

# Hortonville Area School District

**Title:** Payment of Co-Curricular Salaries

**Date Adopted:** 11/27/80  
**Date Revised:** 8/11/03

**Policy No.** 4004  
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**Policy Statement:**

The policy of the Hortonville Area School District School Board is to pay extra curricular salaries at the conclusion of the activity assigned or at another time period that will correspond with the school year such as the end of each semester.

**Rationale:**

This policy establishes a timeline for payment of co-curricular salaries.

**Scope:** District-wide

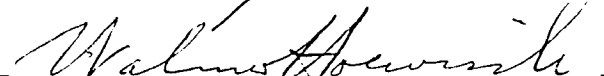
**Responsibility:** Director of Business Services

**Implementation:**

1. Athletic coaching pay and other seasonal assigned activities will be paid in full upon completion of the activity and will be processed when all activities within the relevant season have been completed. Payments will be made at the conclusion of the autumn, winter and spring seasons.
2. All other extra curricular activity payments will be paid in two payments. One-half will be paid at the end of the first semester and the other one-half will be paid at or near the end of each school year.
3. Exceptions to the pay schedules may be approved by the District Administrator for extenuating circumstances.

**Associated Information:** Master Agreement with Hortonville Association of Teachers

President  Date 8/11/03

Clerk  Date 8/11/03