

Compensation Process Change For Chess Coaches

School Year 2025-2026



Key Changes Overview



01 Stipends Discontinued for Coaches

Coaches must clock in/out for payment.

02 New Timekeeping System Implemented

CPS timekeeping system will track hours worked.

03 Online Timesheet Submission Required

timesheets must report swiped hours.

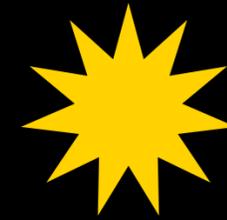
Per CPS HR Department the CTU contract does not allow stipends for chess coaching.



High School Sports, Clubs
and Other Extracurricular
Activities.



Elementary School Sports,
Clubs and Other
Extracurricular
Activities.



A high school can have both
a HS chess program
and an academic center
elementary chess program

Who Can Be Paid

Eligible for compensation

- CPS Teacher
- ESP employee
- Misc employee

They must have an active CPS employee ID number

Ineligible for compensation

- Volunteers
- Vendors
- Charter School Employees





- 2 hours for annual meeting
- 7 hours per tournament for up to 3 tournaments (21 hours total)
- 16 hours for weekly chess classes during the season
- An additional 7 hours is available if your team participates in either the IHSA Sectionals or the Elementary K-8 Championship

Hour Allocation

Each participating school is allotted 39 hours of compensation, which may be divided between up to two coaches

Pay Rate

- Last year's hourly rate was \$30.68/hour.
- The updated rate for this year is not available at this time available
- Pay rate is in the CTU contract

Cop & Kids

- Cops & Kids will be rolled into the regular Academic Chess Program this year
- No separate payment will be provided for schools that have a CPD officer participate in their chess class
- Separate Cops & Kids tournaments will not be held this year

New Compensation Process

1. All CPS-employed chess coaches must now clock in and out using the CPS timekeeping system to be paid for their hours.

2. Coaches are also required to complete our online timesheet listing the hours they have swiped in/out, in December and March.

3. The Academic Competitions staff will verify these hours against the authorized total and submit the reconciled totals to CPS Payroll.

4. Payments to coaches will be issued twice during the chess season, in January and April.

5. Coaches may receive payment for coaching at multiple schools; however, hours cannot be duplicated or counted more than once.



Kronos Guidelines



For Teachers and Educational Support Personnel (ESP)

- Swipe your ID card to clock in
- Swipe your ID card to clock out for the day
- Check your time card weekly

For Substitute Teachers

- Only Press the **SUBSTITUTE*** button ONCE when swiping your ID card, to clock in
- Swipe your ID card to clock out for the day *(Do not press the substitute button again)*

NOTE: Board Rule 4-9 requires that all employees of CPS record their time and attendance through the Board's electronic timekeeping system (KRONOS) to ensure correct payroll processing.

For further assistance please contact Payroll Services at (773) 553-4729 option 2.

SY26 Chess Coaching Timesheet

Important Timesheet Instructions

This timesheet is for **hourly CPS employees** (Teacher, ESP, & Miscellaneous). If you coach at multiple schools, please submit a **separate form for each school**. Please list **coach's meeting and tournament hours** to a single school submission.

Coaches will be paid a **maximum of 39 hours**. An **additional 7 hours** is available to a coach whose teams participate in the **IHSA Sectionals** or the **Elementary K-8 Playoffs**.

If you have any questions about this form or your timesheet, please contact **Darrell Ivy** at divy10@cps.edu.

Note: We apologize, but we are currently unable to accept timesheets from **non-CPS** or **non-CTU** employees.

daheiser@cps.edu [Switch account](#)

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* Indicates required question

Email *

Record daheiser@cps.edu as the email to be included with my response

School Name *

Back of The Yards HS

If your school is not listed above, write it below

Your answer

Employee ID (include the zero's) *

12345

Last name *

Heiser

First name *

David

[Next](#)

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SY26 Chess Coaching Timesheet

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EVENTS

Total maximum hours for the year (2 for coaches meeting, 21 for tournaments, and 7 additional hours for IHSA/K-8 Champ)

Coaches Meeting (2 Hrs Maximum) *

- Coaches Meeting - Sept 18
- Coaches Make up Meeting - Sep 24
- Watched Coaches Meeting Video
- N/A

Tournament (7 hours per tournament for up to 3 tournaments [21 hours Maximum]) *

- All-Stars Tournament - Oct 18 (7hrs)
- Knights Quest Tournament - Nov 15 (7hrs)
- Kings & Queens Tournament - Dec 6 (7hrs)
- High School Championship - Jan 24 (7hrs)
- Greater Chicago Championship - Feb 7 (7hrs)
- Elementary K-8 Playoffs - Feb 28 (7hrs)
- N/A

IHSA Sectional / advancing teams playing in the Elementary K-8 Championship (7 * hours Maximum)

- IHSA Sectional - Jan 31 (7hrs)
- Elementary Championship - Mar 14 (7hrs)
- N/A

TOTAL hours to be paid for events *

30

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SY26 Chess Coaching Timesheet

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* Indicates required question

WEEKLY CHESS CLASSES

Maximum of 16 total hours for the year

TOTAL hours to be paid for classes *

16

Date of chess class #1

MM DD YYYY

10 / 7 / 2025

Date of chess class #2

MM DD YYYY

10 / 14 / 2025

Date of chess class #3

MM DD YYYY

11 / 4 / 2025

Date of chess class #4

MM DD YYYY

12 / 9 / 2025

Date of chess class #5

MM DD YYYY

/ /

Date of chess class #6

MM DD YYYY

/ /

Date of chess class #7

MM DD YYYY

/ /

Thank You!

