

ARTICLE XV: INCREMENTS FOR EXPERIENCE OUTSIDE THE DISTRICT

Employees covered under this contract who have had experience, or the equivalent, providing that the experience makes the employee more valuable than a beginning employee, may be employed initially at a yearly salary above the minimum salary. Former Watertown employees returning to the Watertown system may be reinstated at their previous step level.

ARTICLE XVI: GRADUATE EDUCATION STIPENDS/NATIONAL TEACHER CERTIFICATION

The School Board, upon recommendation of the Professional Growth Committee, may grant, pending allocation of funds at the sole discretion of the School Board, financial assistance to employees covered under this contract desiring graduate study to further their training in the area in which the staff member is employed.

The following conditions shall apply:

- A. Employees applying for a graduate education stipend will be considered with the following priority:
 - a. Employees participating in a District Collaborative Master's program
 - b. Employees participating in a Master's or Doctoral program.
 - c. Employees taking District online courses and/or District-created courses.
 - d. Employees taking general graduate credits.
- B. The applicants will receive the actual credit hour cost up to but not to exceed \$108.00 per credit hour. Payment will be made within 45 days of the applicant's display of a transcript or other official record demonstrating completion of the course and credit hours and an itemized paid receipt. Reimbursement to be made as a salary payment subject to the required deductions and District match.
- C. The School Board may grant up to, but not more than, 15 District Collaborative Master's program stipends per year at up to 15 credit hours per year. Additionally, the number of additional credits per year granted will be 25 as outlined above. Once a District Collaborative Master's program is completed, the number of credit hours granted will become 100 per year.
- D. Applicants must be submitted on or before May 1 for summer study, December 15 for spring term, and August 1 for school term study.
- E. Employees receiving a stipend related to the District Master's program shall agree to return to the service of the District for a period of three years. Failure to complete said term of service shall result in the repayment of the stipend (pro-rated) by payroll deduction or refund. Employees receiving a stipend for a District course shall agree to return to the service of the District for a period of one year. Failure to complete said term of service shall result in the repayment of the stipend in full by payroll deduction or by refund.
- F. When there are more stipends being requested than allowed, the recipients will be selected by a Professional Growth Committee consisting of the following: two members of the School Board, two administrators selected by the School Board and two teachers selected by the Watertown Education Association.
- G. Any teacher who applies for National Teacher Certification will be granted three days of professional leave to pursue certification requirements.
- H. Payment for National Teacher Certification will be made pursuant to South Dakota Codified Law.

ARTICLE XVII: PAYMENT OF SALARIES

The salaries of employees covered under this contract shall be paid on the last business day of each month. Individuals covered under this contract employed for the full school year as reflected in the adopted calendar have the option of receiving contract payments on a ten or twelve month schedule. The first payment for a new contract will be made on the last business day of September of each contract year with the remaining nine or eleven payments to follow monthly, depending on the payment option selected by the employee as indicated on their individual contract. If no payment option is selected, the employee will be paid using the ten pay option. When an employee wishes to change the method of salary payment for the next contract year, he or she must inform the Business Office prior to the first scheduled day of employment of the contract. Without such notification, the method of payment shall be continuous from year to year. A special thirteen pay option is available to newly hired or employees covered under this contract who are returning from a leave of absence with the first contract payment being made on the last business day of August and the remaining payments to follow monthly. Employees covered under this contract choosing this option must notify the Business Office prior to August 16 of the initial contract year.

REQUEST FOR STIPEND
WATERTOWN SCHOOL DISTRICT 14-4
WATERTOWN, SOUTH DAKOTA

I. PERSONAL

Date _____

A. Name _____

Address _____ Phone No. _____

B. Experience in Education

Year	School	Grade or Subject	Remarks
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II. EDUCATIONAL BACKGROUND

A. High School _____ Year Graduated _____

B. Colleges Attended (Undergraduate)

Year	College	Major	Degree
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C. Colleges Attended (Graduate)

Year	College	Major	Degree
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D. Please explain the courses in which you wish to enroll and explain how they will contribute to your classes or your duties.

E. Request

College	Course	Credit	Remarks

F. Please furnish a transcript of all previous college courses.

Signature of Applicant

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COMMITTEE REVIEW

Name _____

_____ Recommended

_____ Not Recommended

Signature/Superintendent of Schools

Date

APPLICATION FOR REIMBURSEMENT
FOR EDUCATION STIPEND

Please complete the information listed below and return to the Superintendent's office.

NAME _____

TEACHING ASSIGNMENT _____

COLLEGE OR COLLEGES ATTENDED _____

TOTAL CREDITS EARNED _____ COST PER CREDIT _____ TOTAL _____

PROOF OF COST PER CREDIT YES NO

TRANSCRIPT OF CREDIT YES NO

(Please attach transcript and proof of tuition payment)

- Not to exceed \$108.00 per credit

APPROVED _____ DATE _____

Forward to Business Office

TO: WATERTOWN SCHOOL DISTRICT BUSINESS OFFICE

Please pay _____ a total of \$ _____ for
_____ credits earned during the _____ school year.