

**Office of Christine Lizardi Frazier  
Kern County Superintendent of Schools**

**Date:** August 24, 2009

**To:** Site Administrators

**From:** Laurie Ferullo

**Subject:** Responsibilities and extra duty pay for ELD Coaches

Our ELD Coaches serve our school sites as EL Plan developers and teacher coaches. Depending on the dynamics associated with the needs of the site, one or more site ELD Coaches serves each site.

The duties of the ELD Coaches include the following activities:

- Site liaison to the EL Resource Teachers
- Development of student ELD Plans
- Monthly monitoring of Plan implementation and student progress
- Peer Coaching
- Selection of instructional materials
- Coordination of site EL training opportunities
- Internal tracking services for transient students (class to class; site to site)
- Biannual development of Learning Plans Report

Compensation for additional duties and responsibilities is determined as follows:

- Extra duty pay at the teacher's hourly rate
- EL Coach case loads will determine the number of hours weekly that extra duty pay can be assigned.
  - Case loads of 1 to 5 EL students can result in one extra duty hour per week
  - Case loads of 6 to 10 EL students can result in two extra duty hours per week.
  - Case loads of 11 to 15 students can result in three extra duty hours per week.
  - Case loads of 16 to 20 students can result in four extra duty hours per week.
  - Case loads of 21 to 25 students can result in five extra duty hours per week.
  - If site EL case load exceeds **25 students**, additional EL Coaches may be designated.

**Remember that Extra Duty pay requires the individual to work beyond the scheduled 7 hour day.**