

1 **R277. Education, Administration.**

2 **R277-318. Teacher Salary Supplement Program.**

3 **R277-318-1. Authority and Purpose.**

4 (1) This rule is authorized by:

5 (a) Utah Constitution [Article X, Section 3](#), which vests general control and
6 supervision over public education in the Board;

7 (b) Subsection [53E-3-401](#)(4), which allows the Board to make rules to execute the
8 Board's duties and responsibilities under the Utah Constitution and state law; and

9 (c) Section [53F-2-504](#), which directs the Board to make rules regarding the
10 administration of the Teacher Salary Supplement Program.

11 (2) The purpose of this rule is to establish application and appeal procedures for
12 administration of the Teacher Salary Supplement Program.

13 **R277-318-2. Definitions.**

14 (1) "Eligible teacher" means the same as that term is defined in Subsection [53F-2-](#)
15 [504](#)(1)([e]a).

16 (2) "Substantially equivalent" means commonly recognized by a Utah university for a
17 degree in a specific subject.

18 (3) "Teacher Salary Supplement Program" or "TSSP" means the salary supplement
19 program authorized by the Legislature in Section [53F-2-504](#).

20 **R277-318-3. Program Administration.**

21 (1) The Superintendent shall allocate funds for salary supplements to eligible teachers
22 in accordance with Subsection [53F-2-504](#)(3).

23 (2) The Superintendent shall maintain an online application system for the TSSP and
24 make it available to educators no later than October 1 of each school year.

25 (3) In order to receive an award under this program, an applicant for the TSSP shall
26 apply to the Superintendent by the following deadlines for each school year in which the

27 applicant is an eligible teacher:

28 (a) for trimester payments to the educator, prior to November 15;

29 (b) for semester payments to the educator, prior to January 31; and

30 (c) for an annual payment to the educator, prior to April 30.

31 [\(4\)\(a\) Beginning in the 2021-22 school year, an applicant shall submit an application](#)
32 [in the first year the applicant is an eligible teacher.](#)

33 [\(b\) The Superintendent shall use an applicant's application for all subsequent years that](#)
34 [the applicant remains eligible.](#)

35 (4)(a) If an applicant is denied funds under this rule, the applicant may submit a written
36 appeal to the Superintendent prior to June 1 of each school year.

37 (b) An appeal under Subsection (4)(a) is limited to the following issues:

38 (i) whether the applicant has a degree or degree major with course requirements that
39 are substantially equivalent to the course requirements for a degree listed in Section 53F-2-
40 504;

41 (ii) whether the applicant has met the qualifying teaching background requirements
42 described in Section [53F-2-504](#);

43 (iii) whether the Superintendent's initial denial was inconsistent with Section [53F-2-504](#)
44 or this Rule R277-318; or

45 (iv) whether the Superintendent's initial denial was based on inaccurate or incomplete
46 information.

47 (c) The Superintendent may designate a panel of at least two Board staff members to
48 review an appeal made under Subsection (4)(a) and to make a recommendation to the
49 Superintendent.

50 (i) A panel designated in accordance with Subsection (4)(c) shall make a
51 recommendation in accordance with the provisions of Section [53F-2-504](#) or this Rule R277-
52 318.

53 (ii) The panel shall make a recommendation on an appeal within 30 days of receipt of
54 the written appeal.

55 (5) The Superintendent shall issue a ruling on an appeal within 15 days of receipt of the
56 panel's recommendation.

57 (6) The decision of the Superintendent on an appeal is the final Board administrative
58 action.

59 (7) If the appropriation for TSSP is insufficient to cover all eligible teachers entitled to
60 awards, the Superintendent [~~shall~~] may reduce all awards by the same ratio and proportion.

61 **KEY: TSSP, salary**

62 **Date of Enactment of Last Substantive Amendment: 2018**

63 **Authorizing, and Implemented or Interpreted Law: [Art X Sec 3](#); [53E-3-401](#); [53F-2-504](#)**