

Principal and Teacher Incentive Advisory Council Meeting Minutes

Date & Time: November 27, 2007, 4:00-6:00 PM

Location: 2909 N. Buckner Blvd., Room 257

Council Members:

Principals Garcia J. Dixon, Sanchez

Administrators: Carillo Chance Crowder-Davis Fritsche Griffin McGee Mendro Mitchell Moseley Oakeley Olson L. Ryan R. Ryan
 Sumner Tapia Tyson Viramontes

Teachers & Rep: Aguilar Bolender Brothers Crowder Curry Ellis Goodwin Hayes Heard Kaiser Martinez Paeschke Peters Rice

Parents & Business: Powell (BCG) Johnson

No:	Agenda Item	Description	Responsible Person	Due Date
1.	Introduction / Review of Board Briefing	<input type="checkbox"/> The Board Briefing was held on November 15, 2007 and the feedback from the Board was well received overall. The Board especially appreciated the work of all the union representatives. <input type="checkbox"/> The Board Briefing included an explanation of the indices and an important point was made to make sure that the CEIs and SEIs were communicated and understood by all staff. <input type="checkbox"/> The Teacher Incentive proposal was pulled from the consent agenda and will be voted on separately during the November 29 th Board meeting.	Arnold Viramontes / Kim Olson	
2.	Communication Plan	<u>Presentation for "Road Show"</u> <ul style="list-style-type: none"> • There are 16 presentations scheduled (at 15 high schools and 1 general session at Buckner). • The presentations are December 3 through January 16 and all but 3 locations have been confirmed. <u>Communicate CEIs and SEIs</u> <ul style="list-style-type: none"> • A presentation of the indices are currently being conducted by Evaluation and Accountability • There is still a need to do more "road trips" on the indices throughout the district <u>Teacher Incentive Manual</u> <ul style="list-style-type: none"> • The plan is for the manual to go over to the HD department in which the final product will available on the web and during the "road-show" presentations. <u>CD for School Personnel</u> <ul style="list-style-type: none"> • The CD that will be distributed to campus staff is still being reviewed by Legal and the scripting of the material will begin once the contract is approved. • The estimated time of the completion of the CD is not until January <u>Website for Incentive Program</u> <ul style="list-style-type: none"> • The website will be both internal and external, will be interactive, and will be attached to the main DISD website. 	Arnold Viramontes / Bob Mendro / HD	

3.	Teacher Incentive Proposal: Follow-Up Items	<p><u>Appeals Committee / Process</u></p> <ul style="list-style-type: none"> • We have an internal appeals process called DBGA(LOCAL) and DBGA(LEGAL) and Valerie Carrillo suggests that our process be compliant with the current process. • Kim Olson suggests we should also improve the CEI appeal form. • The Council agrees that the Superintendent designated committee as defined in the appeal process should handle all level-one appeals and the current appeals process should be upheld. • Cecilia Oakeley adds that the CEI can be appealed back 2 years but Bob Mendro notes that it hasn't been communicated effectively that CEIs can be appealed that far back. • For the CEI appeal form, the Council agrees that teachers who are not able to get their principal to sign off on an appeal form after 5 days will still be able to submit the appeal without their principal's signature. <p><u>Retire / Rehire</u></p> <ul style="list-style-type: none"> • Kim Olson confirms that retire / rehire employees are eligible for the performance pay award. <p><u>Attendance Requirement (95%)</u></p> <ul style="list-style-type: none"> • Bob Mendro states it was originally intended for attendance to be a factor in the OSPA. The requirement was a minimum of 95% attendance with reducing the award by a flat-rate amount for every day missed (with a different amount deducted for professional and support staff). • Carlos Tapia notes that there is an administrative issue of managing the amount of days a campus employee misses and to know how much to deduce from the award. • The Council agrees that 90% is an adequate minimum attendance requirement and for the 10% of days missed, we should lower the award per day missed. • Maureen suggests while using the 90% as a minimum for attendance, we should give schools a 5-day-window of absences and then deduct \$100 a day for each day missed after that. • Leng Fritsche suggests leaving out the \$100 flat rate for deduction and leaving the decision to Carlos Tapia to determine the correct prorated amount. <p><u>Speech Therapist (itinerant staff)</u></p> <ul style="list-style-type: none"> • Bob Mendro states the original policy for itinerant staff on the OSPA award is that any part-time campus staff evaluated by a campus administrator would receive a prorated amount, but any person evaluated by central office would not be eligible for the incentive. • Speech therapist are evaluated by campus staff so the Council agrees under this policy, they would be eligible for the performance pay award. <p><u>Compensation (TRS Questions)</u> Carlos Tapia says he is still awaiting confirmation on how all the awards and incentives will affect TRS and retirement.</p>	Valerie Carrillo / Carlos Tapia / Bob Mendro /	
4.	<input type="checkbox"/> Opt-In Procedures	<input type="checkbox"/> A sample of the Oracle opt-in procedures is reviewed by the Council and the main suggestion is to make sure the reference of "incentive" is changed to "performance pay."	Entaune Tyson	

5.	<p>Subcommittee Reports</p> <ul style="list-style-type: none"> <input type="checkbox"/> Communications Subcommittee <input type="checkbox"/> D.A.T.E. Subcommittee <input type="checkbox"/> Principal Incentive Subcommittee 	<p><u>Communication Subcommittee</u></p> <ul style="list-style-type: none"> • The Communication Subcommittee met one time and a major part of their meeting was focused on the upcoming “road show” presentations and what will be presented to campus staff. • There are 16 scheduled road show presentations which will include a powerpoint presentation, CDs to hand out to campus staff, and the CEIs will be presented along with the performance pay plan. • Kim Olson says the communication CD will not be ready until January but we may still distribute CDs of the powerpoint during the road-show presentations. • There will be translators available at the presentation and also we are scheduled to have a website up within the next few weeks. <p><u>D.A.T.E. Subcommittee</u></p> <ul style="list-style-type: none"> • The D.A.T.E. subcommittee has not had any meetings held as of yet, but there is an upcoming D.A.T.E. technical assistance conference on December 3, 2007 at the Dallas Convention Center. <p><u>Principal Incentive Subcommittee</u></p> <ul style="list-style-type: none"> • The principal incentive subcommittee has not had any meeting as of yet and the recommended chair of the committee, Andrea Hilburn has requested to not be a chair member. • The question arose as to whether the Advisory Council could take on all the responsibilities of the principal incentive subcommittee but the Council agreed that a subcommittee was necessary. 	Leng Fritsche / Carlos Tapia / Andrea Hilburn	
6.	Upcoming Meetings	<input type="checkbox"/> A schedule of the upcoming meetings in 2008 was received by the Advisory Council.	Leng Fritsche	

Observers:

Nancy Kihneman – Evaluation & Accountability
 Steve Woltson – Evaluation & Accountability
 Karen Bemby – Evaluation & Accountability
 Texarkana Visitors (6 visitors)

Meeting Packet Content:

1. Agenda
2. Presentation Date / Locations
3. Presentation (estimated attendance counts by school)
4. Process for Opt-In
5. Subcommittee Responsibilities
6. Advisory Council Schedule