# SHELBY COUNTY LAW ENFORCEMENT PERSONNEL BOARD

P.O. BOX 1006
COLUMBIANA, AL 35051

**RESOLUTION 2025-04-15**

**Proposed Amendment to Section 6.03 of the current Rules and Regulations dated November 9, 2017**

It is proposed to amend Section 6.03 of the current Rules and Regulations that relate to Educational Incentives for classified employees.

**Section 6.03 Education Incentives**

Those classified employees who have completed coursework at an institution that has been recognized as receiving regional accreditation (MSA, NWCCU, NCA-HLC, NCA-CASI, NEASC-STCI, SACS, WASC-ACCJC, WASC-ACSCU), and who were employed prior to October 1, 2022, will be eligible to receive the following educational incentives:

- Classified employees who have earned an Associate's Degree or Junior Class status shall receive, in addition to their base salary, a one thousand dollar ($1,000.00) yearly Educational incentive.
- Classified employees who have an undergraduate degree shall receive, in addition to their base salary, a two thousand dollar ($2,000.00) yearly Educational incentive.
- Classified employees who have earned a Master's Degree shall receive, in addition to their base salary, a three thousand dollar ($3,000.00) yearly Educational incentive. This advanced degree must be in a field related to the job functions of the Sheriff's Office (Criminal Justice, Education, MBA, Law, and Public Administration). If it meets the selection criteria established by the Board. If an employee is interested in pursuing an advanced degree that is not one of the above-mentioned disciplines, it should be submitted to the approval by the Board on an individual basis. Transcripts must reflect graduation before classified employee is granted this incentive.
- Classified employees who apply for this educational incentive will be eligible for this incentive if they have (1) completed the requirements prior to being employed by the Shelby County Sheriff's Office, or (2) are currently enrolled in an approved institution seeking a qualified degree.
- No classified employee will be eligible for reimbursement of expenses associated with obtaining any degree that would make them eligible for this incentive.

Classified employees hired on or after October 1, 2022, who have completed coursework at an institution that meets the above stated criteria, will be eligible to receive, in addition to their base salary, a three thousand ($3,000.00) yearly educational incentive. This advanced degree must be in a field related to the job functions of the Sheriff's Office (Criminal Justice, Education, MBA, Law, and Public Administration). If an employee is interested in pursuing an advanced degree that is not one of the above-mentioned disciplines, it should be submitted to the Board prior to enrollment to determine if it meets the selection criteria established by the Board.

All educational incentives, once verified by the granting institution, are subject to approval by the Board on an individual basis. Transcripts must reflect graduation before the employee is granted this incentive.

All decisions regarding educational incentives made by the Board are not eligible for appeal.

All educational incentives are to be paid at the end of the first pay period in January.

*Educational incentives are paid in arrears and are pro-rated based on any pay status employment actions.*

*New employees must have been employed on September 30th of the prior year to qualify.*

NOW, THEREFORE, BE IT RESOLVED by the Shelby County Law Enforcement Personnel Board as follows:

The amended wording for Section 6.03 Education Incentives

1. The amended wording for the Education Incentive is hereby adopted.
2. The Shelby County Law Enforcement Personnel Board directs that the current LEPB Rules and Regulations be updated to reflect this amendment.
3. This resolution shall take effect immediately upon its adoption.

**ADOPTED this ___ day of _____, 2025.**

X_____ Date: ____ / ____ / 2025
Authorized Signatory (Board Chairman/Board Secretary)