

Notification of 20 Consecutive Day Stipend Process

Hurst-EulessBedford I.S.D.

District Goal:

At 20-day increments of consecutive instructional days worked (with no breaks), Certified and Degreed Substitute Teachers can receive a \$300 stipend.

176 student instruction days can equal an opportunity for (8) \$300 stipends. Only substitute teachers can qualify to receive the stipend.

Substitute paraprofessionals are not eligible for the stipend.

It is the responsibility of the employees to submit a Stipend Request Form within (5) days of completing the 20th consecutive day of work.

- o Failure to complete the form within the timeframe can result in forfeiture of the Stipend.
- o https://docs.google.com/forms/d/e/1FAIpQLSdEdECP_NNHYY4ODZ0UxoalTTbzGhZaXr5beMjp5Ckeye7oiw/viewform?usp=sf_link

If there are no substitute teacher vacancies on a particular day, a substitute may work an unfilled paraprofessional vacancy in order to keep their consecutive day count.

- o A substitute teacher earned.
 - o Employees can reference the current pay schedule to determine which pay period the stipend will fall under.