



To: Coppell ISD Board of Trustees  
From: Kristen Eichel, Assistant Superintendent  
Date: August 23, 2021  
cc: Dr. Brad Hunt and Carol Snowden

**Re: Consider and take possible action regarding a one-time lump sum retention incentive payment funded with ESSER funds.**

- The 2021-2022 compensation plan approved by the Board at the June 21, 2021 regular board meeting allows for additional compensation to be considered upon the availability of ESSER funding. The additional compensation permitted to be considered is a one-time lump sum payment to be made to eligible employees.
- As district administration along with legal counsel have reviewed the ESSER statute, we are recommending a one-time lump sum retention incentive payment be made to all employees who were employed and working in a permanent position in Coppell ISD before the last 9 weeks of school for the 2020-2021 school year and who remain employed in a permanent position as of November 30, 2021.
- Retaining highly qualified and experienced employees allows the district to continue to offer outstanding instructional and support programs that meet the needs of all learners in this ever-changing environment while appropriately addressing the learning loss that has taken place due to the COVID-19 Pandemic.
- The amount of the payment recommended is \$1,000 for eligible permanent employees who work a daily schedule of 8 hours and prorated accordingly for eligible employees in permanent positions who work a daily schedule of less than 8 hours.
- The payment will be included as a part of each employee's December 2021 pay.
- The payment will not be considered an increase in base pay, will not be repeated in future years, will not be considered creditable compensation under the Texas Teacher Retirement System (TRS), and is taxable.
- The payment meets the intent of the ESSER Statute.

**Resolution:**

***THEREFORE BE IT RESOLVED, PASSED, APPROVED, AND ENACTED by the Board of Trustees for the 2021-2022 school year on August 23, 2021, the Coppell Independent School District may award a one-time lump sum payment of \$1,000 to be given as a retention incentive to all employees who were employed and working in a permanent position before the last 9 weeks of school for the 2020-2021 school year and have returned to a permanent position for 2021-2022 and remain employed in a permanent position as of November 30, 2021. This payment is not considered an increase in base pay, will not be repeated in future years, and will not be considered creditable compensation under the Texas Teacher Retirement System (TRS). This payment is taxable and may be taxed at a higher rate. This payment meets the intent of the ESSER Statue, the payment is reasonable and necessary, and it is aligned to statutorily allowable activity. The payment will be prorated based on daily hours worked with full payment provided to individuals on an 8 hour per day schedule.***

**Recommendation:**

An appropriate motion for board action on a one-time lump sum retention incentive payment funded with ESSER funds is as follows:

*“I move that the Board approve the resolution as presented for a one-time lump sum retention incentive payment funded with ESSER funds.”*