

**POLICY 3.302**

**5-C** 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.

PROPOSED NEW POLICY 3.302

PERFORMANCE PAY FOR SCHOOL  
ADMINISTRATORS AND INSTRUCTIONAL PERSONNEL

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

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

43 b. **Instructional Personnel.**-- For purposes of § 1012.22(1)(c)4, outstanding  
44 performance of teachers, media specialists, guidance counselors, school  
45 psychologists, and other members of the Teacher bargaining unit who are  
46 eligible to participate under this plan, will be determined under Fla. Stat. §§  
47 231.085(3) and 231.29(3), through the following:

48 i. **Student Performance.**-- The employee must have demonstrated highly-  
49 successful educational methods through positive student performance.  
50 The performance gains will be determined annually consistent with Fla.  
51 Stat. § 231.29(3), (3)(a):

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

55 iii. **Portfolio Requirements.**-- The employee must have also demonstrated  
56 successful educational methods by submitting a satisfactory portfolio for  
57 each school year that the instructional employee will be considered for  
58 the outstanding rating, as set forth in paragraph (A) or (B) below:

59 A. Instructional employees, other than school psychologists and  
60 guidance counselors, may fulfill the annual portfolio requirement by  
61 complying with requirements set forth by the CTA/District Joint  
62 Evaluation Committee.

63 B. School psychologists and guidance counselors may fulfill the annual  
64 portfolio requirement by complying with guidelines developed by a  
65 committee of CTA-selected representatives and District-selected  
66 administrators.

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

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

70 LAWS IMPLEMENTED: §§ 231.085(3); 231.29(3), (3)(a), (c); 1012.22(1)(c), Fla. Stat.

71 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