



CHARTER SCHOOL POLICY

Policy Number	Policy Name
3.4.4.5	Employee Bonuses
Summary / Purpose	
To provide the option to provide employee bonuses.	

Policy:

(3) Employment Manual

(3.4) Compensation and Benefits

(3.4.4) **Miscellaneous**

(3.4.4.1) ***Employee Bonuses***

The Board of Directors may from time to time elect to assign employee bonuses if the annual budget allows for such bonuses to be made. All bonuses must be approved by the Board of Directors and be applied uniformly amongst employees of similar employee categories.

(3.4.4.1.1) ***Performance Based Bonuses***

If the Board of Director elects to provide Performance Based Bonuses, the Board of Directors will establish an objective measure for how the bonuses will be applied. The performance criteria for the employees must be clearly defined by the employee category (i.e. 'Classroom Teacher', 'Administrator', etc.). The criteria should be objective and easily measurable. The criteria should be established as early in the fiscal year as possible.

If the available funds do not allow the organization to fully fund the bonus schedule as defined by the Board of Directors, all amounts will be prorated to match the available funds equally among all benefits to be awarded.

(3.4.4.1.2) ***Other Bonuses***

If the Board of Directors elects to give a bonus that is not Performance Based, the bonuses must be delivered uniformly among all employees within the employee

category. Bonuses to individual employees are not allowed unless using the performance based buses described above.

Date Adopted	Approval Signature
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