



## 301 Classroom Site Fund Plan

This special publication highlights the 2006-2007 301 Classroom Site Fund Implementation Plan. Since the voters passed Proposition 301 in 2000, a committee comprised of members appointed by the TEA President and TUSD Superintendent has collaborated in developing this plan. Except for formatting, the plan published in this document is identical to what the TUSD Governing Board approved in a special meeting last spring. New language added to this year's plan is in capitalized, bold print. Language deleted from the plan has strike-throughs.

For this plan, the committee surveyed all 301-eligible employees through an electronic survey. This was the first time in three years that such a survey was done and the overwhelming participation by employees provided the committee with considerable direction. Secondly, in compliance with a new state statute, a vote was taken at each site to give consent to this plan. The results surpassed the statutorily-required minimum of a 70% approval. The 2006-2007 committee will continue to evaluate survey results and comments and consider further changes for the 2007-2008 plan.

Please read this plan carefully. It consists of three major components. First, it explains how classroom site fund monies will be distributed. Secondly, the plan describes the parameters and process for developing and approving site goals. Finally, it clearly states timelines and guidelines for the Wednesday staff development sessions.

TEA leaders have made a concerted effort to ensure that its members have the necessary information to implement the plan properly. Better communication will ensure the plan's success. If you have questions about the plan or how it is implemented at your site, please discuss it with your Association Representative or contact the TEA office.

### 2006 Task Force Members

**TUSD:**

- Javier Fuentes
- Bobby Johnson
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- Albert Siqueiros
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# Tucson Unified School District Implementation Plan for Classroom Site Fund 2006-2007 School Year

## Introduction

The TUSD-TEA 301 Classroom Site Fund Task Force developed the **2006-2007** implementation plan based upon the successful implementation of the plans during the 2001-2002, 2002-2003, 2003-2004, 2004-2005 and 2005-2006 school years. The **2006-2007** plan amends those of past years without deviating from the integrity of past plans. Changes have been made to ensure compliance with state statutory provisions and to offer greater clarity for better and more consistent enforcement.

## Implementation Plan

Proposed Budget for the Classroom Site Fund

1. Total Classroom Site Funds Projected ..... \$19.30 million (Updated projections pending.)
2. 60% of Classroom Site Funds on salary schedule ..... \$11.58 million (Updated projections pending.)
3. Performance Based Plan (40% of \$19.3 million) ..... \$ 7.72 million (Updated projections pending.)
4. Consensus Agreement
  - ✓ \$700 for Wednesday Staff Development - on salary schedule and in bi-weekly paycheck.
  - ✓ \*No less than \$650/individual if school achieves its site goals - paid in a lump sum in December.
  - \$3,000 stipend for each National Board Certified (NBPTS) teacher paid in a lump sum at the end of the school year.
  - \$650 stipend for one elected School Council facilitator at each site paid in a lump sum at the end of the school year. (*See plan for detailed explanation.*)
  - \$1,000 stipend for each eligible employee at an underperforming school – ~~paid in bi-weekly paycheck~~ **PAID IN A LUMP SUM IN MARCH TO ELIGIBLE EMPLOYEES AT SCHOOLS IDENTIFIED IN OCTOBER.** (*See plan for detailed explanation.*)
  - Amended by the Governing Board, July 12, 2005: \$1.2 million for class size reduction and/or AIMS intervention.

\*Any remaining classroom site fund money will be used to increase the \$650 site goals stipend.

## Pay for Performance Plan

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 no later than 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 facilitating Wednesday Staff Development sessions, coordinating school committees, implementing site plan/goals, analyzing data, and monitoring student achievement results.
2. Compensation
  - Certified: \$650 stipend. This stipend is in addition to the one of no less than \$650 earned for being a member of the faculty.
  - Classified: Earn hourly professional development credit based upon official documentation, such as a log of time spent in fulfilling the facilitator job description stated in #1 above.

## National Board Certification

Any employee who earns a certificate from the National Board for Professional Teaching Standards (NBPTS) 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.

## Stipend for Eligible Employees at Underperforming Schools and Failing Schools

The \$1000 stipend for eligible employees at underperforming schools is for recognition of performance of such duties that are mandated at underperforming and failing schools by the ~~Arizona School Improvement Plan (ASIP)~~ **AZ LEARNS**. ~~or needs determined by the school council.~~ Furthermore, the eligible certified employees at underperforming and failing schools shall continue to receive the stipend for a two year period after the school loses the designation of "underperforming" and/or "failing." **AN EMPLOYEE ELIGIBLE FOR THIS STIPEND WHO LEAVES THE UNDERPERFORMING OR FAILING SCHOOL SHALL NO LONGER BE ENTITLED TO THIS STIPEND. PART-TIME EMPLOYEES AT UNDERPERFORMING OR FAILING SCHOOLS SHALL RECEIVE A PORTION OF THIS STIPEND EQUAL TO THE AMOUNT OF TIME EMPLOYED AT THE UNDERPERFORMING OR FAILING SCHOOL. (E.G. A TWO-FIFTHS EMPLOYEE WILL RECEIVE TWO-FIFTHS OF THE STIPEND, \$400.) NO EMPLOYEE SHALL EARN MORE THAN \$1000 FOR THIS STIPEND. TO BE ELIGIBLE FOR THIS STIPEND, THE EMPLOYEE MUST BE AN ACTIVE BENEFITS ELIGIBLE EMPLOYEE PAID ON THE TUSD-TEA CONSENSUS AGREEMENT SALARY SCHEDULE FOR AT LEAST ONE FULL SEMESTER OF THE SCHOOL YEAR.**

## Wednesday Staff Development Assurances

1. \$700 for acknowledgement of professional work during Wednesday staff development sessions; potential of no less than \$650 for participation in activities leading to attainment of site goals. Minimum of \$650 paid subsequent to the attainment of site goals.
2. Will keep within 7.5-hour workday. **SEE ARTICLES 9 AND 19 OF THE 2006-2007 CONSENSUS AGREEMENT FOR CLARIFICATION.**
3. Integrity of the purpose of Wednesday Staff Development is planning designed to develop and achieve site goals.
4. School staff, with the assistance and approval of the School Council, will develop the structure and Plan for Staff Development Wednesdays focused on the School Accountability Plan and Site Goals. Wednesday staff development sessions shall be used for developing Site Plan/Goals, planning and implementing curriculum and instructional programs to meet goals/objectives of School Accountability Plan, reviewing student work and progress, and evaluating results. TUSD may provide direction to underperforming and failing schools to focus staff development on the ~~mandated Arizona School Improvement plan (ASIP)~~. **MANDATES FROM AZ LEARNS.**
5. On Wednesdays prior to a Thursday holiday, early release of students will occur. Teachers may leave at the same time as the students. No staff development sessions will be scheduled.

## Guidelines/Parameters for Site Plan/Goals

1. The School Council, in collaboration with the principal, faculty/staff, develops and approves a School Accountability Plan and the Site Plan/Goals for increasing student achievement.
2. Site Plan/Goals must:
  - a. be based upon analysis of data and must prioritize areas in which the school has the greatest need for improvement;
  - b. be reasonable, yet challenging;
  - c. measure student growth;
  - d. be in the context of a comprehensive 3-5 year school improvement plan;
  - e. clearly identify the group(s) of students to be measured;
  - f. include baseline data of where students began and how much progress they will make by the end of the school year;
  - g. be consistent with federal laws, state statutes, and TUSD student achievement goals;
  - h. identify the data source and/or measurement that will be used for assessing improvement which include, *but are not limited to:*

- ✓ improvement on state or district recognized assessment instruments (e.g. AIMS/DPA, DIBELS, TERRA NOVA, CCSA);
  - ✓ Improved student attendance;
  - ✓ Reduced drop-out rates;
  - ✓ Improved reclassification rates as for ELL students.
3. Schools will develop and submit three goals only. Two of the three goals must focus on reading, writing, or math and be measured by a state **OR DISTRICT** recognized assessment instrument as listed in 2.h. above. The two goals must be in two different academic areas. The goals must be part of the school accountability plan. Each goal must contain the following information:
- Clear description of the students measured;
  - Statement of the instrument by which students are measured;
  - Clear statement of the performance outcome upon which the students will be measured (for at least one of the goals, measured students must improve at least five (5) percentiles or make adequate yearly progress); and
  - Clear statement of benchmark data (where the student performance was at the beginning of the school year) and where the students should be at the end of the school year.
- For certified faculty members to earn the site stipend of no less than \$650, the school must attain at least two of the three goals.
4. The school shall employ the Wednesday Staff Development time to have the faculty/staff assist in the development of the Site Plan/Goals and to implement and document progress toward the stated goals. Wednesday staff development activities include, but are not limited to, team-building, collaboration, curriculum development, data analysis, and monitoring student achievement results with a focus on enhancing classroom curriculum and instruction for meeting site goals.
5. The School Council, in collaboration with faculty/staff and principal, shall approve the Wednesday Staff Development activities. TUSD may provide direction to underperforming and failing schools to focus staff development on the ~~mandated Arizona school improvement plan (ASIP)~~. **MANDATES FROM AZ LEARNS.**
6. Once the School Council approves the Classroom Site Fund Plan/Goals, as evidenced by the signatures of its members, the Principal shall submit it to the Deputy Superintendent/Chief Academic Officer no later than the end of first quarter. The Deputy Superintendent/Chief Academic Officer shall respond in writing to the Principal and School Council by November 1st. The Deputy Superintendent/Chief Academic Officer shall review the Site Plan/Goals to ensure that it is consistent with state law, follows the guidelines stated in #2 above, and that the School Council complies with the TUSD/TEA Shared Decision Making policy and standards.
- If the Site Plan/Goals are consistent with state law and the guidelines stated in #2 and #3 above, the Deputy Superintendent/Chief Academic Officer shall notify the Principal and the Chair/Facilitator of the School Council by November 1st. The School Council will then document progress in implementing the plan and record benchmark progress toward meeting the goals. Final results will be submitted to the Deputy Superintendent/Chief Academic Officer no later than November 1st of the following school year.
  - If the Deputy Superintendent/Chief Academic Officer believes Site Plan/Goals are in violation of state law or do not follow the guidelines stated in #2 and #3 above, has questions about the process by which the school adopted the site plan/goals, or has recommendations to make the goals reasonable and/or challenging, he/she will consult with the Principal and the School Council by November 1st. The Deputy Superintendent/Chief Academic Officer will offer suggestions for bringing the plan/goals into compliance that will be presented to the principal and school council. The School Council then will adopt and sign a new Site Plan/Goals and the Principal will submit it to the Deputy Superintendent/Chief Academic Officer for review by November 15th.
7. In August of the new school year, when documented results of student performance are available to schools, each school shall have the opportunity to review its goals to determine if it passed at least two of three. If the school does not meet two of its three goals, and the School Council determines that there is an extenuating circumstance related to not meeting the goals, it may provide data and rationale to the Deputy Superintendent/Chief Academic Officer. The Deputy Superintendent/Chief Academic Officer will review the data and respond to the Principal and School Council.
8. If the school reaches two of the three of its adopted goals for the school year, no less than \$650 of the Classroom Site Fund monies will be awarded to each employee assigned to the site, regardless of part-time or full-time status, who is paid on the Certified Salary Schedule in the Consensus Agreement. Payment will be made as quickly as possible, but no later than December 15th of the following school year. This provision includes all employees who separate from the district by June 30th. To be eligible for the site goals stipend, the employee must be an active benefits eligible employee **PAID ON THE TUSD-TEA CONSENSUS AGREEMENT SALARY SCHEDULE** for at least one full semester of the school year.