

1 West Ada School District

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3 STAFF PERSONNEL

4  
5 Series 400

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7 Policy Title Scholarship Program

Code No. 401.19

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9 CERTIFIED

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11 Certified employees currently under contract may apply to the District for reimbursement. The  
12 district will pay up to \$65.00 per credit for the tuition for courses taken for re-certification and/or  
13 for courses taken to fulfill a degree program. A maximum of \$1,000.00 per certified employee per  
14 year will be distributed. Scholarship reimbursement is provided for the cost of credits only, not  
15 books or fees. Claims for reimbursement should be submitted as soon as the final grades are  
16 posted. Funds will be distributed on a first come first serve basis. To receive the reimbursement  
17 payment the employee must provide copies of the class description, proof of successful completion  
18 and receipts showing expenses incurred. June classes will be eligible for reimbursement during the  
19 next school year. When the budget for scholarships is exhausted, no additional funds will be paid  
20 for the remainder of the fiscal year. If an employee uses the scholarship program after school is out  
21 for the summer and does not return to the district, he/she must refund to the district the amount  
22 received that summer.

23  
24 ADMINISTRATIVE

25 Each administrator has the opportunity to access a professional development fund to use to support  
26 his or her building goals. Each building has the opportunity to access a professional development  
27 fund to use to support the building goals. These monies will be accessible as long as the state  
28 professional development funding is available.

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31 Date of Adoption:

Legal Reference:

32 06/19/12

33 Date of Revision:

34 08/13/13; 8/12/14

35 07/11/17