignment should be coded SPS and overtime guidelines apply. This supplemental earning is contingent on the availability of campus funds.**

#### 12.14 – Teacher Excellence Initiative Campus Expert Stipend

The supplemental earning is designed to compensate employees for serving as the TEI subject matter expert campuses in Dallas ISD. The TEI Campus Expert is to complete all responsibilities as outlined by the TEI Department’s Campus Expert guidelines and criteria prior to receiving the payout. **The supplemental earning amount is \$500/year (\$250 paid in December and May)**

#### 12.15 – Early Learning Lead Specialist Stipend

The supplemental earning is designed to compensate employees for serving as the Lead Instructional Specialist for the Early Learning Department. These specialists have a wide range of responsibility to provide monitoring, training, technical assistance, and recommendations for the instruction of early learning students. **The supplemental earning amount is \$5,000/year (\$2,500 paid in December and June).**

### COLLEGE READINESS SUPPLEMENTAL EARNINGS: 13.00

#### 13.00 – AVID (Advancement via Individual Determination)

Supplemental earning is designed to compensate employees who serve as the AVID coordinator on campuses listed on the Dallas ISD AVID contract. To be eligible, coordinator must meet the following requirements. Attend a two hour AVID training once per month, gather and input critical data required by AVID Center such as Data 1 & 2, ISS, CSS, and Senior Data reports; conduct monthly meetings with campus AVID site team; coordinate at least one AVID parent event per semester; develop an AVID college testing (ACT, SAT, PSAT, Readistep) plan; schedule field trips to colleges and universities, invite speakers to be part of the AVID classroom at least once per month, and ensure the implementation of the AVID site plan. **The supplemental earning amount is \$2,000/year (\$1,000 paid in December and June) and is contingent on the availability of campus funds.**

### CAMPUS LEADERSHIP SUPPLEMENTAL EARNINGS: 14.00 – 14.02

#### 14.00 – Tier 1 Schools

Supplemental Earning is designed to compensate current Principals and Assistant Principals of Tier 1 schools. Tier 1 is defined as a school that has received an “improvement required” rating on the state accountability system or if it is a “priority and/or focus” school under the federal accountability guidelines. Principals and Assistant Principals would continue to be eligible for the stipend for as long as they are the current Principal or Assistant Principal of a Tier 1 school and a school that is removed from Tier 1 after 2 years provided they are still in the role of Principal or Assistant Principal at the campus. **The supplemental earning amount is \$3,000/year for Assistant Principals, and \$5,000/year for Principals. Payment of stipends are to begin disbursement on the October 2017 paycheck. Principals and Assistant Principals assigned to an ACE campus are not eligible for both payments (only the ACE stipend would be received not the Tier 1 school stipend).**

#### 14.00 B – Administrative Experience Principal

Supplemental Earning is designed to compensate current Principals for completed administrative experience inside or outside the district. **The supplemental earning amount is the higher eligibility amount of \$2,000 for 4 completed years as an Assistant Principal, \$4,000 for 4 completed years as a Principal (anywhere); \$6,000 for 4 completed years as a District Principal. Payment of stipends are to begin disbursement on the October 2017 paycheck. Amount is subject to Principal pay for performance rules and guidelines.**

#### 14.01 – Campus Size

Supplemental earning is designed to compensate District Principals for campus size based on the school’s student enrollment submitted to PEIMS. **The supplemental earning amount is variable according to the chart below and is based on the official PIEMS data received during the 2016-2017 school year. Payment of stipends are to begin disbursement on the October 2017 paycheck. Amount is subject to Principal pay for performance rules and guidelines.**

Elementary School Campus Size		Middle School Campus Size		High School Campus Size	
500 or less	\$1,500	400 or less	\$1,000	800 or less	\$1,000
501 - 599	\$2,000	401 - 699	\$3,000	801-1149	\$3,000
600 - 899	\$4,000	700 - 999	\$6,000	1150-1499	\$6,000
900- 1199	\$6,000	1000 - 1399	\$8,000	1500-1999	\$8,000
1200 or more	\$8,000	1400 or more	\$10,000	2000 or more	\$12,000

#### 14.02 – Administrative Retention Stipend

Supplemental earning is designed to compensate District Executive Directors of School Leadership for completed administrative experience inside or outside the district for purposes to retain high performing personnel. **The supplemental earning paid according to the chart below and payment of stipends are to begin disbursement on the November 2017 paycheck. Amount is subject to Executive Director pay for performance rules and guidelines.**

ADMINISTRATIVE RETENTION – EXECUTIVE DIRECTOR	AMOUNT
3+ Years – Anywhere Exec. Director/ Assistant Superintendent (or equivalent)	\$3,000
5+ Years – Anywhere Exec. Director/ Assistant Superintendent (or equivalent)	\$4,000
4+ Years – District Exec. Director/ Assistant Superintendent (or equivalent)	\$5,000

#### 14.03 – School Coverage

Supplemental earning is designed to compensate District Executive Directors of School Leadership for the number of schools in which they provide leadership service. **The supplemental earning paid according to the chart below and payment of stipends are to begin disbursement on the November 2017 paycheck. Amount is subject to Executive Director pay for performance rules and guidelines.**

SIZE	# OF FEEDER PATTERNS	AMOUNT
8-10	9	\$0
11-12	6	\$3,000
13+	6	\$6,000

### MENTORSHIP SUPPLEMENTAL EARNINGS: 15.00 – 15.01

#### 15.00 – TTIPS Master and Mentor Teachers (TAP)

Supplemental earning is designed to compensate Master and Mentor Teachers at North Dallas High School based on the criteria of eligibility outlined by the TTIPS grant. This supplemental earning is contingent on the availability of grant funding. **The supplemental earning amount is up to \$10,000/year for Master Teachers and \$8,000/year for Mentor Teachers (\$5,000 or \$4,000 paid in December and May) Additional amounts can be awarded based on rollover funds as outlined in the TEA approved amendment.**

#### 15.01 – African American Student Initiative (AASI)

Supplemental earning is designed to compensate employees who are assigned to coordinate the AASI program and who meet all the criteria as outlined by the department. **The supplemental earning amount is up to \$500/year half paid in December and half paid in June.**

### MULTI-LANGUAGE SUPPLEMENTAL EARNINGS: 16.00 – 16.01

#### 16.00 – Bilingual Stipend

Supplemental earning is designed to compensate, qualified personnel in key positions as outlined below: **The supplemental earning amount is \$2,000 for professional support positions listed below and \$3,000 for certified bilingual teachers in the necessary job codes and valid certifications or permits as of November 1st. Details are provided in the table below. Both are paid over 10 months from November through August with proration based on contract start date.**

Bilingual, for the purpose of this stipend, means demonstrated language proficiency in both English and Spanish. To be eligible, the employee must be a full-time employee of the district, be bilingual as defined by the district, must have a valid certificate, probationary certificate, permit, or license in the discipline area on file with the district's Certification Department and must be working in the specified discipline area in a capacity as defined by the district. The employee must have a valid certification, permit, and or license as defined in the above table or have a minimum passing score or better on the TexES Bilingual Target Language Proficiency Test (BTLPT) Spanish test (taken as a PACT Candidate). This is the route most candidates for the stipend will take. Important to note: under this route, the employee is not seeking educator certification in Texas in order to receive the stipend.

**Certification of Eligibility for the Stipend**

A District Certification Specialist certifies the employee’s eligibility to receive the stipend. All required paperwork, credentials, and exams required for eligibility to receive the stipend are the sole responsibility of the employee seeking the stipend. All required documentation for the stipend must be on file with the District’s Certification Office before the stipend will be awarded. When it is determined that the employee is eligible to receive the stipend, the Certification Specialist will notify the employee. The employee must be assigned to an eligible job code (1 FTE) and must teach a minimum of 4 classes in the discipline area.

CERTIFICATION CONTACT INFORMATION	
Certification Department	<a href="mailto:certification@dallasisd.org">certification@dallasisd.org</a>

Teacher Job Positions (\$3,000)		Special Education Job Positions (\$3,000)		Certified Professional Job Positions (\$2,000)		Professional Job Positions (\$2,000)	
60F0	Bilingual Teacher	6060	Special Education Teacher	6870	Counselor	6890	Psychologist
61F0	Bilingual Teacher 5-6	6061	Special Education Teacher Adaptive PE	6880	Educational Diagnostician	6935	Occupational Therapist
6180	Bilingual Teacher Title I	6062	Special Education Teacher Centralized Unit	6785	Media Specialist	6938	Physical Therapist
60KB	Bilingual Teacher Pre-K	6063	Special Education Teacher Deaf Ed			6910	Social Worker
		6064	Special Education Teacher Hospital/Homebound			6940	Speech Therapist
		6065	Special Education Teacher Itinerant Vision			6945	Speech Therapist Assistant
		6066	Special Education Teacher Itinerant			6750	Nurse
						6920	Visiting Teacher (Language Proficiency Exam Not Required)
<b>Teacher must hold a valid bilingual certification or permit and teach in the classroom for a minimum of 4 classes. Only full FTE’s are eligible.</b>		<b>Teacher must hold a valid SPED and a valid bilingual certification or permit. Only full FTE’s are eligible.</b>		<b>Certified professionals must hold both a valid license and a bilingual certification or permit.</b>		<b>Professionals must hold a valid license or certification and pass the language proficiency exam offered by Human Capital Management.</b>	

### **16.01 – Language Proficiency Assessment Committee (LPAC)**

Supplemental earning is designed to compensate employees who coordinate the activities of the LPAC and complete *all* duties and responsibilities as assigned in the district LPAC Manual. **The supplemental earning amount is up to \$1,600/year paid in December and June.**

### **16.02 – Secondary Teacher English as a Second Language**

Supplemental earning is designed to compensate teachers who serve as an ESL teacher for Middle School or High School. The teacher must be in coded as a 60H0.TEACHER.ESOL.TEAC, hold a valid certification in ESL and teach at least four ESL/ESOL course periods as determined by the Language and Literacy Department. **The supplemental earning amount is \$1,000/year, \$500 paid in November and \$500 paid in May.**

## **SPECIAL EDUCATION SUPPLEMENTAL EARNINGS: 17.00 – 17.06**

### **17.00 – Level Interpreters for the Deaf**

Supplemental earning is designed to compensate sign language interpreters during any school related activity where a deaf student, staff or parent is to participate. The sign language interpreter could be any staff member in the Deaf Education Program of Dallas ISD. If these services are provided during the regular school year then each person would be paid according to their hourly rate; overtime may apply. Eligible Job Codes: 5915 Paraprofessionals, 5925 Paraprofessionals, 5645 Level 1 Interpreter, 5640 Level 2 Interpreter, or any qualified personnel as described above. If services are performed during non-school hours, the below pay scale is used. **The supplemental amount is \$15-\$20 per hour plus an hour travel time per event for qualified professional employees.**

- Non-Certified, Board of Evaluators for the Deaf (BEI) Level 1 or equivalent - \$15 per hr.
- BEI Level 2 or equivalent - \$17 per hr.
- BEI Level 3 or equivalent, or teacher - \$20 per hr.

### **17.01 – Special Olympics Coach**

Supplemental earning is designed to compensate Adapted P.E. Teachers to serve as Special Olympics Coaches.

Eligible Job Codes: 6061 Teacher.SpecEd/Adaptive PE-Teacher (187). **The supplemental earning amount is \$3,000/year paid over twelve months.**

The following are a list of activities that are performed:

- Any after-school activities involving Special Olympics: for all sports students on the team practice after school and for Basketball and track and field activities this involves a Friday night and all day Saturday competition.
- State games in May, all night Thursday and Friday and all day Saturday until parents' pickup their students.
- Training for all coaches on the campuses participating in competitions and Special Olympics.
- Training for MAPT Program activities.
- Saturday annual conferences to continue required certification.
- Any paperwork required for students to participate in any competition, i.e. entry forms, field trip proposals for each school, classifications prior to competition.

### **17.02 – Special Education (SPED) Supplemental**

Supplemental earning is designed to compensate for various extra duties, assist in the operation, management, and monitoring of training and program development activities for SPED and General Ed. Employees. Teachers are compensated for attending special education training (off contract and during non-work hours). Various general and special education staff are compensated for planning and attending critical ARD meetings during non-work hours. Specialized services are performed as needed such as assistance with assistive technology/equipment (Teachers and Instructional Support only). **The supplemental earning amount is \$20/hour, professional. Support employees should be compensated according to overtime guidelines during the normal contract year.**

### 17.03 – Special Education Evaluation/Assessment (SEDE/SESE)

Supplemental earning is designed to compensate 6880 Diagnostician/ 6890 LSSP/ 6940 Speech Therapist or related service evaluators or instructional evaluators (i.e., 6940 Speech Therapist, 6935 Occupational Therapist/ 6938 Physical Therapist) for conducting special education evaluations/assessments on non-scheduled work days. This supplemental pay is to assist the district in meeting state and federally mandated timelines during peak work periods or during staff shortages. The staff should hold appropriate Texas certification or licensure. **The supplemental earning amount will be variable by type and duration and fall within the ranges below.**

EVALUATION/ASSESSMENT CHART 17.03		
Evaluation Type	Range	Explanation For Use of Range
6880 Diagnostician/ 6890 LSSP	\$400-\$700	The scope of the evaluation, such as the complexity of the case; the areas of suspected disability that must be addressed; monolingual or bilingual assessments needed; the coordination needed to include all evaluators to address all suspected disabilities and related services.
6940 Speech Therapist	\$300-\$550	The scope of the evaluation, such as whether it is monolingual or bilingual; the areas of speech concerns involved; whether the case is primary speech or secondary and the coordination needed to collaborate on the case completion.

### 17.04 – ESY/Compensatory Therapy Supplemental (SEDF)

Supplemental earning is designed to pay for therapy services that are provided as part of an ARD-determined need for ESY services, as part of a TEA decision or to compensate for services determined in the ARD process but not fulfilled during the regular school day. 6935 Occupational Therapist, 6938 Physical Therapist, or 6940 Speech Therapist provide these services after regular school days and during ESY school days. **The supplemental earning amount is \$50/hour paid as worked.**

### 17.05 – Speech Therapist Supervisor

Supplemental earning is designed to compensate Speech Therapist supervisors, Occupational Therapist supervisors, and Physical Therapist supervisors who spend at least 20% of work time performing supervisor duties.

Eligible Job Codes: 6940.THERAPIST.SPEECH.TEAC, 6938.THEARAPIST.PHYSICAL.THER, and 6935.THERAPIST.OCCUPATIONAL.THER.

**The supplemental earning amount is 5% of the employee's annual salary paid over 12 months.**

Speech Therapist Supervisory Duties may include:

- State-required speech supervision of licensed speech pathology assistants
- State-required speech supervision of licensed speech pathology interns
- State- and federally-required speech supervision of speech therapy services being billed for SHARS/Medicaid reimbursement
- State-required speech supervision of graduate students through the TETN/TWU distance learning program
- District monitoring of speech staff performance, including mentoring of new staff, TEA compliance, best practices in speech-language pathology, and co-appraisals of campus-based speech staff members

To be eligible for the stipend, the Occupational or Physical Therapist must:

- Serve as the PRIMARY supervisor of at least one (1) Certified Occupational Therapist Assistant (COTA) or at least one (1) Physical Therapist Assistant.
- License certification by the State of Texas
- Experience in their field ranging from minimum 3 years to 34+ years
- Degree: Bachelors, Masters or Doctorate

**17.06 – Dyslexia Lead Teacher**

Supplemental earning is designed to provide the area Lead Dyslexia teachers additional compensation in order to attract and retain highly qualified staff for these positions to deliver specialized educational services to meet the district’s obligation to serve students with dyslexia. These teachers have area-wide responsibility to provide monitoring, training, technical assistance, identification and placement of students, and recommendations for the instruction of students with dyslexia and related disorders. Lead Dyslexia Teachers have school caseloads of 20-30 schools where they provide all of the formal assessments for dyslexia as the professional who is trained in the evaluation of students for dyslexia in compliance with Texas Administrative Code §74.28 and Section 504 (§504). To comply with §504, Lead Dyslexia Teachers serve on each of their campuses §504 committees as the person knowledgeable of the meaning of the evaluation data and the service options. Lead Dyslexia Teachers are hired to the position based on their background in reading and working with students with reading difficulties and disabilities. **The supplemental earning amount is \$5,000/year, paid over twelve months (\$416.67/month from September through August). Eligible Job Code: 6310 Teacher, Itinerant Dyslexia Services)**

<b>STRATEGIC CAMPUS SUPPLEMENTAL EARNINGS: 18.00 – 18.05</b>
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**18.00 – Accelerated Campus Excellence (ACE)/Multiyear IR HS Signing Incentive**

Supplemental earning is designed to compensate Principals, Assistant Principals, Counselors, Campus Instructional Coaches, Media Specialists, and Teachers accepting a new position or renewing a contract at an ACE campus who meet the criteria as defined in the ACE Prep Proposal. **The supplemental earning amount is \$2,000 paid on the employee’s September paycheck (employees hired after January 1<sup>st</sup>, will receive \$1,000 on their first paycheck). Principals and Assistant Principals receiving the ACE incentive and/or stipend are not eligible to receive the Tier 1 Schools stipend. See appendix B for a list of schools.**

**18.01 – Accelerated Campus Excellence (ACE)/Multiyear IR HS Retention Stipend**

Supplemental earning is designed to compensate Principals, Assistant Principals, Counselors, Campus Instructional Coaches, Media Specialists, and Teachers who remain in key positions at an ACE campus following the criteria as defined in the ACE Prep Proposal. **The supplemental earning is \$6,000 - \$13,000 as outlined in the below table half paid in December and half paid in May (Executive Director will receive the stipend split over a 12-month period starting in September). Principals and Assistant Principals receiving the ACE incentive and/or stipend are not eligible to receive the Tier 1 Schools stipend. See Appendix B for a list of schools.**

POSITION	ACE SIGNING INCENTIVE	ACE STIPEND
Principal	\$2,000	\$13,000
Assistant Principal	\$2,000	\$11,500
Counselor	\$2,000	\$8,000
Campus Instructional Coach	\$2,000	\$6,000
Media Specialist	\$2,000	\$6,000
Distinguished Teacher	\$2,000	\$10,000
Proficient Teacher	\$2,000	\$8,000
Progressing/No Level Teacher	\$2,000	\$6,000



## GENERAL SUPPLEMENTAL EARNINGS: 19.00 – 19.03

### 19.00 – Stipend

Supplemental earning is designed to compensate employees who have performed duties in association with a stipend which has been pre-approved and is not defined in this handbook. It is not meant to circumvent the process of obtaining approval for the creation of a new stipend. It should not be used as a way to compensate employees for a stipend that has previously been eliminated, to supplement a stipend that has been reduced, or to pay arbitrary amounts that have not been reviewed by the Compensation Department. **The supplemental earning amount will be determined on a case by case basis and will be distributed as approved by the appropriate levels.**

### 19.01 – Professional Extra Duty Flat Rate

Supplemental earning is designed to compensate professional employees who have performed duties in association with a flat rate extra duty which has been pre-approved for creation. It is not meant to circumvent the process of obtaining approval for the creation of a new flat rate extra duty. It should not be used as a way to compensate employees for an extra duty or stipend that has previously been eliminated, to supplement a stipend that has been reduced, or to pay arbitrary amounts that have not been reviewed by the Compensation Department. **The supplemental earning amount will be determined on a case by case basis and will be distributed as approved by the appropriate levels.**

### 19.02 – Professional Extra Duty Hourly

Supplemental earning is designated to compensate professional employees who have been pre-approved to perform duties undefined in this handbook at the district approved rates. This should not be used as a way to compensate employees for a stipend that has previously been eliminated, to supplement a stipend that has been reduced, or to pay arbitrary amounts that have not been reviewed by the Compensation Department. **The supplemental earning amount is \$20/hour for professional duties unless defined otherwise through a board approved grant or donation agreement.**

### 19.03 – Support Extra Duty Hourly (off contract)

Supplemental earning is designated to compensate professional employees who have been pre-approved to perform duties undefined in this handbook at the district approved rates. This should not be used as a way to compensate employees for a stipend that has previously been eliminated, to supplement a stipend that has been reduced, or to pay arbitrary amounts that have not been reviewed by the Compensation Department. **The supplemental earning amount is \$20/hour for support duties unless defined otherwise through a board approved grant or donation agreement. All extra duty worked during the contract assignment are compensated following overtime guidelines and coded SPS – Secondary Pay Source.**

**NOTE: The element codes of STIP, SUPL and SUPF are to be used only by the Compensation and Payroll Departments who will keep records of all authorized payments that do not have a designated earning element. The submitting department is responsible for maintaining detailed records for each submission.**

**SUBSTITUTES PAY SCHEDULE: 20.00**

**20.00 – Substitutes**

Supplemental earning is designed to compensate the various positions of substitutes for performance of duties as outlined by the Substitute Office. **The supplemental earning amount is variable according to the chart below and is based on position as well as consideration for number of continuous days served in the same assignment.**

<b>CONTINUOUS DAY ASSIGNMENT</b>		
<b>Absence or Leave of Absence (NOT A VACANCY)</b>		
<b>CERTIFIED TEACHER OR ADMINISTRATOR IN THE CLASSROOM</b>		
<b>DAYS IN POSITION</b>	<b>CODE</b>	<b>AMOUNT PER DAY</b>
Continuous 1-10 days	SUBI	\$95.00
Continuous 11-30 days	SUBI/SUBR	\$100.00
Continuous 31+ days	SUBI/SUBR	\$224.60
<b>DEGREED - NON CERTIFIED TEACHER IN THE CLASSROOM</b>		
<b>DAYS IN POSITION</b>	<b>CODE</b>	<b>AMOUNT PER DAY</b>
Continuous 1-10 days	SUBI	\$85.00
Continuous 11-30 days	SUBI/SUBR	\$90.00
Continuous 31+ days	SUBI/SUBR	\$100.00
<b>NON DEGREED – NON CERTIFIED TEACHER IN THE CLASSROOM</b>		
<b>DAYS IN POSITION</b>	<b>CODE</b>	<b>AMOUNT PER DAY</b>
Continuous 1-10 days	SUBI	\$75.00
<b>CONTINUOUS DAY ASSIGNMENT</b>		
<b>For a Vacancy if Substitute is certified in subject content area</b>		
<b>CERTIFIED TEACHER OR ADMINISTRATOR IN THE CLASSROOM</b>		
<b>DAYS IN POSITION</b>	<b>CODE</b>	<b>AMOUNT PER DAY</b>
Continuous 1-10 days	SUBI	\$95.00
Continuous 11-30 days	SUBI/SUBR	\$100.00
Continuous 31+ days	SUBI/SUBR	\$224.60
<b>CONTINUOUS DAY ASSIGNMENT</b>		
<b>For a Vacancy if Substitute is <u>NOT</u> certified in subject content area</b>		
<b>CERTIFIED TEACHER OR ADMINISTRATOR IN THE CLASSROOM</b>		
<b>DAYS IN POSITION</b>	<b>CODE</b>	<b>AMOUNT PER DAY</b>
Continuous 1-10 days	SUBI	\$95.00
Continuous 11-30 days	SUBI/SUBR	\$100.00
Continuous 31+ days**	SUBI/SUBR	\$110.00
<b>DEGREED - NOT CERTIFIED</b>		
<b>DAYS IN POSITION</b>	<b>CODE</b>	<b>AMOUNT PER DAY</b>
Continuous 1-10 days	SUBI	\$85.00
Continuous 11-20 days	SUBI/SUBR	\$90.00
Continuous 31+ days**	SUBI/SUBR	\$100.00
** Parental Notification must be delivered to parents (Sec.21.057)		
Continuous means the substitute employee works at the same school, with the same students, with no absences.		

## APPENDIX A

ATHLETIC DEPARTMENT EVENT POSITIONS					
FOOTBALL - VARSITY ONLY					
POSITION	1 GAME	2 GAMES	3 GAMES	4 GAMES	TOURNAMENT
Manager	\$20.00/hour	\$20.00/hour			
Ticket Taker	\$48.00	\$96.00			
Ticket Seller	\$45.00	\$90.00			
Clerk	\$42.00	\$84.00			
Announcer	\$50.00	\$100.00			
Gate	\$42.00	\$82.00			
Scoreboard Operator	\$48.00	\$96.00			
40/25 Send Play Clock Operator	\$48.00	\$90.00			
Chain Crew	\$45.00	\$90.00			
FOOTBALL – JUNIOR VARSITY/ FRESHMAN / MIDDLE SCHOOL					
POSITION	1 GAME	2 GAMES	3 GAMES	4 GAMES	TOURNAMENT
Manager	\$20.00/hour	\$20.00/hour			
Clerk	\$35.00	\$70.00			
Ticket Seller	\$32.00	\$64.00			
Ticket Taker	\$30.00	\$60.00			
Gate	\$30.00	\$60.00			
Scoreboard Operator	\$35.00	\$70.00			
40/25 Send Play Clock Operator	\$35.00	\$70.00			
BASKETBALL / VOLLEYBALL – VARSITY/JUNIOR VARSITY/ FRESHMAN					
POSITION	1 GAME	2 GAMES	3 GAMES	4 GAMES	TOURNAMENT
Manager	\$20.00/hour	\$20.00/hour	\$20.00/hour	\$20.00/hour	\$20.00/hour
Clerk	\$35.00	\$45.00	\$55.00	\$65.00	\$13.00/hour
Call Center					\$30.00/hour
Floor Supervisor					\$30.00/game
Seller	\$32.00	\$42.00	\$52.00	\$62.00	\$12.00/hour
Taker	\$30.00	\$40.00	\$50.00	\$60.00	\$10.00/hour
Scorebook (Varsity)	\$35.00	\$50.00	\$65.00	\$80.00	\$13.00/hour
Libero Tracker (Varsity)	\$20.00	\$40.00	\$60.00	\$80.00	\$13.00/hour
Announcer (Varsity) - BSKTBALL	\$40.00	\$60.00	\$80.00	\$100.00	\$40.00/game
Gate	\$30.00	\$40.00	\$50.00	\$60.00	\$10.00/hour
Scoreboard Operator – BSKTBALL	\$40.00	\$60.00	\$80.00	\$100.00	\$40.00/game

## APPENDIX A

ATHLETIC DEPARTMENT EVENT POSITIONS					
BASKETBALL/VOLLEYBALL – MIDDLE SCHOOL PLAYOFFS					
POSITION	1 GAME	2 GAMES	3 GAMES	4 GAMES	TOURNAMENT
Manager	\$20.00/hour	\$20.00/hour	\$20.00/hour	\$20.00/hour	\$20.00/hour
Clerk	\$20.00	\$30.00	\$40.00	\$50.00	\$10.00/hour
Seller	\$20.00	\$30.00	\$40.00	\$50.00	\$10.00/hour
Taker	\$20.00	\$30.00	\$40.00	\$50.00	\$10.00/hour
Scoreboard Operator	\$20.00	\$30.00	\$40.00	\$50.00	\$10.00/hour
SOCCER – VARSITY/JUNIOR VARSITY/FRESHMAN					
POSITION	1 GAME	2 GAMES	3 GAMES	4 GAMES	TOURNAMENT
Manager	\$20.00/hour	\$20.00/hour	\$20.00/hour	\$20.00/hour	\$20.00/hour
Clerk	\$35.00	\$45.00	\$55.00	\$65.00	\$13.00/hour
Seller	\$32.00	\$42.00	\$52.00	\$62.00	\$12.00/hour
Taker	\$30.00	\$40.00	\$50.00	\$60.00	\$10.00/hour
Gate	\$30.00	\$40.00	\$50.00	\$60.00	\$10.00/hour
Announcer (Playoffs)	\$40.00	\$60.00	\$80.00	\$100.00	\$40.00/game
Scoreboard Operator	\$20.00	\$30.00	\$40.00	\$50.00	\$40.00/game
SOCCER – MIDDLE SCHOOL					
POSITION	1 GAME	2 GAMES	3 GAMES	4 GAMES	TOURNAMENT
Manager	\$20.00/hour	\$20.00/hour	\$20.00/hour	\$20.00/hour	\$20.00/hour
Clerk	\$20.00	\$30.00	\$40.00	\$50.00	\$10.00/hour
Seller	\$20.00	\$30.00	\$40.00	\$50.00	\$10.00/hour
Taker	\$20.00	\$30.00	\$40.00	\$50.00	\$10.00/hour
Gate	\$20.00	\$30.00	\$40.00	\$50.00	\$10.00/hour
Announcer (Playoffs)	\$20.00	\$30.00	\$40.00	\$50.00	\$10.00/hour
Scoreboard Operator	\$20.00	\$30.00	\$40.00	\$50.00	\$10.00/hour
BASEBALL/SOFTBALL – VARSITY/JUNIOR VARSITY/FRESHMAN					
POSITION	1 GAME	2 GAMES	3 GAMES	4 GAMES	TOURNAMENT
Manager	\$20.00/hour	\$20.00/hour	\$20.00/hour	\$20.00/hour	\$20.00/hour
Clerk	\$35.00	\$45.00	\$55.00	\$65.00	\$13.00/hour
Seller	\$32.00	\$42.00	\$52.00	\$62.00	\$12.00/hour
Taker	\$30.00	\$40.00	\$50.00	\$60.00	\$10.00/hour
Scorebook (Playoffs)	\$35.00	\$50.00	\$65.00	\$80.00	\$13.00/hour
Gate	\$30.00	\$40.00	\$50.00	\$60.00	\$10.00/hour
Announcer (Playoffs)	\$40.00	\$60.00	\$80.00	\$100.00	\$13.00/hour
Scoreboard Operator	\$20.00	\$30.00	\$40.00	\$50.00	\$13.00/hour

## APPENDIX A

<b>BASEBALL/SOFTBALL – MIDDLE SCHOOL</b>					
<b>POSITION</b>	<b>1 GAME</b>	<b>2 GAMES</b>	<b>3 GAMES</b>	<b>4 GAMES</b>	<b>TOURNAMENT</b>
Manager	\$20.00/hour	\$20.00/hour	\$20.00/hour	\$20.00/hour	\$20.00/hour
Clerk	\$20.00	\$30.00	\$40.00	\$50.00	\$10.00/hour
Seller	\$20.00	\$30.00	\$40.00	\$50.00	\$10.00/hour
Taker	\$20.00	\$30.00	\$40.00	\$50.00	\$10.00/hour
Gate	\$20.00	\$30.00	\$40.00	\$50.00	\$10.00/hour
Announcer (Playoffs)	\$20.00	\$30.00	\$40.00	\$50.00	\$10.00/hour
Scoreboard Operator	\$20.00	\$30.00	\$40.00	\$50.00	\$10.00/hour

<b>ATHLETIC EVENT POSITIONS – TOURNAMENT/MEET/SPECIAL EVENTS</b>					
<b>SOCCER – MIDDLE SCHOOL</b>					
<b>POSITION</b>	<b>CROSS-COUNTRY</b>	<b>GOLF</b>	<b>WRESTLING</b>	<b>SWIMMING</b>	<b>TENNIS</b>
Director	\$100.00/day	\$100.00/day	\$100.00/day	\$100.00/day	\$100.00/day
Official	\$100.00/day			\$75.00/day	
Announcer	\$100.00/day			\$75.00/meet	
Worker	\$30.00/day		\$45/4 hours		
Ticket Seller			\$12.00/hour	\$12.00/hour	
Ticket Taker			\$10.00/hour	\$10.00/hour	

<b>ATHLETIC EVENT POSITIONS – TOURNAMENT/MEET/SPECIAL EVENTS</b>					
<b>TRACK AND FIELD</b>					
<b>POSITION</b>	<b>TRACK &amp; FIELD</b>		<b>POSITION</b>	<b>TRACK &amp; FIELD</b>	
Timing System Director	\$300/meet		Result/Award	\$75.00/day	
Meet Director	\$125/day (\$75/day MS)		Certified USATF Referee	\$100.00/day	
HYTEK (Scoring System)	\$125/day (\$75/day MS)		Certified USATF Official (Various)	\$50.00/day	
FINISHLYNX (Timing System)	\$125/day (\$75/day MS)		Weight Implement Inspector	\$50.00/day	
Scoreboard Operator - Regionals	\$100.00/day		Stadium Manager	\$20.00/hour	
Starter	\$125.00/day		Clerk	\$13.00/hour	
Announcer	\$150.00/day		Ticket Seller	\$12.00/hour	
Field Event Head Official	\$75.00/day		Ticket Taker	\$10.00/hour	
Back-Up Starter	\$75.00/day		Gate	\$10.00/hour	
Start Clerk	\$75.00/day				
Finish Clerk	\$75.00/day				
Clerk of Course/Hip# Check-In	\$75.00/day				

## APPENDIX A

ATHLETIC EVENT POSITIONS – CAMPUS SITES					
BASKETBALL/VOLLEYBALL – VARSITY/JUNIOR VARSITY/FRESHMAN (DISTRICT ONLY)					
POSITION	GAME 1	GAME 2	GAME 3	GAME 4	TOURNAMENT
Gym Manager	\$20.00	\$40.00	\$60.00	\$80.00	
Seller	\$20.00	\$30.00	\$40.00	\$50.00	
Taker	\$20.00	\$30.00	\$40.00	\$50.00	
Scorebook (Varsity)	\$35.00	\$50.00	\$65.00	\$80.00	
Libero Tracker (Varsity)	\$35.00	\$50.00	\$65.00	\$80.00	
Scoreboard Operator	\$35.00	\$50.00	\$65.00	\$80.00	
BASKETBALL/VOLLEYBALL – MIDDLE SCHOOL (DISTRICT ONLY)					
POSITION	GAME 1	GAME 2	GAME 3	GAME 4	TOURNAMENT
Gym Manager	\$20.00	\$40.00	\$60.00	\$80.00	
Scoreboard Operator	\$20.00	\$30.00	\$40.00	\$50.00	
BASEBALL/SOFTBALL – VARSITY/JV (DISTRICT ONLY)					
POSITION	GAME 1	GAME 2	GAME 3	GAME 4	TOURNAMENT
Field Manager	\$25.00	\$45.00	\$65.00	\$85.00	
Seller	\$20.00	\$30.00	\$40.00	\$50.00	
Taker	\$20.00	\$30.00	\$40.00	\$50.00	
Scorebook	\$20.00	\$30.00	\$40.00	\$50.00	

ATHLETIC DEPARTMENT AUDIO AND VIDEO POSITIONS						
FOOTBALL – VARSITY						
POSITION	1 GAME					
Per Crew Member	\$50.00					
Director	\$65.00					
FOOTBALL – MIDDLE SCHOOL PLAYOFFS						
POSITION		2 GAMES				
Per Crew Member		\$50.00				
Director		\$65.00				
BASKETBALL – VARSITY						
POSITION	1 GAME	2 GAMES				
Per Crew Member	\$35.00	\$65.00				
Director	\$45.00	\$80.00				
BASKETBALL – MIDDLE SCHOOL PLAYOFFS						
POSITION		2 GAMES		4 GAMES		
Per Crew Member		\$40.00		\$65.00		
Director		\$50.00		\$80.00		

TOURNAMENTS						
POSITION				4 GAMES	6 GAMES	8 GAMES
Per Crew Member				\$79.00	\$133.00	\$165.00
Director				\$89.00	\$143.00	\$175.00
SPECIAL EVENT TOURNAMENTS						
POSITION	1 GAME					
Per Crew Member	\$30.00					
TRACK EVENTS						
POSITION	1 GAME					
Per Crew Member	\$30.00					
ALL NON-ATHLETIC EVENTS						
POSITION	EVENT					
Per Crew Member	\$20.00/hour					

**APPENDIX B**

<b>ACCELERATED CAMPUS EXCELLENCE SCHOOLS</b>			
<b>ELEMENTARY SCHOOLS</b>		<b>SECONDARY SCHOOLS</b>	
<b>CAMPUS</b>	<b>PROGRAM</b>	<b>CAMPUS</b>	<b>PROGRAM</b>
<b>Blanton</b>	<b>ACE 1.0</b>	<b>Dade</b>	<b>ACE 1.0</b>
<b>Lee</b>	<b>ACE 1.0</b>	<b>Edison</b>	<b>ACE 1.0</b>
<b>Mills</b>	<b>ACE 1.0</b>	<b>Zumwalt</b>	<b>ACE 1.0</b>
<b>Pease</b>	<b>ACE 1.0</b>	<b>Rusk</b>	<b>ACE 2.0</b>
<b>Carr</b>	<b>ACE 2.0</b>		
<b>Ervin</b>	<b>ACE 2.0</b>		
<b>Hernandez</b>	<b>ACE 2.0</b>		
<b>Ray</b>	<b>ACE 2.0</b>		
<b>Titche</b>	<b>ACE 2.0</b>		