

## Professional Development Stipend Guidelines

<p><b>Voluntary Professional Development</b></p>	<p>Those who participate in voluntary professional development should not receive monetary compensation.</p>
<p><b>Required Professional Development</b></p>	<p><b>Rate: \$75.00</b></p> <p><b>For Example:</b></p> <ul style="list-style-type: none"> <li>• <u>Part-time Teachers:</u> A part-time teacher will have their sub paid for, and then receive \$37.50 for the other half of the day.</li> <li>• <u>Off-track Teachers:</u> Pay a \$75.00 stipend for off-track, full day professional development.</li> <li>• <u>School-based Training:</u> If a school requires a professional development, the school will cover any teacher compensation.</li> </ul> <p><b>Note:</b> Participants cannot have their substitute paid for and receive a stipend.</p>
<p><b>Classified Professional Development</b></p>	<p>Classified personnel shall receive their hourly rate of pay for professional development beyond their contract time.</p>
<p><b>Rate of Pay for Presenters</b></p>	<p><b>Presentation Time</b></p> <ul style="list-style-type: none"> <li>• If training occurs during presenter’s off-contract hours, the presenter will be paid a trainer stipend not to exceed \$300.00 for one day of training for <i>presentation and preparation</i>. This amount is based on 7.5 hour training (shorter trainings require an adjustment of the trainer stipend). Additional training time for the same presentation will be paid the amount of \$175.00 per day for 7.5 hour training. (Clarification: A presenter repeating a training will not receive additional preparation pay.)</li> <li>• Trainers will not be paid a stipend if training occurs during contract time. A substitute will be provided and preparation time will be paid at \$22.05 per hour; not to exceed presentation hours.</li> </ul> <p><b>Preparation Time</b></p> <ul style="list-style-type: none"> <li>• Preparation time is included in the presenter’s stipend; however, as a supervisor you may determine how much prep time is required for a course (not to exceed the presentation hours).</li> </ul>
<p><b>Note</b></p>	<ul style="list-style-type: none"> <li>• Teachers may not receive more than their hourly rate.</li> <li>• It is recommended that grant applications follow the Professional Development Stipend Guidelines.</li> </ul>

Revised: May 24, 2011