

Intradistrict Communication

DATE: May 29, 2020

TO: Principals
Special Education Teachers (Preschool and School Age)
Speech-Language Pathologists

FROM: Lisa Robinson, Administrator of Schools
Kim Lloyd, Director of Special Education

SUBJECT: Updated Extended Year for Special Educator Stipends 2019-20

The USBE has set up new guidelines for documenting and reporting Extended Year Stipend Days. A specific group of special educators were allowed to work up to 4 additional days for the 2019-20 school year. Eligible staff that have days left to work, and did not work all of their allotted days in the Fall, are now required to complete a survey to be paid for those days. Immediately after you have completed working the days (after your contract ends), simply click on the link below to start the survey.

https://jordandistrict.sjc1.qualtrics.com/jfe/form/SV_ePpiymT0el4Cebj

Please read the survey carefully, making sure you answer all of the questions listed, as you will be paid according to what the survey generates. Only those that complete the survey will be paid. You are no longer required to submit the worksheet or timesheet you usually turn in after you have worked the days. Any timesheets submitted directly to the Special Ed. Dept. will be returned to you and will not be paid. Please note that the window for completing the survey closes June 30, 2020.

Please remember you cannot count the days you already worked and were paid for in the Fall. You can only count the days you work **after your last contract date** at the end of the 2019-20 school year. The State Board of Education has discontinued any leniency on dates that you work. You may **ONLY** work and report the two weeks after your last contract day. Therefore, you will only be paid for dates that are between June 9 to June 23, 2020 (Track A, June 2 to June 16, 2020) and only the number of days you have left from the Fall of 2019-2020.

As you plan for the coming year, keep in mind the legislature has again awarded 4 days for the 2020-21 school year, which you can begin working two weeks prior to your first contract day. If you have questions, or need help with the survey, please contact Debbie Fairbourn at debbie.fairbourn@jordandistrict.org or 801-567-8177.