

Rush City Schools Q Comp Plan Summary

School Year 2016-17

CE Jacobson Elementary & Rush City High School

This plan was written with the intention of improving the quality of instruction in Rush City through increased Professional Development and continual teacher support. Teachers Leaders will be selected and provided with training appropriate to their position. This additional training and support will work to enhance instruction and student learning. Costs for this plan are covered through additional funding provided by the State of Minnesota.

Teacher Leader Positions and Responsibilities

Position Title & Compensation	Qualifications	Responsibilities	Release Time from Classroom
Q Comp Council 6 Teachers plus Administration \$100 stipend	<ul style="list-style-type: none"> Must be organized and possess good leadership planning, and communication skills. 	<ul style="list-style-type: none"> Organize and execute the hiring process for the other Q Comp positions. Informally evaluate Q Comp position performance on an annual basis. 	7 days of time for trainings and extended planning time with PLC leaders
Q Comp Director 1 Teacher 0.2 FTE	<ul style="list-style-type: none"> Must be a tenured teacher from the district. Recommended to have a Master's degree or BA +30. Must possess or be willing to learn knowledge of Q Comp guidelines and procedures. Must be organized and possess good leadership planning, and communication skills. 	<ul style="list-style-type: none"> Attend State Meetings Plan and facilitate planning meetings with PLC Leaders Attend Trainings to bring ideas back to district Monitor Application process and monitor application - ensure we are following the application and meeting all requirements Collect all data from PLC Leaders & submit all required paperwork Coordinate PLC Leaders, Peer Coaches, and Mentors Verify Data collections/paperwork 	2 days of release to conduct position interviews and evaluations.
PLC Leaders 9 Teachers 5 PLC groups at the Elem, 4 PLC groups at the HS \$1000 stipend	<ul style="list-style-type: none"> Must be a tenured teacher from the district. Must be organized and possess good leadership planning, and communication skills. 	<ul style="list-style-type: none"> Attend Building Planning meetings with Director monthly, ½ day 5 times per year Plan and facilitate PLC meetings Maintain records of PLC meetings Verification of paperwork/materials with their PLC members 	5 half days per year for extended planning time

<p>Peer Coaches</p> <p>4 Teachers (2 Elem, 2 HS)</p> <p>\$40 per observation completed</p>	<ul style="list-style-type: none"> • Must be a tenured teacher from the district. • Must be organized and possess good leadership planning, and communication skills. 	<ul style="list-style-type: none"> • Will conduct teacher Evaluation Process for assigned teachers including: <ul style="list-style-type: none"> • Pre-Observation Meetings • Actual Observations of assigned teachers (release time provided) • Complete Teacher Evaluations • Post-Observation Meetings & coaching of assigned teachers • Submit all required paperwork • Peer Coaches will attend training every year. 	<p>7.5 days per coach to complete teacher observations</p>
<p>Mentors</p> <p>1 Teacher Mentor per non-tenured Teacher</p> <p>\$100-300 per non-tenured teacher (\$300 for 1st year, \$200 for 2nd year, \$100 for 3rd year)</p>	<ul style="list-style-type: none"> • Must be a tenured teacher from the district. • Must be organized and possess good leadership planning, and communication skills. 	<ul style="list-style-type: none"> • Meet with Director quarterly • Meet with Building Principal quarterly at minimum • Meet with assigned probationary teacher: <ul style="list-style-type: none"> ○ 9 meetings for first year/non-tenured teachers ○ 5 meetings for second year non-tenured teachers ○ 3 meetings for third year non-tenured teachers • Guidelines of new structure <ul style="list-style-type: none"> ○ Ensure that all district goals, tools, and strategies aimed at supporting teacher development are consistent and aligned ○ Support teachers in making sense of the various layers of information they receive to understand clearly the expectations placed on them and develop personal goals that are consistent within the district • Stay with probationary teacher until they achieve tenure • Fill out paperwork regarding mentoring process • Additional years of mentorship may be recommended based on need 	<p>No additional release time needed.</p>

Teachers interested in applying for one of these positions must complete the application process. The Q Comp Council will review all submitted applications and select best candidates to fill the positions.

Improved Structures within the Schools PLCs

Currently our teachers meet twice per month in Professional Learning Communities. This plan will increase that collaboration time to be 4 times per month and create an improved structure and additional staff development for those PLCs.

Teacher Evaluation

We will continue our current Teacher Evaluation Plan with some additions. Currently, all teachers conduct observations with their peers twice per year and provide feedback. Under this plan, there will be 4 teachers across the district that will receive specialized training for Peer Observations and Coaching. These Peer Coaches will conduct a minimum of 3 observations for each teacher every year and provide ongoing support as needed. The Administrative observation and evaluation cycle will continue as currently planned.

Mentorship

We will be improving our current mentorship program by providing materials for the Mentors and Mentees to review at planned meeting times throughout the year. Additional support for new teachers will be provided as needed.

Academic Goals

School sites will continue to identify academic goals for students. Identified goals will become a focus of this plan with additional staff development funding and time (especially during PLCs) targeted towards meeting those goals.

Performance Pay and Alternative Salary Schedule

Q Comp requires an alternative plan for teacher compensation. Teachers will receive performance pay at the end of a school year if they meet criteria in the following areas:

Schoolwide Site Goal is Met: \$100

Student Achievement Goal is Met: \$300

Earn an average rating of Proficient or higher on all Classroom Observations: \$300

Complete PLC Team work as assigned: \$468

Teachers will also be granted one step on the salary schedule if they earned a rating of Proficient (3.0) or higher when averaging all Peer and Administrative Evaluations conducted for the year. Teachers that do not earn a Proficient rating will not be granted a step. Salary Schedules will continue to be negotiated between RCEA and the Rush City School Board.

All costs related to training for Teacher Leaders, staff development materials, Teacher Leader stipends, performance pay, and sub costs are covered by additional funds available through the State of Minnesota.

NOTE - An MOU will be written and may include a statement for years of financial difficulty.