

# Principal and Teacher Incentive Advisory Council Meeting Minutes

Date & Time: January 29, 2008, 4:00-6:00 PM

Location: 2909 N. Buckner Blvd., Room 257

<b>Council Members:</b>	
<b>Principals</b>	<input checked="" type="checkbox"/> Garcia <input checked="" type="checkbox"/> J. Dixon, <input checked="" type="checkbox"/> Sanchez
<b>Administrators:</b>	<input checked="" type="checkbox"/> Allen <input checked="" type="checkbox"/> Carillo <input checked="" type="checkbox"/> Chance <input checked="" type="checkbox"/> Connally <input checked="" type="checkbox"/> Crowder-Davis <input checked="" type="checkbox"/> G. Dixon <input checked="" type="checkbox"/> Fritsche <input checked="" type="checkbox"/> Griffin <input checked="" type="checkbox"/> McGee <input checked="" type="checkbox"/> Mendro <input checked="" type="checkbox"/> Mitchell <input checked="" type="checkbox"/> Moseley <input checked="" type="checkbox"/> Oakeley <input checked="" type="checkbox"/> Olson <input checked="" type="checkbox"/> Ponce <input checked="" type="checkbox"/> L. Ryan <input checked="" type="checkbox"/> R. Ryan <input checked="" type="checkbox"/> Shaw <input checked="" type="checkbox"/> Sumner <input checked="" type="checkbox"/> Tapia <input checked="" type="checkbox"/> Tyson <input checked="" type="checkbox"/> Viramontes <input checked="" type="checkbox"/> Youngblood
<b>Teachers &amp; Rep:</b>	<input checked="" type="checkbox"/> Aguilar <input checked="" type="checkbox"/> Bolender <input checked="" type="checkbox"/> Brothers <input checked="" type="checkbox"/> Crowder <input checked="" type="checkbox"/> Curry <input checked="" type="checkbox"/> Ellis <input checked="" type="checkbox"/> Goodwin <input checked="" type="checkbox"/> Hayes <input checked="" type="checkbox"/> Heard <input checked="" type="checkbox"/> Kaiser <input checked="" type="checkbox"/> Martinez <input checked="" type="checkbox"/> Paeschke <input checked="" type="checkbox"/> Peters <input checked="" type="checkbox"/> Rice
<b>Parents &amp; Business:</b>	<input checked="" type="checkbox"/> Powell (BCG) <input checked="" type="checkbox"/> Johnson

No:	Agenda Item	Description	Owner's Name	Date First Assigned	Due Date	Status
1.	Opt-In Status Report	<input type="checkbox"/> Opt-In Status <ul style="list-style-type: none"> <li>• The opt-in status report indicates a high percentage of professionals have not responded in many schools.</li> <li>• The opt-in chart indicates a spike in the program enrollment after a speech from Dr. Hinojosa was given to administrators.</li> <li>• Anita Connally says part of the reason may be because teachers were having difficulty getting online to access their Oracle accounts.</li> <li>• Dale Kaiser mentions there is confusion with the opt-in instructions where the first screen requires teachers to agree to 'Consent of Electronic Signature'.</li> <li>• Carlos Tapia mentions that some campus-based workers are not included on the report.</li> </ul>				
		<p><b>Action Item:</b> Carlos will get the necessary information to Tambria Barnes in the MIS department in order to ensure all campus-based workers are accounted for in the opt-in report.</p>	Carlos Tapia	Jan. 29, 2008	Feb. 15, 2008	Pending
2.	Communication Update	<input type="checkbox"/> Performance Pay DVD <ul style="list-style-type: none"> <li>• Carlos Tapia says that over 4,000 Performance Pay DVDs were distributed to campus staff.</li> <li>• Stephen Wolfson asks whether there were any legal concerns with the DVD pamphlet since it states the campus award is \$2,000 and the classroom award is \$8,000.</li> <li>• Valeria Carillo confirms that there have been no legal concerns to date regarding the DVD pamphlet.</li> </ul>				

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		<input type="checkbox"/> HD Connect <ul style="list-style-type: none"> <li>• Regina Youngblood and Stephen Shaw demonstrate the HD Connect knowledge base where frequently asked questions about the performance pay program is viewed by the call center staff.</li> <li>• The HD Connect office facilitated call out messages to all professional staff that did not respond to the opt-in process.</li> <li>• On January 25<sup>th</sup> and January 28<sup>th</sup>, over 2,000 employees received a call-out message from HD Connect and the next scheduled callout message to be January 29<sup>th</sup>.</li> <li>• Willie Crowder asks if a more recognizable voice such as the Superintendent can be used on the callout messages.</li> </ul>				
		<p><b>Action Item:</b> Regina Youngblood will send the most recent callout recording to Entaune Tyson to be forwarded to any council member who requests it.</p>	Regina Youngblood	Jan. 29, 2008		Complete
		<p><b>Action Item:</b> Regina Youngblood will look into whether a more recognizable voice, such as the superintendent, can be used for the upcoming callout messages.</p>	Regina Youngblood	Jan. 29, 2008	Feb. 5, 2008	Complete
3.	<input type="checkbox"/> Outstanding School Performance Award	<input type="checkbox"/> Define OSPA criteria for 2008-2009 <ul style="list-style-type: none"> <li>• There is a proposal to discontinue the Outstanding School Performance Award once the performance pay program is implemented throughout the entire district.</li> <li>• Leng Fritsche says it will not be productive to carry on 2 programs with very similar criteria.</li> <li>• To date, there has not been communication to campus employees that joining the performance pay program would make them ineligible for the OSPA award.</li> <li>• Michelle Heard asks: Depending on whether a teacher opts in or opts out, will that affect the teacher's ability to receive the OSPA award? Is the requirement done by campus (for pilot schools) or individually within a campus for each teacher?</li> </ul> <p><b>Decision:</b> The council agrees that the pilot schools will not be eligible for the OSPA in the 2007-2008 school year.</p>				

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4.	High-Needs Incentive	<input type="checkbox"/> Unanswered HN-questions from December 18, 2007 council meeting <ul style="list-style-type: none"> <li>• When is the time where we close out the program from last fall and determine the success or failure of the program as a whole?</li> <li>• Did the program meet its goals?</li> <li>• What are the statistics of vacancies?</li> <li>• How many effective teachers were chosen to be in the high-need schools?</li> <li>• Will the Advisory Council give recommendations on the high-needs program for next year?</li> </ul>				
		<p><b>Action Item:</b> Bob Mendro says the evaluator has already begun receiving and analyzing data, and that the evaluator's report will include recommendations for the council to consider.</p>	Bob Mendro	Dec. 18, 2008	Feb. 26, 2008	Pending
		<p><b>Action Item:</b> Cecilia Oakeley states that some of the high-needs data, such as vacancy rates, is now available and she says she can work on getting additional information.</p>	Cecilia Oakeley	Dec. 18, 2008	Feb. 26, 2008	Pending
		<p><b>Action Item:</b> Kim Olson says her Human Development group (led by Carlos Tapia) will have someone take the lead on the high-needs incentive.</p>	Kim Olson/ Carlos Tapia	Dec. 18, 2008	Feb. 15, 2008	Pending
		<input type="checkbox"/> New Issues / Concerns over 2007-2008 High-Need Incentive plan <ul style="list-style-type: none"> <li>• Linda Chance mentions that when the Board approved the plan on June 28, 2007, the teachers didn't have enough time to transfer.</li> <li>• Dale Kaiser states that some schools in the Superintendent's Learning Community did not meet the criteria set forth by the Advisory Council.</li> <li>• Willie Crowder says new teachers who received the high-need incentive were a concern.</li> <li>• For the 2008-2009 school year, Linda Chance says new teachers will be required to take and pass the <i>Haberman</i> test to qualify for the high-need incentive.</li> <li>• Dale Kaiser asks how much the <i>Haberman</i> will cost the district; and Linda Chance responds it will only cost \$5 per test.</li> <li>• Linda Chance proposes that the 2008-2009 high-need payments be moved back where the first payment is in November and the second payment is in March so that the most recent indices can be used.</li> </ul>				

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		<b>Action Item:</b> The high-need incentive plan will be sent to the ELT the week of Feb. 4-8. Getting the plan to ELT in early February would help district staff prepare for the March job fair, plus would give existing teachers more time to submit transfers.	Linda Chance	Jan. 29, 2008	Feb. 8, 2008	Pending
5.	Website / Frequent Asked Questions	<input type="checkbox"/> Entaune Tyson has been continuously updating the performance pay website with the most frequently asked questions. <input type="checkbox"/> A 15-minute work session was held by the Advisory Council in which some of the most frequently asked questions were answered.				
		<b>Action Item:</b> Entaune Tyson will place the answers on the website.	Entaune Tyson	Jan 29, 2008	Feb 8, 2008	Pending

**Observers:**

Nancy Kihneman – Evaluation & Accountability  
 Steven Wolfson – Evaluation & Accountability

**Meeting Packet Content:**

1. Agenda
  2. Opt-In Status Report
  3. Performance Pay DVD - Pamphlet
  4. Website Frequent Asked Questions
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