



# FY19 (2018-2019 school year) Career Ladder Document

## General Information

The Performance Salary Schedule applies to all Instructional Staff with Annual Contract or Probationary Contract status. The Career Ladder includes separate classifications of Instructional Staff on the Performance Salary Schedule. These classifications are referred to as Career Ladder Levels and include: Apprentice, Career, and Accomplished.

The Career Ladder Committee is responsible for the development of the annual movement requirements for the Career Ladder. The Career Ladder Committee is comprised of District and TALC representatives who utilize the Interest-Based Process to reach consensus on key issues related to the strategic development of the Career Ladder as a meaningful promotion and advancement system for Instructional Staff. The goal of the Career Ladder Committee is to make data driven decisions for the continuous improvement of the Career Ladder.

Career Ladder Movement occurs automatically on an annual basis for eligible employees, who have meet the requirements to move to the next Career Ladder level. Requirements fall into six (6) categories: mentoring, professional experience, performance evaluations, professional development, certification, and participation.

## Career Ladder Level Profiles

### Apprentice Profile

Apprentice refers to Instructional Staff with the following attributes:

- Instructional Staff with less than three years of teaching experience  
**OR** Instructional Staff that are new to the School District of Lee County
- Instructional Staff with a Bachelor's Degree or higher
- Instructional Staff who have not completed the Apprentice to Career Professional Development Plan
- Instructional Staff who have not received three Final Performance Evaluation ratings of "Highly Effective" or "Effective"
- Instructional Staff who have not completed an approved mentoring program (Apprentice teachers are typically assigned a Mentor Teacher during their first year of assignment)
- Instructional Staff with Temporary Certification **OR** Professional Certification

## Career Profile

Career refers to Instructional Staff with the following attributes:

- Instructional Staff with three or more years of teaching experience
- Instructional Staff who have completed the Apprentice to Career Professional Development Requirements
- Instructional Staff who have not completed the Career to Accomplished Professional Development Plan
- Instructional Staff who have not received five Final Performance Evaluation ratings of “Highly Effective” or “Effective” while at the Career level
- Instructional Staff who have completed an approved mentoring program (Apprentice teachers are typically assigned a Mentor Teacher during their first year of assignment)
- Instructional Staff with Professional Certification

## Accomplished Profile

Accomplished refers to Instructional Staff with the following attributes:

- Instructional Staff with ten or more years of teaching experience
- Instructional Staff who have completed the Apprentice to Career Professional Development Requirements
- Instructional Staff who have completed the Career to Accomplished Professional Development Requirements
- Instructional Staff who have not completed a Personal Learning Plan (derived from the requirements for recertification, performance evaluation indicators, areas for personal growth, etc.
- Instructional Staff who have received five Final Performance Evaluation ratings of “Highly Effective” or “Effective” while at the Career level
- Instructional Staff who have completed an approved mentoring program (Apprentice teachers are typically assigned a Mentor Teacher during their first year of assignment)
- Instructional Staff with Professional Certification

## Career Ladder Movement

### Apprentice to Career Movement Requirements

Requirements for Instructional Staff classified as Apprentice to move to Career are as follows:

- **MENTORING REQUIREMENTS:** Must Complete APPLES
- **EXPERIENCE REQUIREMENTS:** Minimum of 3 Creditable Years of Experience and a minimum of 2 District Years of Experience
- **EDUCATION REQUIREMENTS:** (none)
- **PERFORMANCE EVALUATION REQUIREMENTS:** Highly Effective or Effective on Past two Final Performance Evaluations and Highly Effective or Effective for current Manager’s Rating
- **PROFESSIONAL DEVELOPMENT REQUIREMENTS:** School-Based Requirements for Beginning Teacher Program (APPLES) AND Protecting Florida’s Children AND Principles of Professional Conduct (formerly Code of Ethics) AND Introduction to the Career Ladder AND Introduction to Instructional Performance Evaluations
- **CERTIFICATION REQUIREMENTS:** Earn Professional Teaching Certificate

### Career to Accomplished Movement Requirements

Requirements for the Career Teacher to move to the next Career Ladder Level are as follows:

- **MENTORING REQUIREMENTS:** (none)
- **EXPERIENCE REQUIREMENTS:** Minimum of 10 Creditable Years of Experience and a minimum of 5 District Years of Experience
- **EDUCATION REQUIREMENTS:** (none)
- **PERFORMANCE EVALUATION REQUIREMENTS:** Highly Effective or Effective on Past four Final Performance Evaluations and Highly Effective or Effective for current Manager’s Rating while at the Career Level
- **PROFESSIONAL DEVELOPMENT REQUIREMENTS:** Earn 360 Total Inservice Points while at the Career Level; 30 Inservice Points per Bucket (labeled 1-5 and other), 180 Inservice Points in Any Bucket at Employee’s Discretion (labeled 1-9) OR Earn an Advanced Degree in Education\* or a Field Related to Area of Certification while on Career Level

#### Buckets:

1. Subject Content/Academic Standards
2. Instructional Methodology/Faculty Development
3. Technology Integration/Digital Learning Support
4. Assessment & Data Analysis/Problem Solving
5. Classroom Management
6. School Safety/Safe Learning Environment/School Culture
7. Management/Leadership Planning
8. General Support

## 9. Student Growth/Achievement

OR

Earn an Advanced Degree in Education or a Field Related to Area of Certification while at the Career Level

- **CERTIFICATION REQUIREMENTS:** Maintain Professional Teaching Certificate
- **PARTICIPATION REQUIREMENTS:** Satisfactory Participation for 4 out of the Past 7 Years\*

\*Participation requirements were phased in beginning with the FY18 Career Ladder Movement. All eligible teachers were awarded credit for past participation based upon the recommendation of the Career to Accomplished Subcommittee. Credit was awarded for Instructional Salary Supplements received from July 1, 2012, through June 30, 2019, (excluding Special Instruction Supplements) and for TALC Building Representatives.

### Career Opportunities

Career Opportunities are available based upon Career Ladder level and the completion of other eligibility requirements. Career Opportunities are as follows:

- **APPRENTICE:** Instructional Supplements, Opportunity School Supplement Program (OSSP), Turnaround School Supplement
- **CAREER:** Instructional Supplements, Opportunity School Supplement Program (OSSP), Turnaround School Supplement, Peer Collaborative Teacher, Learning and Leadership Teacher, Transformation Teacher
- **ACCOMPLISHED:** Instructional Supplements, Opportunity School Supplement Program (OSSP), Turnaround School Supplement, Peer Collaborative Teacher, Learning and Leadership Teacher, Transformation Teacher

### Compensation

In FY17 (2016-2017 school year) and FY18 (2017-2018 school year), Career Ladder Movement was associated with an additional \$1,000 in performance based salary increases. Performance based salary increases also include an increase based upon Final Performance Evaluation ratings for the previous year. Performance based salary increases must be negotiated by TALC and the District each year. The Career Ladder Committee has recommended that these increases remain consistent in order to maintain equity for all instructional staff.

TALC Contract Article 10.06(1) (Performance Based Pay) states:

Performance based salary increases will be available to employees based on classification as “Eligible” or “Ineligible” for Career Ladder Movement. In accordance with Florida Statute, a greater amount will be provided to the employees in each classification with a Final Performance Evaluation rating of “Highly Effective.”

All instructional staff who attended the New Teacher Orientation were provided with a basic overview of the Career Ladder. All new hires to the District have the ability to attend an additional training session during the “Welcome Aboard” orientation that includes a comprehensive overview of compensation and explains the concept of Total Compensation.

In addition, Human Resource Division and Business and Finance Division have recently partnered on process improvement project which should allow for improved payroll efficiency and automation. The District is diligently working to improve customer service and the employee experience as it relates to compensation and payroll.

## Next Steps

The Career Ladder Committee remains focused on improving communication regarding the Career Ladder and the requirements for Career Ladder Movement. Three subcommittees have been formed: Movement, Professional Support, and Manageability and Development.

The Career Ladder Committee has had preliminary conversation about the development of additional Career Ladder Levels, improved Professional Development offerings, and tracking tools and guidance documents for those seeking to move on the Career Ladder.

Additional information about the Career Ladder is available on the District website, including approved minutes for Career Ladder Committee meetings and minutes from FY19 (2018-2019 school year) bargaining sessions.

## AUTOMATIC PROMOTION (Based upon District records as of June 30)

### Apprentice to Career Movement

#### Mentoring Requirements

Must Complete APPLES

#### Experience Requirements

Minimum of 3 Creditable Years of Experience and a minimum of 2 District Years of Experience

#### Education Requirements

None

#### Performance Evaluation Requirements

Highly Effective or Effective on past 2 Final Performance Evaluations and Highly Effective or Effective for current manager's rating recommendation

"Highly Effective" or "Effective" Manager's Rating for FY19

"Highly Effective" or "Effective" Final Performance Rating for FY18

"Highly Effective" or "Effective" Final Performance Rating for FY17

#### Professional Development Requirements

School-Based Requirements for Beginning Teacher Program (APPLES)

Protecting Florida's Children

Principles of Professional Conduct (formerly Code of Ethics)

Introduction to the Career Ladder

Introduction to Instructional Performance Evaluations

#### Certification Requirements

Earn Professional Teaching Certificate

### Career to Accomplished Movement

#### Mentoring Requirements

None

#### Experience Requirements

Minimum of 10 Creditable Years of Experience and a minimum of 5 District Years of Experience

#### Education Requirements

None

#### Performance Evaluation Requirements

Highly Effective or Effective on past 4 Final Performance Evaluations and Highly Effective or Effective for current manager's rating recommendation while at the career level

"Highly Effective" or "Effective" Manager's Rating for FY19

"Highly Effective" or "Effective" Final Performance Rating for FY18

"Highly Effective" or "Effective" Final Performance Rating for FY17

"Highly Effective" or "Effective" Final Performance Rating for FY16

"Highly Effective" or "Effective" Final Performance Rating for FY15

#### Professional Development Requirements

Earn 360 Total Inservice Points while at the Career Level; 30 Inservice Points per Bucket (labeled 1-5 and other), 180 Inservice Points in Any Bucket at Employee's Discretion (labeled 1-9)

- 1) Subject Content/Academic Standards
- 2) Instructional Methodology/Faculty Development
- 3) Technology Integration/Digital Learning Support
- 4) Assessment & Data Analysis/Problem Solving
- 5) Classroom Management

Other:

6) School Safety/Safe Learning Environment/School Culture

7) Management/Leadership Planning

8) General Support

9) Student Growth/Achievement

**OR**

Earn an Advanced Degree in Education\* or a Field Related to Area of Certification while at the Career Level

#### Certification Requirements

Maintain Professional Teaching Certificate

#### Participation Requirements

Satisfactory Participation for 4 out of the Past 7 Years

Instructional Supplement in FY19, FY18, FY17, FY16, FY15, FY14, or FY13

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Instructional Supplement in FY19, FY18, FY17, FY16, FY15, FY14, or FY13

\*\*\*FY17 Career Ladder Movement Waived Participation Requirement for Employees who satisfied the Experience Requirement

\*\*\*In FY17, credit toward completion of the Participation Requirement was applied based on Instructional Supplements received in FY16, FY15, FY14

\*Effective July 1, 2012, Advanced Degree Supplements are not available for Master's Degree in Education

## Career Ladder Profiles

### Apprentice Profile

#### Mentoring

Have not completed an approved mentoring program and are typically assigned a Mentor Teacher during their first year

#### Experience

Less than 3 Years of Teaching Experience  
All New Hires

#### Education

Bachelor's Degree or higher

#### Performance

Have not received the required three Final Performance Evaluation ratings of "Highly Effective" or "Effective"

#### Professional Development

On Apprentice to Career Professional Development Plan

#### Certification

Temporary Certification

**OR**

Professional Certification

### Career Profile

#### Mentoring

Have completed an approved mentoring program

#### Experience

3 or more Years of Teaching Experience

#### Education

Bachelor's Degree or higher

#### Performance

Have not received the required five Final Performance Evaluation ratings of "Highly Effective" or "Effective" while at the Career level

#### Professional Development

Completed Apprentice to Career Professional Development Requirements

On Career to Accomplished Professional Development Plan

#### Certification

Professional Certification

### Accomplished Profile

#### Mentoring

Have completed an approved mentoring program

#### Experience

10 or more Years of Teaching Experience

#### Education

Bachelor's Degree or higher

#### Performance

Have received the required five Final Performance Evaluation ratings of "Highly Effective" or "Effective" while at the Career level

#### Professional Development

Completed Apprentice to Career Professional Development Requirements and Career to Accomplished Professional Development Requirements  
Design Personal Learning Plan (derived from requirements for recertification, performance evaluation indicators, areas for personal growth, etc.)

#### Certification

Professional Certification

#### Participation

Completed Career to Accomplished Participation Requirements