

STATE OF TEXAS
COUNTY OF KINNEY

**RETENTION INCENTIVE AND WITHHOLDING AGREEMENT
BRACKETT I.S.D.**

Employee Name: _____

Department: _____

The Brackett Independent School District Board of Trustees has determined that there is a benefit to the District, as well as a legitimate public purpose served, by paying full time Professional and/or Supervisory staff \$1,100.00, all other full time employees \$600, part time professional and/or supervisory staff \$650, and all other part time employees \$300 to ensure continuity of staff so that operations at the District run smoothly, and encourage all staff members to complete their entire work assignment for the 2025-2026 school year.

It is understood and agreed by Employee named above that a one-time non-recurring retention incentive stipend will be provided to all employees as outlined above, and who agree that they will:

- 1.) remain employed through May 29, 2026;
- 2.) sign this Agreement and agree to reimburse the district should the employee no longer be employed with the District through May 29, 2026; and
- 3.) return the signed Agreement to the Brackett ISD Central Office by December 12, 2025.

All incentive payments made under this agreement are contingent upon the Participant maintaining their employment and completing their assigned work schedule through the end of the 2025-2026 academic year as appropriate.

Should the employee separate from employment either voluntarily or involuntarily, by resignation or termination, the employee will not be eligible for this stipend and the employee agrees to reimburse Brackett ISD for the full amount of the stipend.

For repayment purposes, Employee authorizes the Brackett Independent School District to withhold the amount that I owe to the District from my final payroll check. If my final paycheck does not exceed the entire balance due on the above indebtedness, I agree that I must repay the District any remaining balance within thirty (30) days after my final paycheck is applied to the debt. I also understand that this stipend is not part of base pay but is considered taxable income.

The employee understands and agrees that this one-time stipend may not be offered in subsequent years of employment. The employee understands and agrees by signing below to these terms and conditions:

I certify agreement and terms outlined above by signing below:

Employee

Date

District Representative