

INTRODUCED BY ALDERMAN AMMON

AN ORDINANCE AMENDING CHAPTER 26 BY ADDING ONE NEW ARTICLE TO BE KNOWN AS ARTICLE VI AUTHORIZING THE BOARD OF ALDERMEN TO REIMBURSE FULL TIME EMPLOYEES FOR EXPENSES OF EDUCATION COURSES, BOOKS, AND PROVIDING CONDITIONS FOR SUCH ELIGIBILITY AND REIMBURSEMENT; PROVIDING FOR THE MAINTENANCE OF THIS CODE; PROVIDING THE EFFECTIVE DATE OF THIS ORDINANCE; AND PROVIDING FOR THE REPEAL OF ALL CONFLICTING ORDINANCES.

Be It Ordained By The Board of Aldermen of the City of Brentwood, Missouri, as follows:

SECTION 1. Chapter 26 of the Revised Code of Ordinances of the City of Brentwood for 1969 is hereby amended by adding Article VI to said Chapter providing for the establishment of Full Time Employees Education Benefits for present and future employees of the City of Brentwood, to be in words and figures as follows:

Article VI. Full Time Employees Education Benefits

Sec. 26-20. Written Application.

Any full time employee of the City of Brentwood for a period of twelve months who desires to take educational courses at an institution of learning or correspondence courses in subjects which the employee considers will improve his effectiveness as a city employee, the employee may prepare a written application entitled: "Request for Approval to Attend School or Correspondence Courses". Such application shall state 1) the subject of the course, 2) the school or institution offering the course, 3) the length of the course, 4) the cost of the course, 5) a statement of the employee describing the manner in which such training, will be beneficial to such employee in performing his present duties.

Sec. 26-21. Responsibility of Approval or Disapproval of Requests.

Such application is to be referred for approval to the Department Head and Aldermanic Educational Committee, which shall consist of Aldermen appointed by the Mayor with the approval of a majority of the members of the Board of Aldermen after consideration said application shall be forwarded to the Board of Aldermen for final approval. The Board of Aldermen shall have the responsibility of approving or disapproving the request. After a course of instruction has been approved and completed, the City of Brentwood will reimburse the City employee for a sum not to exceed \$300.00 in any calendar year for the cost of the course, tuition and books, provided that such reimbursement shall be made only to such employee after he submits application for reimbursement to his department head for approval and in such form as is approved by the Board of Aldermen within 30 days of the completion of such course by the employee; provided however, should any employee leave the employment of the City within six (6) months from the completion of any such course, he shall reimburse the City for the costs of such course paid to the employee by the City.

Sec. 26-22. Requirements for Reimbursement.

In submitting application for reimbursement, all copies of receipts for books and tuition, as well as final grade reports, must be attached. At least a "C" average or a "Satisfactory" rating in completion of the course will be required for reimbursement.

Sec. 26-23. Limits of Participation.

The Board of Aldermen, may at its discretion, limit the number of employees who shall be permitted to participate at any one time in this employee benefit education program.

Sec. 26-24. Regulations Administration of Program.

The Board of Aldermen may from time to time prescribe such additional regulations for the administration of said employee benefit education program as it deems necessary.

SECTION 2. In conformity with the provisions of said Code, the City Administrator shall cause appropriate copies to be made hereof and shall insert such copies in each addition of said Code.


SECTION 3. All ordinances and parts of ordinances in conflict with this ordinance are, to the extent of such conflict hereby repealed.

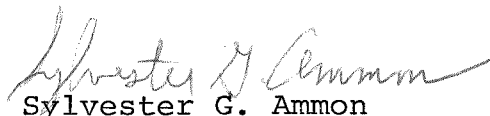
SECTION 4. This ordinance shall be in full force and effect from and after the date of its passage and approval according to law.

PASSED BY THE BOARD OF ALDERMEN THIS 19TH DAY OF MARCH, 1979.

APPROVED BY THE MAYOR THIS 19th DAY OF MARCH, 1979.

ATTEST:


E. R. Michener
City Administrator


Sylvester G. Ammon
Sylvester G. Ammon, Acting Mayor and
President of the Board of Aldermen