

**COLLEGE CREDIT/TECHNICAL COURSE
INCENTIVE PROGRAM**

The School Board of Broward County, Florida (SBBC) and the Broward Teachers Union-Education Support Professionals (BTU-ESP) hereby agree to maintain a College Credit/ Technical Course Incentive Program. A joint management-labor committee shall administer the program. The Superintendent and the President of the BTU-ESP shall each appoint three (3) persons to serve on this committee. A fund of at least fourteen thousand dollars (\$14,000) per year shall be established to provide stipends under this program. The number of stipends approved for this program each year may not exceed the balance of funds available at the end of the fiscal year. Any remaining balance shall be carried over to the next fiscal year, and an annual report will be provided to the BTU-ESP upon request indicating the balance at the end of any fiscal year. A stipend of five hundred dollars (\$500) shall be provided to those education support professionals earning college credit(s) or successfully completing the Teacher Assistant Course offered at the Broward Schools Technical Centers. A stipend of up to one hundred dollars (\$100), not to exceed the cost of the course taken, shall be provided to education support professionals who successfully complete at least one education related vocational course. Education support professionals who are approved to participate in the program must satisfy the criteria listed below:

Eligibility criteria for the incentive program shall be as follows:

1. Education support professionals who have completed five (5) years of service in a BTU-ESP bargaining unit position shall be eligible to apply for the incentive.
2. To apply for the program, an education support professional shall complete an application form developed by the committee. The form shall include, but shall not be limited to the following information: College/Technical course title, college/school name, course number, course title, and semester hours. Such application must be received no later than May 30th of each fiscal year. For candidates who complete coursework subsequent to May 30th, the application must be received by the deadline date, and official transcripts to be received no later than June 15th of each fiscal year.
3. The committee shall be responsible for the ranking of all applications and for approving or disapproving an employee's participation in the program. The committee shall rank all eligible applicants to receive the stipend by the date that the application was received, and all eligible employees shall be paid the stipend until the fund balance for that fiscal year has been exhausted.

4. An education support professional who is approved to participate in the program shall be required to earn nine (9) semester hours or have earned the Teacher Assistant Certificate or have completed a qualifying technical course starting July 1 of the current fiscal school year and to be completed by June 30 of the same fiscal school year. The semester hours or technical course work shall be related to the field of education and shall be courses which benefit the interests of the school system as determined by the committee.
5. An employee must successfully complete the Technical course or receive a grade of C or higher in their approved undergraduate or technical courses and a B in approved graduate courses to be eligible for the stipend.
6. All applications and courses shall be approved by the committee before an employee is eligible to receive the incentive.
7. The stipend shall be paid in a lump sum after the conclusion of the school year in which it was earned and upon verification of the employee's grades.