



Legislation Text

File #: 21-393, **Version:** 1

City Council Meeting Date: July 13, 2021

To: Mayor and City Council
City Administrator

From: Communications & Human Resources Director Mahowald

Consider Approval of Updated Handbook Policy 5.05 (Tuition Reimbursement).

Action Requested:

The Northfield City Council approves a Motion adopting the attached updated Handbook Policy regarding Tuition Reimbursement.

Summary Report:

The Council Employment Policy Committee discussed and made a motion to recommend approval of this policy for City Council approval at their June 16, 2021 meeting. The Labor Attorney has completed review as well.

5.05 Tuition Reimbursement

In 2020, this policy was last updated to include part-time employees as eligible for tuition reimbursement. This year, staff proposes inclusion of accredited community colleges along with accredited colleges and universities as a post-secondary education option. There are several job classifications that can benefit from relatable community college classes.

Alternative Options:

Continue with current policy language.

Financial Impacts:

None. As a reminder, employees must express interest and receive approval of tuition requests by their supervisors as part of the annual budget process.

Tentative Timelines:

Staff recommends consideration of approval of Handbook policy 5.05 Tuition Reimbursement to be effective July 13, 2021.