Teacher Salary Supplement Program
Definitions

Active Endorsement – Information section found in the TSSP application that shows ALL historical endorsements posted in CACTUS. (Items highlighted in red are for previously expired endorsements and may not reflect the current endorsement status.)

Appeal – Option to have educator's program eligibility reviewed. Appeals can only be submitted for review of employment/assignment history correction or degree equivalency.

Assignment – Description and course code listed in CACTUS based on contracted scheduled time in an LEA.

Audit History – Information section located in the TSSP Application that lists in order of process all actions taken on the application.

Benefit – TSSP funding percentage (or Tax Amount) provided to the LEA to cover the additional taxable bonus amounts that include Social Security, retirement/401(k), worker's compensation and Medicare. The "Benefit Amount" is reported on the payroll under the "employer paid benefits" section. The percentage is calculated on the approved URS rates. This portion is not paid directly to the educator but allocated to the appropriate benefit accounts.

CACTUS – Comprehensive Administration of Credentials for Teachers in Utah Schools. Database that tracks all teaching licensure information including USBE background checks, assignments, license areas, endorsements, degrees and certifications.

Certificate Teacher (Certified Teacher) – A teacher who holds a National Board for Professional Teaching Standards certification.

DHRM – Department of Human Resource Management. Agency previously responsible for administration of the Teacher Salary Supplement Program.

Eligible Teacher - A teacher who has an assignment posted in CACTUS to teach in a subject area recognized by the TSSP program legislation.

FTE (Full-time Equivalency) – Total listed in the CACTUS system quantifying the full-time contract employment percentage.

LEA (Local Education Agency) – A public school district, or charter school.

Degree – Awarded by a regionally-accredited university. For the purposes of TSSP, the degree level can include a bachelor's, master's or doctoral degree.

Degree Major - A major is a specific subject that students can specialize in while aspiring to a college degree. Typically, between a third and half of the courses you take in college are in your major or related to it. By completing a major, you demonstrate sustained, high-level work in one subject.

Endorsement – Specialty field or area earned through completing required course work established by the USBE or through demonstrated competency approved by the USBE: the endorsement shall be listed on the professional educator license indicating the specific qualification(s) of the holder.

Highly Qualified – Assignment shows as USBE (USOE) qualified in CACTUS. Usually established by completion of the endorsement requirements.

LEA Verify – Local Education Area (district or charter) has reviewed the application

LEA Pass – Local Education Area (district or charter) has approved the application.

National Board Certification – (National Board for Professional Teaching Standards Certification [NBPTS]) A voluntary, advanced teaching credential that goes beyond state licensure. NBPTS has national standards for what accomplished teachers should know and be able to do. The National Board certifies teachers who successfully complete its rigorous certification process. Also referred to as a "Certificate Teacher".

NBCT Award – National Board for Professional Teaching Standards Certification bonus. Educator must possess a current NBPTS certification, classroom assignment to qualify. Bonus is higher if in a Title 1 school.

Payment Cycle – Based on a Fiscal Year or "school-year" calendar running from July 1st to June 30th annually. The intervals are determined by the LEA for either *Semester* or *Trimester* cycles and all LEAs are eligible for *Annual* cycles.

Public Educator – A contracted charter or public-school educator in a Utah school. Private and accredited private schools do not qualify for the program.

Subject Area Requirement – Assignment must be identified as qualifying for the TSSP program and be USBE Qualified. (Qualified is usually established by holding the appropriate endorsement for the assignment.)

Title 1 School - A school that receives funds under the Elementary and Secondary Education Act of 1965, Title I, 20 U.S.C. Sec. 6301 et seq.

Teacher or Educator - An individual employed by an LEA is licensed under Title 53A, Chapter 6, Educator Licensing and Professional Practices Act and has an assignment to teach in a classroom.

Terms & Conditions – Contractual documentation of TSSP program requirements that must be agreed upon to participate in the bonus and reimbursement programs.

TSSP Award – The is the value reported as *payroll* and these are the monies that are sent to the LEA for each approved educator. Historically, this amount is "capped" at a maximum of $4,100.00 annually but can be reduced in the event that there are more qualified applicants than funds available. The "TSSP Award" is the value of the TSSP benefit for the educator BEFORE TAXES that is reported in their paycheck and is subject to local, state, federal taxes and elected deductions such as health insurance.

TSSP Service Site – Teacher Salary Supplement Program website administered by the Utah State Board of Education designed for online applications for teachers to apply and receive a salary supplement through the Teacher Salary Supplement Program as well as LEA Administrative access for approval and funding. www.tssp.schools.utah.gov.

USBE (Formerly USOE) – Utah State Board of Education (previously Utah State Office of Education).

USBE Review – Status that the USBE has reviewed the application and it is now pending final approval.

The legislative code can be reviewed at https://le.utah.gov/xcode/Title53F/Chapter2/53F-2-S504.html.