

Per Diem Teacher Pay Guidance 2022-2023:

1. Teachers are paid by the day. Teachers are exempt employees under the **Fair Labor Standards Act**. Additional pay is identified in the Master Agreement and must be negotiated and paid consistently.
2. The calculation of the correct **per diem (per day) pay rate: divide annual salary by 185 (number of contracted days)**. **For example:**
Example: TCH A annual salary rate in PeopleSoft Self Service = \$61,027 / 185 contract days = \$329.88 (per diem rate)
3. The contracted year is identified in the adopted calendar and in negotiations. Currently, it is 185 days for all full-time staff.
4. Some specific positions have additional days allocated and paid on the daily rate beyond the 185 days as identified in Master Agreement Article 15.
5. Outside of the contracted school year, staff are paid for work based on the day, not the hour.
 - The requirement to pay full day payment (salary/185) is currently found in Article 14.H.4.
 - The summer school program has a temporary MOU in place that pays staff in half day or full day increments. Upon expiration of that MOU, Article 10.B.10 and 15.A.6 resume.
6. The General Hourly Rate (Article 15.A.5) has applied in the following circumstances:
 - Assignment to curriculum or instructional work outside of the school day
 - Individuals involved in staffing outside of the school day (e.g. serving on interview panels, IEP meetings, other related staffing meetings).
7. General Hourly rate does not apply in the summer with the exception of summer school language as noted in #5 bullet 2 above.
8. If a teacher believes he/she was paid incorrectly over the summer, please contact your supervisor, AR, and/or Karey Urbanski or Nancy Parker in Human Resources.

Statement on D11 Compensation Website: District 11 and CSEA have identified that some teachers were underpaid during the 2022 summer when participating in trainings. We agree, with an exception for summer school that is covered by an MOU, that staff should be paid for this work at a daily rate applicable by the school year it was earned.