# Salary Supplement for Highly Needed Educators Policy (SHiNE)

## Statement of Policy

The Salt Lake Arts Academy recognizes that certain subject areas of high need have historically proven difficult to fill. The Board appreciates that the legislature, through the Salary Supplement for Highly Needed Educators (SHINE) grant program, has taken steps to supplement the pay of qualified educators who hold positions in these high-needs areas. The Board enacts this policy to ensure compliance with state law, and designates the Principal/CAO and the Business Director to collaboratively (i) annually identify SLArts' high-needs areas and criteria for educator eligibility and update the Definitions and Procedures to reflect those needs and eligibility criteria; (ii) communicate updates to this policy to SLArts' educators; and (iii) apply this policy and disburse supplemental SHINE funds to eligible teachers who have qualifying assignments in these high-needs areas.

## Rules and Regulations

### 1. DEFINITIONS

Definitions applicable to this policy are intended to be consistent with UCA 53F-2-504, as effective 07/01/25.

1.1. **Eligible teacher** means a teacher or educator who:

1.1.1. has a qualifying assignment;

1.1.2. has a current Utah Educator License with the appropriate license area and endorsements;

1.1.3. either:

1.1.3.1. holds a degree in a specific subject area directly related to their qualifying assignment; or

1.1.3.2. has at least 10 years of experience in Utah teaching in the area of the qualifying assignment; and

1.1.4. is either:

1.1.4.1. a new employee of SLArts; or

1.1.4.2. has not received the lowest rating on any evaluation or the professional growth plan on the educator's three most recent evaluations.

1.2. **High-needs area** (starting in the 2025-26 school year) means a teaching assignment in any of the following areas:

1.2.1. Special Education;

1.2.2. ESL Endorsement; and

1.2.3. Math Endorsement (at the level required for the grade you teach)

1.3. **Qualifying assignment** means a teacher or educator who is assigned to a high-needs area.

## 2. SUPPLEMENT FOR HIGHLY NEEDED EDUCATORS (SHINE)

2.1. Effective 07/01/25, the SHINE grant program (formally known as the Teacher Salary Supplement Program (TSSP) and administered by the Utah State Board of Education) shall provide funding to SLArts to supplement the salaries of eligible teachers.

2.1.1. Available funds will be allocated equally to eligible teaching positions and pro-rated based on the FTE percentage of qualifying assignments taught (see 2.4 in this policy).

2.2. To qualify for the SHINE salary supplement, an educator must submit an application to the Principal/CAO by September 15th each school year that the educator wishes to be considered an eligible teacher and receive a SHINE salary supplement. Qualifications for the SHINE salary supplement may change each year, based on SLArts determination of high-needs areas for the upcoming school year.

2.2.1. The Principal/CAO and Business Manager shall collaboratively verify each educator's eligibility factors, including:

2.2.1.1. a qualifying assignment for the upcoming school year (including qualifying assignments which are in effect on a semester-long basis);

2.2.1.2. appropriate licensure and endorsements;

2.2.1.3. an appropriate degree or sufficient years of experience; and

2.2.1.4. sufficient evaluation ratings (in cases where the applicant is not a new employee of the District).

2.2.2. Once the eligibility of the applicants has been determined, the Principal/CAO shall provide the Business Manager a comprehensive list of eligible teachers (including educators who are eligible teachers on a semester-long basis). The Business Manager shall certify this list and notify each applicant of the determination on their application no later than October 15th.

2.3. Educators who are not determined to be eligible teachers for the upcoming school year may appeal this determination by submitting a written notice of appeal to the Principal/CAO within 15 days of the date the Business Manager notifies the educator that they will not be considered an eligible teacher for the upcoming school year. When responding to any such appeal, the Principal/CAO and Business Manager shall:

2.3.1. consider whether the educator's teaching assignment is substantially equivalent to a high-needs area;

2.3.2. review newly provided transcripts or other documentation which would allow the District to determine whether the educator is an eligible teacher with a qualifying teaching background; and

2.3.3. at the conclusion of a successful appeal, add the educator to the certified list of eligible teachers.

2.4. Payment amounts will be determined yearly based on the number of applicants and the amount of money allocated by the state legislature to this program.

2.4.1. Eligible recipients will receive an equal amount of the allocation except for reductions as noted below (for which a prorated amount will be given):

2.4.1.1. Less than 100 percent of teaching schedule;

2.4.1.2. Part-time status; or

2.4.1.3. Teaching the eligible classes for a semester.

2.5. As per state code this policy will be reviewed annually by the Business Administrator and the Principal/CAO.

2.6. Educators who wish to apply for the SHINE salary supplement are encouraged to review this policy annually for any changes to SLArts determination of high-needs areas for the upcoming school year.

# Procedures

No procedures have been established at this time.

# Citations

Utah Code § 53F-2-504

**SHiNE Program Interest Form**
*Utah State Board of Education – Teacher Salary Supplement Program*

Thank you for your interest in the SHiNE program. Please complete the following to indicate your eligibility and intent to apply.

**1. Full Name:**

**2. Current Teaching License Area(s) and Endorsement(s):**
Please list all active endorsements on your Utah Educator License.

**3. Are you currently teaching in a qualifying SHiNE area?**
(Check all that apply)
☐ Special Education
☐ ESL Endorsement
☐ Math Endorsement

**4. Are you currently receiving salary supplements through any other USBE program?**
☐ Yes
☐ No
☐ Not Sure

**5. I understand that completing this form expresses interest only and does not guarantee eligibility or funding.**
☐ I agree