

Jordan School District

Guidelines for Paying Individuals

At After-hours High School Activities

1. Licensed employees and Educational Support Professional employees are paid an established rate for revenue-generating after-hours activities as listed below:

Games and Meets *

One Event	\$40.00
Two Events	\$60.00
Three Events***	\$80.00

Ticket Manager/Athletic Director **

One Event	\$50.00
Two Event	\$70.00
Three Event	\$90.00

*An individual may only be paid one of the amounts listed above per day

**The payment pertains to home events only, not away events, unless they are asked by the principal to attend an away varsity event.

***Varsity Football and Back to Back Sub-Varsity Football are considered Three Events

Dance Workers

Dance Supervision	\$80.00
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2. Employees working the gate at basketball and volleyball events must begin work one-half hour prior to the event. Varsity football games require employees working the gate to report to work one hour before game time. All other workers should arrive early enough to be in place for their responsibilities as it pertains to the game.
3. Education support professionals who work 40 hours or less in a work week can be paid in accordance with guidelines established for paying individuals at after-hours school activities (see amount listed above). Education support professionals who exceed 40 hours in a work week will need to be paid the amount listed above or time and a half their hourly rate; whichever is greater.
4. A multiple timesheet roster should be submitted to the Administrator of Schools for time worked by employees outside their regular contract time for the above activities and should be coded to 21 E xxx xxxx 1040 190.

5. Compensation for supervision of after-hours activities by selected University of Utah intern assistant principals and Brigham Young University LP interns is included in the stipend they receive. When this is the case, these interns will not receive additional compensation and will be expected to work activities as any assistant principal would. Under extenuating circumstances on a limited basis only and with an approval from an Administrator of Schools, the principal may require a non-compensated intern to work a specifically assigned after-hours activity that requires extra supervision. In such rare instances, the high school may submit a multiple timesheet roster for payment at a rate consistent with the athletic director (above). Multiple time sheet rosters should be coded to 21 E xxx XXXX 1040 190.

Note: Principals retain authorization to require certified staff to attend a reasonable number of events without compensation (no more than two assignments annually).

Cabinet Approved 11/16/23