

**SIT Meeting**  
**Friday, April 11, 2025**  
**8:00 am**  
**Virtual Teams Meeting**

**Attendees Present:** Rebecca Crawford, Lane Taylor, Celeste Bailey, Ashley Eller, Nicole Vourlas-Davis, Sarah Ritzer, ~~Phil Chambless~~, Kerry Doyle, ~~Amber Rivera~~, ~~Beth Person~~, ~~Katherine Daniels~~

**1. Process for Honorariums/ Non-Athletic Stipends Explanation:**

Lane Taylor reviewed the purpose and the process.

Non-athletic stipends, formally known as honorariums, are intended to express gratitude for teachers who provide enrichment activities for students outside of the regular school day. This process has been developed to provide equitable guidance across the district. Each School Improvement Team (S.I.T.) is expected to develop a plan that meets the needs of their school community in alignment with the district process.

Non-Athletic Stipends will be paid at the end of the school year.

**Employee Non-Athletic Stipend Eligibility Requirements**

**Eligibility:**

- Employees must be working in a Certified Exempt Position (Teachers, Facilitators, Counselors, Deans, etc.).
- Principals and Assistant Principals are **not** eligible.
- TAs and other non-exempt staff are **not** eligible.
- Stipends may **not** be provided for any activity for which an individual already receives a supplement, extended employment pay, or any activities for which individuals are normally paid by athletic stipends.
- Tutoring is considered part of a teacher's normal job responsibilities and is **NOT** eligible for a stipend.
- To ensure equity across the district, PTA/PTO, Booster clubs, etc. may not pay teachers more than the stipend amounts determined by the School Improvement Team in alignment with the CMS Non-Athletic Stipend requirements. All payments to employees must be processed through the Finance department.
- **Band/Orchestra Clarification:** The following is **not** eligible as Band/Orchestra provides stipends:
  - High School Marching Band
- **Career & Technical Education (CTE) Clarification:** The following are **not** eligible as CTE provides stipends:
  - National Technical Honor Society (NTHS)
  - Future Business Leaders of America (FBLA)
  - Technology Student Association (TSA)

- Health Occupations Students of America (HOSA)
- Future Farmers of America (FFA)
- Distributive Education Clubs of America (DECA)
- Family, Career and Community Leaders of America (FCCLA)
- SkillsUSA

### Non-Athletic Stipend Plan Priorities

- **Priority 1:** Clubs affiliated with a national or state organization that meet after school (i.e. National Honors Society, Chess Club, Odyssey of the Mind, Speech and Debate, Math/Science Olympiad, Future Problem Solvers, MathCon, Girls on the Run, Ten80, QuizBowl, Robotics, etc.)
- **Priority 2:** Number of students impacted
- **Priority 3:** Number of hours club meets outside of the regular school day

### Reminders and Next Steps for Non-Athletic Stipends

- Principals will include this topic and plan within their School Improvement Team meeting. ✓
- The SIT will collaborate on the best utilization of non-athletic stipend funding within their respective school. ✓
- Non-Athletic Stipend Plans must be included in the minutes kept by the School Improvement Team. ✓
- Once the decision has been made, the principal submits their attestation form [linked here](#) to confirm their plan is aligned to district guidance. The plan must remain within the budget allocated to the school. - \$625
- Non-Athletic Stipends will be paid by the end of the school year.

## 2. Candidate Discussion:

- Zach English worked with 5 Honors Chorus students. He held multiple after school practices and worked with them during a day long Saturday clinic and performance. Mr. English also worked with 18 students for a Folk Festival Performance over Spring Break. He taught them the music and dances for this out of school musical performance.
- Nina Fergusson supported Destination Imagination. She worked with 24 students to help them prepare for the Destination Imagination competition in March. She reviewed and provided feedback on their scripts and instant challenges, and she facilitated discussions with student teams.
- Team had a consensus that both candidates should be funded.

- Mr. English will receive 75% of the funding. Ms. Fergusson will receive 25% of the funding. Lane will work with Cindy to complete the spreadsheets to submit.

**3. Adjourned Time:** 8:27 am