**Student Contact Stipend Plan**

**Livingston County R-III School District**

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| --- | --- | --- | --- | --- |
| **@$25/hr** | **Total**  **Plan**  **Hours** | **Stipend** | **Minimum Hours**  **for**  ***Tutoring*** | **Maximum Hours**  **for**  ***Other Activities*** |
| **Level A** | 40 | $1000 | 20 | 10 |
| **Level B** | 50 | $1250 | 25 | 12.5 |
| **Level C** | 60 | $1500 | 30 | 15 |
| **Level D** | 25 | $625 |  | 12.5 |
| **Level E** | 30 | $750 |  | 15 |
| **Level F** | 35 | $875 |  | 17.5 |

**Student Contact Stipend Plan Guidelines**

# Eligibility

 Levels A, B, and C—certified staff

 Levels D, E, and F—support staff

 Criteria for each level will be:

* Levels A & D: 0-5 years’ experience at Livingston Co R-3
* Levels B & E: 6-10 years’ experience at Livingston Co R-3
* Levels C & F: 11+ years’ experience at Livingston Co R-3

# General

* This program is open to all full-time certified and support staff.
* Each participant will need to submit a Student Contact Stipend Participation Plan to the principal by September 30.
* Completed Student Contact Stipend Plan logs will be submitted to the principal by May 30 for payment with June payroll.
* All hours must be logged before 7:45 a.m. or after 3:20 p.m. on the appropriate form.
* If a participant does not meet the hour requirements in their plan, the hours completed will be paid $25 per hour for the hours completed.
* Tutoring—Certified Staff only—At least half of the hours for Levels A-C must be spent on tutoring.

However, you may write your plan to spend all of your hours on tutoring.

* Remaining hours may be split between the *Direct Student Contact* and *Other Activities* categories, with no more than half of those hours being spent in the *Other Activities* category.
* Hours logged should not be part of your regular job responsibilities/duties.
* You should be actively involved in the student activity in order to log the hours for that activity. Hours spent simply in attendance or supervision of a school activity may not be logged.
* Overages for Maximum Hours for Other Activities will not be compensated.

# Tutoring

Allowable Activities:

After-school tutoring—individual or small group based on student needs; this should be more than “homework help”

# Direct Student Contact

These hours must be spent participating in (not just attending) organized school activities.

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| --- | --- |
| Approvable Activities: |  |
| * Yearbook * Student Council * 7th/8th grade Play * Bobcat Reading Night * PAT Group-Book Fair | * MAP Night * OPT activities (not meeting) * Grant activities involving students * Book Fair/Family Night * Care Club |

# Other Activities

These hours may be spent planning/organizing school activities or participating in approved professional development activities and curriculum work.

|  |  |
| --- | --- |
| Approvable Activities: |  |
| * Yearbook * Student Council * Concession Stand * 8th grade banquet/graduation * 7th/8th grade play/take pictures * Bobcat Reading Night * Book Fair * Care Club | * MAP Night * MAP Day * OPT Activities * Professional Development * Curriculum work * Grant writing * Carnival Set-up * Other administrator approved activities |

The district will pay the following “extra duty” stipends not associated with the Student Contact Plan:

|  |  |
| --- | --- |
| Basketball coach—7th/8th grade season | $500 + benefits |
| Basketball coach—5th/6th grade season | $500 + benefits |
| Cheerleading sponsor—7th/8th grade season | $100 + benefits |
| Cheerleading sponsor—5th/6th grade season | $100 + benefits |
| Basketball game workers  (gate, clock, & score book) | $20/game +benefits |

Remember, only time spent before 7:45 am and after 3:20 pm may be logged.

Benefits for certified staff are 15.95%; benefits for non-certified staff are 14.51%.