



**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 \_\_\_\_\_

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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.

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>