



2012-13
Co-Curricular Supplement Schedule

I. Allotments

Funding for the supplement schedule in 2012-13 will continue at the 80% level. This means that 80% of the difference between the base and the maximum pay for each activity will be added to the base amount to determine the amount of money each school receives in each activity listed on the schedule. The school only receives money for a particular activity that exists at that school. If the school does not sponsor that activity, it does not receive the money.

A chart of activities and amounts allotted per activity is included with this schedule. The chart lists the activity, 80% amount and pre-season amount (allocated only at the high school level) associated with the activity. To determine the total amount of supplement money your school has to work with for the year, add the amounts for the programs your school will sponsor.

The current supplement schedule funds only programs that a school offers and maintains the school-based flexibility of the former schedule. The current schedule reflects a supplement schedule funding specific programs and differentiates between varsity and junior varsity athletic programs at the high school level where appropriate. Included with the schedule are guidelines for implementing the supplement schedule.

The allotment to each middle school with all sports and activities will be **\$27,440**. The allotment for each high school with all sports and activities will be **\$142,270**. This amount will be reduced by the amount equal to that allotted for any team or activity the school does not have.

Athletics - High Schools

Program	80%	Pre-Season
Trainer – Certified; First Responder	9,380	1,920
Varsity Football	17,620	5,760
Varsity Men’s Soccer	3,760	1,920
J.V. Men’s Soccer	1,460	960
Varsity Volleyball	2,040	400
J.V. Volleyball	1,440	400
Cross Country	2,700	800
Women’s Tennis	1,800	400
Varsity Cheerleading	3,120	400
J.V. Cheerleading	2,220	400
Varsity Men’s Basketball	5,580	
J.V. Men’s Basketball	1,920	
Varsity Women’s Basketball	5,580	
J.V. Women’s Basketball	1,920	
Wrestling	4,060	
Swimming	3,220	
Indoor Track	1,360	
Varsity Baseball	4,340	
J.V. Baseball	1,580	
Varsity Softball	4,340	
J.V. Softball	1,580	
Men’s Track	3,960	
Women’s Track	3,960	
Varsity Women’s Soccer	3,760	
J.V. Women’s Soccer	1,460	
Men’s Tennis	1,800	
Men’s Golf	1,580	
Women’s Golf	1,580	400
Men’s Lacrosse	3,360	
Women’s Lacrosse	3,360	
Bowling	500	

Arts and Activities - High School

Program	80%	Pre-Season
Band	3,920	960
Flag Team	700	
High I.Q.	2,100	
NFL (Debate)	1,400	
Student Council	1,400	
Drama	1,400	
Chorus	1,400	
Yearbook	1,400	
Newspaper	1,400	
Orchestra	840	

Other Activities - High School

Program	100%	
Field Maintenance	2,250	
Weight Training	2,250	
Open Gym	750	

Athletics – Middle Schools

Program	80%	
Athletic Director	2,040	
Football	3,440	1 head, 1 asst.
Boy's Soccer	1,300	1 head
Girl's Soccer	1,300	1 head
Boy's Volleyball	1,240	1 head
Girl's Volleyball	1,240	1 head
Boy's Basketball	1,640	1 head
Girl's Basketball	1,640	1 head
Cheerleading	1,480	1 head
Boy's Track	1,200	1 head
Girl's Track	1,920	1 head, 1 asst.
Baseball	1,360	1 head
Softball	1,360	1 head
Wrestling	1,240	1 head
Golf	720	1 head

Arts/Activities – Middle Schools

Program	80%	
Band	1,080	
Chorus	1,080	
Student Council	960	
Orchestra	600	
Yearbook	600	

Co-Curricular Supplement Guidelines

- All supplements are to be paid for work performed outside the regular school day.
- Supplements for coaches and sponsors are paid through an extended employment agreement (EEA). An EEA should be created for each individual being paid from the Co-Curricular Supplement Schedule and **submitted to the district Director of Activities, Athletics, and Drivers Education** for approval at the beginning of the period of employment. Signatures should be obtained from each person listed on the Extended Employment Agreement. Designate in the "Notes" section the duty for which the supplement is being paid. The Director of Athletics/Activities will notify schools when to turn in Extended Employment Agreements for each season.
- When creating the EEA, a budget code is required. Budget codes are different for coaching and activity sponsors and the three-digit school code must be added where (XXX) is included below.
 - Athletics Budget Code: **2-5501-001-192-XXX**
 - Activities Budget Code: **2-5503-001-192-XXX**

Note: Different budget codes are used for high school athletic directors and 11th month band.

- Upon satisfactory completion of responsibilities, the principal or athletic director must send pay authorization to the payroll specialist for their respective school. Payroll must have the authorization at least 10 days prior to the actual pay date.
- Supplements for athletic positions will be paid at the end of each sports season (Fall - November, Winter - March, Spring – May). If a supplemented athletic position totals \$1,500 or more, payment may be made in three installments at the completion of thirds of the season. Payment direction should be made under “Notes/Comments” section of the Extended Employment Agreement (i.e. pay 1/3 September, 1/3 October, 1/3 November). The payment schedule using this option should be:

Fall Sports	-	September, October, November
Winter Sports	-	January, February, March
Spring Sports	-	April, May, June
- Principals or athletic directors must notify payroll when portions of the season are completed so individuals may receive payment of supplements.
- Each new non-faculty paid coach must complete an on-line classified application. In addition, the I-9 form with the attached copy of **social security card and driver’s license**, withholding forms, release form, completed Health Certificate, ESRR, and a signed copy of the classified application must be submitted before a non-faculty coach can be approved by Human Resources. In-state and out-of-state criminal records checks covering the past 10 years will be obtained by the district. New non-faculty coaches are not to coach until the completed application and paperwork have been approved by Human Resources.
- Principals must request a waiver for all non-faculty head coaches. Waivers are granted on a sport-by-sport and seasonal basis. Waivers must be requested for each sport and season. Refer to Board of Education Policy GBDBA and Procedures GBDBA-P for additional information.
- **High school athletic directors may not coach.** Athletic directors do not receive pre-season pay.
- High school athletic directors teach classes ½ day (two periods for block schools, three periods for traditional schools) or have a ½ day assignment as determined by the principal.
- Athletic trainers and first responders will not be paid to coach while working as athletic trainers or first responders.
- Any individual coaching more than one team in the same sport season, i.e. varsity and junior varsity, may receive the supplement for that sport plus an additional amount falling within the range listed for “additional coach.”
- Each school will develop a plan for paying supplements based on the range of the supplement schedule and funding allotments determined by programs actually offered at that school. The plan will be submitted to the Director of Athletics/Activities for review.
- **Classified employees** (any employees in non-exempt status under the Fair Labor Standards Act), i.e. teacher assistants, bus drivers, custodians, secretaries, etc., **may not be hired for paid coaching positions during their 10-month term of employment.**
- **Classified employees may volunteer their services for coaching and must fill out the Non-Exempt Employee Volunteer Agreement.** A copy of this should be sent to the district athletic director.
- **Classified substitute teachers may volunteer to coach. They may not be paid to coach at the same time they are being paid as a classified substitute. Certified substitute teachers may be paid to coach.**

- High school head band directors may be paid for up to 21.5 days in addition to their regular 10-month term of employment as a teacher. An Extended Employment Agreement must be prepared for them to receive this pay. Head band directors will not receive pre-season pay. The budget code to use for this 11th month of pay for high school band directors is 2-5502-001-192-school number for 2012-13. Principals must notify payroll when the 11th month term of employment is complete.

**Guilford County Schools
Extra Duty Supplement Schedule - Middle Schools - Athletics**

Head	Sport	Range	Assistant	Sport	Range
1	Athletic Director	1400-2200			
1	Football	1400-2200	1	Football	1000-1500
2	Basketball	1200-1750			
2	Soccer	1100-1350			
2	Track	1000-1250	1	Track	600-750
1	Cheerleaders	1200-1550			
2	Volleyball	1000-1300			
1	Baseball	1000-1450			
1	Softball	1000-1450			
1	Wrestling	800-1350			
1	Golf	600-750			
	Optional Positions*				
1	Tennis	600-750			
	Additional Coach	600-750			

***Note: Optional positions are not included in the allotment for co-curricular supplements.**

**Guilford County Schools
Extra Duty Supplement Schedule - Middle Schools – Arts/Activities**

Head	Activity	Range			
1	Band	900-1125			
1	Chorus	900-1125			
1	Student Council	800-1000			
1	Orchestra	500-625			
1	Yearbook	500-625			

**Guilford County Schools
Extra-Duty Supplement Schedule - High Schools - Athletics**

Head	Sport	Range	Asst.	Sport	Range
1	Certified Trainer or Sports Medicine Spec. (NATA)	Fall: 2000-3000 Wtr: 1200-1800 Spq: 1600-2400	1	Certified Trainer or Sports Medicine Spec.	Fall: 900-1350 Wtr. 400-600 Spq. 600-900
or 1	First Responder	Fall: 1600-2400 Wtr. 800-1200 Spq. 1200-1800			
1	Football	3800-5700	2 3	Football (Lev.1) Football (Lev.2)	1800-2700 1300-2700
2	Varsity Basketball	2300-4000	2	Varsity Basketball	1200-2100
2	J.V. Basketball	1200-2100			
1	Varsity Baseball	1800-3000	1	Varsity Baseball	900-1750
1	J.V. Baseball	900-1750			
1	Varsity Softball	1800-3000	1	Varsity Softball	900-1750
1	J. V. Softball	900-1750			
1	Wrestling	1800-2700	1	Wrestling	900-1700
2	Varsity Soccer	1500-2500	2	Varsity Soccer	900-1600
2	J.V. Soccer	900-1600			
2	Track	1500-2500	2	Track	900-1850
1	Swimming	1500-2250	1	Swimming	800-1200
1	Varsity Cheerleaders	2000-3400	1	JV Cheerleaders	1500-2400
1	Varsity Volleyball	1400-2200	1	Volleyball	800-1600
1	Cross Country	1000-1900	1	Cross Country	700-1050
2	Tennis	1000-2000			
2	Golf	900-1750			
1	Indoor Track	800-1500			
2	Lacrosse	1500-2250	2	Lacrosse	900-1350
1	Bowling	500			
	Other Athletics			Optional Positions	
1	Field Maintenance	1500-2250		Additional Coach/administrative	700-1050
1	Weight Training	1500-2250			
1	Gym Open	500- 750			

Pre-season pay at \$80 per day - maximum 12 days - Football, Men's Soccer, Athletic Trainer/First Responder

Pre-season pay at \$40 per day - maximum 10 days - Volleyball, Women's Tennis, Cross Country, Cheerleaders, Women's Golf

High School Athletic Directors (Years)

0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15+
3800	3900	4000	4200	4300	4400	4700	4800	4900	5000	5100	5200	5300	5400	5600	5800

Guilford County Schools
Extra-Duty Supplement Schedule - High Schools – Art/Activities

Head	Activity	Range	Assistant	Activity	Range
1	Band	1900-2850	1	Band	900-1350
1	Flag Team	500-750			
1	High I.Q.	1000-1500	1	High I.Q.	500-750
1	Debate (NFL)	1000-1500			
1	Student Council	1000-1500			
1	Drama	1000-1500			
1	Chorus	1000-1500			
1	Yearbook	1000-1500			
1	Newspaper	1000-1500			
1	Orchestra	600-900			

Pre-season pay at \$80 per day - maximum 12 days - Assistant Band

Revisions

- 07/01/02 - High school extra duty supplement schedule
- 07/15/04 - High school extra duty supplement schedule
- 10/07/05 - Co-Curricular supplement guidelines
- 07/15/06 - Middle school extra duty supplement schedule, co-curricular supplement guidelines
- 07/17/07 - Co-curricular supplement guidelines
- 07/15/08 - High school extra duty supplement schedule, middle school extra duty supplement schedule, co-curricular supplement guidelines
- 07/23/09 - Middle school and high school allotments
- 07/01/11 - Added bowling for high schools