

## **STAFF DEVELOPMENT – TUITION ASSISTANCE**

The Bath County School Board encourages all staff members to participate in staff development and professional growth activities. Because the requests for tuition assistance exceed the funding available in the staff development budget, the School Board must prioritize those funds available to staff in the following manner:

1. 100% of tuition will be paid for staff participating in local inservice activities designed for the school division.
2. 100% of tuition will be paid for staff participating in coursework requested by the superintendent to strengthen division programs. A county car may be requested.
3. Depending upon available funding and based on budget appropriations, up to 50% tuition (at the current K12 in-state educator rate at state universities) will be reimbursed to staff participating in the equivalent of six semester hours in his/her field of teaching in a licensure renewal period (5 years).
4. Staff members desiring to participate in a graduate degree program not in his/her teaching field or another endorsement area not in his/her current field will be limited to #3 above unless special consideration is approved by the School Board.
5. The School Board reserves the right to establish specific contractual obligations for staff members approved for tuition assistance beyond #3 above. Specific years of service may be required by the Board in exchange for tuition assistance.

Examples of specific contractual obligations are:

- A. At the conclusion of all course work leading to an advanced degree or upon receipt of an additional endorsement, for each six hours approved for tuition assistance by the Board, the employee agrees to continue employment with the Bath County Public Schools one year for each six hours (6 hours = 1 year, 18 hours = 3 years, etc.)

Failure of the employee to adhere to the agreement with the School Board causes the employee to reimburse the School Board for 100% of the tuition assistance approved by the Board for the duration of the agreement. (Example: employee received tuition assistance for 24 hours [8 three-hour classes = 4 years of employment] employee leaves Bath after two years of the agreement, leaving 2 years on the agreement. Employee would reimburse School Board for 2 courses or 6 hours.)

- B. At the conclusion of all course work leading to an advanced degree or upon receipt of the additional endorsement, for each three-hour course approved for tuition assistance by the Board, the employee agrees to continue employment with the Bath County Public Schools one year for each three-hour course. (1 course = 1 year, 2 courses = 2 years, etc.).

Failure of the employee to adhere to the agreement with the School Board causes the employee to reimburse the School Board for 100% of the tuition approved by the Board for the duration of the agreement. (Example: employee received tuition assistance for 24 hours [8 three-hour classes = 8 years of employment]. Employee leaves Bath after two years of the agreement, leaving 6 years on the agreement. Employee would reimburse School Board for 6 courses or 18 hours).

6. Teachers newly hired in Bath County Public Schools needing to obtain the original license and/or endorsements must assume the financial responsibility for tuition and other related expenses unless special consideration is approved by the School Board.
7. Prior approval before course registration must be obtained for all tuition reimbursement requests.
8. Staff applying for tuition assistance must be in good standing

ADOPTED: November 2, 1999; REVISED: November 4, 2003

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