



ALTAR VALLEY ELEMENTARY SCHOOL DISTRICT PERFORMANCE PAY PLAN

2018-2019

The purpose of the individual teacher performance pay plan is to reward teachers for outstanding student performance, enhance collegiality, encourage positive school and community relations, and promote continuous professional development. The system used is designed to be both achievable and professionally responsible. Certified personnel must complete the plan according to the District guidelines in order to receive the pay for performance. These activities are designed to be above and beyond the regular expectations of Altar Valley School District teachers. A primary and required component of the Altar Valley 301 plan is measurement of student achievement through district assessment tools.

1. By the designated day in August, teachers who wish to participate in the Performance Pay Plan portion of 301 must turn in the signed Participation Form to their building Principal. If a teacher is shared by schools, it is turned in to what is considered the "home school." Teachers can opt not to participate at this time or any time during the school year - however the Participation Form must be turned in on time in order to participate.
2. Staff members that are on long term leave for twenty or more consecutive days are eligible for performance pay and it can be restored to the full amount for those who can document that they have continued to provide support in other substantial ways to promote student performance and achievement of plan during their absence. They must be able to document why they are deserving of the full amount. After validation the request will be approved or denied by the superintendent.
3. Late hires will have 10 days to turn in paperwork to participate. Staff members starting before January 1st are eligible for 100% of the funds if they complete the requirements of the rubric. Staff starting after January 1st is eligible for 50% of the performance pay and must complete 50% of the required points. They cannot appeal for 100% of the funds. Staff starting after January 31st are not eligible to participate in the performance portion for that school year.
4. Teachers who are working towards National Board Certification may request a 1 year waiver and still qualify for funds. The following procedures must be met: identify your request for a waiver on the Participation Form, Complete the rubric for National Board Candidacy and submit to your building 301 committee by the deadline, and provide additional documentation to committee as requested.
5. The deadline for the Performance Plan documentation to be turned into the Building Principal is April 24.

Requesting a Waiver

Teachers who are working towards National Board Certification may request a 1 year waiver from normal 301 documentation and still qualify for funds. The following procedures must be met:

- Identify on the Participation Form your request for a waiver
- Complete rubric for National Board Candidacy and submit to your building 301 committee by the deadline
- Provide additional documentation to committee as requested



APPEALS PROCESS:

Appeals will be taken before the other school’s review team and Principal as follows:

Middle School Appeals go before the Robles review team

Robles appeals go before the Middle School review team

1. The teacher would fill out the attached form within 5 working days of the peer review validation.
2. The form is submitted to the building Principal to send to the other school’s Site Review Team
3. The other school’s Review Team reviews the situation within 5 working days and makes a determination.
4. The decision is given to the appealing employee within 5 working days of the date of the appeal review.
5. The decision of the other school’s Review Team is final.

Employees who feel they have a further grievance always have the option of going through the formal district grievance process.

PLAN COMPONENTS:

There are four components a teacher may accomplish to be considered for performance pay. Each component represents a portion of the Teacher Performance Fund and has a range of awards:

- I. 33% - Student Achievement Goals
- II. 33% - Professional Performance as measured by the Altar Valley Teacher Evaluation System
- III. 24% - Professional Development Attendance
- IV. 10% - Parent Survey

MEASUREMENT CRITERIA FOR THE COMPONENTS:

Component I: Student Achievement (33% of Total):

- 100% of Performance Pay will be awarded for Student Achievement Goals at Level 1.
- 90% of Performance Pay will be awarded for Student Achievement Goals at Level 2.
- 70% of Performance Pay will be awarded for Student Achievement Goals at Level 3.
- 50% of Performance Pay will be awarded for Student Achievement Goals at Level 4.

Benchmark measures are collected at the end of the final assessment period as a cumulative measure of students’ performance school-wide. Only full academic year student data is used to measure student performance using Curriculum Base Measure (CBM) and Galileo in the areas of Reading and Math. The percentage for each assessment indicator will be determined by grade-level. The Galileo score will be determined as an average from benchmarks 1, 2, & 3. The highest CBM scores for the second semester will be used in Reading & Math. The four percentages are averaged to establish a school-wide percentage of student performance and applied to the leveled table. The following explains how performance pay is awarded for student achievement:

Benchmark Measures	Grade Participating	Assessment Indicators	Level	Scores Needed for Award	% of Performance Pay awarded
CBM	K-8	Reading	1	60% or better	100%
CBM	2-8	Math	2	54% to 59%	90%
Galileo	2-8	Math	3	48% to 53%	70%
Galileo	2-8	Reading	4	47% or 40%	50%



Component II: Professional Performance as measured by the Altar Valley Teacher Evaluation System (33% of Total):

- 100% of Performance Pay will be awarded for Teacher Evaluation if teacher earns a Score of Highly Effective.
- 100% of Performance Pay will be awarded for Teacher Evaluation if earned a Score of Effective.
- 80% of Performance Pay will be awarded for Teacher Evaluation if earned a Score of Developing.
- 40% of Performance Pay will be awarded for Teacher Evaluation if earned a Score of Ineffective.

Component III: Professional Development as measured by attendance (24% of Total):

- 100% of Performance Pay will be awarded for attendance at 90% of Friday Professional Developments for the entire length of the professional development.
- Documentation log must be submitted to include date and description of Professional Development Activity. i.e. Team Meeting, PLC's, District PD topics, and or agendas

Date	Topic	Evidence/Other/Initials
8/14	PLC	Sign in sheet
8/21	District Day	
8/28	Teacher Day/PLC	
8/25	School Day	
9/2	SPED/ELL Day	

Component IV: Parent Survey (10% of Total):

- A survey will be provided each spring by the district to Altar Valley families to guide us in providing an All-Star education.

ALLOCATION OF FUNDS:

Payment will be contingent upon the arrival of assessment data in time to prepare and distribute the checks. Any funds not distributed will be carried over to the next year for the same purpose. Individuals have no entitlement to present or future undistributed funds.

PARAMETERS:

1. The Performance Pay Plan will be evaluated annually by a Performance Pay Committee of teachers and administrators called by the Superintendent for this purpose.
2. All Certified Teachers paid on the Teacher's Salary Schedule will have the opportunity to participate, unless otherwise excluded.
3. The Performance Pay Plan will be introduced annually to teachers at each school site.
4. Funds will be awarded based on evidence outlined in this Performance Pay Plan.



PAY FOR PERFORMANCE PARTICIPATION FORM

Group A Teacher

SCHOOL YEAR_____

TEACHER NAME: _____ **ASSIGNMENT:** _____

LOCATION_____

Participation in the Altar Valley School District Performance Pay Plan is strictly voluntary for any qualifying certified staff member. By choosing not to participate, qualified certified staff will not be eligible to receive performance pay compensation.

By signing this form I am notifying the Altar Valley Elementary School District # 51 of my intention to participate in the Individual Performance Based Pay portion of my school's 301 goals.

I understand that I must return this form by: **August 25**

Below list Action Steps that you will take to support our District Student Achievement Goals:

- 1.
- 2.
- 3.

I understand that a committee will validate documentation to determine my eligibility for Pay for Performance.

Signature of Teacher:_____Date:_____

* I am working towards National Board Certification. I understand that I will need to provide the appropriate documentation. YES____NO____

I opt NOT to participate in the Individual Performance Pay portion for 301 monies. I understand that I will not be eligible to receive any 301 money for Pay for Performance.

Signature of Teacher_____Date:_____



PAY FOR PERFORMANCE PARTICIPATION FORM

Group B Teacher

SCHOOL YEAR _____

TEACHER NAME: _____ **ASSIGNMENT:** _____

LOCATION _____

Participation in the Altar Valley School District Performance Pay Plan is strictly voluntary for any qualifying certified staff member. By choosing not to participate, qualified certified staff will not be eligible to receive performance pay compensation.

By signing this form I am notifying the Altar Valley Elementary School District # 51 of my intention to participate in the Individual Performance Based Pay portion of my school's 301 goals.

I understand that I must return this form by: **August 25**

Group B teachers are required to partner/collaborate with a Group A teacher throughout the school year.

I am a Group B teacher and I will be partnering with (Group A teacher name):

Below list Action Steps that you will take to support our District Student Achievement Goals:

- 1.
- 2.
- 3.

I understand that a committee will validate documentation to determine my eligibility for Pay for Performance.

Signature of Teacher: _____ Date: _____

* I am working towards National Board Certification. I understand that I will need to provide the appropriate documentation. YES____NO____

I opt **NOT** to participate in the Individual Performance Pay portion for 301 monies. I understand that I will not be eligible to receive any 301 money for Pay for Performance.

Signature of Teacher _____ Date: _____



**ALTAR VALLEY SCHOOL DISTRICT
PERFORMANCE PAY PLAN
Performance Plan Teacher Checklist**

Teacher: _____ Grade/Subject: _____ School(s): _____

I. Student Achievement Goals (33% of Overall):

100% of Performance Pay will be awarded for School Achievement Goals at the highest level of the scale
90% of Performance Pay will be awarded for School Achievement Goals at the second level of the scale
70% of Performance Pay will be awarded for School Achievement Goals at the third level of the scale
50% of Performance Pay will be awarded for School Achievement Goals below the third level of the scale

II. Professional Performance as measured by the Altar Teacher Evaluation System (33% of Overall):

100% of Performance Pay will be awarded for Teacher Evaluation if teacher earns a Score of Highly Effective.
100% of Performance Pay will be awarded for Teacher Evaluation if teacher earns a Score of Effective
80% of Performance Pay will be awarded for Teacher Evaluation if teacher earns a Score of Developing
40% of Performance Pay will be awarded for Teacher Evaluation if teacher earns a Score of Ineffective

III. Professional Development as measured by attendance (24% of Total):

- 100% of Performance Pay will be awarded for attendance at 90% of Friday Professional Developments for the entire length of the professional development.
- Documentation must be submitted to include date and description of Professional Development Activity

IV. Parent Survey (10% of Total):

- Administration of Parent survey



PERFORMANCE PAY

APPEAL APPLICATION

Name _____ Date _____

Position _____ School _____

State reason for appeal and attach additional documentation as needed:

Printed Name : _____ Signature: _____

Appeal Granted _____

Appeal Denied _____

Comments:

Signature of Principal

Date