



Teacher Supplemental Pay Pilot

November 14, 2022
2:30 - 3 p.m.

Agenda

- Follow-up surveys
- Accessing Application Confirmation Statements
- Frequently Asked Questions (FAQs)
- Next Steps



Frequency of Surveys

Frequency of Surveys

Beginning in November 2022, surveys will be sent out quarterly.

Survey Dates		
2022	2023	2024
November 2022	February 2023	February 2024
	May 2023	May 2024
	August 2023	August 2024
	November 2023	

Accessing Application Confirmation Statements



Accessing Application Confirmation Statements

Confirmations and other materials will be accessible on the web later this week.

- I confirm that my center is licensed and CCAP-certified and serving children as of June 1, 2022.
- I understand that completion of this application will not guarantee funding due to financing constraints for the Louisiana Department of Education. If my center is not selected, I may still be eligible for a supplemental pay program for my ongoing cooperation with future surveys.
- If selected, I would be willing to potentially record and submit teacher consent forms from my interested and eligible staff members.

Accessing Application Confirmation Statements

- I understand that my answers are completely confidential and will not be used to influence the selection process.
- I agree to complete follow-up surveys, even if my center is not selected for the supplemental pay grants.
- This grant is intended to fund teacher support expenses (such as retention bonuses, stipends, bridge to permanent salary increases, and wage supplements). Centers must retain documentation that all funds were spent on eligible expenses (stipends, bonuses, and/or wage supplements to child care staff). All documentation must be provided to the LDOE, Kathleen Blanco Public Policy Center, and/or other entities approved by LDOE upon request for audit purposes. Centers should expect an audit after funds are spent.

Accessing Application Confirmation Statements

- I agree to improve my teachers' salaries at least monthly throughout the year. This is not a one-time bonus payment for teachers. I understand that I am responsible for raising wages weekly, bi-weekly, or monthly, whichever works best for my center.
- All teachers in birth through four-year-old classrooms (including lead and assistants working 30+ hours per week) still in employment at the center should receive a stipend, bonus, and/or wage supplement. Directors who are solely administrative staff and do not provide direct support or instruction are not eligible to receive the teacher supplemental pay grant (however directors are eligible for the supplemental pay grant funds if their center is not selected).

Accessing Application Confirmation Statements

- By applying, I agree to provide additional information to the Department & the Blanco Center as needed, including updates on any staffing changes that take place in the course of the grant.
- I will use health and safety practices that prevent the spread of COVID-19 in the child care environment based on guidance from local and state health departments and the LDOE.
- Records of expenses must be retained and accessible to LDOE staff and other authorized personnel. Personal use of these funds or use for construction are strictly prohibited. If determined that the funds were misused, the applicant, including the owner, and board of directors (if applicable), will be investigated and prosecuted to the fullest extent of the law.

Accessing Application Confirmation Statements

- If a center voluntarily closes prior to September 1, 2022, the reason for the closure will be audited and the grant funds may be recouped. I am also aware that If the Department determines that any amounts paid to the provider exceeded the amount to which the provider was qualified during their CCAP certification, the Department shall have the right to recover or recoup those amounts from any future payments and/or prior to release of the approved grant amount.
- I agree to provide Departmental funds solely for improving the pay of full-time (30+ hours) teachers.

Accessing Application Confirmation Statements

Confirmations & other materials will be accessible on the web later this week

- I will distribute the funds on a recurring basis (monthly, weekly, or bi-weekly), whichever works best for my center's schedule.
- I consent to follow-up surveys that will provide future payroll information.
- If I receive extra funds, I understand that my year two award may be less to account for this.



Supplemental Pay Grant Frequently Asked Questions (FAQs)

Supplemental Pay 2-Year Grant

Frequently Asked Questions (FAQs)

I was selected into the 10% group and am unsure how to distribute payments?

The calculation of the annual amount was as follows:

(Hourly Pay) X (Average Hours worked per Week) X (10%) X (52 weeks)

Using this annual amount, divide that number by your number of paychecks per year. For a teacher paid monthly that would be 12, twice a month is 24, bi-weekly is 26, and weekly is 52.

The result is the gross pay supplement you would add to each paycheck. You do not need to adjust the amount based on actual hours worked each week as long as the teacher is still considered a full-time employee.

Supplemental Pay 2-Year Grant

Frequently Asked Questions (FAQs)

What if I hire a new employee making more than the original application slot allows? What if they're making less?

We're asking centers to base payments on the lower of the two hourly pay rates.

For example, if a teacher on the initial application leaves and was making \$12/hr, and they're replaced by a new teacher making \$9/hr, you'll need to recalculate the annual amount based on the formula above (using \$9/hr), then divide based on your pay frequency to determine the amount to add to each check.

Supplemental Pay 2-Year Grant

Frequently Asked Questions (FAQs)

Will I (the employer) pay taxes on the teacher stipends? Will the employees be taxed?

Please consult with your accountant or tax professional to determine taxability of awards.

There are no special provisions of this program that exempt the funds from tax. To avoid burdening employers with increases in tax or other costs, the 12.65% allowance for employer costs was included in every award (any funds not used in year 1 will be used to adjust year 2 awards).

Supplemental Pay 2-Year Grant

Frequently Asked Questions (FAQs)

How should I display the supplemental pay on my payroll? What asks will there be from the Department/the auditors, documentation-wise?

- If you can, show it as a line item.
- If not possible, make sure you keep a record of the regular salary, the extra money, and the total for each teacher.

Supplemental Pay 2-Year Grant

Frequently Asked Questions (FAQs)

I received too much money. What do I do?

Please track your grant funds closely during the year and don't distribute any funds beyond the authorized amounts for each teacher, the \$500 director stipend, and the portion of the 12.65% allowance your center needs for employer costs tied directly to the teacher supplemental pay (you will need to document those costs).

We collect data related to your actual costs and unused funds in follow-up surveys and adjust your Year 2 amount to account for unused funds left over at the end of Year 1.

Supplemental Pay 2-Year Grant

Frequently Asked Questions (FAQs)

Do I need to notify the department when a teacher leaves or we hire a new teacher?

Not immediately. All you have to do is have new teachers complete a consent form online, or email a copy to blancocenter@louisiana.edu.

Please do keep records throughout the year and we'll ask about teacher turnover on the follow-up surveys.

Next Steps



Supplemental Pay 2-Year Grant

Next Steps and Questions

- Surveys will be distributed later this week.
 - Please reach out to earlychildhood@la.gov or blancocenter@louisiana.edu if your center does not receive the survey by the end of the week.
- Surveys are due November 30, 5 p.m.
- Send questions not addressed in this webinar to earlychildhood@la.gov.

Questions

