



## SHiNE Assignment Bonus

To meet the current SHiNE program eligibility, teachers must meet **all** the following requirements:

1. **A current Utah Teaching License:** This requirement can include Associate, Professional, or local education agency (LEA)-Specific License.
2. **Degree or Experience Equivalency:**
  - A teacher must have a bachelor's, master's, or doctoral degree\* **with a major to match the specific subject area** in Mathematics, Chemistry, Physics, Physical Science, General (Integrated) Science, Special Education, Concurrent Enrollment courses, or serve students in an SLP or SLT capacity and posted in CACTUS (Comprehensive Administration of Credentials for Teachers in Utah Schools).

OR

- Meet the “Qualifying professional background” requirements showing that the educator has held the same SHiNE approved assignment in Utah LEA for at least 10 years. Experience years need not be consecutive.

\*Please note that teaching multiple subject areas may require a degree major for **each** subject.

3. **Appropriate Endorsement:** Educator must hold a valid endorsement(s) for the classes they teach in the qualifying subject area. Associate or LEA-Specific endorsements may qualify the educator in that program year.
4. **Qualified Course Assignment:** A teacher must have a current assignment posted in CACTUS to teach in the qualifying subject area.
5. **Satisfactory Performance Rating:** Educator must classify as a “new” employee or received satisfactory ratings on the teacher's three most recent evaluations. No “unsatisfactory” ratings in the previous three evaluations.
6. **Completion of Contract:** Contract status is verified by the LEA based on the current program year.

Applications will be submitted to the school administrator by September 1 of the program year. The principal will verify information is acceptable and complete. School administrator will forward the application and supporting documents to the District Office where CACTUS information will be verified.

Payments will be made monthly (1/12 of the total stipend), in regular educator payroll.

Educators are encouraged to check the status and accuracy of their CACTUS information throughout the program year, as assignments, percentages, and Full-Time Equivalency (FTE) can change at any time by the LEA. It is the Educator's responsibility to confirm that all eligibility criteria have been met before the deadline(s).

Approval of the SHiNE bonus is subject to employment verification in CACTUS by the LEA.

## Nature of the Salary Supplement—

*Utah Code § 53F-2-504(4), (5) (2025)*

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.

The SHiNE stipend amount is determined by the total funding received, the number of approved applicants, and the number of qualifying courses being taught.

## District Policy DEF – Highly Needed Educator Salary Supplement

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

# SHiNE Subject Area Requirements

## Science Educator Requirements

Degree or Qualifying Teaching Background:

Educator must have the following

1. Degree: The educator must have a bachelor's, master's, or doctoral degree granted from a regionally accredited university.

Degree Major: The educator's degree must be designated in CACTUS with one of the following majors:

- Chemistry
- Physics
- Physical Science
- Integrated Science\*
- General Science\*

\*An Integrated Science or General Science degree is a historical degree which is no longer attainable or in existence but was included in the legislative language.

OR

Qualifying Professional Background: The educator's CACTUS record must show a teaching history for the same supplement-approved science assignment in Utah public schools for at least 10 years.

2. Appropriate Endorsements: Educators must hold a valid endorsement(s) for the class(es) they teach.

3. Qualified Courses: An educator must have a current assignment to teach at least one of the following courses:

- Integrated Science in Grade 7
- Integrated Science in Grade 8
- Chemistry
- Physics

DEGREE MAJORS THAT DO NOT QUALIFY:

- Biology
- Earth Sciences
- Geology
- Zoology

## **Secondary Mathematics Educator Requirements**

Degree or Qualifying Teaching Background:

Educator must have the following.

1. Degree: The educator must have a bachelor's, master's, or doctoral degree granted from a regionally accredited university.

Degree Major: The educator's degree must be designated in CACTUS with the following major:

- Mathematics

OR

Qualifying Professional Background: The educator's CACTUS record must show a teaching history for the same supplement-approved secondary mathematics assignment in Utah public schools for at least 10 years.

2. Appropriate Endorsements: Educators must hold a valid endorsement(s) for the class(es) they teach.

3. Qualified Courses: An educator must have a current assignment to teach at least one of the following courses:

- Secondary Mathematics
- Grade Level 7 Mathematics
- Grade Level 8 Mathematics

## **Special Education Educator Requirements**

Degree or Qualifying Teaching Background:

Educator must have the following.

1. Degree: The educator must have a bachelor's, master's, or doctoral degree granted from a regionally accredited university.

Degree Major: The educator's degree must be designated in CACTUS with one of the following majors:

- Special Education
- Deaf and Hard of Hearing
- Mild/Moderate Disabilities
- Severe Disabilities
- Blind and Visually Impaired
- Preschool Special Education

OR

Qualifying Professional Background: The educator's CACTUS record must show a teaching history for the same supplement-approved special education assignment in Utah public schools for at least 10 years.

2. Appropriate Endorsements: Educators must hold a valid endorsement(s) for the class(es) they teach.

3. Qualified Courses: An educator must have a current assignment to teach at least one of the following courses:

- Special Education Classroom Assignment(s)
- Early Childhood (Pre-school) Special Education

## **Concurrent Enrollment Educator Requirements**

Degree or Qualifying Teaching Background:

Educator must have the following.

1. Degree: The educator must have a bachelor's, master's, or doctoral degree granted from a regionally accredited university.

Degree Major: The educator's degree must be designated in CACTUS in an appropriate content area:

OR

Qualifying Professional Background: The educator's CACTUS record must show a teaching history for the same supplement-approved assignment in Utah public schools for at least 10 years.

2. Appropriate Endorsements: Educators must hold a valid endorsement(s) for the class(es) they teach.

3. Qualified Courses: An educator must have a current assignment to teach a Concurrent Enrollment Course with students enrolled.

## **SLP and SLT – Speech Language Pathologist or Speech Language Technician**

Degree or Qualifying Teaching Background:

Educator must have the following.

1. Degree: The educator must have a bachelor's, master's, or doctoral degree granted from a regionally accredited university.

Degree Major: The educator's degree must be designated in CACTUS with one of the following majors:

- Speech Language Pathology
- Communication Disorders
- Speech and Hearing Science
- Or equivalent degree

2. Qualified Courses: An educator must have a current assignment to provide speech – language services to students.

**Salary Supplement for Highly Needed Educators**  
**SHiNE**

**Application Process**

Educator must complete application and attach required supporting documents.

Educator must submit a transcript noting degree and appropriate endorsements qualifying them for the SHiNE Supplement.

Educator must verify with school administrator satisfactory evaluations for the past three school years.

Print application, attach supporting documents, submit to school administrator by September 1 of the current school year.

School Administrator will verify information and documents, sign the application, and submit the application with supporting documents to the District Office by September 8 of the current school year.

**Application is found on the district website under the Employees tab.**

**Salary Supplement for Highly Needed Educators**

**SHiNE**

Must be submitted to School Administrator by September 1

**Application**

Educator Name –

CACTUS # -

School –

Qualifying SHiNE Category –

Teaching Assignment –

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 attached **transcripts noting degrees and endorsements** that qualify me for the SHiNE salary supplement.

YES \_\_\_\_\_

NO \_\_\_\_\_

Educator Signature \_\_\_\_\_

Date \_\_\_\_\_

Principal Signature \_\_\_\_\_

Date \_\_\_\_\_