

St. Joseph School District
Pathway to Teaching Program
Employee Participant Agreement

This Agreement (the “Agreement”) is entered into this ___ day of _____, 20___, by and between the **School District of St. Joseph (the “District”)**, and _____
(the “Employee”), (collectively referred to as **“the Parties”**).

District has instituted a Pathway to Teaching Program (the “Program”) which aims to provide financial assistance to selected District employees (the “Employee Program Participants”) to assist them in earning certification in teaching, with the ultimate goal of receiving their teacher certification and working as a teacher in District. Employee desires to be a Program Participant, and in consideration of Employee being admitted into the Program does hereby covenant, promise and agree to the following:

1. District will administer the Program in accordance with the Program requirements (the “Program Requirements”), which are attached and incorporated into this Agreement.
2. Employee acknowledges that Employee is representing him/herself, Employee’s family, and Employee’s community by participating in the Program, and agrees to conduct him/herself responsibly while doing the same. Employee hereby agrees to the Program Requirements, and Employee agrees to abide by and fully complete the same.
3. Employee specifically acknowledges the requirement that upon graduation from an institution of higher education, Employee will apply to work for District as a probationary teacher. If employed by District, Employee will work as a probationary teacher for District for three academic years. Employee will be subject to the same requirements as all other probationary teachers during his or her employment and will comply with applicable laws, regulations and all Policies and Procedures of District’s Board of Education. District shall not be required to hire Employee as a probationary teacher, and District shall have the right to discipline and/or terminate Employee’s employment with District for any reason allowed by law or the Policies and Procedures of District’s Board of Education.
4. Employee will receive payment in the amount of two thousand dollars (\$2,000) per semester to be used toward the cost of tuition, books, fees, and other expenses incurred as a result of enrollment in a college or university program that meets the Program Requirements. Employee is eligible to receive this payment once per semester for two total academic years, for a total of four thousand dollars (\$4,000) maximum per academic year, contingent upon Employee’s compliance with the Program Requirements.
5. Employee is aware that failure to abide by the Program Requirements will result in forfeiture of any financial assistance offered through the Program, and that failure to work for District for at least three (3) academic years as a probationary teacher may result in the Employee having to reimburse the District for all financial assistance provided through the Program.

- a. If Employee fails to complete the required coursework needed to receive /her teaching certification, otherwise fails to receive certification, or separates his/her employment with the District after gaining certification but prior to completing at least one (1) academic year for every year of participation in the Pathway to Teaching program of work for the District as a probationary teacher, he/she must repay all payments made by the District through the Program. Repayment shall be made in equal annual installments paid over the course of two (2) years. The first installment payment shall be due within thirty (30) days of notification of ineligibility.
- b. If Employee fails to repay the costs as outlined in subsection (a) above, Employee will pay all of the District's costs in recovering such payments, including but not limited to, the District's attorney's fees. The Employee hereby agrees that the Circuit Court of Buchanan County, Missouri shall have personal and subject matter jurisdiction over any action to enforce the terms of this agreement. The Employee hereby agrees that venue in Circuit Court of Buchanan County, Missouri is appropriate. If any term of this Agreement is to any extent invalid, illegal, or incapable of being enforced, such term shall be excluded to the extent of such invalidity, illegality, or unenforceability; all other terms hereof shall remain in full force and effect.

IN WITNESS WHEREOF, the Parties' authorized representatives have signed this Agreement on the dates set forth opposite their names.

SCHOOL DISTRICT OF ST. JOSEPH

[NAME OF EMPLOYEE]

BY: _____

BY: _____

PRINT NAME: _____

PRINT NAME: _____

PRINT TITLE: President, Board of Education

ATTEST BY: _____

Secretary, Board of Education

St. Joseph School District
Pathway to Teaching Teachers Program
Employee Program Requirements

The following are the minimum requirements that must be met by each Employee Program Participant in the School District of St. Joseph's Pathway to Teaching Teachers Program ("Program") throughout their participation in the Program:

1. Employee Program Participants must maintain a cumulative grade point average of 2.5 or above.
2. Employee Program Participants must be consecutively enrolled in at least six (6) credit hours each fall and spring semester for up to four (4) semesters total, in a graduate or undergraduate program leading to teacher certification at a college or university approved by the Pathway to Teaching Program Committee of St. Joseph School District.
3. Employee Program Participants must pursue a course of study leading to Missouri teacher certification.
4. Employee Program Participants must satisfy all college or university academic requirements.
5. Employee Program Participants must actively participate in all Pathway to Teaching Program activities unless excused by the Pathway to Teaching Program Committee of St. Joseph School District. In cases of unexpected emergencies, notification to Program Committee must be made as soon as practicable. Reasonable exceptions to participation in or attendance at Program activities may be granted by the Program Supervisor on a case-by-case basis.
6. Employee Program Participants must comply with any and all directives or recommendations provided by the Program Committee as it pertains to the Employee Program Participant's participation in the Program. Employee Program Participants must authorize the Program Committee to request transcripts, enrollment verification, behavior reports and any other academic information at any time that may impact Employee Program Participant's eligibility to participate in the Program.
7. Employee Program Participants must annually sign a Pathway to Teaching Employee Participant Agreement.
8. Employee Program Participants must complete student teaching in the St. Joseph School District, unless the university requires the student to student teach in another district. If the student is not allowed by his or her college or university to student teach in the district, Employee Program Participants must student-teach in a district that has similar demographics to St. Joseph School District.
9. Employee Program Participants must receive university recommendation for teacher certification.

10. Employee Program Participants must receive positive recommendations from cooperating teachers and administrators.

11. Employee Program Participants must obtain Missouri teacher certification.

12. Employee Program Participants must meet all employment requirements of St. Joseph School District.

13. If an Employee Program Participant is in their final semester before graduating from their respective institution of higher education, the Employee Program Participant must apply to be a probationary teacher in the School District of St. Joseph no later than 30 days after graduation.

14. Employee Program Participants must work full-time as a certificated teacher in the St. Joseph School District for at least three (3) years after completion of the Pathway to Teaching Program.

15. Employee Program Participants must maintain active Missouri teacher certification while employed by the St. Joseph School District.

16. Employee Program Participants must maintain proficient or higher evaluations while employed by the St. Joseph School District.

17. Employee Program Participants must maintain professional behavior at all times when working with the School District of St. Joseph. This includes, but is not limited to: the Policies, Regulations, and Procedures of the School District of St. Joseph's Board of Education related to employees and volunteers; and, any and all applicable laws. It will be within the sole discretion of the Program Committee to determine if any behavior is unprofessional.

18. Employee Program Participants must annually complete a FAFSA with the financial aid office at their respective institutions of higher education, as well as any other paperwork required by the Program or the Employee Program Participant's institution of higher education.

19. If Employee Program Participants must repeat a course, financial assistance provided through the Program may only be applied to one repeated course. If any other courses must be repeated, or if the same course must be repeated again, then the Program Participant shall be responsible for the cost of the same.

20. Employee Program Participants must authorize the Program Committee to request transcripts, enrollment verification, behavior reports and any other academic information at any time that may impact Employee Program Participant's eligibility to participate in the Program.

21. Employee Program Participants must refrain from the illegal use of alcohol and drugs, and report any arrests, charges, pleas, or convictions to Program Committee within 48 hours of the same.

*For good cause, at the sole discretion of the Program Committee, these requirements may be waived or reduced for an individual Employee Program Participant in order to provide additional support to and aid in the success of the Employee Program Participant.

**The Program reserves the right to change the activity calendar as it is a program that is new and evolving. The Program will notify Program Participants as changes are updated to the calendar.

***If any of the Program Requirements are not met by, or are violated by, an Employee Program Participant, the Employee Program Participant may be immediately removed from the Program and receive no further financial assistance from the Program. The decision to remove a School Program Participant from the Program shall be in the sole discretion of the Program Committee. This action will trigger the repayment requirements set forth in Paragraph 5 of the Employee Participant Agreement.