

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.

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14 **R277-318-2. Definitions.**

15 (1) "Eligible teacher" means the same as that term is defined in Subsection 53F-2-  
16 504(1)(c).

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

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

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22 **R277-523-3. Program Administration.**

23 (1) The Superintendent shall allocate funds for salary supplements to eligible teachers  
24 in accordance with Subsection 53F-2-504(3).

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

27 (3) An applicant for the TSSP shall apply to the Superintendent by the following  
28 deadlines:

- 29           (a) for trimester payment, prior to November 15;  
30           (b) for semester payment, prior to January 31; and  
31           (c) for annual payment, prior to April 30.  
32           (4)(a) If an applicant is denied funds under this rule, the applicant may submit a written  
33 appeal to the Superintendent prior to June 1.  
34           (b) An appeal under Subsection (4)(a) is limited to the following issues:  
35           (i) whether the applicant has a degree or degree major with course requirements that  
36 are substantially equivalent to the course requirements for a degree listed in Section 53F-2-  
37 504;  
38           (ii) whether the applicant has met the qualifying teaching background requirements  
39 described in Section 53F-2-504;  
40           (iii) whether the Superintendent's initial denial was inconsistent with Section 53F-2-504  
41 or this Rule R277-318; or  
42           (iv) whether the Superintendent's initial denial was based on inaccurate or missing  
43 information.  
44           (c) The Superintendent may designate a panel of at least two Board staff members to  
45 review an appeal made under Subsection (4)(a) and make a recommendation to the  
46 Superintendent.  
47           (i) A panel designated in accordance with Subsection (4)(c) shall make a  
48 recommendation in accordance with the provisions of Section 53F-2-504 or this Rule R277-  
49 318.  
50           (ii) The panel shall make a recommendation on an appeal within 30 days of receipt of  
51 the written appeal.  
52           (5) The Superintendent shall issue a ruling on an appeal within 15 days of receipt of the  
53 panel's recommendation.  
54           (6) The decision of the Superintendent on an appeal is the final Board administrative  
55 action.  
56           (7) If the appropriation for TSSP is insufficient to cover all eligible teachers entitled to

57 awards, the Superintendent shall reduce all awards by the same ratio and proportion.

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59 **KEY: TSSP, salary**

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

61 **Authorizing, and Implemented or Interpreted Law: Art X Sec 3; 53E-3-401; 53F-2-504**