

Performance Pay Program Appeals Process (Pilot Schools ONLY)

Awards paid based on 2007-2008 data will be paid on the December 2008 payroll check. If you believe that your estimated Performance Pay Program payment is inaccurate based on *eligibility criteria*, you may appeal based on the parameters listed below. Your estimated Performance Pay information will be available on Employee Self Service on September 22, 2008. Pilot school staff will have ONE WEEK, September 23 – October 1, 2008, to submit an appeal. **No appeals** from pilot schools will be accepted after **October 1, 2008**.

NOTE: You will need to provide evidence or supporting information regarding your claim.

You may appeal based on the following *eligibility criteria*:

Classroom Observations:

You may appeal if your classroom observation data was not recorded accurately in the Oracle system.

Appraisal Ratings:

You may appeal if your appraisal rating was entered in the Oracle system incorrectly. You may not appeal if you are in disagreement about the rating given.

Employee Attendance:

You may appeal if your attendance data was entered in the Oracle system incorrectly. You may not appeal if the correct number of absences was greater than 9 during the 2007-2008 school year.

Division Classroom Effectiveness Index (CEI) :

You may appeal your CEI score if your requested roster changes were not completed. You may not appeal your CEI score if you validated your class rosters indicating no changes.

Remember, you will need to provide evidence or supporting information regarding your claim.

To view your information, access Employee Self Service on Oracle.

To begin the appeal process, log into Employee Self Service and select Dallas Performance Pay Program Appeal 2007-2008

All appeals will be forwarded through employee self service to the appeals committee. The committee will meet and review the appeals. Employees will be notified by October 30 of the appeal decision.

The appeals committee includes a representative from Pay & Performance (Compensation), Evaluation & Accountability, Campus (teachers and principals from the TIF Committee). Representatives from AFT and NEA will be invited to attend.

*Questions can be directed to HD Connect at 972.925.4200 or notifycomp@dallasisd.org
Questions Only Please. No appeals will be processed through HD Connect or email box.*