

## **BOARD AGENDA ITEM**

**October 26, 2021**

### ***SUBJECT:***

Proposed One-Time Use of Fund Balance – Employee Christmas Bonus

### ***BACKGROUND INFORMATION:***

The School Board has provided Christmas bonuses to employees in recent years as a show of appreciation. Bonuses were \$150 in December 2018 and December 2019. Last year's bonuses, to offset the frozen pay scale at the time, considered each employee's continuous employment with the District. Bonus amounts paid in December 2020 ranged from \$150 to \$750, depending on longevity with the District.

### ***ADMINISTRATIVE CONSIDERATION:***

The Administration requests consideration for a \$300 bonus. As in the past, the bonus would be subject to payroll tax but not State retirement. The estimated cost is \$1.1 million. Unassigned fund balance, which should approximate three months' reserves upon the conclusion of the audit, is sufficient to cover the bonus.

If the bonus is approved, the Administration recommends paying to anyone employed as of Monday, December 6, 2021, (coinciding with the last scheduled new employee orientation) who remains employed as of Friday, December 17, 2021 (the last work day before Break). Bonuses would be paid on Friday, December 17, 2021.

### ***RECOMMENDATION:***

Approve one-time funds for employee Christmas bonuses

### ***PREPARED BY:***

King Laurence  
M. O. Traxler III