

BLUFFVIEW MONTESSORI SCHOOL
DRAFT POLICY 406 STIPENDS DRAFT

I. PURPOSE

The Board of Directors recognizes that stipends may be paid for certain activities. Stipends are an allowance for additional duties that require preparation and that enhances curriculum or serves the school and students.

II. GENERAL STATEMENT OF POLICY

The Board of Directors has established the following guidelines for the payment of stipends:

- A.** All **annual, operational** activities that qualify for a stipend must be a part of a planned program that has been approved by the Bluffview Montessori School Board of Directors. Administration has authorization to (dis)approve all other stipends.
- B.** Only employees of Bluffview Montessori School are eligible for stipends.
- C.** For student-based activities, the proposed activity to be considered for stipend must include at least 10 students.
- D.** If two staff members work on a project, the stipend is per activity (split among participants). This does not apply to overnight field trips.
- E.** After-school clubs must be at least 4 weeks, holding at least 1 meeting per week, of a minimum of 30 minutes. Stipend is per 4-week session.
- F.** All stipends will be paid through payroll.

III. STIPEND PAYMENT SCHEDULE

All stipends must meet minimum wage law, and will be reported by BKDV in both time worked and total payment. Stipend payments will be generated by the base hourly payments according to position unless otherwise negotiated as long as they meet requirements of the Department of Labor.

1. Teachers: \$17.78/hour
2. Paraprofessionals: \$11.70/hour
3. Assistants: \$10.75/hour
4. Computer/Tech specialist: \$20/hour
5. ADSIS/Title Coordinator: \$20/hour
6. Administration: \$31/hour

MN Statute 177.24 PAYMENT OF MINIMUM WAGES.