



Title: **Non-Administrative, Licensed, and Exempt Staff Extra Duty Pay**

Code: GCCBC

Section: Section G: Personnel Policies

The Superintendent shall present to the Board of Education for approval a schedule for compensating extra-duty assignments that is reflective of the extra demands of the assignments. The schedule will be based upon the current bachelor's degree minimum salary.

If responsibility for an extra-duty position is shared by two or more individuals, the extra-duty compensation may be appropriately divided by the building administrator after consultation with Human Resources.

All compensation amounts and eligibility criteria for Instructional Leadership positions must be reviewed by Human Resources and the building administrator.

All proposed extra-duty assignments will be reviewed and approved by Human Resources prior to the activity initiation. These recommended assignments will be submitted to the Board for approval.

Adopted: August 20, 1981

Revised: June 30, 2008

March 31, 2010

July 1, 2013

July 1, 2016

July 1, 2017

July 1, 2023

July 1, 2026

Legal Refs:

C.R.S. § 22-32-109(1)(f) (to fix and order paid personnel compensation)

C.R.S. § 22-63-206(3) (teacher salary reduction if relieved of additional duties for which compensation was received)

Cross Refs:

GCBA 1 Non-Administrative Licensed (Teacher) Staff Salary Information

EL 2.0 Global Executive Constraint

EL 2.3 Treatment of Staff

EL 2.7 Employment, Compensation and Benefits

Adopted: **August 20, 1981**

Last Revised: **July 01, 2026**
