

DRAFT 8

***MANAWA SCHOOL DISTRICT TEACHER
PERFORMANCE EVALUATION
AND WAGE SYSTEM***

April 20, 2014

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Chapter One

TEACHER PERFORMANCE EVALUATION SYSTEM (TPES)

INTRODUCTION

The Wisconsin Educator Effectiveness System is intended to provide a reliable and fair process using multiple measures to promote teachers professional growth and improve student learning.

CONTENT

The Wisconsin Educator Effectiveness System consists of 2 main components:

- Teacher/Educational Specialist practice measures, (Teacher Performance Evaluation System, TPES), and
- Student outcome measures (Performance)

PURPOSE

The primary purpose of the Teacher/Educational Specialist Performance Evaluation System:

- Optimize student learning, and
- Improve the quality of instruction, and
- Contribute to successful achievement of district goals, and
- Provide a basis for instructional improvement through an teacher appraisal system, and
- Implement a performance evaluation system that promotes collaboration

PROCESS (Option A or B)

Each year an annual evaluation shall take place on or before April 30th with the employee's supervisor. A summative evaluation will be done every 3rd year

Year 1: Review of SLO's (Beg./mid/end year review), self-assessment, observations and student surveys (2X/year), District Performance Level Indicators

Year 2: Review of Objectives: Same as year 1

Year 3: Summative Comprehensive evaluation of all required data

Procedure: (See TPES Guidebook)

1. Go to www.manawa.k12.wi.us
2. In left hand column, click on TPES Resource
3. Under Teacher Performance Evaluation System Resources
 - Click on CESA 6 Teacher Performance Evaluation System Guidebook
4. Teacher Performance Standards

Teacher Performance Evaluation System Standards (See TPES Guide for sample performance indicators pgs. 30-42)

Professional Knowledge

-The teacher demonstrates an understanding of the curriculum, subject content, and diverse needs of students by providing meaningful learning experiences (Emphasis-understands the Common Core State Standards, implements the CCSS with the instructional curriculum for core and non-core classes)

Instructional Planning

-The teacher effectively plans using the approved curriculum, instructional strategies, resources, and data to meet the needs of all students (Emphasis-demonstrates functional math/reading literacy uses in the core and non-core classroom, implements Response to Intervention tier 1 concepts/strategies)

Instructional Delivery

-The teacher effectively engages students in learning by using a variety of instructional strategies in order to meet individual learning needs. (Emphasis-demonstrates utilization of technology to enhance learning)

Assessment For and Of Learning

-The teacher systematically gathers, analyzes, and uses relevant data to measure student progress, guide instructional content and delivery methods and provide timely feedback to students, parents and stakeholders.

Learning Environment

-The teacher uses resources, routines, and procedures to provide a respectful, safe, positive, student-centered environment that is conducive to student engagement and learning.

Professionalism

-The teacher demonstrates behavior consistent with legal, ethical, and professional standards, contributes to the profession, and engages in professional growth that results in improved student learning (Emphasis-Effectively demonstrates competency with district wide computer hardware/software applications for instruction and student data collection and reporting)

Teacher performance Evaluation System Ratings

Distinguished: In addition to meeting the requirements for EFFECTIVE; the teacher consistently demonstrates extensive content and pedagogical knowledge, regularly enriches the curriculum, and guides others in enriching the curriculum.

Effective: Effective is the expected level of performance. The teacher demonstrates an understanding of the curriculum, subject content, and diverse needs of students by providing meaningful learning experiences.

Developing/Needs Improvement: The teacher inconsistently demonstrates an understanding of curriculum, subject content, and student needs, or lacks fluidity in using the knowledge in practice.

Unacceptable: The teacher inadequately demonstrates an understanding of curriculum, subject content, and student needs, or does not use the knowledge in practice.

ANNUAL AND CUMULATIVE EVALUATION EMPLOYEE PROCEDURE

1. During the annual review, only the established objectives and District performance level indicators will be reviewed unless corrective measures are needed.
2. Teachers receiving an evaluation standard of Unacceptable or Developing/ Needs Improvement within the TPES model and/or the District performance level Standards or are currently on or placed on a Personal Improvement Plan shall have their eligibility for wage increase frozen until all standards are met with Exceeds or Distinguished designations.
3. Update of the Job Description shall be done every 3 years or as needed.
4. Appeal Process: A. Contact District Administrator for meeting of evaluation results. B. If a resolution cannot be attained, the appeal may be heard at the Board Committee level.

Chapter Two

EVALUATION TOOLS

- Tentative Timelines pg. 25
- Performance Standards/Rubrics pgs. 30-42
- Forms pgs. 43-90
- Example Surveys pgs. 65-68
- Student Learning Objectives (SLO's) pgs. 92-93

Chapter Three

EMPLOYEE'S JOB DESCRIPTION

CHAPTER FOUR

WAGE and COMPENSATION PLAN

INTRODUCTION

The Manawa Teacher/Educational Specialist Performance Evaluation and Wage System incorporates a Performance Compensation Program that establishes equitable and sustainable pay practices. The program assists the board and school administrators in practices of advancement increases; a bonus awards program and recommendations for substandard performance evaluations.

PROCESS

Annually, the District shall consider and adopt a percentage of the Consumer Price Index (CPI) as established by the Wisconsin Employment Relations Center. Revenue limits affecting the wage model shall be considered at all times. A 3 year Teacher/Educational Specialist Performance Evaluation System cycle shall be established. The corresponding CPI shall be in effect at the time of the performance evaluation.

ESTABLISHMENT OF BASE WAGE

The following example will explain the process used to determine the wage model: GIVEN CPI = 2.0%. The recommended CPI is divided into 4 equal %'s. $CPI = 2.0\% / 4 = .5\%$. (Insert schedule)

OPTIONS

Recognizing that change is challenging, the Teacher Performance Evaluation and Wage Systems offers 2 options for teachers to consider.

OPTION A

Category 1 - District Pledge = .5% of recommended CPI applied to base wage

Category 2 - Individual Achievement (Earns a standard performance rating of EXCEEDS in all areas) = 1. % of recommended CPI Applied as supplemental income in total wages)

Category 3- District Achievement=.5% based upon results of District Report Card. (Meets expectations)

Example of calculating this process: Based on a CPI of 2% (See Examples Below)

Professional staff receiving a standards rating of Needs Improvement/Developing or Unacceptable during the annual or cumulative Support Staff

Performance Evaluation or is currently on or will be placed on a Professional Improvement Plan (PIP) are not eligible for base wage, supplemental or bonus opportunities.

During the summative year after the employee evaluation and prior to June 30th, a teacher may request a comparable wage analysis for base wages.

Additional Supplemental Income Program

Continued Service: During the Summative Evaluation Year, an employee demonstrating 3 years of continuous service shall earn an additional one time award of \$100.00, and

Exceeding the norm on the District School Report Card: If the District receives an Overall Accountability Score and Rating of Exceeds/Significantly Exceeds Expectations on the Wisconsin Department of Instructions School Report Card each teacher/educational specialist selecting Option A shall earn an additional one time award of \$100, and

Residency: If a teacher/educational specialist that currently lives outside the school district and elects to reside within the boundaries of the Manawa School District an additional \$500.00 shall be applied in the first year of residing in the district (One time payout at end of school year). Thereafter-\$250.00 annually applied toward the supplemental income portion of the total salary, (One time payout at the end of the school year) and

Child Enrollment in District: If a teacher/educational specialist living outside the school district elects to enroll their child (ren) within the Manawa School District, an additional \$500.00/child shall be applied annually as long as the child is enrolled in the District and completes the full academic year. (One time payout at the end of the school year)

National Teacher Certification: If a teacher elects to further themselves by obtaining the National Teacher Certification, the District will reimburse the teacher up to \$2500.00 with additional supplemental income as follows:

Year 1 after earned certification: \$1250.00, year 2: \$1250.00, Year 3: \$1250.00

Manawa Academy: Teachers attending summer training through the Manawa Academy shall be paid as follows: \$25.00/hour, and

Summative Year TPES earned Ratings: Teachers are eligible for Summative Year TPES Performance based Standards as follows:

1. To earn a Performance Rating supplemental wage increase during the employee's Summative Year, the following shall apply:
 - Teacher shall satisfy required TPES standards, and
 - Teacher shall demonstrate an earned rating of EFFECTIVE during the 3 year evaluation cycle as determined by the Teacher Performance Evaluation System and the District Performance Standards, and
 - Additional supplemental compensation may be earned as follows during the summative evaluation year: (3 year cycle, not annually)

Year's 1-3	All Effective standards	\$1000.00 additional supplemental income
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	All Effective, 1 Distinguished rating	\$2000.00 Any 1 area of an earned Distinguished rating over the 3 years
Year's 4-6	All Effective standards All Effective, 2 Distinguished ratings	\$1000.00 additional supplemental income \$2000.00 Any 2 areas of an earned Distinguished rating over the 3 years
Years 7+	All Effective standards All Effective, 3 Distinguished ratings	\$1000.00 additional supplemental Income \$2000.00 Any 3 areas of an earned Distinguished rating over the 3 years and 3 year summative evaluations thereafter.

Experienced Teachers entering the Teacher Performance Evaluation and Wage System will be placed according to their number of years with contracted teaching experience.

Example A: Teacher during years 1-3 earns 1DISTINGUISHED rating in a standards area. The 3 year Summative Evaluation reflects the following (This does not include Options A or B selected by the teacher):

Year	TPES Standards	District Standards	Compensation
1	All Effective	1 Distinguished	
2	All Effective	All Effective	
3	All Effective	All Effective	\$2000.00 supplemental income

Example: B. Teacher during years 4-6 earns 2 DISTINGUISHED ratings in the standards areas. The 3 year Summative Evaluation reflects the following: (This does not include Options A or B selected by the teacher)

Year	TPES Standards	District Standards	Compensation
4	1 Distinguished	All Effective	
5	All effective	1 Distinguished	
6	All effective	All Effective	\$2000.00 additional supplemental income

Example C. Teacher during years 7- every 3 years thereafter 3 DISTINGUISHED ratings in the standards areas. The 3 years summative Evaluation reflects the following> (This does not include Options A or B selected by the teacher)

Year	TPES Standards	District Standards	Compensation
7	Effective	1 Distinguished	
8	Effective	1 Distinguished	
9	1 Distinguished	Effective	\$2000.00 additional supplemental income

Example D. Teacher earns in years 10-12 1 distinguished rating in the standards areas. The 3 year Summative evaluation reflects the following: (This does not include the Options A or B selected by the teacher)

Year	TPES Standards	District Standards	Compensation
10	Effective	Effective	
11	Effective	Effective	
12	Distinguished	Effective	\$1000.00

Any year a standards rating of emerging/needs improvement or unacceptable is earned; the 3 year summative supplemental compensation or any other supplemental academic income opportunity shall not be available to the individual teacher.

TEACHER WAGE SURVEY

Every 3 years, the District shall conduct a wage and compensation survey to determine teacher salaries, benefits and supplemental compensation as compared to:

- CWC schools
- Waupaca County non-CWC schools
- Teachers may use the results at the end of the summary year and prior to June 30th of the school year to request a base pay salary adjustment based upon any perceived salary difference among CWC similar conference schools.

Option B (Opt Out Option)

Option B is a more traditional method for determining wage compensation. Unlike Option A, Option B maintains the .5% contribution to the employees base wage, includes supplemental compensation not based upon high stakes decision making regarding student achievement.

Category 1: District pledges .5 % of CPI

Category 2: District pledges 1.0 % for individuals maintaining effective ratings in all standards areas

Category 3: District pledges .5% for minimum results on the Overall Rating on the Districts School Report Card

This option is that it is not related to any high-stakes decisions about the results of district student achievement or professional evaluation under the Teacher Performance Evaluation System.

Teachers currently on a Performance Improvement Plan or receiving a standards rating less than EFFECTIVE in any standards area in the District's Standards or the TPES standards shall not be eligible for any increase in base or supplemental compensation.

Teachers opting for Option B in the initial selection year will have 1 opportunity in the future to opt into Option A. This will be done only during the summative year and prior to June 30th.

Manawa Academy: Teachers attending summer school through the Manawa Academy shall be paid as follows:
\$25.00/hr.

ADDITIONAL SUPPLEMENTAL INCOME PROGRAM DOES NOT APPLY IN OPTION B

Sample Salary Structure years 1-30

GIVEN: 2% increase annually, annually meets expectations on School Report Card, Evaluation ratings are Effective years 1-3, 4-6 earned 2 distinguished ratings; years 7-15 Effective, lives in district, No NTC, does not include Manawa Academy training opportunities.

Option A

Year	Base	CPI	25% of CPI Base Increase	25% of CPI Report Card	50% of CPI Evaluation	Residency	Continued Service	Open Enrollment	NTA	Stipend Report Card	TPES	Total Wage
1	\$ 31,000.00	2%	\$ 155.00	\$ 155.00	\$ 310.00	\$ 500.00	\$ -	\$ -	\$ -	\$ -		\$ 32,120.00
2	\$ 31,155.00	2%	\$ 155.78	\$ 155.78	\$ 311.55	\$ 250.00	\$ -	\$ -	\$ -	\$ -		\$ 32,993.00
3	\$ 31,310.78	2%	\$ 156.55	\$ 156.55	\$ 313.11	\$ 250.00	\$ 100.00	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 34,969.00
4	\$ 31,467.33	2%	\$ 157.34	\$ 157.34	\$ 314.67	\$ 250.00	\$ -	\$ -	\$ -	\$ -		\$ 35,848.00
5	\$ 31,624.67	2%	\$ 158.12	\$ 158.12	\$ 316.25	\$ 250.00	\$ -	\$ -	\$ -	\$ -		\$ 36,731.00
6	\$ 31,782.79	2%	\$ 158.91	\$ 158.91	\$ 317.83	\$ 250.00	\$ 100.00	\$ -	\$ -	\$ -	\$ 2,000.00	\$ 39,716.00
7	\$ 31,941.70	2%	\$ 159.71	\$ 159.71	\$ 319.42	\$ 250.00	\$ -	\$ -	\$ -	\$ -		\$ 40,605.00
8	\$ 32,101.41	2%	\$ 160.51	\$ 160.51	\$ 321.01	\$ 250.00	\$ -	\$ -	\$ -	\$ -		\$ 41,497.00
9	\$ 32,261.92	2%	\$ 161.31	\$ 161.31	\$ 322.62	\$ 250.00	\$ 100.00	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 43,492.00
10	\$ 32,423.23	2%	\$ 162.12	\$ 162.12	\$ 324.23	\$ 250.00	\$ -	\$ -	\$ -	\$ -		\$ 44,391.00
11	\$ 32,585.34	2%	\$ 162.93	\$ 162.93	\$ 325.85	\$ 250.00	\$ -	\$ -	\$ -	\$ -		\$ 45,293.00
12	\$ 32,748.27	2%	\$ 163.74	\$ 163.74	\$ 327.48	\$ 250.00	\$ 100.00	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 47,298.00
13	\$ 32,912.01	2%	\$ 164.56	\$ 164.56	\$ 329.12	\$ 250.00	\$ -	\$ -	\$ -	\$ -		\$ 48,206.00
14	\$ 33,076.57	2%	\$ 165.38	\$ 165.38	\$ 330.77	\$ 250.00	\$ -	\$ -	\$ -	\$ -		\$ 49,117.00
15	\$ 33,241.96	2%	\$ 166.21	\$ 166.21	\$ 332.42	\$ 250.00	\$ 100.00	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 51,132.00
16	\$ 33,408.16	2%	\$ 167.04	\$ 167.04	\$ 334.08	\$ 250.00	\$ -	\$ -	\$ -	\$ -		\$ 52,050.00
17	\$ 33,575.21	2%	\$ 167.88	\$ 167.88	\$ 335.75	\$ 250.00	\$ -	\$ -	\$ -	\$ -		\$ 52,972.00
18	\$ 33,743.08	2%	\$ 168.72	\$ 168.72	\$ 337.43	\$ 250.00	\$ 100.00	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 54,997.00

						250.00						
19	\$ 33,911.80	2%	\$ 169.56	\$ 169.56	\$ 339.12	\$ 250.00	\$ -	\$ -	\$ -	\$ -		\$ 55,925
20	\$ 34,081.36	2%	\$ 170.41	\$ 170.41	\$ 340.81	\$ 250.00	\$ -	\$ -	\$ -	\$ -		\$ 56,857
21	\$ 34,251.76	2%	\$ 171.26	\$ 171.26	\$ 342.52	\$ 250.00	\$ 100.00	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 58,892
22	\$ 34,423.02	2%	\$ 172.12	\$ 172.12	\$ 344.23	\$ 250.00	\$ -	\$ -	\$ -	\$ -		\$ 59,830
23	\$ 34,595.14	2%	\$ 172.98	\$ 172.98	\$ 345.95	\$ 250.00	\$ -	\$ -	\$ -	\$ -		\$ 60,772
24	\$ 34,768.11	2%	\$ 173.84	\$ 173.84	\$ 347.68	\$ 250.00	\$ 100.00	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 62,817
25	\$ 34,941.95	2%	\$ 174.71	\$ 174.71	\$ 349.42	\$ 250.00	\$ -	\$ -	\$ -	\$ -		\$ 63,766
26	\$ 35,116.66	2%	\$ 175.58	\$ 175.58	\$ 351.17	\$ 250.00	\$ -	\$ -	\$ -	\$ -		\$ 64,718
27	\$ 35,292.25	2%	\$ 176.46	\$ 176.46	\$ 352.92	\$ 250.00	\$ 100.00	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 66,774
28	\$ 35,468.71	2%	\$ 177.34	\$ 177.34	\$ 354.69	\$ 250.00	\$ -	\$ -	\$ -	\$ -		\$ 67,734
29	\$ 35,646.05	2%	\$ 178.23	\$ 178.23	\$ 356.46	\$ 250.00	\$ -	\$ -	\$ -	\$ -		\$ 68,697
30	\$ 35,824.28	2%	\$ 179.12	\$ 179.12	\$ 358.24	\$ 250.00	\$ 100.00	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 70,763

Option B						
			25% of CPI	25% of CPI	50% of CPI	Total Wage
Year	Base	CPI	Base Increase	Report Card	Evaluation	
1	\$ 31,000.00	2%	\$ 155.00	\$ 155.00	\$ 310.00	\$ 31,620.00
2	\$ 31,155.00	2%	\$ 155.78	\$ 155.78	\$ 311.55	\$ 32,243.10
3	\$ 31,310.78	2%	\$ 156.55	\$ 156.55	\$ 313.11	\$ 32,869.32
4	\$ 31,467.33	2%	\$ 157.34	\$ 157.34	\$ 314.67	\$ 33,498.66
5	\$ 31,624.67	2%	\$ 158.12	\$ 158.12	\$ 316.25	\$ 34,131.16
6	\$ 31,782.79	2%	\$ 158.91	\$ 158.91	\$ 317.83	\$ 34,766.81
7	\$ 31,941.70	2%	\$ 159.71	\$ 159.71	\$ 319.42	\$ 35,405.65

8	\$ 32,101.41	2%	\$ 160.51	\$ 160.51	\$ 321.01	\$ 36,047.67
9	\$ 32,261.92	2%	\$ 161.31	\$ 161.31	\$ 322.62	\$ 36,692.91
10	\$ 32,423.23	2%	\$ 162.12	\$ 162.12	\$ 324.23	\$ 37,341.38
11	\$ 32,585.34	2%	\$ 162.93	\$ 162.93	\$ 325.85	\$ 37,993.08
12	\$ 32,748.27	2%	\$ 163.74	\$ 163.74	\$ 327.48	\$ 38,648.05
13	\$ 32,912.01	2%	\$ 164.56	\$ 164.56	\$ 329.12	\$ 39,306.29
14	\$ 33,076.57	2%	\$ 165.38	\$ 165.38	\$ 330.77	\$ 39,967.82
15	\$ 33,241.96	2%	\$ 166.21	\$ 166.21	\$ 332.42	\$ 40,632.66
16	\$ 33,408.16	2%	\$ 167.04	\$ 167.04	\$ 334.08	\$ 41,300.82
17	\$ 33,575.21	2%	\$ 167.88	\$ 167.88	\$ 335.75	\$ 41,972.33
18	\$ 33,743.08	2%	\$ 168.72	\$ 168.72	\$ 337.43	\$ 42,647.19
19	\$ 33,911.80	2%	\$ 169.56	\$ 169.56	\$ 339.12	\$ 43,325.42
20	\$ 34,081.36	2%	\$ 170.41	\$ 170.41	\$ 340.81	\$ 44,007.05
21	\$ 34,251.76	2%	\$ 171.26	\$ 171.26	\$ 342.52	\$ 44,692.09
22	\$ 34,423.02	2%	\$ 172.12	\$ 172.12	\$ 344.23	\$ 45,380.55
23	\$ 34,595.14	2%	\$ 172.98	\$ 172.98	\$ 345.95	\$ 46,072.45
24	\$ 34,768.11	2%	\$ 173.84	\$ 173.84	\$ 347.68	\$ 46,767.81
25	\$ 34,941.95	2%	\$ 174.71	\$ 174.71	\$ 349.42	\$ 47,466.65
26	\$ 35,116.66	2%	\$ 175.58	\$ 175.58	\$ 351.17	\$ 48,168.98
27	\$ 35,292.25	2%	\$ 176.46	\$ 176.46	\$ 352.92	\$ 48,874.83
28	\$ 35,468.71	2%	\$ 177.34	\$ 177.34	\$ 354.69	\$ 49,584.20
29	\$ 35,646.05	2%	\$ 178.23	\$ 178.23	\$ 356.46	\$ 50,297.12
30	\$ 35,824.28	2%	\$ 179.12	\$ 179.12	\$ 358.24	\$ 51,013.61

COUNTY/CWC TEACHER/EDUCATIONAL SPECIALIST WAGE COMPARISON 2013-2014

Will be forwarded to the Employees as soon as Conference Comparisons are compiled

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