

**Final Selection Methodology
for the
Teacher Contract Selection Process**

Transylvania County Board of Education

March 3, 2014

Transylvania County Schools

Dr. Scott Elliott

Overview and important considerations:

- The legislation gives no direction or criteria for the selection process.
- The legislation does specifically mention the consideration of evaluations.
- The selection methodology resulted from seeking multiple stakeholder perspectives.
- The methodology follows the NC Attorney General’s determination that “teacher” refers to all personnel in positions that **were eligible for career status prior to the 2013-2014 school year pursuant to NCGS 115C-325.**
- TCS has 225 eligible teachers that meet the criteria and may offer 56 teachers the four-year contracts.

Step One: Identify eligible teachers and determine optional participation.

1. Teachers who are currently employed in Transylvania County Schools and who were employed as a teacher for at least three consecutive years at any point in their employment are eligible for consideration.
2. Teachers will be eligible only if they have been rated at least at the Proficient level, or the level most analogous to Proficient, on each of the standards or areas of the applicable summary evaluation instrument **for the 2012-2013 school year.**
3. Notify all teachers in writing of their eligibility status. Ask eligible teachers to return the letter indicating their intention to opt-in or opt-out of the selection process.
4. Reconcile any inconsistencies in or disputes of eligibility status.

Step Two: Establish selection pools.

1. Eligible participating teachers will be organized into ten selection pools. There will be one pool for classroom teachers at each of the nine schools. The tenth pool will consist of eligible professionals not evaluated on the five-standard classroom teacher evaluation rubric or who otherwise are not currently serving in a classroom teacher role.
2. Classroom teachers will be organized into one of the nine school based pools according to where they were evaluated during the 2011-2012 and 2012-2013 school years.
3. As of March 3, 2014, there are 225 eligible teachers. This will result in up to 56 teachers being recommended for contracts.

4. The number of eligible teachers by pool is as follows:

Pool	Number Eligible	25% Actual	Rounded Up at .75
BES	30	7.5	7
BHS	39	9.75	10
BMS	31	7.75	8
DRS	7	1.75	2
PFE	28	7	7
RES	20	5	5
RHS	20	5	5
RMS	16	4	4
TCH	6	1.5	1
Other Certified	28	7	7
System Total:	225	56.25	56

Step Three: Apply selection criteria.

1. Teachers within each pool will be ranked according to points assigned to summary evaluations. Teachers evaluated using the classroom teacher evaluation rubric will receive points based on the following:
 - a. Five points for each standard at the Distinguished level
 - b. Four points for each standard at the Accomplished level
 - c. Three points for each standard at the Proficient level
2. Only ratings from Standard 1 (Teachers Demonstrate Leadership) and Standard 4 (Teachers Facilitate Growth for Their Learners) will be used to determine points for teachers evaluated using the classroom teacher evaluation rubric.
3. Teachers evaluated using other (non-classroom teacher) evaluation rubrics will receive points based on the following:
 - a. Five points for each standard at the highest level of performance
 - b. Four points for each standard at the second highest level of performance
 - c. Three points for each standard at the third highest level of performance
4. Points will be determined by using an average of the last two years of summary evaluation data. If only one year of data is available for a given teacher, then only one year of summary evaluation data will be used.

Step Four: Apply disqualifying criteria.

1. Disqualify any employee from the selection process who has received any of the following disciplinary actions over the course of 2011-2012, 2012-2013, or 2013-2014 school years:
 - a. A disciplinary suspension without pay
 - b. A demotion
 - c. A monitored or directed growth plan
 - d. A Mandatory Improvement Plan

Step Five: Break ties and determine final list.

1. Eligible teachers will be ranked by point value from highest to lowest points.
2. In the event of ties between one or more teachers with the same point value from evaluation data, ties will be broken by applying the following points simultaneously only to the teachers who are tied **for the last available spot in the pool:**
 - a. 1 point for each complete ten-year time span of experience as indicated on the each teacher's Professional Educator's License.
 - b. 1 point for a Master's Degree
 - c. 1 point for an Education Specialist Degree
 - d. 1 point for a Doctoral Degree
 - e. 1 point for holding a current National Board for Professional Teaching Standards certification.
3. The final rankings are established once all ties are broken and there is a clear ranking of teachers within each pool sufficient to fill the number of selection slots allotted to each pool.

Step Six: Notify, recommend, and approve.

1. Teachers who fill the slots allotted to each selection pool will be notified in writing that they will be recommended to the Board of Education for a four year contract in exchange for career status.
2. Once the Board of Education approves the final list, the list becomes final and no additional names will be added.
3. Teachers who are approved by the board of education will have four weeks to consider acceptance of the contract prior to submitting the signed contract to the Superintendent.
4. Signed contracts are irrevocable after June 30, 2014.

Timeline of activities:

- March 3: BOE approves final selection methodology.
- March 4-21: Central office staff establishes pool(s) of eligible teachers with rankings according to approved selection methodology.
- March 21: Opt-in/out notification letters are sent to all eligible teachers.
- March 31 – April 11: Meetings held with each school staff to provide information and answer questions.
- April 14: Opt-in/out notification letters are due to school principals and delivered to the central office.
- April 15 - 25: Central office staff determines 25% of eligible teachers who indicated intent to opt-in to the selection process.
- April 28: Teachers selected for contract offers will be notified in writing of their inclusion in the list of teachers to be sent to the BOE for approval.
- May 5: BOE vote to extend contracts to selected teachers.
- June 10: Signed contracts are due to the Superintendent.
- July 1: Signed contracts **become permanent and a teacher may not revoke a contract unless the teacher decides to resign** .

Overview and Options for the Teacher Contract Selection Process

Transylvania County Schools

Dr. Scott Elliott

Board of Education Retreat

February 3, 2014

Purpose and outcomes of this conversation:

- Review and clarify the legislation
- Discuss stakeholder feedback
- Discuss options for the selection methodology
- Recommendations for Board discussion
- Determine a timeline of specific actions

A review of the legislation (2013-14 Appropriations Act, SB 402):

SECTION 9.6.(g) Beginning September 1, 2013, to June 30, 2014, all superintendents shall review **the performance and evaluations** of all **teachers** who have been employed by the local board for **at least three consecutive years**. Based on these reviews, the superintendent shall identify and recommend to the local board **twenty-five percent (25%) of those teachers employed by the local board for at least three consecutive years** to be awarded four-year contracts beginning with the 2014-2015 school year. The superintendent shall not recommend to the local board any teacher for a four-year contract unless that teacher has shown effectiveness as demonstrated by **proficiency on the teacher evaluation instrument**. The local board of education shall review the superintendent's recommendation and may **approve that recommendation or may select other teachers as part of the twenty-five percent (25%) to offer four-year contracts**, but the local board shall not offer any teacher a four-year contract unless that teacher has shown effectiveness as demonstrated by proficiency on the teacher evaluation instrument. **Contract offers shall be made and accepted no later than June 30, 2014**. A teacher shall cease to be employed pursuant to G.S. 115C-325 and voluntarily relinquishes career status or any claim of career status by acceptance of a four-year contract as provided in this section.

Implications and important considerations:

- The legislation gives no direction or criteria for the selection process, though state elected officials often characterize the selection criteria as “the top 25%”.
- The legislation does specifically mention the consideration of evaluations.
- The NC Attorney General determined that “teacher” refers to all personnel in positions that are eligible for career status.
- The Board of Education must approve the final list of teachers.
- We can include an “opt out” procedure as part of the selection process.
- TCS has 226 eligible teachers that meet the criteria and may offer 56 teachers the four-year contracts.

Discuss stakeholder feedback:

- A survey was sent electronically to all certified staff on October 28 to determine:
 - Likely acceptance rate of contracts if offered
 - Factors or criteria which SHOULD be included in the selection process
 - Factors or criteria which SHOULD NOT be included in the selection process

- Other input into the process
- A public information session was held with Dean Shatley on December 11.
- The Educator Effectiveness Work Group was scheduled to meet on January 28 to give recommendations on selection methodology (now scheduled for February 18).

Discuss options for the selection methodology:

- Option 1:
 - All eligible teachers in the district constitute the pool.
 - Only summary evaluation data is considered.
 - Selected teachers accept or reject contracts with no opt-out process.
 - Allow a four week grace period prior to June 30
- Option 2:
 - Ten pools are established (1 for each school's classroom teachers and 1 for all non-classroom teachers in the district)
 - Only summary evaluation data is considered.
 - Begin the process with a written opt-in/out notification for each teacher identified as eligible for selection. Only opt-in teachers are selected for contracts so as to maximize number of contracts awarded by those who desire contracts.
 - Allow a four week grace period prior to June 30
- Option 3:
 - Ten pools are established (1 for each school's classroom teachers and 1 for all non-classroom teachers in the district)
 - Consider summary evaluation data along with other objective indicators of performance.
 - Begin the process with a written opt-in/out notification for each teacher identified as eligible for selection. Only opt-in teachers are selected for contracts so as to maximize number of contracts awarded by those who desire contracts.
 - Allow a four week grace period prior to June 30

Recommendations for Board discussion:

- ***Recommendation 1: Allow the Work Group to meet and review the selection methodology prior to BOE approval of the final methodology on February 17.***
- ***Recommendation 2: Begin the process with an opt-in/out notification process.***
- ***Recommendation 3: Establish a points scale for summary evaluations on the classroom teacher evaluation instrument in the following manner:***
 - ***Five points for each standard at the Distinguished level***
 - ***Four points for each standard at the Accomplished level***
 - ***Three points for each standard at the Proficient level***
- ***Recommendation 4: Where summary evaluation ratings from the classroom teacher evaluation instrument are used in the selection process, only ratings from Standard 1***

(Teachers Demonstrate Leadership) and Standard 4 (Teachers Facilitate Growth For Their Learners) will be used.

- **Recommendation 5: Establish a points scale for summary evaluations for teachers who were not evaluated on the classroom teacher evaluation instrument:**
 - *Five points for each standard at the highest level of performance*
 - *Four points for each standard at the second highest level of performance*
 - *Three points for each standard at the third highest level of performance*
- **Recommendation 6: No standardized test scores or other measures of student performance will be used due to lack of sufficient data for all teachers eligible for selection.**
- **Recommendation 7: Disqualify any employee from the selection process who has received any of the following disciplinary actions over the course of 2011-2012, 2012-2013, or 2013-2014 school years:**
 - *A disciplinary suspension without pay*
 - *A demotion*
 - *A monitored or directed growth plan*
 - *A Mandatory Improvement Plan*
- **Recommendation 8: Only consider longevity (years of experience) when attempting to break a tie between two or more teachers when only one spot in the selection pool remains.**

Determine a timeline of specific actions:

- **February 18: Educator Effectiveness Work Group reviews selection methodology and makes final recommendations for consideration.**
- **March 3: BOE approves final selection methodology.**
- **March 7: Central office staff establishes pool(s) of eligible teachers with rankings according to approved selection methodology.**
- **March 10: Opt-in/out notification letters are sent to all eligible teachers.**
- **March 21: Opt-in/out notification letters are due to school principals and delivered to the central office.**
- **April 4: Central office staff determines top 25% of eligible teachers who indicated intent to opt-in to the selection process.**
- **April 17: Teachers selected for contract offers will be notified in writing of their inclusion in the list of teachers to be sent to the BOE for approval.**
- **May 5: BOE vote to extend contracts to selected teachers.**
- **June 8: End of grace period for final acceptance of contracts by selected teachers.**

