



**Salary Supplement for Highly Needed Educators
SHiNE**

Must be submitted to School Administrator by September 1

Application

Educator Name –

CACTUS # -

School –

Qualifying SHiNE Category (please select one) –

- Science Educator
- Secondary Math Educator
- Special Education Educator
- Concurrent Enrollment Educator
- Speech and Language Pathologist (SLP) or Speech and Language Technician (SLT)

Teaching Assignment for current school year –

Courses Assigned to teach during the current school year –

I have logged into my CACTUS account and verified that all degrees and endorsements are correctly logged:

YES _____

NO _____

I have submitted **transcripts noting degrees and endorsements** that qualify me for the SHiNE salary supplement to my building administrator **OR** I have verified that my transcripts are on file at the District Office.

YES _____

NO _____

Signature Verifying Transcripts - Principal or District Office Personnel

I have verified satisfactory evaluations for the past three school years with school administrator.

YES _____

NO _____

Educator Signature _____

Date _____

Principal Signature _____

Date _____

Principal, please initial each item the SHiNE Candidate has completed:

- Completed Application _____
- Submitted Application by September 1 _____
- Attached transcript noting degree and endorsement information _____
- Achieved satisfactory or above evaluations ratings for the past three school years _____

The SHiNE stipend amount is determined by the total funding received, the number of approved applicants, and the number of qualifying courses being taught. The stipend will be paid biannually (half of total stipend) in December and May.

Nature of the Salary Supplement—

The salary supplement is considered part of the teacher's base pay, subject to the teacher's continuing qualification as an eligible teacher each year, semester, or quarter (as applicable). The amount of the supplement the teacher receives shall be the amount of the supplement established by the Board of Education plus the amount of any employer-paid benefits that the teacher would be entitled to for a corresponding increase in salary. *Utah Code § 53F-2-504(4), (5) (2025)*

District Policy DEF – Highly Needed Educator Salary Supplement

<https://irp.cdn-website.com/da090524/files/uploaded/DFE+-+Highly+Needed+Educator+Salary+Supplement.pdf>