

RELATED BOARD POLICY: PG 4.8: GOVERNANCE INVESTMENT

## WSD PROCEDURE PG4.8 P1

APPROVAL DATE: 5/1/2024

Superintendent Signature

## **BOARD STIPENDS**

The Winooski School District (WSD) will issue board \$575 stipends annually through payroll. The WSD District Office Manager will ensure the following is completed by JANUARY for proper payment distribution in FEBRUARY.

- 1. Issue <u>stipend agreements</u> for all current board members.
- 2. Ensure all documents necessary for payroll are on file or completed by board members. Documents include:
  - a. I-9
  - b. Direct Deposit
  - c. Vermont and Federal Tax Forms
  - d. Signed stipend agreement
- 3. Return all forms and contracts to Payroll by the end of January.