

**Student Contact Stipend Plan**  
**Livingston County R-III School District**

Revised: 6-9-15

<b>@\$25/hr</b>	<b>Total Plan Hours</b>	<b>Stipend</b>	<b>Minimum Hours for Tutoring</b>	<b>Maximum Hours for Other Activities</b>
<b>Level A</b>	40	\$1000	20	10
<b>Level B</b>	50	\$1250	25	12.5
<b>Level C</b>	60	\$1500	30	15
<b>Level D</b>	25	\$625		12.5
<b>Level E</b>	30	\$750		15
<b>Level F</b>	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
  - Levels B & E: 6-10 years experience
  - Levels C & F: 11+ years experience

**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 3:15 p.m. on the appropriate form.
- If a participant does not meet the hour requirements in their plan, the hours completed will be paid on a pro-rated basis.
- 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.
- Hours logged under Direct Student Contact and Other Activities (where applicable) should have a student to adult ratio of 5:1.

## **Tutoring**

### **\*Approvable 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.

### **\*Approvable Activities:**

- Yearbook
- Student Council
- 7<sup>th</sup>/8<sup>th</sup> grade Play
- Bobcat Reading Night
- Book Fair
- MAP Night
- OPT activities
- Grant activities involving students
- Other ideas

## **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
- 8<sup>th</sup> grade banquet/graduation
- 7<sup>th</sup>/8<sup>th</sup> grade play
- Bobcat Reading Night
- Book Fair
- MAP Night
- MAP Day
- OPT Activities
- Professional Development
- Curriculum work
- Grant writing
- Other ideas

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

Basketball coach—7 <sup>th</sup> /8 <sup>th</sup> grade season	\$660 + benefits
Basketball coach—5 <sup>th</sup> /6 <sup>th</sup> grade season	\$660 + benefits
Cheerleading sponsor—7 <sup>th</sup> /8 <sup>th</sup> grade season	\$100 + benefits
Cheerleading sponsor—5 <sup>th</sup> /6 <sup>th</sup> grade season	\$100 + benefits
Basketball game workers (gate, clock, & score book)	\$20/game +benefits