

**Montgomery County Education Association**  
**Bargaining Proposal to Montgomery County Public Schools**

**10.18.22**

**Article ~~22~~ 21: ~~Extracurricular Stipends~~ and Other Compensation**

A. General

1. It is the intention of Montgomery County Public Schools to provide instruction and supervision by fully qualified sponsors in a variety of extracurricular activities for students, subject to available funds. This program shall be voluntary, except for unit members covered in Section D of this article. It is also the intention of MCPS to utilize unit members as sponsors of activities and sports; however, if unit members are not available, non unit members may be utilized to sponsor an activity or coach a sport. The supplementary pay schedule identifies certain stipend-compensated activities. This does not mean that because an activity is listed for a stipend payment that all schools will participate or take steps to participate in all activities. The following conditions must be met before any activity is implemented: (1) the need for it has been established in advance by the principal and the staff; (2) the activity is assigned in addition to the regular teaching responsibility; and (3) it is an activity recommended by the principal and approved by the community superintendent.

2. The principal shall be responsible for the conduct of the entire extracurricular program within their school. Whenever any of the activities being conducted do not continue to meet the requirements of the school, as determined by the principal, such activities shall be discontinued in that school.

3. The principal in each school shall be responsible for the development of the organizational structure required to carry out the approved activities.

4. The principal is responsible for making the selection of unit members to any of the approved compensated activities, subject to the approval of the community superintendent.

5. If a unit member's services in the compensated activity is satisfactory to the principal, the unit member shall be given first preference for appointment by the principal to the compensated activity if that unit member makes known to the principal a desire to continue.

6. The principal is responsible for posting a notice of sponsor vacancies for each of the activities to be conducted in the school. Qualified unit members who work in the same building for which a stipend vacancy is posted shall be given first consideration. Posting vacancies outside of the local school may take place but is not required. This notice shall fully explain the requirements for the appointment to the position, the general duties of the position, and the stipend to be paid. The principal need not post a vacancy notice if they have selected the satisfactorily evaluated incumbent.

7. Principals ~~shall will attempt to~~ notify all school-based unit members in writing of their stipend assignments **prior to the start of the school year, unless the member is hired during the school year.** ~~before they return to school in August.~~

8. In the event that changes in such assignments are necessary after the beginning of the school year, affected unit members will be notified promptly in writing.

9. ~~Any teacher accepting the sponsorship of a stipend activity must be assigned a full teaching load.~~

10. ~~9.~~ Principals will evaluate the performance of all sponsors in the approved extracurricular activity program annually. Sponsors of stipend-compensated activities will notify the principal in writing that the activity has been completed, within five (5) working days after the completion of the activity. The principal will evaluate the performance of all sponsors in the approved extracurricular activity program within thirty (30) working days following receipt of the written notification that the activity has been completed. There shall be no tenure associated with any compensated activities.

11. ~~10.~~ The principal shall make every effort to select a different unit member for each stipend activity. Unit members currently sponsoring more than one activity, or coaching more than one sport, should be given first preference to continue performing the one activity or sport of their choice, if the principal determines that the service has been satisfactory. A unit member, however, may be eligible for assignment to more than one

stipend-compensated activity, provided that the activities do not conflict with the normal responsibilities of another stipend-compensated activity or the normal teaching duties and provided that the principal has posted the notice of the vacancy and no qualified unit member has volunteered for the activity. Unit members currently sponsoring an activity that is being subdivided shall be given first preference to continue performing some or all of the subdivided activities of their choice, if the principal determines that the service has been satisfactory.

~~12.~~ **11.** Stipend activities may be divided by more than one (1) unit member if, after consultation with the principal, the unit members involved are in agreement.

~~13.~~ **12.** A unit member who does not fulfill the requirements for which a stipend is to be paid must forfeit that portion of the stipend which has not been earned. The determination will be made by the principal and the amount to be forfeited will be based on the established hourly rate for the stipend program.

**B. Stipends for Additional Professional Duties and Learning**

1. **Supervising Student Teachers—A unit member who supervises a student teacher or graduate intern in an education program shall receive a stipend of \$50 per week for such supervision.**
2. **Mentor Teachers—A unit member who is assigned by the Board to serve as a mentor for a new teacher shall receive an annual stipend of \$600 for each new teacher mentored. A unit member who has completed MCPS mentor training shall receive \$800\$1000 per year.**
3. **Synergy Superusers—A unit member appointed by the principal shall receive an annual stipend of \$650. There will be at least one Synergy Superuser per elementary school and at least two Synergy Superusers per secondary school. For the 2022-2023 school year, MCPS will pilot a one-year additional Synergy Superuser program that will allocate an additional Synergy Superuser to—In each elementary school with an enrollment over 800 students and each secondary school with an enrollment over 1,800 students, one additional Synergy Superuser will be allocated. In each secondary school with an enrollment over 2,500 students, two additional Synergy Superusers will be allocated. The additional allocation for the 2022-2023 school year will expire at the end of the 2022-2023 school year.**
4. **PAR Panel—School-based unit members who serve on the Peer Assistance and Review Panel shall receive an annual stipend of \$1,000 \$2000 from MCPS. The representatives shall receive the stipend in a lump sum, payable in the month of June, for the prior school year.**

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MCEA shall be responsible for providing the Office of the Chief Operating Officer with a list of eligible members.

5. Councils on Teaching and Learning—Unit members elected to serve on the Councils on Teaching and Learning (CTL) shall be eligible to receive an annual stipend of up to \$1,200 from MCPS. The representatives shall receive the stipend in a lump sum, payable in the month of June for the prior school year. MCEA shall be responsible for providing the Office of the Chief Operating Officer (OCOO) with a list of CTL members eligible for compensation, and the amounts due per individual. MCEA shall be responsible for determining the amounts due, based on its records of the level of participation of each CTL representative.
  6. A unit member who facilitates a component specific course for the National Board Certification Teacher (NBCT) Candidate Support shall receive a stipend of \$1,500 for each course facilitated. Course facilitation will include a minimum of 30 hours of organized group support based on specific training plans. These hours shall be logged and submitted to the Director of Professional Growth Systems by the second week in April.
  7. A stipend in the amount of \$1,500 each will be designated to two NBCT Teacher Leader Organizers to serve as organizers/support to all course facilitators. A stipend in the amount of \$1,000 each will be designated to two NBCT Teacher Leader Organizer Assistants to support the NBCT Teacher Leader Organizer.
  8. A National Board Certified Teacher (NBCT) who facilitates a component-specific course, including renewals, in the NBCT Candidate Support Program as a NBCT Facilitator, shall receive a stipend of \$1,500 for each course facilitated.
- C. Members who opt for stipends for professional development activities outside the workday in lieu of CPDs, in Article 15 Professional Development, Section D.3.b), shall be paid a stipend in the amount of \$100 per CPD unit.
- D. Internal Substitution and Staffing Coverage Stipends
1. When a substitute cannot be secured through the electronic substitute calling system, unit members who substitute during their preparation, planning, or case management time, will be compensated at \$55 per hour or portion thereof. Unit members may not be mandated to do this during their planning preparation time, but may freely and willingly volunteer to do so. Unit members who provide close adult supervision of students during their preparation or planning time will be compensated at \$55 per hour or portion thereof.

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Unit members may not be mandated to do this during their planning preparation time but may freely and willingly volunteer to do so.

2. In the event that a substitute cannot be secured through the electronic substitute calling system, counselors and other non-classroom based unit members who substitute for another unit member will be compensated at \$55 per hour or portion thereof. Counselors and other non-classroom based unit members may not be mandated to do this, but may freely and willingly volunteer to do so. Counselors and other non-classroom based unit members who provide close adult supervision of students will be compensated at \$55 per hour or portion thereof. Counselors and other non-classroom based unit members may not be mandated to do this, but may freely and willingly volunteer to do so.
3. Missed Duty-Free Lunch - Educators losing any portion of their duty-free lunch for required coverage, and who are unable to take a 30-minute lunch period at another time during their regular work schedule at their assigned locations, shall be paid a flat rate of fifty-five dollars (\$55.00) if the educator is providing classroom coverage or thirty dollars (\$30.00) if the educator is providing non-class coverage (e.g. student lunch, recess).
4. Other Class or Caseload Coverage
  - a. When an uncovered vacancy for the teacher of record causes a class of students to be divided among other teachers, the receiving teachers will be paid \$55 per hour or portion thereof of coverage provided.
  - b. In the event a specials teacher receives students from an additional class or previously divided class(es), the specials teacher will be paid \$55 per hour or portion thereof per class covered.
  - c. If a related service provider is on leave or there is a vacancy and the provider's students are split amongst other providers, then the receiving providers will be paid \$55 per hour or portion thereof for each session impacted by additional students who are not on their caseload.
  - d. If a counselor, non-classroom based unit member, or a related service provider is on leave, and another counselor, non-classroom based unit member, or a related service provider covers said staff member's workload or duties, then the unit member providing services, assessments, or other duties will be paid \$55 per hour or portion thereof.
  - e. If a caseload/class is divided for another counselor, non-classroom based unit member, related service provider, or special educator's

extended absence or there is a vacancy, then the receiving unit member will be paid \$55 per hour or portion thereof.

- f. If special educators, including co-teachers, cover for another teacher who is absent (example: a biology teacher) then the special educator receives \$55.00 per hour or portion thereof for covering the class.
- g. If a unit member who was scheduled to administer, proctor, or perform assessments takes leave, then the unit member who performs the assessments on that day shall receive \$55.00 per hour or portion thereof.

5. Overloaded Class/Caseload Stipend

- a. If Class/Caseload numbers exceed the ratios listed in Article 18 Staffing, Section A.7 or A.8, the affected staff member shall choose from the list of options in Article 18, Section A.9 as compensation for the excessive workload.
- b. If the affected staff member chooses option d) weekly stipend, the amount of the weekly stipend shall be paid at the rate of \$137.50 per week until the affected staff member's class/caseload numbers fall within the staffing ratio charts in Article 18, Sections A.7 or A.8.

E. Innovative School Year (ISY)

- 1. A stipend in the amount of \$5,000 will be paid to bargaining unit members who work the entire extended school year in schools with innovative school year calendars. The stipend will be paid in one payment of the full paycheck following the beginning of the innovative calendar schools' school year.
- 2. The stipend will be prorated based on the teacher's FTE allocation at an innovative school.

F. Recruitment and Retention Incentives for Critical Shortage Job Categories: In order to fill job vacancies in critical shortage categories, MCPS will provide recruitment and retention bonuses. A "Critical Shortage Job Category" is defined as any job category in which there is a vacancy rate greater than 10%.

- 1. Incentive: All candidates hired in a "Critical Shortage Job Category" shall receive a five thousand dollar (\$5000.00) lump sum hiring incentive, pro-rated by the total FTE the candidate fills. The incentive shall be paid as a stipend in two (2) equal installments on or before October 31 and February 28 of the year of hire. If hired after January 1, the unit member will receive one installment on February 28 or the first pay date after hire date, whichever is earlier, and the second installment on or before October 30 of the following school year if still employed in that position by MCPS.

2. **Eligibility: All current unit members who are dual-certificated and not currently assigned to teach a “Critical Shortage Job Category” position are eligible to receive the incentive, provided that they volunteer to fill one of the below designated job titles during the length of this contract and are assigned to do so by MCPS.**
3. **Selection Process: MCPS may place qualified applicants subject to needs and operational challenges. This may result in a unit member’s transfer. MCPS will not unreasonably deny an individual applying for an internal transfer to a “Critical Shortage Job Category”. MCPS will select individuals from those who express interest in transferring in accordance with the following guidelines:**
  - a. **Priority shall be given to filling special education teacher vacancies in the unit member’s current school assignment.**
  - b. **Priority shall also be given to filling special education teacher vacancies in Title I, focus schools, and schools with the largest number of special education teacher vacancies.**
  - c. **Consideration shall be given to the geographic proximity between the unit member’s current school and the school to which they will be assigned.**

**G. Vacancy Workload Stipend**

1. **Special Educators in the following job codes assigned to schools where there are special education vacancies will be eligible to receive a quarterly stipend based on the effect the vacancy has on their workload. This requires the educator to take on additional students (as recorded in MOIEP) as a result of the vacancy.**

<u>Job Title</u>	<u>Job Code</u>
<u>Teacher, PEP AD</u>	<u>1016</u>
<u>Sp Ed Elem Prgrm Spec</u>	<u>1024</u>
<u>Teacher, Special Education AD (includes BST and Parent Ed)</u>	<u>1034</u>
<u>Teacher, Sp Ed Resource Rm AD</u>	<u>1046</u>
<u>Teacher, Special Ed Resource</u>	<u>1060</u>
<u>Sp Ed Sec Prgrm Spec</u>	<u>1064</u>

2. **The effect the vacancy has on the Special Educators’ workload is calculated by comparing the student-to-teacher FTE ratio as outlined below to the actual number of students for which the educator is responsible as recorded in MOIEP.**

<u>Population/Program</u>	<u>Ratio (educator: student)</u>

<u>Learning and Academic Disabilities LAD/ Resource/Other Health Impairment/Speech- Language Impairment/ Orthopedic Impairment/Home School Model</u>	<u>1:12</u>
<u>Social/Emotional Special Education Services (SESES)</u>	<u>1:10</u>
<u>Deaf/Hard-of-Hearing (DHOH)</u>	<u>1:8</u>
<u>Visually Impaired</u>	<u>1:8</u>
<u>Extensions</u>	<u>1:6</u>
<u>Autism , Asperger’s, Comprehensive Autism Preschool Program (CAPP)</u>	<u>1:6</u>
<u>Learning for Independence (LFI) / Learning Centers</u>	<u>1:8</u>
<u>School Community Based Instruction (SCB)</u>	<u>1:8</u>
<u>Preschool Education Program (PEP)</u>	<u>PEP Full-Day: 1:6</u> <u>All other programs: 1:9</u>

- The student enrollment and the number of vacant FTEs for the purposes of calculating the stipend will be based on a snapshot of those figures on the first day of each school quarter.
- The amount of the quarterly incentive shall be based on the following formula:

<u>Increase in the Caseload</u>	<u>Amount of the Quarterly stipend</u>
<u>Fewer than 3 students</u>	<u>\$350</u>
<u>Between 3 and 6 students</u>	<u>\$675</u>
<u>More than 6 students</u>	<u>\$1,000</u>

- If a vacancy is filled or new vacancies occur, the stipend for future quarters may adjust to the appropriate date on the chart below. The vacancy work stipend will be paid on the following schedule:

<u>Lump Sum Payment Date</u>
<u>October 31</u>
<u>December 16</u>
<u>February 28</u>



#### H. **Extracurricular Stipends**

1. ~~B.-Classification I \$15.00.~~ **\$40.00**—Since many of the elementary and secondary schools of Montgomery County have varying emphases in their programs, limited funds are budgeted for a variety of activities involving working with students that are not included in the other classifications for which a set stipend has been assigned. Activities the school will conduct in this classification must be defined in a job description, which will include the time frame anticipated for the activity. The principal, in approving the activity and selecting the sponsor, will authorize the hours to be paid, which **must be at least 25 hours, but** may not exceed 100 hours for each activity **per fiscal school year**. Plans for activities in this class shall be forwarded for approval to the community superintendent along with the plans for activities in all other classes.
2. ~~C.-Classification I-A, Intramural (Co-Ed) Senior High School (\$1,810–\$2,175)~~ **\$2,200**—Since many of the senior high schools have varying emphases in their intramural programs, a variable stipend is offered under Classification I-A as follows:
  - a. ~~100 to 125 hours~~ **40 to 50 hours** \$1,810 stipend
  - b. ~~126 to 150 hours~~ **\$2,175 stipend** More than 50 hours \$2200 stipend
  - c. ~~2-~~ Before a principal approves the stipend in Classification I-A, the sponsor must submit a planned program, including the time frame expected for the activity. Classification I-A stipend must also be approved by the community superintendent.
3. ~~D.-Classification II, Outdoor Education~~—Teachers participating in the outdoor education programs at one of the outdoor education facilities used by Montgomery County Public Schools shall be compensated by a stipend on a per diem basis. The stipend should be made available to classroom teachers accompanying the classes and other professional staff members of Montgomery County Public Schools on grades A–D who are utilized as educational specialists. The amount of the stipend shall be \$100 for each overnight stay at one of the outdoor education facilities. The team member who organizes the outdoor education program for the school shall be compensated at the **Classification I** stipend rate for up to forty (40) hours for the organizing and planning activities, based on hours worked.
4. Classification III – Extracurricular activities that are standardized across all MCPS schools by level.
5. ECA Handbook Review -- MCEA and MCPS agree to convene an annual workgroup to review and recommend changes. The workgroup will examine and propose policy and procedures governing the

**allocation of funds for extracurricular activities. Each party shall appoint six (6) representatives. The workgroup's charges will include reviewing the ECA Handbook in order to:**

- a) **Review allocations of stipend assignments by school.**
- b) **Recommend changes to current job descriptions and estimated hours required for each stipend activity.**
- c) **Particular attention should be paid to promoting equity in hours across each athletic and non-athletic activity.**
- d) **Identify ways to increase the number of stipend opportunities at the elementary school level.**
- e) **Report to MCPS and MCEA through the Operations & Contract ASLMC their recommendations annually.**

**6. ~~E.~~ Ineligible Personnel**—Athletic specialists, consulting teachers, and 12-month unit members are not eligible for payment of an extracurricular stipend. Resource teachers and resource counselors are eligible only if the following conditions are met:

- ~~1.~~ a) The activity is in the employee's current work location.
- ~~2.~~ b) The stipend has been advertised to other unit members and none have expressed interest in the stipend.
- ~~3.~~ c) The activity does not conflict with normal teacher or resource teacher duties, including meetings.

Such appointments of resource teachers or resource counselors as extracurricular sponsors shall be for one year only and shall be renewed only if the above conditions are met again.

**~~F.~~ 7. Fall Coaches**—High school coaches of fall sports, assistant athletic directors who are not coaching a fall activity, marching band directors, cheerleader and pom sponsors who are scheduled to participate in pre-school activities have three and one half (3.5) hours per day built into the stipend, for a maximum of eight (8) days prior to the first scheduled day of work for 10-month teachers.

**~~G.~~ 8. Newspaper Sponsor & Yearbook Sponsor—High School—The sponsor will teach five classes, including a class in Journalism I/II or Yearbook I/II. Staff assigned to teach Journalism I/II or Yearbook I/II, that complete a minimum of 150 hours per year outside of their duty day, shall receive the stipend for Newspaper or Yearbook Sponsor. ~~If the school schedules the staff of the school newspaper to be assigned to the newspaper on a regular basis for a course in Journalism II in which the skills of Journalism I are extended in a planned instructional program, and the production of the~~**

~~school newspaper is not the primary activity or objective, this practice will be permitted, and the newspaper sponsor will receive the stipend.~~

~~H.~~ **9. Payment to Unit Members Selected for Stipend—Compensated Activities**

- ~~1.~~ a) Payment of stipend activities will be made by the Employee and Retiree Service Center, after receipt of the certified pay vouchers, on employees’ regular biweekly paychecks.
- ~~2.~~ b) A unit member accepting a stipend-compensated activity must perform their responsibilities before payment will be authorized for those hours. Termination of the assignment before the activity is completed will automatically forfeit the unpaid portion of the stipend. Principals are responsible for prompt notification to the Office of School Support and Well-Being of any unit member terminating their stipend activity.
- ~~3.~~ c) Compensation received for a stipend shall not be subject to withholding for retirement or insurance and shall not be considered as salary for the purpose of computing annuities pursuant to the *Maryland Teachers’ Retirement Act* and the Board of Education of Montgomery County Life Insurance Program. Federal and state withholding taxes and social security deduction will be withheld.

~~I.~~ **10. Hourly Rate**

- a) The hourly rate for the stipend program will be forty dollars (\$40) ~~fifteen dollars (\$15.00)~~ per hour.
- b) For any newly created stipend position that does not have an hourly job description, MCPS and MCEA through the Operations & Contract ASLMC shall determine a mutually agreed upon number of hours.

~~J.~~ **11. Postseason Competition**

Athletic coaches shall be paid at a flat rate of \$50 per round advanced, and up to ~~\$200~~ **\$100** per week for practices, preparation, and contests when the season is extended as a result of the team being involved in postseason county competition or the MPSSAA regional and/or state competition.

~~K.~~ **12. Extracurricular Activities**

NONATHLETIC STIPENDS	Stipend	
After School Supervisor/Monitor Assistant	High	<del>\$4,500</del> <b>\$12,000</b>
Instrumental Music Director	Middle	<del>\$1,275</del> <b>\$3,400</b>

Jazz Ensemble Director	Middle	<del>\$2,800</del> <del>\$1,050</del>
Competitive Marching/Pep Band	High	<del>\$6,600</del> <del>\$2,475</del>
Marching/Pep Band Director	High	<del>\$4,400</del> <del>\$1,650</del>
Pep Band Director	High	<del>\$2,400</del> <del>\$900</del>
Instrumental Music Director	High	<del>\$6,800</del> <del>\$2,550</del>
Music Theater Director	High	<del>\$2,600</del> <del>\$975</del>
Choral Director	Elementary	<del>\$2,880</del> <del>\$1,080</del>
Choral Director	Middle	<del>\$4,000</del> <del>\$1,500</del>
Choral Director	High	<del>\$12,000</del> <del>\$4,500</del>
Debate Coach	High	<del>\$9,000</del> <del>\$3,375</del>
Drama Director (one production)	Middle	<del>\$5,320</del> <del>\$1,995</del>
Drama Director (two productions)	Middle	<del>\$10,640</del> <del>\$3,990</del>
Drama Director	High	<del>\$13,480</del> <del>\$5,055</del>
Enrichment Activities (3-L14)	Elementary	<del>\$1,000</del> <del>\$375</del>
Extracurricular Activities Director	High	<del>\$12,600</del> <del>\$4,725</del>
Enrichment Activities (3-L16)	Elementary	<del>\$1,000</del> <del>\$375</del>
Flag/Majorette and/or Rifle Team Sponsor (Separate sponsor) (Band Director sponsor)	High	<del>\$6,000</del> <del>\$2,250</del> <del>\$3,400</del> <del>\$1,275</del>
Forensics Coach	High	<del>\$9,000</del> <del>\$3,375</del>
It's Academic	High	<del>\$4,000</del> <del>\$1,500</del>
Marching Band Pre-Season	High	<del>\$2,560</del>

		<del>\$960</del>
Math Olympiad Coach	Middle	<del>\$3,800</del> <del>\$1,425</del>
Mathletes	High	<del>\$4,680</del> <del>\$1,755</del>
Mock Trial Program	High	<del>\$3,600</del> <del>\$1,350</del>
Newspaper Advisor	Middle	<del>\$4,000</del> <del>\$1,500</del>
Newspaper Advisor	High	<del>\$9,000</del> <del>\$3,375</del>
<b><u>Minority Scholars Program Sponsor</u></b>	<b><u>Middle</u></b>	<b><u>\$40/hour</u></b> <b><u>TBD</u></b>
<b><u>Minority Scholars Program Sponsor</u></b>	<b><u>High</u></b>	<b><u>\$4,000</u></b>
<b><u>Restorative Justice Coach</u></b>	<b><u>Elementary</u></b>	<b><u>\$8,000</u></b> <del>\$3,000</del>
<b><u>Restorative Justice Coach</u></b>	<b><u>Secondary</u></b>	<b><u>\$16,000</u></b> <del>\$6,000</del>
<b><u>Wellness Coordinator</u></b>	<b><u>All levels</u></b>	<b><u>\$5,500</u></b> <del>\$2,000</del>
<b><u>Wellness Data Tracker</u></b>	<b><u>All levels</u></b>	<b><u>2,500</u></b> <del>\$1,000</del>
<b><u>Yearbook Advisor</u></b>	<b><u>Elementary/</u></b>	<b><u>\$4,000</u></b>
	<b><u>Middle</u></b>	
Yearbook Advisor	High	<del>\$9,000</del> <del>\$3375</del>

<b>NONATHLETIC STIPENDS</b>	<b>School Level</b>	<b>Stipend</b>
Outdoor Environmental Ed Organizer	Middle	<del>\$1,600</del> <del>\$600</del>
Safety Patrol	Elementary	<del>\$7,640</del> <del>\$2,865</del>
Senior Class Advisor	High	<del>\$10,000</del> <del>\$3,750</del>
Junior Class Advisor	High	<del>\$7,000</del>

		<del>\$2,625</del>
SGA	Middle	<del>\$3,150</del> <b>\$8,400</b>
SGA	High	<del>\$4,050</del> <b>\$10,800</b>
Stage Director	Middle	<del>\$750</del> <b>\$2,000</b>
Stage Director	High	<del>\$4,995</del> <b>\$13,320</b>
STEM Club	High	<del>\$1,500</del> <b>\$4,000</b>
Student Service Learning (SSL) Projected Enrollment: Up to 500—SSL (Small) 501 to 1,000—SSL (Medium) 1,001 to 1,500—SSL (Large)	Middle Middle Middle	<del>\$1,000</del> <del>\$1,200</del> <del>\$1,500</del> <b>\$2,666</b> <b>\$3,200</b> <b>\$4,000</b>
Student Service Learning (SSL)	High	<del>\$3,000</del> <b>\$8,000</b>
<del>Yearbook Advisor</del>	<del>High</del>	<del>\$3,375</del>

<b>ATHLETIC STIPENDS</b>	<b>School Level</b>	<b>Stipend</b>
Assistant Athletic <del>Specialist</del> Director	High	<del>\$4,725</del> <b>\$12,700</b>
Assistant Game Manager	High	<del>\$2,430</del> <b>\$6,480</b>
Athletic Coordinator	Middle	<del>\$2,715</del> <b>\$7,240</b>
Baseball Jr. Varsity	High	<del>\$2,955</del> <b>\$7,880</b>

Baseball Varsity	High	<del>\$11,920</del> <del>\$4,470</del>
Basketball Ticket Manager	High	<del>\$3120</del> <del>\$1,170</del>
Basketball Scorer/Timer (Boys)	High	<del>\$1,680</del> <del>\$630</del>
Basketball Scorer/Timer (Girls)	High	<del>\$1,680</del> <del>\$630</del>
Basketball Scorer	Middle	<del>\$640</del> <del>\$240</del>
Basketball Timer	Middle	<del>\$640</del> <del>\$240</del>
Basketball (Boys)	Middle	<del>\$3,280</del> <del>\$1,230</del>
Basketball (Boys) Jr. Varsity	High	<del>\$9,440</del> <del>\$3,540</del>
Basketball (Boys) Varsity	High	<del>\$12,920</del> <del>\$4,845</del>
Basketball (Girls)	Middle	<del>\$3,280</del> <del>\$1,230</del>
Basketball (Girls) Jr. Varsity	High	<del>\$9,440</del> <del>\$3,540</del>
Basketball (Girls) Varsity	High	<del>\$12,920</del> <del>\$4,845</del>
Bocce (Coed) (Corollary)	High	<del>\$4,600</del> <del>\$1,725</del>
Cheerleader—Plan I Fall - Large Varsity Split (2 Sponsors) Sponsor 1 Sponsor 2	High	<del>\$6,140</del> <del>\$2,303</del> <del>\$6,140</del> <del>\$2,303</del>
Cheerleader—Plan II Fall - Varsity Fall - Junior Varsity Winter - Varsity	High	<del>\$6,640</del> <del>\$2,490</del> <del>\$5,220</del> <del>\$1,958</del> <del>\$5,260</del> <del>\$1,973</del>
Corollary Sports Facilitator	High	<del>\$5,520</del> <del>\$2,070</del>
Cross Country (Coed)	High	<del>\$9,640</del> <del>\$3,615</del>
Cross Country (Coed) Assistant	High	<del>\$9,040</del> <del>\$3,390</del>

Cross Country/Track and Field Meet Facilitator—Countywide (1)	High	<del>\$5,520</del> <del>\$2,070</del>
Cross Country (Coed)	Middle	<del>\$2,760</del> <del>\$1,035</del>
Diving Coach—Countywide (2)	High	<del>\$8,240</del> <del>\$3,090</del>
Field Hockey Jr. Varsity	High	<del>\$6,880</del> <del>\$2,580</del>
Field Hockey Varsity (Girls)	High	<del>\$9,720</del> <del>\$3,645</del>
Football Ticket Manager-1 each high school	High	<del>\$2,680</del> <del>\$1,005</del>
Football—Four assistants	High	<del>\$13,760</del> <del>\$5,160</del>
Football—Head coach	High	<del>\$15,960</del> <del>\$5,958</del>
Gen. Athletic Event Ticket Manager	High	<del>\$6,560</del> <del>\$2,460</del>
Golf (Coed)	High	<del>\$5,240</del> <del>\$1,965</del>
Gymnastics Club (Girls)	High	<del>\$5,240</del> <del>\$1,965</del>
Indoor Track (Coed)	High	<del>\$9,320</del> <del>\$3,495</del>
Indoor Track (Coed) Assistant	High	<del>\$8,640</del> <del>\$3,240</del>
Intramural Coordinator	Middle	<del>\$2,400</del> <del>\$900</del>
Intramural Director	Middle	<del>\$2,480</del> <del>\$930</del>
Intramural Director (Coed)	High	<del>\$1,520</del> <del>\$570</del>
Lacrosse Varsity (Boys)	High	<del>\$8,720</del> <del>\$3,270</del>
Lacrosse Varsity (Girls)	High	<del>\$8,720</del> <del>\$3,270</del>
Lacrosse (Boys) Jr. Varsity	High	<del>\$6,800</del> <del>\$2,550</del>
Lacrosse (Girls) Jr. Varsity	High	<del>\$6,800</del> <del>\$2,550</del>
League Coordinator (five for the County)	High	<del>\$1,440</del> <del>\$540</del>



Night Game Manager	High	<del>\$1,635</del> <b>\$4360</b>
Pole Vault Coach—Countywide (2)	High	<del>\$2,550</del> <b>\$6,800</b>
Pompons	High	<del>\$3,675</del> <b>\$9,800</b>
Soccer (Boys)	Middle	<del>\$1,215</del> <b>\$3,240</b>
Soccer (Boys) Jr. Varsity	High	<del>\$2,850</del> <b>\$7,600</b>
Soccer (Boys) Varsity	High	<del>\$3,750</del> <b>\$10,000</b>
Soccer (Girls)	Middle	<del>\$1,215</del> <b>\$3,240</b>
Soccer (Girls) Jr. Varsity	High	<del>\$2,850</del> <b>\$7,600</b>
Soccer (Girls) Varsity	High	<del>\$3,750</del> <b>\$10,000</b>
Softball (Boys)	Middle	<del>\$1,155</del> <b>\$3,080</b>
Softball (Girls)	Middle	<del>\$1,155</del> <b>\$3,800</b>
Softball (Girls) Jr. Varsity	High	<del>\$2,955</del> <b>\$7880</b>
Softball (Girls) Varsity	High	<del>\$4,470</del> <b>\$11,920</b>
Softball (Co-ed) Corollary	High	<del>\$1,725</del> <b>\$4600</b>
Swimming & Diving	High	<del>\$3,225</del> <b>\$8600</b>
Team Handball (Co-ed) Corollary	High	<del>\$1,725</del> <b>\$4,600</b>
Tennis (Boys)	High	<del>\$3,255</del> <b>\$8,600</b>
Tennis (Girls)	High	<del>\$3,330</del> <b>\$8,800</b>
Ticket Manager: Countywide Athletic Events	High	<del>\$3,000</del> <b>\$8,000</b>
Track Assistant (Coed) (Up to 3 per school)	High	<del>\$3,690</del> <b>\$9,840</b>
Track Head Coach (Coed)	High	<del>\$4,005</del> <b>\$10,680</b>

Volleyball (Boys) Varsity	High	<del>\$9,240</del> <del>\$3,465</del>
Volleyball (Coed) Varsity	High	<del>\$9,240</del> <del>\$3,465</del>
Volleyball (Girls) Jr. Varsity	High	<del>\$6,840</del> <del>\$2,565</del>
Volleyball (Girls) Varsity	High	<del>\$9,400</del> <del>\$3,525</del>
Weight Training Director (Coed)	High	<del>\$3,600</del> <del>\$1,350</del>
Wrestling Jr. Varsity	High	<del>\$10,560</del> <del>\$3,960</del>
Wrestling Varsity	High	<del>\$13,800</del> <del>\$5,175</del>

**13. ~~Article 22~~ Other Compensation**

- a) ~~A~~ Summer School, Special Education and Other Summer Instructional Activities
  - 1) To meet school-system program needs, consideration will be given to those unit members who apply and are found by the Board to qualify for those jobs that are available in the summer school program under the following procedures and criteria. A factor in the qualifications to be considered will be prior summer employment with MCPS.
  - 2) Unit members will be notified concerning the status of their application for summer school employment as early as possible, with a view toward facilitating personal plans of unit members.
  - 3) Planning time shall be provided during the unit member’s duty day.
  - 4) All required materials of instruction and equipment shall be available at the summer school assignment.
  - 5) Unit members assigned to work during summer school shall be paid at their hourly rate i.e., annual salary divided by 1560, the number of hours paid in a 195-day school year).
  - 6) Unit members performing summer assessments of students shall be paid at their hourly rate (annual salary divided by 1560, the number of hours paid in a 195-~~day~~ school year).
  - 7) Unit members eligible for additional compensation for working as teacher trainers shall be paid at their hourly rate (Article 7, Section A, Subsections 8 and 9).
  - 8) Ten-month unit members employed during the summer shall be eligible to use all and any accrued sick leave on any duty day when illness or disability prevents their reporting to their assignment. **Ten-month** unit members employed in the summer shall be eligible for bereavement leave,

for jury duty leave, and for leave to conduct MCEA business, in accordance with the procedures developed by the superintendent as outlined in Article 3.

- 9) MCPS may offer two (2) or three (3) year summer employment contracts to unit members. Unit members who sign multiple-year contracts but find themselves unable to meet the multiyear commitment must rescind by February 1. Unit members will continue to be hired on an annual basis as well, to respond to actual enrollments and specific program needs.

b) ~~B~~-Curriculum Development

- 1) To meet school-system program needs, consideration will be given to those unit members who apply and are found by the Board to qualify for those jobs that are available in curriculum development, in-service training, and other school-system programs, under the following procedures and criteria. A factor in the qualifications to be considered will be prior summer employment with MCPS.
- 2) Unit members will be notified concerning the status of their application for such employment as early as possible, with a view toward facilitating personal plans of unit members.
- 3) All summer in-service and curriculum development centers shall have clean, air-conditioned, appropriately equipped work areas, facilities, and restrooms.
- 4) Unit members assigned to work during the summer on curriculum development, in-service, or other school-system projects shall be paid based on an hourly rate of pay of \$25.00 per hour for such work.
- 5) Fixed stipends, in lieu of hourly pay, may be provided for certain project work and summer workshops.
- 6) Ten-month unit members employed during the summer shall be eligible to use all and any accrued sick leave on any duty day when illness or disability prevents their reporting to their assignment.

c) ~~C~~-High School Graduation Validation Programs

- 1) Unit members selected for High School Graduation Validation credit program assignments shall be paid at their hourly rate (annual salary divided by 1560, the number of hours paid in a 195-day school year.
- 2) Preparation time currently being received for the High School Graduation Validation Programs shall continue.
- 3) Positions in the High School Graduation Validation Programs are to be filled by the administration first from applicants who are regularly appointed teachers in MCPS. Tenured teachers shall have preference over non-tenured teachers and non-tenured teachers shall have preference over outside applicants.
- 4) Unit members who are ill may use their accrued sick leave and charge 2.1 hours for a one-session position and 4.2 hours for a two-session position.

d) **Translation Services**

- 1) **Bilingual unit members asked to translate either orally or written (e.g. curriculum, talking to families) shall be paid an extra \$10 per hour differential for time spent providing translation services.**
- 2) **Unit members shall be provided coverage to provide translation services.**

e) ~~D~~-Training

Unit members will be paid based on their regular per-diem rate (annual salary divided by 195 regular duty days) for Tier One training taken outside of regular duty hours. Tier Two training taken outside of regular duty hours will be paid at the rate of twenty dollars (\$20) per hour. Tier Three and Tier Four training will not be eligible for compensation. A description of the tiers can be found in Article ~~15(C.2.a),15(C.1.a)~~.

f) ~~E~~-Mileage

- 1) Unit members who, in order to fulfill their job responsibilities, are required to use their own vehicles to complete those assigned job responsibilities, will receive the standard Internal Revenue Service rate per mile for all travel on MCPS business using their private automobile, subject to the conditions in the following paragraphs. These parameters are based on IRS regulations defining mileage reimbursements that do not require the district to treat the payment as taxable income. Adjustments in the mileage rate will be made effective on the date of the official change in the published rates in Internal Revenue Service regulations
  - (i) Employees will not be reimbursed for commuting mileage between their home and the first of one (1) or more of their regular work locations. This includes situations where an employee returns home after being at work and then later returns to work again that day. Also included in the meaning of commuting are miles traveled to and from work on nonwork days, on leave days or when teleworking.
  - (ii) For employees who perform work at several MCPS and Non-MCPS locations during a day, commuting is defined as travel from an employee's home to the first work site they travel to for the purpose of performing work in a day, and travel from the last work site at which they worked on a day to their residence. For purposes of mileage reimbursement, MCPS meetings or functions held at a non-MCPS facility will be treated as at an MCPS location.
  - (iii) An employee who has to travel on MCPS business to a non-MCPS site from home may report that mileage, and the return trip, for reimbursement.
  - (iv) No personal travel may be submitted for reimbursement.

- (v) Unit members are reimbursed for mileage that is required as part of their regularly assigned function/position. Employees who receive stipend payments, overtime, or other additional pay for additional work do not receive reimbursement for miles traveled in their personal vehicles for this work. This includes extracurricular stipends and summer assignments. Approved use of a personal vehicle for transportation on a field trip or for out-of-district outdoor education will be reimbursed.
  - (vi) Travel mileage is reimbursed for up to the shortest non-tolled route between sites. Employees may travel other routes for reasons such as speed of travel but may only claim reimbursement for the miles in the shortest non-tolled route, as shown on MCPS mileage charts.
  - (vii) The employee claiming reimbursement must submit a reimbursement request to their supervisor within ten (10) business days after the end of the month during which the travel occurred.
  - (viii) Unit members will not be required to drive pupils to activities which take place away from the school building. Unit members may do so voluntarily with the advance approval of their principal or immediate supervisor and will be reimbursed for driving such miles at the rate provided in paragraph A above. In no case shall mileage be paid for travel for extracurricular activities or work beyond the regularly assigned function for which the unit member has been employed.
  - (ix) Unit members who are required as a condition of employment in a given position to use their private automobiles, and who, because of this required employment use, pay a higher insurance premium, shall be reimbursed for the amount of the additional premium. The unit member seeking reimbursement will be expected to submit satisfactory evidence to support such claims.
- g) **~~F~~-Moves Between Work Places**
- 1) Classroom teachers (.5 FTE and above) whose full assignments are changed from one or more work locations to one or more other work locations or staff forced to relocate mid-year due to a partial reconstruction or renovation in which there was not a school-wide closure are eligible for up to seven (7) hours of compensation at the Tier Two rate of pay for moving.