

2014-
2015

Tucson Unified School
District

draft

[301 PAY FOR PERFORMANCE PLAN]

Submitted by: 301 District & TEA Joint Task Force

Tucson Unified School District Classroom Site Fund
Plan

TABLE OF CONTENTS
CLASSROOM SITE FUND PLAN (301)
2014-2015

1. Implementation Plan	4
2. Eligibility	4
3. Pay for Performance Plan	5
4. Site Plans	7
5. Stipend Payouts	8
6. Appeals process	9
7. Opt-Out Form	Exhibit A
8. PLC Work Plan	Exhibit C
9. End of Year PLC Verification	Exhibit D
10. Individual Appeals Form	Exhibit F

Tucson Unified School District Classroom Site Fund Plan

Preface

Please note according to ARS 15-977, 301 pay for performance funds must be distributed based upon specific elements listed in statute, "Beginning in 2014-2015, individual teacher performance as measured by the teacher's performance classification pursuant to section 15-203, subsection A, paragraph 38, shall be a component of the district's portion of the forty percent allocation for teacher compensation based on performance and employment related expenses." the law states that teacher ratings on the newly required teacher evaluation system must be factored into the 301 pay for performance stipend beginning in 2014-2015.

A.R.S. §15-977 Classroom Site Fund

...

B. A school district governing board must adopt a performance based compensation system at a public hearing to allocate funding from the classroom site fund pursuant to subsection A of this section. Beginning in school year 2014-2015, individual teacher performance as measured by the teacher's performance classification pursuant to section 15-203, subsection A, paragraph 38 shall be a component of the school district's portion of the forty per cent allocation for teacher compensation based on performance and employment related expenses.

C. A school district governing board shall vote on a performance based compensation system that includes the following elements:

1. School district performance and school performance.
2. Individual teacher performance as measured by the teacher's performance classification pursuant to section 15-203, subsection A, paragraph 38. Beginning in school year 2014-2015, the individual teacher performance component shall account for thirty-three per cent of the forty per cent allocation for teacher compensation based on performance and employment related expenses.
3. Measures of academic progress toward the academic standards adopted by the state board of education.
4. Other measures of academic progress.
5. Dropout or graduation rates.
6. Attendance rates.
7. Ratings of school quality by parents.
8. Ratings of school quality by students.
9. The input of teachers and administrators.
10. Approval of the performance based compensation system based on an affirmative vote of at least seventy per cent of the teachers eligible to participate in the performance based compensation system.
11. An appeals process for teachers who have been denied performance based compensation.
12. Regular evaluation for effectiveness, which shall comply by fiscal year 2014-2015 with section 15-203, subsection A, paragraph 38.

Tucson Unified School District Classroom Site Fund Plan

I. Implementation Plan

Proposed Budget for the Classroom Site Fund:

- A. Twenty percent of the total classroom site fund will fund teacher base compensation on the salary schedule per Arizona Revised Statute 15.977.
- B. Forty percent of the total classroom site fund will fund menu items according to the following:
 - 1. In addition to the current funding on the salary schedule, 20% of additional money received in **2014-2015** over the amount received in **2013-2014** will be allocated for increasing the salary schedule.
 - 2. \$700 for Wednesday staff development on salary schedule and in bi-weekly paycheck.
- C. Forty percent of the total classroom site fund will fund the Performance Based Plan. Major components include (see Pay for Performance Plan for details):
 - 1. No less than \$650/individual if the individual meets performance goals for 2014-2015.
 - 2. A \$3,000 stipend for each National Board Certified (NBPTS) teacher is paid in a lump sum at the end of the school year.
 - 3. A \$700 stipend for one elected school council facilitator at each site is paid in a lump sum at the end of the school year. *(See plan for detailed explanation.)*
- D. In accordance with Consensus Article 30.8e, "all Proposition 301/Classroom Site Fund increases anticipated by this provision are contingent upon receipt of funding or legislative authorization to spend. Any increase realized during the term of this agreement may be decreased for subsequent years if the level of funding received by the district or if expenditures authorized by the legislature for these components of Proposition 301/Classroom Site Fund are not maintained or are decreased, or if the MBU does not qualify or successfully participate in a plan implementing the component."

II. Eligibility

- 1. Eligible staff members include all staff members who meet all of the criteria listed below:
 - a. Staff member must possess a current teaching certificate.
 - b. Staff member must be paid on a TUSD certified salary schedule for the year the plan is in place. Contract time will include any time during which a teacher performed his/her duties pursuant to a letter of intent to hire or contract if that teacher is subsequently assigned to a position eligible for pay for performance.
 - c. Staff member must be able to participate fully in the professional learning community described in this document.
 - d. Staff member is assigned to a specific school site or sites. (not serving a central office function)
 - e. Staff member has been employed and worked in our District and paid on a teacher contract for more than one semester. Staff on leave of absence

Tucson Unified School District Classroom Site Fund Plan

for more than one semester, would not qualify. For the purpose of this plan only, one semester is defined as greater than 90 days that students are in school and met the PLC requirements.

f. An employee who is on a retiree contract working in the same assignment for at least one semester is also eligible, unless the retired employee is a “leased employee” who is contracted through ESI (PREO). Per statute, only our direct employees are eligible.

Note: For the purpose of this plan and last year’s plan, a staff member does not have to provide instruction for 50% or more of their regular work day as was required in our previous year’s plan. These criteria may include: department chairs, itinerant teachers, social workers, counselors, speech and language pathologists, OTs, and PTs provided they meet criteria (a – e) above. Criteria (a – f) above excludes: principals, Child Find staff and other centralized staff members, LSCs, and nurses.

2. Stipend Amounts

The amount of the stipend paid to an employee will be determined by their contract terms as follows:

0.75-1.0 OR GREATER	100%
0.51-0.74	75%
0.25-0.50	50%
0.24 OR LESS	25%

These stipend percentages above will be applied to the Site Based Goals portion of the 301 Pay for Performance Goals. All other stipends are described in Section II.

III. Pay for Performance Plan

A. School Council Facilitators

1. Each school will be allocated one school council facilitator position. The Facilitator shall be elected by the school council from among its membership by the end of the first quarter. The Facilitator shall:

- Preside at school council meetings and activities;
- Be the spokesperson of the school council at all appropriate functions;
- Develop school council meeting agendas in collaboration with the principal;
- Be responsible for the maintenance of school council records (e.g. agendas, minutes, school policy decisions);
- Work with the Principal in the planning of Wednesday staff development sessions, coordinating school committees, implementing school and District goals, analyzing data, and monitoring student achievement results.

2. Compensation for school council facilitation will be given only as follows:

- a. Certified: \$700 stipend. This stipend is in addition to the one of

Tucson Unified School District Classroom Site Fund Plan

no less than \$650 earned for being a member of the faculty who has successfully met performance goals.

B. National Board Certification

1. Any employee who earns a certificate from the National Board for Professional Teaching Standards (NBPTS) and has worked on the certified salary schedule for at least one semester of the SY 2014-2015, shall receive a \$3,000 stipend each year for the life of the certificate. Service in the TUSD/TEA National Board Certification Mentor/Facilitator Program, per Article 29 of the Consensus Agreement, also may result in an extra duty stipend.

C. Wednesday Site Staff Development Assurances

1. Seven hundred dollars for acknowledgement of professional work during Wednesday site staff development sessions will be paid out of the Menu Fund.
2. Activities will keep within 7.5 hour workday. See Articles 9 and 19 of the current Consensus Agreement for clarification.
3. The purpose of Wednesday site staff development includes designing, developing and achieving site goals and/or supporting performance goals.
4. School staff, with the assistance and approval of the school council, will develop the structure and Plan for **site** Staff Development Wednesdays focused on the School Accountability Plan/Arizona School Improvement Plan and site and/or performance goals. Wednesday site staff development sessions shall be used for planning and implementing curriculum and instructional programs to meet goals/objectives of all school plans, which may include: the School Accountability Plan/Arizona School Improvement Plan, reviewing student work and progress, and evaluating results. TUSD may provide direction to underperforming and failing schools to focus staff development on the mandates from AZ LEARNS.
5. Itinerant teachers must select a school for purposes of staff development and attend the Wednesday in-service at that site. Itinerant teachers will work with their assigned evaluator to create a plan to demonstrate implementation, this plan will follow all aforementioned timelines.
6. On Wednesdays prior to a Thursday holiday, early release of students will occur. Teachers will be permitted to leave at the same time as the students unless state testing mandates a full day. No staff development sessions will be scheduled.

D. Site Based Plan (see section IV)

Tucson Unified School District Classroom Site Fund Plan

IV. Development and Implementation of the Site Plan

A. Purpose

PLCs will create a school-wide system that provides training, lesson planning, differentiation strategies and assessments that promote student achievement. The PLC is composed of collaborative teams whose members work interdependently to achieve common goals. It is difficult to overstate the importance of collaborative teams. A PLC realizes that all of its efforts in these areas are shared mission, vision, **values**, and goals; collaborative teams; collective inquiry; action orientation; and continuous improvement and assessment are the basis to increase teacher performance and student achievement.

B. Plan Components

There are two components to the site based goals. Eligible staff, who chooses to participate, is eligible for both stipend components and must participate in the PLC component of the plan to qualify for both stipends. Staff may opt out by submitting an opt out form (Exhibit A) to his/her principal no later than September 26, 2014. Staff whom opts out will not receive any 301 performance pay for SY 2014-2015.

1. 301 Professional Learning Community (PLC) Work

301 professional learning community (PLC) work will be worth approximately 2/3rds of the pay for performance stipend, and will call upon teachers at all levels and across all subject areas to improve student achievement. PLCs will focus on strategies, differentiation, planning and targeting students to increase performance. Student performance will be assessed in the 33% student growth data portion of the teacher evaluation.

Attendance: All 301 PLCs will meet, at a minimum, five hours during the year to plan, report on progress, review data and monitor and adjust the plan. These 301 PLC meetings may be a part of a larger PLC plan at the school level, but for these five hours total, the 301 PLC work must focus upon the support being provided to increase student achievement. For 3/5ths of that time (3 hours), PLCs will be allocated at least three Wednesday staff development days.

Should a PLC member miss a 301 PLC meeting, he/she shall make up the time as determined by the 301 PLC. At the completion of the PLC work by March 27, all 301 PLC members must sign the PLC verification form (Exhibit D) validating that the work of the 301 PLC was equally distributed and conducted. If 1/2 or more of the members in the individual's 301 PLC do not agree that a PLC member met the criteria, that individual's name shall not be included on the 301 PLC end of the year stipend pay form.

Tucson Unified School District Classroom Site Fund Plan

That individual would then be ineligible for both the 301 PLC component (approximately 2/3rds) and the teacher classification component (approximately 1/3). Sign in sheets for each

meeting will be kept by each 301 PLC and submitted to the principal along with Exhibit D, the End of Year 301 PLC Verification. Any 301 PLC member who missed 2 1/2 or more hours is ineligible for both the 301 PLC component of the 301 pay for performance money (approximately 2/3) and teacher classification component (approximately 1/3).

Note: The minimum number of 301 PLC hours will have to be conducted by March 27, 2015. The 301 PLC Verification (Exhibit D) is due to each school's assistant superintendent by April 6, 2015 for payment in May 2015. 301 PLC sign in sheets must be reviewed by the principal and filed at the school for review as needed.

2. Teacher Evaluation Classification

Teacher evaluation classification component stipend will be based on 33% of the total classroom site fund. The teacher evaluation classification component will be based on the 2014-15 teacher evaluation classification rating that includes the student growth. The stipend allocation is based on the following classifications:

Ineffective	\$0
Developing (for the first year)	1/2x
Effective	x
Highly Effective	1/2x+x

EXAMPLE ONLY: If x=\$400.00, then:

Ineffective	\$0
Developing (for the first year)	\$200
Effective	\$400
Highly Effective	\$600

a. Pay for Performance Stipend Payout Timelines

- i. School Council Facilitators will be paid in May 2015. Facilitators must have performed these responsibilities for greater than one semester to be paid this stipend. No partial payments will be made.
- ii. National Board Certified Teachers will be paid in May 2015. These teachers must have taught in our District for greater than one semester to be paid this stipend. No partial payments will be made.
- iii. Wednesday staff development payment is embedded in the salary schedule. (See individual teacher contracts.)
- iv. Site Based Goals will be paid in two parts. The PLC portion of the work will be paid in May 2015. The teacher evaluation classification portion will be paid before the end

Tucson Unified School District Classroom Site Fund Plan

of December 2015. Eligible staff in 2014-2015 who separate from the District before the payout in the first semester of 2015-2016 school year, will be paid the stipend, regardless of his/her separation.

b. Appeals Process

- i. Any faculty member may submit an individual appeal form (Exhibit F) if it has been determined by the 301 PLC that the individual did not perform his/her responsibilities as assumed within the 301 PLC and that individual has not been listed as a fully participating member of the 301 PLC on Exhibit D. This appeal shall be made in writing and given to the principal for consideration by the due date indicated on Exhibit F. The principal will then make a recommendation to the assistant superintendent who will review the written appeal and decide whether or not to add that individual member's name to the 301 PLC End of Year Verification (Exhibit D). The decision of the assistant superintendent is final.
- ii. Any teacher may submit an appeal of their evaluation classification as determined in the district teacher evaluation process.