

Bus Driver/Monitor Performance Incentive Pilot Program

Purpose: Student success can be achieved when students arrive at school safely and with enough time to begin the school day. To attract and retain sufficient transportation staff and to encourage safe practices and daily attendance, the district is piloting an incentive program of monetary award for bus drivers and bus monitors.

Who is Eligible?: All full time bus drivers and bus monitors are eligible. One must be employed on the first day of the month to be eligible for that performance period's incentive.

Incentive: Any eligible participant who meets **BOTH** of the following performance criteria will qualify for a \$100 per monthly performance period bonus:

1. The eligible participant has no absences for the entire monthly performance period.

-AND-

2. The eligible participant has no at-fault accidents for the entire monthly performance period.

Eligibility starts over each month as outlined in the scheduled monthly performance periods for the year. Participants can qualify to receive the \$100 bonus for up to 9 months total.

If an eligible participant meets the criteria for the entire year (9 monthly performance periods), an additional \$100 incentive will be awarded.

When will the monetary awards be presented?: Checks (not a direct deposit) for the period from August thru November will be issued in December. Checks (not a direct deposit) for the period from December thru June will be issued in June.

All required tax deductions will be applied to each payment according to IRS guidelines. However, all performance bonus/incentive wages will not be subject to retirement contributions, as prescribed by PEBA.

Process for Requesting Payment: Transportation will be responsible for tracking absence and accident related information throughout the year for all bus drivers and bus monitors. Criteria will be evaluated as outlined in these program guidelines for each of the monthly performance periods. A list of eligible participants for each of the monthly performance periods will be submitted to Payroll for payment in December and June. (In addition, for each of the reporting periods, a list of any bus drivers and bus monitors that were absent and covered under Workers' Compensation will also need to be reported.)

16-17 Bus Driver/Monitor Incentive Schedule

<u>Dates Covered</u>	<u>Eligible Amount</u>	<u>Paid By</u>
January 3 - January 31	\$100.00	June 21, 2017
February 1 - February 28	\$100.00	June 21, 2017
March 1 - March 31	\$100.00	June 21, 2017
April 1 - April 30	\$100.00	June 21, 2017
May 1 - June 1	\$100.00	June 21, 2017
Full Year Bonus	\$100.00	June 21, 2017
	<u>17-18 Proposed Schedule</u>	
August 14 - September 30	\$100.00	December 15, 2017
October 1 - October 31	\$100.00	December 15, 2017
November 1 - November 30	\$100.00	December 15, 2017
December 1 - December 31	\$100.00	June 20, 2018
January 1 - January 31	\$100.00	June 20, 2018
February 1 - February 28	\$100.00	June 20, 2018
March 1 - March 31	\$100.00	June 20, 2018
April 1 - April 30	\$100.00	June 20, 2018
May 1 - June 1	\$100.00	June 20, 2018
Full Year Bonus	\$100.00	June 20, 2018