

INCENTIVE AWARDS FOR EMPLOYEE SUGGESTIONS

The purpose of the incentive awards system is to encourage and recognize employees for suggestions that could assist in reducing expenses, improving safety, and obtaining the best possible value for each dollar spent.

The Incentive Awards System shall include expenditure of District funds for monetary awards to District employees. Such awards will be for measurable savings and/or less tangible improvements in areas such as safety, public relations, communications, morale, instructional support, and improved instructional program.

Objectives

The objectives of the suggestion award program are:

1. To encourage employees to participate in the improvement of the educational program through the submission of ideas for increased economy of operations and improvement of service.
2. To reduce cost to the school district and to increase efficiency by the installation of beneficial employee suggestions.
3. To improve morale through recognition of employee contributions toward more efficient operation of the school system.
4. To stimulate constructive thinking by employees about their jobs, about the operation of the school system, and the instructional program.

The definition of a suggestion is a written proposal, from one or more employees, containing specific constructive ideas for improvement.

Eligible Employees

All employees.

Awards

The Board may award recognition and/or monetary award payments for implemented suggestions that result in achieving the purpose and objectives of this policy.

Implementation

The Superintendent shall develop regulations to implement this policy.

Reference: Education Code
Policy Adopted: January 17, 1983, September 17, 1984