

Memorandum of Understanding

Between the Treynor Community School District and Treynor Education Association

The Treynor Community School District has applied for and received approval from the Iowa Department of Education to participate in the Iowa Teacher Leadership and Compensation System. The Treynor Community School District and the Treynor Education Association (TEA) have reached the following agreement in regard to Master Contract articles that will be affected by and other issues related to the implementation of a local Teacher Leadership and Compensation (TLC) system. This Memorandum of Understanding (MOU) shall be in effect for the 2016-2017 school year and shall be reviewed and/or amended on an annual basis thereafter.

Plan Notification and Position Availability

1. All employees represented by the Master Contract will be notified of newly created TLC positions upon approval of the TLC grant application and approval of this Memorandum of Understanding.
2. Applicants for the positions will be selected for interview pursuant to selection process outlined in the approved TLC plan.
3. Teacher Leadership roles are annual assignments.
4. All newly hired teachers that are assigned to cover the Teacher Leader will be issued a one-year contract.
5. All Teacher Leaders will need to reapply annually.

Wages and Salary

1. Within the District’s DE approved TLC plan there are six categories of leadership roles identified (18 positions). In addition to the employee’s regular teaching contract, an employee selected for a TLC leadership position will also be issued a supplemental contract for a one-year assignment. The supplemental contract will identify the TLC position, additional day’s employed and supplemental pay as set forth in the District’s TLC plan. The six TLC leadership categories are:

<u>Category</u>	<u>Supplemental Pay</u>	<u>Extra Days</u>	<u>Positions</u>	<u>Out of Classroom</u>
▪ TLC Coordinator	\$10,000	15	1	100%
▪ Instructional Coach	\$ 5,000	05	2	100%
▪ Model Teacher	\$ 3,000	04	4	0%
▪ Mentor Teacher	\$ 2,000	02	4	0%
▪ District Leadership Team	\$ 1,000	00	7	0%

2. Any employee receiving a supplemental contract for a one-year assignment to a TLC role shall not receive any other supplemental and /or extended contract pay for the employee’s fulfillment of his or her TLC role. The TLC salary supplement will be in lieu of per diem wages. This paragraph shall not apply to an employee’s supplemental contract with the District for duties that are not related to the employee’s fulfillment of his or her TLC role.

Procedures for Transfer

In situations where hiring occurs in support of the Teacher Leadership Compensation, the following considerations will occur:

1. Placement: The placement of an employee into a TLC role shall be controlled by the criteria outlined in the District's DE approved TLC application.
2. Removal: The removal of an employee from a TLC role, prior to the end of the one-year contract, shall occur by either (a) the employee and the District mutually agreeing to remove the employee from the role, (b) the employee providing written resignation that is accepted by the District or (c) the District removing the employee from the role after providing the employee appropriate due process.
3. Placement after removal*: If an employee is removed from a TLC role at the conclusion of the one-year contract, the employee will be placed in the employee's former teaching position. If the former teaching position does not exist, the employee will be transferred to another teaching position for which the employee is qualified that is within the employee's area and certification and that is as near as possible to the employee's prior teaching position, as determined by the Superintendent.
4. Placement after removal*: If an employee serves in a TLC position for more than one year and is then removed from the TLC role, the employee will not be guaranteed of a teaching position. [However, if staff vacancies exist, the District may work with the employee to transfer them to another teaching position for which the employee is qualified that is within the employee's area and certification and that is as near as possible to the employee's prior teaching position, as determined by the Superintendent.]
5. Placement after removal*: If an employee is removed from a TLC position prior to the end of the one-year contract, the employee will not be guaranteed of placement in their former teaching position until the start of the next school year. The District will work with the employee to transfer them to another teaching position or assignment for which the employee is qualified that is within the employee's area and certification and that is as near as possible to the employee's prior teaching position, as determined by the Superintendent.
6. The District retains the right to assign employees in TLC positions to specific buildings or locations within the Treynor Community School District.

*Applies to 100% out of the classroom TLC positions.

Elimination of TLC Funding

1. If circumstances arise in which staff reductions occur through the loss or elimination of TLC funding, the current layoff procedures, as stated in Article VIII of the Master Contract, will be utilized.

Evaluation

1. Teacher leadership roles are annual assignments. TLC Teacher Leaders who are reapplying or are applying for a new TLC position are required to complete an annual Performance Review of the assignment to a teacher leadership role by a school district administrator and /or TLC Coordinator. The review shall include peer feedback on the effectiveness of the teacher's performance of duty specific to the teacher's leadership role along with other performance indicators as outlined in the TLC plan.
2. A teacher who completes an assignment in a TLC position may apply for assignment to a new TLC position.

Separation from Teacher Evaluation

1. This Memorandum of Understanding will establish a separation between the TLC system and the evaluation process for the performance of teaching duties. Teachers in TLC positions will not evaluate other teachers. Performance reviews for TLC Teacher Leaders will be used only for evaluation of the performance of teacher leader roles and not be used as any part of a teaching evaluation.

Treynor CSD, Board President

TEA President

January 00, 2016