

Site-Based Responsibility Pay

Responsibility pay is intended to award teachers payment for specific additional duties performed. The amount of money will vary depending on the scope, degree of difficulty, time involved and the quality of the results. It is understood that all teachers make contributions and assume responsibilities beyond classroom instruction and job description; it is not the intention of the responsibility pay component to compensate for all of these. In addition, we should continue and expand our efforts for the non-monetary recognition of teachers who contribute so much to our schools.

It was our intention in designing this component that each site develop this pay system to meet the specific needs, goals and interests of that school. The contract language on this topic deals more with process than with the actual responsibilities you wish to compensate. Please note that the suggestions listed in the DCFT contract are suggestions and are not intended to be all inclusive. This site plan is intended to be developed cooperatively by administrators and teachers and is to be filed with the district Human Resources Office by October 15. Please include in your plan both the process used to develop the plan and an explanation of how payment amounts will be determined. (This plan can then be referred to by teachers if questions develop concerning payment amounts.) A memo will be sent to each school in the fall of each year to identify the sum of money available to that school based on student enrollment.

Please see DCFT Contract, (Article XIV A.6.c.) for specific details.

Please note that this responsibility pay is in addition to Secondary School Activities (Article XIV A.6.a.) and Elementary School Activities (Article XIV A.6.b.)

Payment Process

When an individual at your site has completed the responsibility for which he/she is to be paid, please complete and submit an Extra Pay/Responsibility Pay Form for each individual. (The form is in the school office.) Please refer the Business Services Policies and Procedures for account code information.