Subject: Bonuses, Incentives, and Awards
Effective Date: August 14, 2014
Approved By: Board of Directors
Policy: 3005.1

The Board believes that a positive school culture is vital for maximum student achievement. This school culture is built and maintained by the "above and beyond" efforts of employees, and these extra efforts should be recognized whenever possible.

Formal recognition programs including bonuses, incentive plans and non-monetary awards offer mechanisms to effectively motivate and retain valued employees who provide exemplary performance and/or meet specified targets. These programs are intended to reward staff employees whose achievements have resulted in a particular benefit to the school.

The Board must officially authorize any monetary rewards that exceed 15% of the employee's annual gross salary or that which includes more than 30% of the employees in the Charter. The two types of monetary rewards are:

1. A lump sum bonus to recognize a specific achievement or cost-savings or
2. An incentive plan with clearly defined goals, pre-established criteria, and regular payouts when goals are met or exceeded.

These monetary rewards are not intended to replace informal and spontaneous recognition or praise of staff achievements and work performance.

The Superintendent, or designee, is tasked with ensuring that the budget allots funds for these expenditures and for overseeing the processes required to fairly and equitably provide bonuses, incentives, and awards.

The Board also authorizes Springs Charter Schools, Inc. to give non-monetary

awards in the form of de minimus recognition awards.