

**TUITION REIMBURSEMENT AGREEMENT**  
**Western Kentucky University Teacher Apprenticeship Program**

**RECITALS:**

**Whereas**, Western Kentucky University has created a Teacher Apprenticeship program. The term of the K-12 teacher occupation apprenticeship is based on the apprentice's demonstration of the mastery of competencies as specified in these standards. Contingent upon receiving previous credit for prior education as outlined in these standards, competencies should be achieved during a period of no less than 6000 hours of on-the-job learning (approximately 3 years), supplemented by the required hours of related instruction, which are determined by local partners and in consideration of state or regional certification standards, but that in no case will be less than the minimum required 144 hours.

**Whereas**, Sponsors may base the Work Process Schedule on state or national teacher professional standards. The Work Process Schedule example below is based on the InTASC Model Core Teaching Standards and Learning Progressions for Teachers 1.0 (Council of Chief State School Officers, 2013). These standards and learning progressions were developed collaboratively by a wide array of experts and organizations in K-12 education and educator preparation and form the basis for many state and local standards. For each standard, InTASC delineates essential knowledge, performances, and critical dispositions that are reflected in the learning progressions. The InTASC learning progressions apply to teachers throughout their careers, so the base level standards (level one of three) are used for apprentices. It is expected that apprentices will develop their skills within each progression during the Date of the apprenticeship.

**Whereas**, As the sponsor, Western Kentucky University bears responsibility for ensuring that apprentices have the opportunity to practice and ultimately demonstrate mastery of the learning standards or competencies. This includes ensuring that apprentices are placed in classrooms with an experienced and accomplished mentor teacher and that these classrooms have diverse student populations, including students with disabilities and English language learners.

**Whereas**, The mentor teacher, working in collaboration with a supervising faculty member from the participating educator preparation program, determines whether the apprentice has demonstrated adequate mastery of each standard, using the learning standard and the essential knowledge, performances, and critical dispositions as a guide.

**Whereas,** \_\_\_\_\_ (the “**Apprentice**”) has expressed an interest in enrolling in the Western Kentucky University Apprenticeship Program; Every applicant selected for apprenticeship will serve a probationary period of 13 weeks.

**Whereas,** Beginning apprentice wage is not less than 40% of the local teacher's starting salary on an hourly basis. Wages must show at least one progressive increase during the apprenticeship.

**Local Teacher Starting Salary: 33.03 \$/hour**

**Apprentice Wage Schedule:**

**Period of Training Percent of Journey Worker’s (Teacher’s) Rate Apprentice’s Rate**

**1 40.1% 13.25 \$/hour**

**2 40.9% 13.50 \$/hour**

**Whereas,** The district will ensure public notification of apprenticeship positions, the application period, and that a review of applications is conducted to determine qualified candidates. Applicants to the program must meet the minimum qualifications described in the Registered Apprenticeship Standards or published documents for the Registered Apprenticeship program. Simultaneously to the apprenticeship period, a candidate must complete the requirements for a certified teacher under Kentucky’s Education Professional Standards Board and attain (or have previously attained) a bachelor’s degree.

- In addition, apprentices must meet all admission requirements of the WKU School of Teacher Education, which includes the following:
- Demonstrates evidence of meeting all pre-requisite competencies listed in the Related Instruction Plan (shown below) corresponding to grades 9-11.
- Holds a high school diploma or GED.
- Passes a criminal background check, criminal abuse and neglect check, and physical exam in accordance with Kentucky regulations pertaining to school employees.
- Meets WKU requirements for admission into the College of Education
- Meets minimum requirements for the PRAXIS CORE or its equivalent as designated by the EPSB at the time of program admission.
- Demonstrates critical InTASC dispositions as measured by three independent recommendations.
- Is recommended for admission by the selection committee based on:
  - Review of portfolio evidence
  - Interview

The selection committee follows the following guiding principles in the selection process:

- Identification of candidates who have a strong interest in and commitment to serving the students and communities where apprentices will be working.
- Mechanisms for the employer and the related instruction provider to vet and select candidates collaboratively.
- Processes to ensure potential apprentices have the background knowledge, dispositions, and basic skills that are needed to succeed in the apprenticeship and in the occupation.

**Whereas,** The district provides equal opportunity for all qualified candidates in the apprenticeship program and operates the apprenticeship program as required under Title 29 of the Code of Federal Regulations, part 30.

**Whereas,** The district seeks to recruit apprentices who are reflective of the local community and who increase the diversity of the teacher workforce in terms of gender, race/ethnicity, linguistic diversity, and disability status. The district Affirmative Action Plan appears below.

**Whereas** this Agreement is entered into between District and Apprentice, as an ancillary agreement, mindful that KRS 161.730 provides for both limiting and continuing contracts for the District's teachers. This Agreement shall not alter and/or amend any statutory or other rights set for by Kentucky Teacher Tenure law or other; and

**Whereas,** this Agreement sets forth the respective financial obligations between the Parties for the costs associated with Staff's enrollment in the Western Kentucky University Apprenticeship Program and Staff's commitment to remain employed with the District in exchange for the District's payment of a portion of the fees required for Program enrollment.

**Whereas,** this agreement is made in accordance with and contingent upon the action of the Allen County Board of Education to be taken at a Regular Board meeting on September 16, 2024

**Now, Therefore, Apprentice and the Allen County School District Agree as Follows:**

**TERMS OF AGREEMENT:**

- A. **Tuition Subsidy:** The District agrees to pay one-third of the total tuition cost, not to exceed \$4,000, as a Tuition Subsidy on behalf of Apprentice for the Western Kentucky University Education Apprenticeship Program. Upon receipt of proof of registration from Western Kentucky University, the District will remit the Tuition Subsidy directly to Western Kentucky University.
- B. **Commitment:** In exchange for the Tuition Subsidy, the Apprentice agrees to provide teaching or other District-approved educational services for a period of four (4) years following completion of the Western Kentucky University Education Apprenticeship Program. The apprentice must notify the District and provide documentation upon completion of the program.
- C. **Additional Costs:** Apprentices will be responsible for their books and other costs above tuition.
- D. **Repayment:** Should the Apprentice fail to (1) complete the Western Kentucky University Education Apprenticeship Program as required by the Program's agreement or (2) fulfill

the four (4) four-year service commitment, the Apprentice shall repay the Tuition Subsidy in full.

- E. **Employment Terms:** This Agreement does not constitute any agreed-upon term of employment, termination, or discipline, which are governed by KRS 161.730. If the Apprentice is terminated for cause or non-renewed on a limited contract, any amounts owed herein shall be forgiven unless the Apprentice proceeds with a Tribunal Hearing. If the District prevails in such a hearing, the Apprentice shall be liable for the amounts owed.
- F. **Disclosure:** The Apprentice acknowledges that this Agreement may be placed in their personnel file and that the District may disclose its existence to prospective employers who inquire. Apprentice agrees to inform any prospective employer about the four (4) year commitment and the District's rights under this Agreement.

The Parties agree that should either breach this Agreement, the prevailing party shall be entitled to both attorney's fees and costs. In addition to, any monetary award shall be paid at the statutory judgment rate from the date of the breach, regardless of the date of adjudication.

So Agreed this \_\_\_\_\_ day of \_\_\_\_\_.

\_\_\_\_\_  
Apprentice

\_\_\_\_\_  
Superintendent