

**POLK COUNTY SCHOOL DISTRICT AND POLK EDUCATION ASSOCIATION**

**MEMORANDUM OF UNDERSTANDING**

**TURNAROUND OPTION PLAN FOR PRIORITY SCHOOL  
TEACHER PLACEMENT AND SELECTION**

**WHEREAS**, the Polk Education Association, Inc. (PEA) is the certified bargaining agent for Polk County Public Schools; and,

**WHEREAS**, the School District of Polk County, Florida (District) is the employer and the party to the Teacher and Paraeducator Collective Bargaining Agreements (CBA) with the Polk Education Association, Inc; and,

**WHEREAS**, the District has 5 schools that have been designated as TOP Priority schools as listed on Attachment "A", and

**WHEREAS**, the parties have agreed to develop language regarding the selection, placement, and expectations for instructional staff in these schools for the 2016 - 2017 school year;

**NOW, THEREFORE**, the parties agree as follows:

1. **Teacher Effectiveness**: In these TOP Priority Schools, reading, math and, language arts, teachers must demonstrate a State VAM, 3-year aggregate score of at least Effective to be retained at a TOP School. Intensive effort will be made to find staff that meets the demonstrated mastery to ensure appropriate staffing levels are met in the schools. For teachers within their first year of teaching, demonstrated effectiveness will be calculated according to District interim (mid-term) benchmark assessment data. For non-VAM evaluated teachers, retention must be based upon demonstrated mastery-at 65%, or another agreed upon level, as demonstrated by District or State identified assessments.
2. **Extended Time**: Teachers at TOP schools will work an eight (8)-hour day, with the additional time paid at the teacher's daily rate of pay. Additionally, all of the Student Early Dismissal Days that are set as Teacher Work Days will be turned into Staff Development days. There will be 10 evening activities (1-1.5 hours each), with the additional hours to be paid at the teacher's daily rate of pay. The dates of these evening activities shall be noticed prior to the last work day in August. Six (6) shall be used as family nights, and four (4) shall be used as parent/teacher conference nights. Teachers must attend a minimum of three (3) of the six (6) family nights and all of the four (4) parent/teacher conference nights. Selected paraeducators may work an eight (8)-hour day based on student need as determined by the Superintendent.
3. **Professional Development/Extra Planning Period** – Teachers at TOP schools will be scheduled to have one principal-directed period and one teacher-directed planning period per day, teaching six (6) out of eight (8) periods. All 5 TOP schools must include a daily dedicated period under the direction of the school principal that will be used for job

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embedded, data driven, professional development and instructional planning. The teacher-directed planning period will be used for teachers to accomplish the individual work and preparation for teaching. Non-core teachers who have opted in to the agreed upon MOU will participate in school directed, job embedded planning and/or professional development unless the subject matter being addressed in the session is solely related to a specific academic content unrelated to their scope of work as determined in advance by the school principal or his/her designee.

4. **School-based Coaches and Interventionists:** Academic Coaches and Interventionists will be held to the same criteria as core teachers. To ensure that the teachers develop a high degree of comfort when working with the Academic Coaches and Interventionists, the parties acknowledge that these invaluable resource persons are not administrative or supervisory, but rather act as partners and mentors in furthering the goal of improving academic results. Coaches and Interventionists will be eligible for the same extended time pay as Core teachers. All current content specific support staff (coaches/interventionists) will be rescreened for the placement of candidates. Every effort will be made to avoid pulling Coaches and Interventionists to act as substitutes and take them from their primary role in supporting instruction.
  
5. **Recruitment/Retention Bonus:** All members of the bargaining unit that are retained at the TOP schools or transfer into the TOP schools, and agree to remain at the school for two (2) school years with continued demonstration of *Effective* and/or *Highly Effective* student learning data will receive a performance bonus in 10 monthly installments as per the last available Student Learning Data for Teacher Evaluation.

The annual bonus pay is as follows:

Staff	Highly Effective	Effective
Core Teacher [reading (including ESOL), math, science, language arts (including ESOL), social studies, ESE self-contained, ESE resource, and ESE inclusion]	\$7,500	\$5,300
Non-Core Teacher (includes guidance counselor, network manager, academic coach, consultative ESE)	\$4,500	\$3,000
Paraeducator	\$1,200	

6. **Improvement/Movement of Teachers:** Teachers who opt in to the terms of this agreement must sign a document committing to be at a TOP school for two (2) years. Teachers who opt

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out of assignment at a TOP school will be displaced per Article XVII of the Teacher Collective Bargaining Agreement and assigned to positions for which they are certified and qualified. All Essential Performance Criteria, as documented in Journey, will be monitored by the administration for performance. Any pattern of less than *Effective* on any Essential Performance Criteria, observable and non-observable, will result in intervention by administration and development of a plan for improvement. When student progress monitoring shows early data indicators in need of improvement there will be a meeting with the teacher to discuss the Essential Performance Criteria and develop a plan for improvement as defined in the Teacher Collective Bargaining Agreement. At any time, the Superintendent and/or his/her designee in consultation with the superintendent, has the authority to reassign a teacher whose students are showing inadequate progress as demonstrated by District or State identified assessments. The plan will be monitored and failure to show improvement can result in the teacher being moved out of the TOP school. The decision to move a teacher will be made in conjunction with the Superintendent. The District will immediately fill the position with an Effective or Highly Effective, qualified teacher. A substitute will only be used in the interim while the hiring or transferring process takes place.

**POLK COUNTY SCHOOL DISTRICT**

By: Jacqueline Byrd  
Jacqueline Byrd  
Superintendent

8/24/16  
Date

**POLK EDUCATION ASSOCIATION, INC.**

By: Marianne Capozziello  
Marianne Capozziello  
President

8/24/16  
Date

Attachment A: Designated TOP Priority Schools

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**ATTACHMENT "A"**

**POLK COUNTY SCHOOL DISTRICT  
TURNAROUND OPTION PLAN (TOP) PRIORITY SCHOOLS**

1. Denison Middle School
2. Kathleen Middle School
3. Lake Alfred-Addair Middle School
4. Shelley S. Boone Middle School
5. Westwood Middle School