

**POLICY 3.302**

**6-B** I recommend the Board approve the proposed new Policy 3.302, to be entitled "Performance Pay for School Administrators and Instructional Personnel."

[Contact: Joseph Moore, 434-8584; or Marcia Andrews, 434-8953.]

, Development

- Florida Statutes § 1012.22(1)(c)4, effective May 16, 2002, mandates that the Board must adopt a performance-pay Policy beginning with the 2002-2003 fiscal year.
- Failure to comply with § 1012.22(1)(c)4 would result in the Commissioner of Education withholding disbursements from the Educational Enhancement Trust Fund until compliance is verified.
- This proposed Policy text is based on the requirements of Fla. Stat. §§ 1012.22(1)(c)4 and 231.29; recommendations from the CTA/District Joint Evaluation Committee as reported by the Chief Financial Officer on April 26, 2002; and further cooperation with the CTA.

CONSENT ITEM

**PROPOSED NEW POLICY 3.302****PERFORMANCE PAY FOR SCHOOL  
ADMINISTRATORS AND INSTRUCTIONAL PERSONNEL**

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- 4 1. Purpose.-- Pursuant to § 1012.22(1)(c)4, Fla. Stat. (effective May 16, 2002), which  
5 requires the School Board to adopt a performance-pay policy for outstanding  
6 performance of school administrators and instructional personnel, the Board  
7 establishes this Policy to furnish incentives for improvement in training and continued  
8 effective service, with the goal of promoting learning gains of students in such  
9 employees' classrooms or schools.
- 10 2. Salary Schedule and Budget.-- The fiscal aspects of the performance-pay program are  
11 implemented as follows:
- 12 a. Salary schedules recommended by the Superintendent, for the 2002-2003 fiscal  
13 year and thereafter, for school administrators and instructional personnel shall  
14 allow such employees to earn a five-percent (5%) supplement in addition to their  
15 individual, negotiated salary if they have demonstrated outstanding performance  
16 as measured under the assessment procedure of § 231.29 (to become §  
17 1012.34), Fla. Stat., and the provisions of this Policy
- 18 b. The School Board budget for the 2002-2003 fiscal year and thereafter will  
19 include a performance-pay reserve to fund the performance supplements adopted  
20 in the salary schedule, as required by § 1012.22(1)(c)4, Fla. Stat.
- 21 c. The five-percent performance supplement shall be calculated on the employee's  
22 base fiscal-year salary for the year in which the employee demonstrated  
23 outstanding performance as defined in Section (3) herein.
- 24 d. Any supplement paid to an individual under this Policy will be treated as set forth  
25 in applicable Florida Statutes and State Board of Education Rules. The employee  
26 shall have to qualify annually to receive the supplement.
- 27 3. Rating Performance.-- As required by § 1012.22(1)(c)4, outstanding performance  
28 shall be identified under the performance assessment procedures of § 231.29, Fla.  
29 Stat, which mandates that "the assessment procedure for instructional personnel and  
30 school administrators must be primarily based on the performance of students

31 assigned to their classrooms or schools, as appropriate." More specifically, outstanding  
32 performance shall include the following:

33 a. **School Administrators.**— Outstanding performance of principals and assistant  
34 principals will be determined through the District's Leadership Performance  
35 Appraisal System, as approved by the Department of Education in October,  
36 1999, which includes criteria for: experience; ratings on the appropriate  
37 evaluation instrument (the Competency Assessment Instrument or the  
38 Accomplished Educator's Instrument); exceeding the improvement objective for  
39 student achievement; and achieving or exceeding another priority improvement  
40 objective.

41 b. **Instructional Personnel.**— For purposes of § 1012.22(1)(c)4, outstanding  
42 performance of teachers, media specialists, guidance counselors, school  
43 psychologists, and other members of the Teacher bargaining unit who are eligible  
44 to participate under this plan, will be determined under § 231.29, Fla. Stat.,  
45 through the following:

46 i. *Student Performance.*— The employee must have demonstrated highly-  
47 successful educational methods through positive student performance. The  
48 learning gains will be determined based on State testing data for the school,  
49 until such time as the State fully implements an annual assessment of  
50 learning gains for all grade levels and subject areas. A determination will be  
51 made annually as to what constitutes appropriate learning gains, after the  
52 State testing data is received.

53 ii. *No Concerns in Evaluation.*— For both the prior and current school year, the  
54 employee must have received an evaluation with no areas of concern listed;  
55 and

56 iii. *Portfolio Requirements.*— The employee must have also demonstrated  
57 successful educational methods by submitting a satisfactory portfolio as set  
58 forth in paragraph (A), (B), or (C) below:

59 A. *Instructional employees in areas for which National Board Certification*  
60 (*"NBC"*) is available may fulfill the portfolio requirement by earning  
61 NBC, including meeting the portfolio requirements thereof. Such  
62 employees with NBC will continue to meet the portfolio requirement  
63 by maintaining NBC.

64           B. Instructional employees, other than school psychologists and guidance  
65           counselors, in areas for which National Board Certification is not  
66           currently available may fulfill the portfolio requirement by complying  
67           with the requirements developed by the CTA/District Joint Evaluation  
68           Committee. To qualify, employees in this category must fulfill the  
69           portfolio requirement each school year that they wish to be considered  
70           for the outstanding rating. However, when National Board  
71           Certification becomes available to any instructional employee in this  
72           category, the portfolio requirements of paragraph (A) shall apply.

73           C. School psychologists and guidance counselors may fulfill the portfolio  
74           requirement for each school year that they wish to be considered for  
75           the outstanding rating, by complying with guidelines developed by a  
76           committee of CTA-selected representatives and District-selected  
77           administrators. If National Board Certification becomes available to  
78           employees in this category, the portfolio requirements will be as  
79           provided in paragraph (A), above.

80   4. The provisions of this Policy are to be applied consistent with the CTA Agreement.

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82   STATUTORY AUTHORITY: §§ 230.22(1), (2); 230.23(22); 231.001, Fla. Stat.

83   LAWS IMPLEMENTED: §§ 231.29; 1012.22(1)(c), Fla. Stat.

84   HISTORY: New / /02

Legal Signoff:

The Legal Department has reviewed proposed Policy 3.302 and finds it legally sufficient for development by the Board.

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Attorney

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Date