

**The Great Neck Board of Education**  
and the  
**Great Neck Teachers Association (GNTA)**  
announce the  
**2017 Summer Scholarship Program**

*Application Deadline: April 25, 2017*

**Summer Scholarships**

Article 52 of the Board of Education-Great Neck Teachers Association Agreement provides funds for summer scholarships. These scholarships will be available for courses or programs that are subject-matter oriented. Interested teachers must apply for scholarships prior to April 25. Screening of applications will be done by an advisory committee and final selections will be made by May 15.

*Please Note: Approval from the Summer Scholarship Committee does not mean automatic approval from the Inservice Institute, nor does it mean your course is automatically approved for salary class advancement.*

**Board of Education**

Barbara Berkowitz, President  
Lawrence R. Gross, Vice President  
Donald L. Ashkenase, Trustee  
Susan Healy, Trustee  
Donna Peirez, Trustee

**District Administration**

Dr. Teresa Prendergast, Superintendent of Schools  
John Powell, Assistant Superintendent for Business  
Kelly Newman, Assistant Superintendent for Elementary Education  
Dr. Stephen C. Lando, Assistant Superintendent for Secondary Education  
Dr. Joseph G. Hickey, Assistant Superintendent for Special Education & Pupil Services

**Advisory Committee**

Kim Semder, Chairperson  
Elaine Brendel  
Eleanor Demarco  
Kelly Newman

**GNTA Executive Board**

Jim Daszenski, President  
Elaine Brendel, Vice President  
Frank Bua, Vice President  
Kim Semder, Vice President  
Jennifer Snyder, Vice President  
Jeffrey Bernstein, Director  
Daniel Issac, Director  
Sandra Kaufman, Director  
Luci Legotti, Director  
Maura Carroll, Treasurer

## Summer Scholarship Regulations

1. Recipients must be members of the GNTA Bargaining Unit with confirmed employment for 2017–2018.
2. Scholarships will be awarded for **tuition only** to fund a subject-matter-oriented course, institute, workshop, or seminar. There is no reimbursement for fees or materials.
3. While there are no restrictions on the location of the proposed activity, travel and living expenses will **not** be included.
4. Only **one course** per person will be funded (equivalent to three credits).
5. Priority is given to first-time applicants.
6. Courses cannot be substituted without prior written Committee approval.
7. Administration courses are **not** funded.
8. Funds for courses during the school year are not issued.
9. Please note: according to current tax law, summer scholarships may be taxable income.
10. **Print the Application form (page 4). Complete and sign it. Send the Application form with a photocopy of the course description and tuition costs to:**  
Rosemary Cook, Summer Scholarship Program  
Great Neck Teachers Association  
The Cottage  
343 Lakeville Road  
Great Neck, NY 11020
11. **Please keep a copy of all submitted documents for your records.**
12. **If you have questions, please ask; no exceptions will be made in regards to the application or reimbursement regulations.**

## Reimbursement Regulations

At the conclusion of the summer program, scholarship recipients are REQUIRED to submit:

1. **ORIGINAL** claim form (in **BLUE** ink).
2. **ORIGINAL** documentation of course completion. **Note: if you are applying for salary class advancement, please have a SECOND transcript sent to Phipps. Neither GNTA nor HR will be able to make copies for you.**
3. Bursar's paid receipt that SEPARATES TUITION CHARGES FROM ALL OTHER CHARGES, i.e., fees, materials, etc. **THE DISTRICT AND GNTA WILL REIMBURSE TUITION CHARGES ONLY.**
4. Select one (1) of the following as an additional proof of payment. **No other form of payment will be accepted:**
  - a. Original credit card receipt OR
  - b. Copy of credit card statement with your name on the statement or bank statement (if paying with debit

card). Many credit card companies will not provide a statement with your name on it, so please check with your company **before** choosing to pay with a credit card — **we cannot issue reimbursement without your name on the statement**. Please make sure all other items are crossed out on the statement, we just need to see the applicable charge.

OR

c. Copy of cancelled check, front AND back.

d. If you chose to pay with PayPal, please attach a copy of your PayPal statement with applicable information: your name, the charge from the institution along with the amount.

5. Statement from the institution of the exact cost of the course.

**You must submit, and identify, the above five (5) pieces of documentation no later than October 1, 2017.**

Please label and submit all paperwork together. **Any incomplete claim packet WILL BE RETURNED**, thus delaying your reimbursement check. **Please keep a copy of all submitted paperwork for your records.**

Please submit the complete reimbursement packet, for signature, to:

Rosemary Cook, Summer Scholarship Chairperson

The Cottage

***APPLICATION DEADLINE: APRIL 25 — APPLICATION DEADLINE: APRIL 25 — APPLICATION DEADLINE: APRIL 25***

## 2017 Summer Scholarship Application

Name \_\_\_\_\_

School \_\_\_\_\_ Grade/Subject Area \_\_\_\_\_ Phone (ext.) \_\_\_\_\_

Position (check one): \_\_\_\_\_ Full-time Teacher \_\_\_\_\_ Part-time/Hourly Teacher \_\_\_\_\_ Nurse

Home Address \_\_\_\_\_ Phone \_\_\_\_\_

**IMPORTANT:** A photocopy of the course (workshop, etc.) description, from the brochure or catalog—also showing tuition costs—MUST BE INCLUDED with this application. **YOUR APPLICATION WILL NOT BE PROCESSED WITHOUT THIS INFORMATION. Please keep copies of your paperwork.**

Course Title \_\_\_\_\_

Institution \_\_\_\_\_

Start Date \_\_\_\_\_ End Date \_\_\_\_\_

Number of Credits \_\_\_\_\_ Level of Credits (circle one): graduate undergraduate

Total Hours of Participation \_\_\_\_ Tuition \_\_\_\_\_

Type of Program (be specific—classroom? online? other?) \_\_\_\_\_

Have you received a scholarship in a previous year? \_\_\_\_\_ Yes \_\_\_\_\_ No

I have read the Summer Scholarship Regulations and agree to abide by them. I understand that my failure to comply may result in forfeiture of any scholarship money awarded and loss of future eligibility.

Signature \_\_\_\_\_

Date \_\_\_\_\_

**SEND THIS PAGE TO:**

Rosemary Cook  
Summer Scholarship Program  
GNTA — The Cottage  
343 Lakeville Road  
Great Neck, NY 11020

**PHOTOCOPY OF THE COURSE DESCRIPTION & TUITION COSTS MUST BE INCLUDED WITH THIS APPLICATION**