

TOWN OF YORKTOWN, INDIANA

ORDINANCE NO. 733

An ordinance repealing Ordinances No. 307 and 609 regarding policy and procedure for payment of training costs and tuition for Town employees.

WHEREFORE, the Town Council on March 17, 2007, enacted Ordinance No. 609, setting forth a revised policy for payment of tuition and/or training costs for certain Town employees.

WHEREFORE, the Council now desires to repeal that ordinance and to establish a new policy.

WHEREFORE, the Council encourages its employees with respect to additional and continuing education, and encourages its employees to seek and obtain additional training for many reasons, including that better trained and educated employees will better serve the Town.

IT IS, THEREFORE, ORDAINED as follows:

1. Ordinances 307 and 609 are hereby repealed.

2. In the event that an employee is seeking additional training or education that is relevant to the employee's job performance and standing, the employee may advise his/her supervisor or the Town Manager, may provide information on the cost of such efforts, and may apply for partial or full reimbursement of educational costs (tuition, books, supplies and related expenses). Such application must be made in advance of incurring any such costs, if the employee desires payment or reimbursement of such costs. It is entirely in the discretion of the Town Council whether to grant such request, in whole or in part. The factors which the Council will consider include, but are not limited to: the length of the employee's tenure with the Town, the nature of the employee's duties, the employee's prior job performance, the availability of funds, and the likelihood of benefit to the Town from such additional training or education. The Town Manager may make a recommendation to the Council.

YORKTOWN TOWN COUNCIL

ATTEST:

Beth Neff, Clerk-Treasurer