

Salmon River Central School District
Office of Instruction

Stipend Approval Form
(jointly filled out by teacher and administration)

Name: _____

Work to be Performed: _____

Proposed Dates: _____

Location: _____

Category: *(check one – see description on reverse)*

<i>Amount</i>	<i>Category Type</i>	<i>Stipend type</i>
	<i>Curriculum Development</i>	
	<i>Curriculum Planning</i>	
	<i>Program Development/ Planning</i>	
	<i>Community Schools / Special Studies</i>	
	<i>Required Professional Development</i>	
	<i>Extension of Normal Duties</i>	
	<i>Voluntary Conference</i>	

Signature _____

Date _____

No work is to be performed before final approval.

Approved _____

Principal _____
Director of Instruction _____
Business Manager _____
Superintendent _____

(Date)

For office use only:

Total hours/ day _____ x rate per hour / day _____ = Total \$ _____

Position classification _____ Code _____

MSD 426 filed _____

Definitions/ Stipend Amounts

This list of definitions is intended to cover days and hours when school is not in session.

Curriculum Development

Creation of curriculum lessons, units, projects or courses of study to be presented to students undertaking regularly planned instruction. *\$25 per hour established annually by the Board of Education*

Curriculum Planning

Planning to implement curriculum, including identification and coordination of resources. (Ex. Implementation of Writer's Workshop). *\$25 per hour established by the Board of Education*

Community Schools/Special Studies

Delivery of enrichment activities designed to improve student achievement or enhance faculty/staff performance, under the auspices of the Community Schools Project. (Ex. Odyssey of the Mind, Technology Workshops, etc.) *\$25 per hour established by the Board of Education*

Required Professional Development

Participation in training workshops, conferences and programs required by the district, offered beyond the bounds of the contractual day/year. *1/200th of contractual salary. Per day for actual time at the event and actual travel time. However, no payment for anything occurring on Saturday or Sunday.*

Extension of Normal Duties

Performance on work executed on behalf of the district, beyond the bounds of the contractual day/year, which is designed to continue the work normally performed by the employee. (Ex. Guidance counselors, psychologists, literacy coaches, coordinators, nurses, etc, are often required to perform their normal duties beyond the bounds of the contractual day/year.) *1/200th of contractual salary, per day.*

Voluntary Conference

No stipend will be paid.