

Extra Duty Pay

* Pay for work outside of the Job Description – specific to that work – to be paid in lump sum, at the completion of the Extra Duty. The following List of Extra Duty Pay is limited to what is “regular and/or known” but alternative Extra Duty opportunities may exist beyond what is listed below depending on the needs of the school.

- 1) Mentoring – When new teachers are hired to Lead classrooms, they may have need of a Mentor. If you are offered, and elect to be a Mentor for a school year, Extra Duty Pay is \$500 for that school year.
- 2) Extra Students – When enrollment fluctuations create the need for a classroom to be over-enrolled, the Lead Teacher will receive Extra Duty Pay for managing a larger classroom, \$500 for that school year. [Prorata for portions post-October Count Day, null and void if student(s) are not enrolled beyond Count Day]
- 3) Overnight Per Diem – When transporting and staying with students on Overnight Trips – DCSM Employees receive Extra Duty Pay of \$150/night – in support of this challenging aspect of their employment.
- 4) Extra Duty Middle School Teaching – DCSM Employees NOT employed in the DCSM Middle School (MS) may have the opportunity to teach five week sections of Academic and Non-Academic classes depending on the needs of the program, and the credentials of the employee. Extra Duty Pay is as follows:
 - a) Non-Academic (Creative Expressions or Physical Education) - \$400
 - b) Academic (Math, Language Arts, Social Studies, Science) - \$800
 - NOTE: Employee must be teaching “off-the-clock” or in lieu of non-teaching time – based upon approval of the Head of School – or negotiated otherwise.
- 5) Middle School Coaching – DCSM Employees may have the opportunity to Coach our Middle School students in an athletic field of competition. Because practices for the athletics occur during the school day as part of the Physical Education Programming – please refer to 4) [above] – for Extra Duty Pay as it relates to Practices. Additionally, Coaches receive Extra Duty Pay of \$100 per competitive event (up to a Five (5) event maximum).
- 6) Extra Programming – While logistics and costs fluctuate, DCSM employees, depending upon qualifications, have the opportunity to instruct After School Programs (ASP) during the school year or instruct Summer Camps (SC) during the summer. In either scenario, the employee receives Extra Duty Pay of 50% of the gross revenue generated, and will have access to 10% for supplies with properly provided receipts.