

EDUCATION SUPPLEMENTAL PAY PLAN FOR NONINSTRUCTIONAL EMPLOYEES*

Supplemental pay may be earned in the following ways:

- I. The District Staff Development Plan.
 - A. Each NI employee may earn up to 96 points each year for education supplemental pay purposes by successfully completing those components designated as job-related by the Director of Staff Development.
 - B. For each 96 points thus earned, a seven-cent (\$.07) per hour supplement will be awarded.

OR

- II. Adult Education Courses.
 - A. Each NI employee may earn points each year for education supplemental pay purposes by successfully completing those adult education courses designated as job-related by the appropriate administrator - Director of Food, Nutrition and Distribution Services for food & nutrition workers, Director of Facility and Maintenance for maintenance workers, District Custodial Services Coordinator for custodians, Director of Transportation for bus drivers, etc.
 - B. One (1) point shall be awarded for each adult education course clock hour.
 - C. For each 96 points thus earned, a seven-cent (\$.07) per hour supplement will be awarded.

OR

- III. College Credit Courses.
 - A. Each NI employee may earn points each year for education supplemental pay purposes by successfully completing college courses taken at a college accredited by one of the regional accrediting associations or at a college accredited by an association, which is a member of the Council on Post Secondary Accreditation.
 - B. For each six (6)-semester hours of credit earned, a seven-cent (\$.07) per hour supplement will be awarded.

- IV. Combination.
 - A. Staff development points, adult education courses, and college credit courses may be combined as follows: one (1) semester hour of college course credit = points and one (1) adult education course clock hour = one (1) point.
 - B. No duplication will be permitted.

- V. Supplement Ceiling.

A maximum of \$1.68 per hour may be earned under this plan.

(Education Supplemental Pay Plan continued on next page.)

- VI. Responsibility to Notify.

- A. It will be the responsibility of the employee to notify the Human Resources Department of his/her eligibility for education supplemental pay and provide any necessary supporting documentation.
- B. Beginning July 1, 1982, the addition due to education supplemental pay shall be effective for the pay period following the receipt of the necessary documentation in the Human Resources Department and evaluation and approval by the Director of Human Resources or his/her designee. Beginning July 1, 1989, any increase due to education supplemental pay shall be retroactive to the beginning of the first pay period following completion of the inservice in which an employee reaches or exceeds 96 points.

VII. Eligibility

- A. Occupational Therapy Assistants, Physical Therapy Assistants, and Social Educator (Headstart Program) are eligible to receive Education Supplemental Pay for inservice points earned after January 1, 1997, according to the District Staff Development Plan as specified in paragraphs 1, A & B of this section.
- B. Prekindergarten Teachers (CDA) are eligible to receive Education Supplemental Pay for inservice points earned after July 1, 1998, according to the District Staff Development Plan as specified in paragraphs 1, A & B of this section.

* NI employees in positions, which were paid on an hourly or daily rate as of June 30, 1986, are eligible for education supplemental pay. For positions established after July 1, 1986, the Director of Human Resources shall establish eligibility. Early Head Start-Home Visitor who earn the required CDA while employed by Pasco County School Board will not earn any salary credit for the CDA courses under the Education Supplemental Pay Plan. Occupational Therapy Assistants, Physical Therapy Assistants, and Social Educator-Headstart are eligible to receive Education Supplemental Pay for inservice points earned after January 1, 1997, according to the District Staff Development Plan as specified in paragraphs I A and I B of this section.