

Frequently Asked Questions

Q: I believe I should be receiving Incentive Pay, whom should I contact?

A: If your position is covered under the FPSU Bargaining Unit and you have submitted your application (PBSD 2368) for the Incentive Award Program, email Latoya Bunche at:

Latoya.Bunche@palmbeachschools.org

Q: I have my college and/or inservice transcripts, where do I send them?

A: You may have the official college transcript and a printout of inservice points/Adult Education hours sent to:

Compensation & HR Planning
Attention: Incentive Award
FHESC, A-115

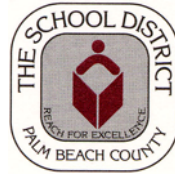
Check out our website at:

www.palmbeachschools.org/compensation

Choose the **FPSU** Tab

For general information,
contact our
HR Customer Call Center
434.8777 (PX 48777)
877.477.3722
Fax: 561.357.1176

AskHR@palmbeachschools.org



The School District of Palm Beach County prohibits discrimination against students, employees, and applicants on the basis of religion, race, ethnicity, national origin, color, sex, marital status, age, parental status and disability in any of its programs, services or activities.

Compensation & HR Planning

Attention: Incentive Award
3300 Forest Hill Blvd., A-115
West Palm Beach, FL 33406
www.palmbeachschools.org/compensation

FPSU Incentive Award Program



Compensation & HR Planning

**Division of Human
Resources**
**School District of
Palm Beach County**

What Is The Incentive Award Program?

According to the terms of the Florida Public Services Union (FPSU) Bargaining Agreement with the School District of Palm Beach County, certain non-instructional employees may be eligible to receive incentive pay if they meet criteria based on years of service, inservice points, college credits, and adult/vocational hours.



How Much Does It Pay?

Basic Level IA	\$150
Basic Level IB	\$250
Standard Level II	\$350
Advanced Level III	\$450

How Do I Qualify?

Be employed in one of the following job titles.....

Early Childhood Professional, Paraprofessional Assistant II, School Monitor II, Educational Interpreter Aide, Educational Interpreter, Language Translator/Interpreter, Behavioral Needs Assistant II

- Apply by the June 30th deadline (PBSD 2368).
- Earn college credit hours from an accredited college or university.
- Earn Inservice points and/or Adult Education hours appropriate to the incentive level for which you would like to apply.
- Must have been employed for at least 3 years to apply for the **minimum** award (Basic Level IA incentive).

See Bargaining Agreement for detailed information on qualifying criteria:

www.palmbeachschools.org/laborrelations/laborcontracts



What Do I Do to Receive Incentive Pay?

Submit the following

- Incentive Award Application (PBSD 2368)
- Official College/University Transcript (in sealed envelope)
- Printout of Inservice points and/or Adult Education hours
- Submit the above, by June 30th, to: Compensation & HR Planning Attention: Incentive Award FHESC, A-115



How Do I Receive Incentive Pay ?

Once the Compensation & HR Planning Department has completed processing your Incentive Award Pay request, a letter with your status will be sent to you via US mail. If the request was approved, the award will be paid in November.