

Teacher Salary Supplement Program

Definitions

Appeal – Submission of the TSSP Appeal Application with ORIGINAL transcripts to the Utah State Board of Education for review of a degree or degree major to determine if a degree or major has met the legislative requirements of “substantially equivalent”.

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

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.

Certificate Teacher – A teacher who holds a National Board for Professional Teacher Standard 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 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.

National Board Certification - National Board for Professional Teacher Certification (NBPTS) is 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”.

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.

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.

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).

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