

## 4036 Educational Support Personnel (ESP) Certification Incentive Program

Campbell County School District encourages the professional development of Educational Support Personnel (ESP) employees and recognizes the importance of professional growth in their roles. ESP employees in the following positions may be eligible for Certification Incentive Programs as follows:

Educational Support Personnel Incentives

Title	Level	Amount
Bus Mechanic	I	\$1250
Bus Mechanic	II	\$2000
Certified Administrative Professional		\$1500
Certified Professional Public Buyer		\$1250
Custodial	I	\$500
Custodial	II	\$1000
District Tech Level	I	\$1500
District Tech Level	II	\$2500
Nutrition Services Level	I	\$500
Hearing Impaired Interpreters		\$1500

Educational Support Personnel Incentives/Maintenance

Title	Level	Incentive
Journeyman Electrician		\$2000
Master Electrician		\$2500
Master Electrician of Record		\$3500
HVAC Journeyman		\$2000
HVAC Master Mechanical		\$2500
HVAC Master Mechanical of Record		\$3500
Journeyman Plumber		\$2000
Master Plumber		\$2500
Master Plumber of Record		\$3500
Mechanic	I	\$1250
Mechanic	II	\$2000

Locksmith	I	\$1250
Locksmith	II	\$1750
Carpenter	I	\$1250
Carpenter	II	\$1750
General	I	\$1250
General	II	\$1750
Groundskeeper	I	\$1250
Groundskeeper	II	\$1750

An ESP employee's supervisor may recommend a certification incentive after the employee meets the established criteria, completes an application process, and is employed for 12 months. Any incentive must be applicable to the employee's position. Employees pursuing certifications must have supervisor approval. Annual fees, testing fees, recertification fees, and continuing education fees will be paid at the discretion of the department supervisor. This discretion will rely heavily on department budgets and department needs. Employees are only allowed one certification incentive within their job title category. Employees seeking a certification incentive should review all requirements for certification (link to requirements is found below in the cross-reference section). Certification incentives are not available for supervisors/managers.

A supervisor making a recommendation for a certification incentive category currently not listed must obtain an incentive application from the Professional Development Office. The application will be reviewed by the Professional Development Committee. Recommendations to add a new incentive will be made by the committee and presented to the Board of Trustees.

ADOPTION DATE: June 8, 2021

LEGAL REFERENCE(S):

CROSS REFERENCE(S): 4180, [ESP Certification Incentive Program Matrix](#)

ADMINISTRATIVE REGULATION: