# ARTICLE XVII

## Extra Pay for Extra Duty (Supplements)

A. Extra pay for extra duty(s) will be paid for additional duties and responsibilities specifically assigned by the Board and detailed in a position description prepared by the appropriate principal. These duties must be performed beyond the normal workday or workweek and will be based on the three following factors:

1. Time
2. Staff
3. Pressure/Responsibility

Equal pay will be provided when the duties are equal in each of the above factors.

"Time" is to be expressed in actual hours required per season/activity to perform the assigned extra duty after the normal professional employee workday or workweek.

"Staff" relates to the number of aides or assistants the individual has assigned to him and has responsibility for supervising during the extra duty activities.

"Pressure/Responsibility" relates to the total of the inherent, accountable factors for which those engaged in the extra duty activity are charged.

This factor considers such tangible items as (a) number of students involved, (b) degree/amount of public exposure, (c) critical appraisals involved in regard to this public exposure (d) health and safety of individuals involved in the extra duty activity, (e) the moral leadership and coordinating ability needed to successfully discharge the extra duties, (f) the budget expended (including receipts and disbursements), (g) the value of equipment or facilities involved in the extra duty activities.

To arrive at an equitable pay for these assigned extra duty responsibilities, a rank of point values must be assigned to the above three (3) factors. B. Point values are determined as follows:

1. Time: Hours to range from 0 through 500, with the hours relating to point value scale up to 10 points as follows:

**Time Table**

|  |  |
| --- | --- |
| **Hours** | **Point Factor** |
| 0-49 | 1 |
| 50-99 | 2 |
| 100-149 | 3 |
| 150-199 | 4 |
| 200-249 | 5 |
| 250-299 | 6 |
| 300-349 | 7 |
| 350-399 | 8 |
| 400-449 | 9 |
| 450-500 | 10 |

1. Staff: Each aide or assistant supervised counted as 1 point, up to 5 maximum, as follows:

### Aide Point Factor

1. 1
2. 2
3. 3
4. 4
5. 5

3. Pressure/Responsibility: The point range for this factor ranges from 1-8, as determined by the amount and degree of items listed in (a) through (g) above.

C. Each point is worth $250.

1. The Board reserves the right to add or delete these extra pay for extra duty assignments with the understanding that the negotiated point factor value in C. above will be used for pay purposes during the term of the Agreement.
2. Supplement Committee (Article XVII, Extra Pay for Extra Duty) A Supplement Committee will be established consisting of up to six (6) members selected by the Association and up to six (6) members of management selected by the Superintendent or designee. The committee should be a cross section representing the broad range of supplements. This committee will review the complete list of positions presently receiving supplements and others that they consider should be receiving supplements to determine the appropriateness of the three factors of the formula that determine the total points each supplement is worth. The recommendations will be forwarded to the negotiating teams. Through unanimous consent the parties may recommend implementation to the Superintendent and School Board. This committee will continue into subsequent years and will make recommendations to the negotiating teams.
3. Supplement positions that become vacant shall be posted and filled under the following procedures:
   1. Posted, first, in the school where the vacancy exists for a period of five (5) days. Priority consideration will be given to qualified teacher applicants from within the school where the vacancy exists.
   2. If no teacher is interested they qualified, after five (5) days the position will be posted through the District's instructional position posting procedures.
   3. Posting may list, but not be limited to: job title, duties, responsibilities and amount of pay.
   4. If no teacher is interested they qualified, personnel other than teachers may be considered.
4. Supplement salaries:
   1. Shall never exceed amounts contained herein.
   2. All supplements will be paid at end of the activity.
   3. Shall be prorated on a daily basis when a teacher resigns or is unable to complete all duties, however the combined activity supplement shall never exceed the amounts contained herein.
5. Teachers shall notify, they shall be notified, by their principal prior to May 1 of the school year in which they receive a supplement if they will continue in the supplemented position for the subsequent year.
6. The President of the Association may request a list of who received supplements, who currently is receiving supplements, and how many supplements are assigned to each employee at any time.
7. A written agreement will be signed by staff receiving supplements and their supervisor. The agreement will contain responsibilities of the position, time commitment, pay, start and end date of the activity and other expectations as needed.
8. Professional employees who become certified/endorsed in ESOL they Reading they Gifted shall receive a one-time supplement of $500 for each certification if the following criteria are met:
   1. Employee submits application for supplement by sending an e-mail to the Administrative Assistant to the Associate Superintendent of Human Resources. E-mail must include an attached copy of the valid Florida Teaching Certificate designating the endorsement/certification for the supplement.
   2. Employee submits a separate e-mail for each endorsement in which they would like to be considered. As of November 1, 2016 employees may apply for and receive only one supplement per school year.
   3. Employee has completed four continuous years of service with the St. Johns County School District in an instructional position. The employee is not required to be teaching in the field during the year they make application for the supplement.
   4. Payments will be made each school year in December and, if funds are still available, another distribution will be made in May.

Payments shall be made in order of receipt, not to exceed $80,000 annually. Excess applications shall be paid the following school year, provided that the applicant is still actively employed in an instructional position.

1. Coaches of teams that progress to FHSAA sanctioned state playoffs will receive an additional 5% supplement, based on the employee’s base supplemental rate for each earned level of completion (district, regional, state). Coaches of a team or an individual player who automatically participate in the first round of playoffs will not receive the extra supplement. Coaches will receive the additional pay for each week their team or individual progresses to the next level of competition.
2. Florida Statutes requires differentiated pay for specific classification of employees. A committee has been formed to develop a plan for implementation. The district agrees to budget $1,000,000 additional dollars to represent additional differentiated pay needs. The committee shall meet annually to monitor the implementation and funding of the plan. This committee will determine the categories and specific teacher who are awarded additional monies.
3. **Exceptional Supplements**

All professional employees eligible and assigned to bill for Medicaid reimbursement will be paid 5% of actual reimbursement amount billed as a result of their records.

Department Chair/Academy Director/Team Leader (ES/MS/HS)/Guidance Chairman (MS/HS): All department/grade level/academy chairs (K-12) will receive $165 per teacher assigned to the department, grade or academy faculty. No professional employee can be counted more than once, but division by 1/5 is allowed. Principal determines make-up of groups, maximum amount for one (1) chairperson will be equal to twelve (12) professional employees (for a maximum of $1,980). Only professional employees are counted in determining the supplement.

The professional employee who teaches a 7th period within their 7.5 hours workday in middle and high school shall be paid a $3,000 supplement per semester. Co-teachers (who hold a certification in said 7th period class) shall be paid a $1,600 supplement per semester. This will be a voluntary assignment.

1. Supplement Tables

**Supplemental Pay – High School**

POSITION STAFF TIME PRES/RES TOTAL $Amount

Head Cheerleading 2 6 4 12 3000

(add 2 points if Competitive Cheer)

Asst. Cheerleading 0 6 2 8 2000

(add 1 point if Competitive Cheer)

Dance Team 0 6 4 10 2500

(add 2 points if Competitive Dance)

Winter Guard 0 5 4 9 2250

Field Guard 0 3 3 6 1500

Choral 0 6 3 9 2250

Drama 1 6 3 10 2500

1200 Activities PT Dir I (0-1000) 0 2 2 4 1000

1200 Activities FT Dir II (1001-1500) 0 2 3 5 1250

1200 Activities FT Dir II (1501-Up) 0 3 3 6 1500

**Fall Football (80% of total)**

Head Football 5 10 8 23 4600

Asst. Football I 1 8 5 14 2800

(Offensive/Defensive Coordinator)

Asst. Football II 0 8 4 12 2400

Asst. Football III 0 7 3 10 2000

(Total fall assistant football not to exceed $18,650)

**Spring Football (20 % of total)**

Head Football 5 10 8 23 1150

Asst. Football I 1 8 5 14 700

(Offensive/Defensive Coordinator)

Asst. Football II 0 8 4 12 600

Asst. Football III 0 7 3 10 500

(Total spring assistant football not to exceed $4,662)

Head Basketball 3 7 6 16 4000

Asst. Basketball 0 7 3 10 2500

Head Baseball 3 7 6 16 4000

Asst. Baseball 0 7 3 10 2500

Head Track 2 7 5 14 3500

Asst. Track 0 7 3 10 2500

Head Wrestling\* 1 7 6 14 3500

Asst. Wrestling\*\* 0 7 3 10 2500

Head Volleyball 3 6 5 14 3500

Asst. Volleyball 0 6 2 8 2000

Head Beach Volleyball 3 6 5 14 3500

Asst. Beach Volleyball 0 6 2 8 2000

Head Soccer 2 8 4 14 3500

Asst. Soccer 0 6 2 8 2000

Head Lacrosse 2 6 6 14 3500

Asst. Lacrosse 0 6 2 8 2000

Head Softball 3 7 6 16 4000

Asst. Softball 0 7 3 10 2500

Head Cross Country\* 0 6 4 10 2500

Asst. Cross Country\*\* 0 6 2 8 2000

Head Golf\* 0 6 4 10 2500

Asst. Golf\* 0 6 2 8 2000

Head Bowling\* 0 6 4 10 2500

Asst. Bowling\*\* 0 6 2 8 2000

Head Swimming\* 0 7 4 11 2750

Asst. Swimming\*\* 0 7 2 9 2250

Head Flag Football 1 7 3 11 2750

Asst. Flag Football 0 7 2 9 2250

Head Tennis\* 0 7 4 11 2750

Asst. Tennis\*\* 0 6 2 8 2000

Head Weightlifting 1 5 3 9 2500

Asst. Weightlifting 0 6 2 8 2000

\*For these sports add 2 points (1 Time, 1 Staff) if coaching both Boys and Girls teams.

\*\* For these sports, an assistant may be added if the head coach is coaching both boys and girls teams.

Mu Alpha Theta 0 1 0 1 250

Sign Language Club 0 1 0 1 250

Art Club 0 1 0 1 250

BETA Club 0 1 0 1 250Debate Club 0 1 0 1 250

Architecture, Construction and

Engineering (ACE) 0 2 3 5 1250

FL Business Leaders Assoc./DECA 0 2 3 5 1250

FL HOSA (Future Health Professionals) 0 2 3 5 1250

FL Future Educators of America 0 2 3 5 1250

Florida Public Service Association 0 2 3 5 1250

FL Technology Student Association 0 2 3 5 1250

Student TV Network Affiliate 0 2 3 5 1250

FL Skills USA 0 2 3 5 1250

Future Farmers of America 0 2 3 5 1250

Astronaut Challenge 0 1 0 1 250

Fashion Club 0 1 0 1 250

French Club 0 1 0 1 250

Spanish Club 0 1 0 1 250

History Club 0 1 0 1 250

Future Teachers 0 1 0 1 250

Pep Club 0 1 0 1 250

National Thespian Society 0 1 0 1 250

Tri M 0 1 0 1 250

Conservation Club 0 1 0 1 250

Atman/Black Awareness 0 1 0 1 250Photography Club 0 1 0 1 250

SADD 0 1 0 1 250

HS Yearbook 0 4 4 8 2000

Newspaper 0 2 4 6 1500

Band 2 10 8 20 5000

HS Link Crew 0 3 3 6 1500

PAC Coordinator 0 2 1 3 750Media Club 0 1 0 1 250Senior Men 0 1 0 1 250Senior Women 0 1 0 1 250

Future Problem Solving 0 1 0 1 250

HS AVID Site Coordinator 0 3 3 6 1500

Guitar Ensemble 0 5 3 8 2000AV Coordinator/Lighting/Sound 0 3 1 4 1000

Web Master High 0 3 0 3 750

HS Student Government 0 2 2 4 1000

**Class Sponsors**

Freshman (Per Person) 0 1 1 2 500

Sophomore (Per Person) 0 2 1 3 750

Junior (Per Person) 0 3 2 5 1250

Senior (Per Person) 0 3 3 6 1500

High Q 0 3 2 5 1250

NHS 0 2 1 3 750

HS Deans 0 5 5 10 2500

HS Flexible Supplements (3)\*\* 0 5 5 10 2500

\*\*This supplement may be recommended by the Principal and must be approved by the Association and the Board.

HS STEM Coordinator 0 2 1 3 750

**Supplemental Pay – Middle School**

POSITION STAFF TIME PRES/RES TOTAL $Amount

MS Band 0 4 3 7 1750

MS Yearbook 0 2 1 3 750

MS Intramural Coaches 0 2 1 3 750

MS Chorus 0 3 2 5 1250

MS Winterguard 0 3 2 5 1250

MS Cheerleader 0 3 2 5 1250

MS Gifted Coordinator 0 2 1 3 750

MS Drama Club 0 1 0 1 250

MS Art Club 0 1 0 1 250

MS AVID Site Coordinator 0 3 3 6 1500

MS Dance Team 0 2 1 3 750

MS NJHS 0 2 0 2 500

MS ~~Science Fair~~ STEM Coordinator 0 2 1 3 750

MS WEB (CharacterCounts!) 0 3 3 6 1500

MS Interscholastic Coach 0 2 2 4 1000

MS Interscholastic Coordinator 0 2 2 4 1000

Web Master Middle 0 3 0 3 750

MS Deans 0 5 5 10 2500

MS Flexible Supplements 250

\*\* One point for each 100 students – minimum six (6) per school

**Supplemental Pay – Elementary School**

POSITION STAFF TIME PRES/RES TOTAL $Amount

ES Yearbook 0 1 1 2 500

Web Master Elementary 0 3 0 3 750

Elementary Floating Supplement 250

\*\* One point for each 100 students – minimum six (6) per school

**Supplemental Pay – ~~All Levels~~ Elementary, K-8, Middle, High School**

POSITION STAFF TIME PRES/RES TOTAL $Amount

SAC Chair 0 2 1 3 750

National Board 0 0 0 0 100

District Level

Academic Team Sponsor 0 2 1 3 750

Performance Matters Trainer\* 0 2 0 0 500

Schoology Trainer\* 0 1 0 0 250

TAC Trainer\* 0 1 0 0 250

STEM Club 0 4 1 5 1250

\*An additional trainer will be added for schools with greater than 1,000 students. Schools with 1001-2000 students will receive an additional point added to their time value. Schools with 2,001 students or more will receive a total of 2 points over the base time value added to their category. Trainer training that occurs in the summer, or the other time outside of contract hours, will be paid at the employee’s hourly rate.