

COURSE REIMBURSEMENT

The Souhegan Cooperative School Board shall establish a fund, not to exceed \$10,000 annually, to provide reimbursement to professional staff and \$5000 for support staff who qualify for professional development reimbursement under GCIB, for one 3-credit course per two year cycle, at the current UNH tuition rate. In FY12, teachers in Year 1 or 3 of their Certification Cycle are in Year 1 of their Two Year Cycle. Teachers in Years 2 of their Certification Cycle are in Year 2 of their Two Year Cycle.

In order to be reimbursed from this fund, and in accordance with the Professional Development Master Plan, a staff member must notify the principal and the superintendent of schools, in writing on forms provided, no later than October 1 of the fiscal year in which the course is taken, so that sufficient monies can be included in the budget request for disbursement in the following fiscal year. **(ADOPTION: May 2, 2002)**

Support staff funding approved March 2006.

REVISED: January 4, 2011

- **Reimbursement cycle changed to 2 years starting in FY2012; language to implement transition from 3 year to 2 year cycles added**