

1 **R277. Education, Administration.**

2 **R277-486. Professional Staff Cost Program.**

3 **R277-486-1. Authority and Purpose.**

4 (1) This rule is authorized by:

5 (a) Utah Constitution [Article X, Section 3](#), which vests general control and  
6 supervision of public education in the Board;

7 (b) Subsection [53E-3-401](#)(4), which allows the Board to make rules to execute the  
8 Board's duties and responsibilities under the Utah Constitution and state law; and

9 (c) Subsection [53F-2-305](#)(2), which authorizes the Board to make a rule requiring a  
10 certain percentage of a LEA's professional staff to be licensed in the area the teacher  
11 teaches to receive full funding under the state statutory formula.

12 (2) The purpose of this rule is to outline the eligibility requirements for an LEA to  
13 receive WPU's for professional staff including the acceptable experience and training an  
14 LEA's staff should have.

15

16 **R277-486-2. Definitions.**

17 (1) "Comprehensive Administration of Credentials for Teachers in Utah Schools  
18 (CACTUS)" means the electronic file maintained on all licensed Utah educators that  
19 includes:

20 (a) personal directory information;

21 (b) educational background;

22 (c) endorsements;

23 (d) employment history;

24 (e) professional development information; and

25 (f) a record of any disciplinary action taken against the educator.

26 (3) "FTE" means full time equivalent.

27 (2) "National Board certified educator" means an educator who has been certified  
28 by the National Board for Professional Teaching Standards (NBPTS).

29 (3) "Weighted Pupil Unit (WPU)" means the same as that term is defined in  
30 Subsection [53F-2-102](#)(7).

31

32 **R277-486-3. Eligibility to Receive WPU for Professional Staff.**

33 (1)(a) An LEA shall only receive WPUs in accordance with the formula provided in  
34 Subsection [53F-2-305\(1\)\(a\)](#):

35 (i) for an educator who holds at least a bachelor's degree; and

36 (ii) to the extent an educator is qualified to work in the area the educator is assigned  
37 consistent with [R277-520](#).

38 (b) A full time educator who is appropriately qualified in only 75% of the educator's  
39 assignments would count as 0.75 FTEs in the calculation of an LEA's WPU.

40 (c) An LEA shall have an appropriately qualified educator in every assignment to  
41 receive full funding.

42 (2) An LEA may not receive WPUs for ~~[interns or]~~ paraprofessionals in any  
43 assignment.

44

45 **R277-486-4. Acceptable Experience.**

46 (1) Educator experience for purposes of this rule shall be measured in one-year  
47 increments.

48 (2) For purposes of the professional staff cost calculation, an educator shall be  
49 credited by the Superintendent with one year of experience for every school year in which  
50 the educator is employed:

51 (a) at least half-time (0.5 FTE) in a position that requires a Utah Educator License  
52 as described in [R277-520](#); and

53 (b) in a public school in the State of Utah or in a regionally accredited:

54 (i) public school outside of the State of Utah;

55 (ii) private school; or

56 (iii) institution of higher education; or

57 (iv) regional service center.

58 (3) To obtain credit under Subsection (2), the LEA which employs the educator shall  
59 submit acceptable documentation verifying such experience to the Superintendent,  
60 including documentation of the school's or institution's regional accreditation.

61 (4) An educator who is employed in a prekindergarten position may not be counted  
62 for the purposes of determining an LEA's professional staff WPUS, unless the educator is

63 or was employed in a special education position in an accredited school.

64 (5) None of the following experiences are considered acceptable for purposes of  
65 determining an educator's experience under this rule:

66 (a) unpaid volunteer service;

67 (b) paid consulting;

68 (c) employment in non-instructional or non-administrative positions in a school  
69 setting; or

70 (d) a school internship.

71 (6) The Superintendent may require an educator or LEA to provide documentation  
72 of an educator's experience in a private school, institution of higher education, or a regional  
73 service center to determine relevance of experience.

74

75 **R277-486-5. Acceptable Training.**

76 Acceptable training under this rule may include:

77 (1) Any degree at the bachelor's level or above or credit beyond the current degree  
78 from a regionally accredited institution of higher education.

79 (2) Any professional development activity consistent with [R277-500](#) and approved  
80 in writing by the Superintendent.

81

82 **R277-486-6. Mapping Degree Summary Data to Statutory Formula.**

83 (1) For purposes of inputting degree summary data, an LEA shall use the coding  
84 provided by the Superintendent in correspondence with the Professional Staff Cost formula  
85 table in Subsection [53F-2-305\(1\)\(a\)](#):

86 (2) In addition to credit received for degree categories corresponding with the  
87 Professional Staff Cost formula table in Subsection [53F-2-305\(1\)\(a\)](#), an LEA shall be  
88 credited for an individual with National Board certification at the doctorate level.

89

90 **R277-486-7. Data Sources.**

91 (1) For an LEA that was in operation in the prior year, data shall be used from the  
92 June 29th update of CACTUS as required by Section [R277-484-3](#).

93 (2) For an LEA that was not in operation in the prior year, data shall be used from

94 the November 15th update of CACTUS as required by Section [R277-484](#)-3.

95

96 **KEY: professional staff**

97 **Date of Enactment or Last Substantive Amendment: April 8, 2019**

98 **Notice of Continuation: February 8, 2019**

99 **Authorizing, and Implemented or Interpreted Law: [Art X Sec 3](#); [53F-2-305\(2\)](#); [53E-3-](#)**

100 **[401\(4\)](#)**