

Rusk ISD

Employee Performance Reward Plan

Administrative Regulations

Purpose

To reward district employees for student success based on TEA State Accountability Ratings.

Plan Design

Rusk ISD strives for a district-wide team approach to the success of our students. Therefore, the performance reward plan will include all staff, subject to eligibility requirements, and will be administered on a district-wide basis. All staff will receive a reward amount based on their staff classification and the final TEA state accountability ratings earned according to the table on page two. Ratings will be earned in one school year, and payment of the reward will be made in the following school year. The total reward amount will be the combination of amounts earned for each index.

Effective Date

This plan is effective with the ratings earned in the 2013-2014 school year.

Payment

Payment will be made in one lump sum in November of the school year following the school year ratings were earned to all eligible employees who continued employment with and are employed by Rusk ISD on the date of payment. This requirement of continued employment with Rusk ISD in order to fully earn and receive payment is a retention factor designed to retain quality employees in Rusk ISD.

Eligibility

Eligibility to participate in the Rusk ISD Employee Performance Reward Plan is determined as follows:

- Rusk ISD employees eligible for employee benefits, meaning those who work greater than or equal to 20 hours per week, and regular route bus drivers are eligible to participate in this plan dependent on employment date as follows:
 - Rusk ISD employees who are employed on or before the Fall PEIMS snapshot date, which is the last Friday in October, and remain employed with Rusk ISD for the school year rated are eligible for the full reward amount, or
 - Rusk ISD employees who are employed after the Fall PEIMS snapshot date but on or before the first instructional day of the second semester and remain employed with Rusk ISD for the school year rated are eligible for half of the reward amount.
- Rusk ISD employees must continue employment with and be employed by Rusk ISD at the time of payment in the following school year in order to fully earn and receive the amount to which they are eligible.

Staff Classifications and Reward Amounts

Reward Amounts:

\$250 for each index the district meets state index, **OR**

\$500 for each index the district exceeds state index by five (5) or more points

State index is the index earned by including all tests passed and all tests given statewide in the calculation which is then converted to an index point system. It is not the target index set by the state in order to meet standard.

Staff Classification	Classification Definition	Reward for each index that the district index exceeds state index by five (5) or more points (Maximum reward for four district indexes exceeding state index by 5 or more points)	Reward for each index that the district index meets state index (Maximum reward for four district indexes meeting state index)
Teacher/Campus Administration	All teachers and campus administration. Includes Principals, Assistant Principals, Counselors, Teachers, Librarian, Speech Therapists, Diagnosticians, and LSSP.	\$500 (\$2,000)	\$250 (\$1,000)
Instructional Aides	All instructional aides. Includes classroom aides and library aides.	\$375 (\$1,500)	\$175 (\$700)
Other Support Staff	All other campus support staff and district-wide administrative and support staff. Includes: Campus: Secretaries, nurse, nurse's aide, food service, and custodian. District: Superintendent, Dept Staff not specified elsewhere including Central Office, Technology, Maintenance, Food Service, Transportation, and Special Education Coop.	\$250 (\$1,000)	\$125 (\$500)
Bus Drivers	Regular route bus drivers.	\$100 (\$400)	\$50 (\$200)

Additional Information regarding Staff Classification:

- Rusk ISD employees who have split assignments or dual duties will be classified in one classification according to their primary role based on the percentage of time assigned to each role. An employee is only eligible for one reward amount. In the case of an even split between roles, the employee will be assigned to the classification with the higher reward amount.
 - Dual Duty Example: Teacher/Bus Driver-Employee is classified as a teacher and paid only the teacher reward amount.
 - Split Assignment Example: Teacher-50% and Nurse-50%-Employee is classified as a teacher and paid only the teacher reward amount.
 - Split Assignment Example: Teacher-30% and Nurse-70%-Employee is classified as other support staff and paid only the other support staff reward amount.

Additional Information regarding Reward Amounts:

- Rusk Primary is paired with Rusk Elementary for accountability rating purposes.
- The reward amount for part-time employees who meet all eligibility requirements will be prorated based on the percent of time employed.
- An employee is eligible for the full reward amount or half of the reward amount based on employment date per the eligibility guidelines. The reward amount for eligible employees who experience absence deductions during the year the rating is earned will be prorated based on the number of days worked during the year the rating is earned.
- Regular route bus drivers who drive two regular routes are considered full-time, and regular route bus drivers who drive one regular route are considered half-time.

Retirees

Eligible employees who retire at the end of the school year rated and who are not employed with another school district at the time of payment of the reward will be eligible to receive the reward.

Cherokee County Special Education Cooperative Employees

Rusk ISD is the fiscal agent for the Cherokee County Special Education Cooperative (hereafter referred to as the Coop). The following special rules apply to these employees:

- Only Coop employees assigned to Rusk ISD are eligible to participate in the plan. Rusk ISD eligibility requirements must be met to be eligible.
- The Coop director and auxiliary staff are eligible to participate in the plan and are eligible for the full amount of the reward.
- The reward amount for eligible Coop employees who have split assignments between Rusk ISD and other Coop member districts will be prorated based on the percent of time assigned to Rusk ISD.
- Responsibilities with more direct impact on instruction are classified as Teacher/Campus Administration. This includes, but is not limited to, speech therapists, diagnosticians, LSSP, counselor, and VAC teacher. Responsibilities with more indirect impact on instruction are classified as Other Support Staff. This includes, but is not limited to, the director and secretary.
- Coop employees who are eligible for the reward during the school year rated and who are still employed by the Coop but assigned by the Special Education Director to another Coop member district at the time of payment are eligible to receive the reward.

Effect of a campus not meeting target index on any index

At a minimum, it is the goal of Rusk ISD to meet target index on all four indexes of the state accountability system. If any campus does not meet target on any index, funds are not awarded for that index district-wide.

Miscellaneous Provisions

- According to Region VII ESC, Head Start Site Staff, which are employees of Region VII ESC, but housed on the Rusk Primary campus, are not allowed to participate in this performance reward plan.