

ARTICLE XXV -- INCENTIVE PAY PLANS

Section 1. Professional Incentive Program (PIP)

- A. These provisions shall not be applicable for employees hired and placed on active status subsequent to July 1, 1989.
- B. The Professional Incentive Program (PIP) supplement for all full-time certificated employees on active teaching assignments, excluding interim teachers and pool temporary instructors, shall be in the amount of \$340 for 10-month employees and \$408 for 12-month employees.
 - 1. Such salary supplement, when earned, shall become part of the employee's salary. Salaries for those eligible employees who are employed beyond 10 months shall be adjusted accordingly.
 - 2. Applicants who earn a new degree after receiving one PIP supplement may qualify for another supplement by meeting the 15-unit requirement subsequent to having earned the new degree.
- C. Fifteen units shall be earned to fulfill requirements for a PIP supplement.
 - 1. All units shall be earned:
 - a. After the effective date of employment (first day of actual duty);
 - b. By full-time, certificated employees on active teaching assignments with M-DCPS; and
 - c. Subsequent to qualifying for the salary schedule on which an applicant is currently being paid.
 - 2. Fifteen units shall be earned through study.
 - 3. Two units may be earned in directing interns.
 - 4. Units may not be earned in inservice courses taken during the normal workday in lieu of instructional duties, except when participating in a Staff Development Program approved by the Superintendent through the Teacher Education Center. Courses prescribed for unacceptable ratings shall not be applicable for PIP payments or for Master Plan Points.
- D. Units may be earned in two ways:
 - 1. Study

- a. All units for study shall be earned in the employee's subject area or in courses leading to an advanced degree in the subject area. The entire 15 units may be earned in courses as follows:
 - (1) Taken for college or university credit;
 - (2) Taken for equivalency of no less than three semester hours' credit when the sponsoring institution submits an official letter stating that the individual has earned the equivalency of a specific number of semester hours of credit; and
 - (3) Sponsored by the M-DCPS in a Staff Development Program, approved by the Superintendent through the Teacher Education Center and taken for no credit, when evidence of completion of work is presented.
- b. One unit in study shall be equivalent to one semester hour of credit. Courses required by the M-DCPS Staff Development Program shall be approved by the Superintendent.

E. Employees must submit to Compensation Administration, Office of Human Resources, an application and all supporting documents in order to be eligible for payment, effective the quarter subsequent to completion of the required units.

Section 2. Alternative Education Stipend

To be eligible to receive this stipend, a teacher must be employed at the following alternative education sites and must receive an acceptable annual evaluation. The stipend shall be prorated as to the portion of the contract year employed in this capacity. Paraprofessionals and school support personnel who work full-time in the alternative education sites shall receive a stipend equivalent to one-third of the stipend paid to teachers prorated as to the portion of the contract year employed in this capacity. Office employees who work full-time in alternative education sites shall receive a stipend equivalent to one-fourth of the stipend paid to teachers prorated as to the portion of the contract year employed in this capacity. To be eligible to receive this stipend, an Office Employee must receive an acceptable annual evaluation.

Stipend	Stipend	Stipend
(Teacher)	(Paraprofessional/ School Support Personnel)	(Office)
\$1,217	\$401	\$305

Alternative Education Sites:

- Academy for Community Education
- Better Outlooks
- COPE Center (North and South)
- Dade Halfway House
- Dade Intensive Control
- Here's Help (North and South)
- In-School Pilot Programs
- J.R.E. Lee Opportunity School
- Jan Mann Opportunity School
- Juvenile Justice Center
- Kendall Stay Center
- MacArthur North and South
- Miami Try Center
- Pre-Trial Detention Center
- The Miami Bridge
- The Village South
- VIP Program
- Other Alternative Education Sites As Designated by the Board

Section 3 . Critical Staff Shortage

- A. The Board and the Union agree to review, annually, employment needs and trends to determine if there are anticipated full-time teaching assignments in critical staff shortage areas. The annual review will identify, on or before March 1 of the current year, full-time teaching areas for which newly-hired teachers in the subsequent year will be given a one-time only stipend and the amount of such stipend which they shall receive after the end of their initial year of service, prorated as to the portion of the contract year employed. Interim teachers are excluded from this Provision. For the term of this Contract, the stipend shall be \$1,000, unless modified by mutual agreement.
- B. Teachers from other school districts or states hired in any of the critical staff shortage areas may bring in all years of experience or begin at Step 2, whichever is greater, for salary purposes. New teachers hired, without experience, in critical shortage areas will begin at Step 2 for salary purposes.

Section 4. Graduate Certificate and Urban Education Programs

- A. These provisions shall not be applicable for employees hired and placed on active status subsequent to July 1, 1992.
- B. A Graduate Certificate Program has been developed to enhance the professional development of teachers employed in specified schools selected by the district from Title 1 schools. The program, which was designed in consultation with the UTD and Florida International University, shall have as its major focus motivational techniques to be employed with economically disadvantaged students, improving students' self-concepts, adaptation of teaching skills to learning styles, and other areas of emphasis agreed upon as beneficial to teachers of economically disadvantaged students.
- C. It is agreed that, upon completion of the Graduate Certificate Program (comprised of 15 hours of graduate credit) and upon completion of satisfactory service, as evidenced by the official evaluation coupled with the return to the designated schools, the employee shall receive a stipend of \$500 and may apply the earned graduate hours to the "in-field" requirement for credential payment. The stipend

shall continue so long as the employee receives an acceptable evaluation and remains in a designated school assignment.

- D. Further, an Urban Education Program has also been developed which will lead to advanced degrees for which credential payments shall be made, if special provisions are met. A stipend of \$1,000 shall be paid, provided special provisions are met. The special provisions referred to are:
1. The employee shall teach in a selected Title 1 school and agree to remain in that assignment for at least three years, and receives an acceptable annual evaluation.
 2. The employee shall maintain a "B" average or better in the program.
 3. The Urban Education stipend shall be paid in addition to all other stipends, supplements, and scheduled salary amounts and shall continue to be paid annually so long as the employee remains in a selected Title 1 school.
 4. Additionally, if the employee who successfully completes the Urban Education Program already has an "in-field" Master's or other advanced degree, said employee shall be paid the next higher differential in the credential payment schedule.
- E. Tuition reimbursement shall be available for all graduate credits earned in the Graduate Certificate Program and in the Urban Education Program which has been developed. Such reimbursement shall be paid in advance in three installments, per year, to Florida International University by M-DCPS for all eligible teachers. Teachers receiving advance tuition payment for the Graduate Certificate Program and the Urban Education Program shall agree to and shall sign a statement which specifies that the advance tuition payment is made on the condition that the teacher shall complete the 15 hours of credit with a "B" average or better, and the teacher agrees that failure to complete the program or failure to meet the required "B" average will obligate the teacher participant to repay the school system the amount of tuition paid in advance by the M-DCPS. The statement to be signed by the teacher shall also include authority for payroll deductions for such repayment, when necessary.
- F. The parties agree to determine, annually, the number of participants and the designated schools for both the Graduate Certificate Program and the Urban Education Program. Such determinations shall be finalized and notification given to eligible participants prior to July 1 of each year.
- G. Teachers who are eligible for participation in these incentive programs and are declared surplus from an eligible school assignment shall maintain their eligibility, unless it is documented that they have refused an assignment to an eligible work location.

Section 5. Tuition Reimbursement For Certificated Employees

- A. All full-time certificated employees, including pool temporary instructors, but excluding temporary instructors and interim teachers, shall be eligible to receive tuition reimbursement payments for up to nine graduate semester hours (or the equivalent in quarter hours), per year, from an accredited institution of higher learning at a rate not to exceed \$130 per semester hour up to a total of 36 graduate semester hours leading to an advanced degree in a subject field and/or Teacher Leadership Program, as established in Credential Payment Guidelines (Article XXV).
- B. The period in which the nine hours may be taken extends from the fall term to the succeeding fall term for the particular institution the employee is attending. Tuition reimbursement shall be limited to:
 - 1. Graduate level courses leading to a Master's degree, Specialist degree, or Doctorate degree in the teacher's subject area;
 - 2. Graduate level courses in the teacher's subject area, in the event the teacher's Master's degree, Specialist degree, or Doctorate degree is not in his/her subject area;
 - 3. Undergraduate and/or graduate level courses leading to state certification in a subject area designated as a critical staff shortage area;
 - 4. Graduate level courses in the Graduate Certificate and Urban Education Master of Science Programs (up to 15 semester hours from fall term to succeeding fall term); or
 - 5. Graduate credit courses leading to state certification in educational leadership.
- C. Courses may be completed during the individual's employment period.
- D. The parties agree to review the current level of tuition reimbursement and to develop a Request For Proposals (RFP) for a local university(ies) to become a preferred-provider for M-DCPS employees. This RFP shall include a program for providing courses which are currently eligible for tuition reimbursement, as well as other professional growth opportunities for employees. Implementation of this program shall be subject to Board approval of a specific proposal submitted in this regard.
- E. Graduate credits earned during the summer are reimbursable if participants are employed as certificated employees by the Board in the succeeding year.
- F. In order to receive reimbursement, receipt(s) for paid tuition and official transcript(s) must be submitted to the Compensation Administration no later than two years after the end of the term/semester during which the course was completed or within two

years after official establishment of degree candidacy, whichever is later. An employee who believes that special circumstances beyond his/her control prevented compliance with the above timeframes may appeal, in writing, to the Chief Personnel Officer for Human Resources, who shall review such appeal and render a decision, a copy of which shall be furnished to the employee and the Union.

- G. Payment will be made in a timely fashion upon verification of submitted required documents.
- H. Infield definitions, as established in the Credential Payment Guidelines (Article XXV), are utilized for making infield determinations regarding tuition reimbursement. Courses are reimbursable in subject areas according to the employees' subject field(s).
- I. Personnel employed as Physical Therapists and Occupational Therapists will be offered continuing education units through FDLRS at no cost to the Therapists. If courses for continuing education units are taken other than through the FDLRS, the Physical Therapists/Occupational Therapists will be responsible for the payment and will not be reimbursed by the Board.

Section 6. Montessori Training Program

- A. The M-DCPS' Montessori Program is designed to provide a carefully planned, stimulating, and structured environment which will help students acquire a methodology for life-long learning and provide an excellent foundation for the development of creativity, intellectual capability, and sensory awareness.
- B. The district agrees to offer a tuition-paid Master's Degree Program which will result in Montessori A.M.S. (American Montessori Society) elementary certification. Participation will be initially limited to a maximum of 25 participants, with any future expansion, subject to agreement by the parties.
- C. The Montessori Master's degree shall be recognized as infield for credential payment purposes.
- D. Purchase of training manuals and reference books will be the responsibility of participants.
- E. Opportunities to participate will be advertised and teachers who successfully complete the screening and review process and are selected by a joint M-DCPS/UTD committee will be authorized to enroll in the Barry University graduate school in order to pursue a Master's degree in Montessori education. Screening criteria shall include a record of acceptable teaching performance, appropriate State of Florida certification, and a recommendation from the supervising administrator. Priority consideration will be given to eligible teachers assigned to schools which implement a Montessori Program.
- F. Selected participants must maintain a "B" or better grade average. Additionally, participants must agree, in writing, to accept assignment in a Montessori Program

for a period of three years subsequent to the completion of the Master's Degree Program. Failure to fulfill these requirements shall obligate the teacher to repay tuition to the M-DCPS. Upon request of the teacher, extenuating circumstances shall be considered by the Chief Personnel Officer for Human Resources.

- G. The parties agree to develop a training incentive program for paraprofessionals during the 1994-95 school year.

Section 7. Minority Evaluation Needs Program

- A. The M-DCPS program which addresses minority evaluation needs is primarily designed to attract teachers who are bilingual Haitian-Creole/English to become trained and certified as school psychologists. Teachers who successfully complete a screening and review process and are selected by the joint M-DCPS/UTD Selection Committee will be authorized to enroll in the Florida International University (FIU) graduate program in order to pursue an Educational Specialist Degree in school psychology at no cost to the individual. Participation will be limited to a maximum of four participants, with any future expansion, subject to agreement by the parties.
- B. Screening criteria shall include a record of acceptable teaching performance, appropriate State of Florida certification, a recommendation from the supervising administrator, and ability to meet graduate school criteria. Priority will be given to eligible teachers who are currently certified as guidance counselors, school social workers, and/or are currently serving as Trust Specialists.
- C. Selected participants must maintain a "B" or better grade average in the program. Participants will be assigned as teachers on special assignment to the Office of Exceptional Student Education, for the duration of the program, to function as interpreters and assistants to district and ACCESS Center psychologists in consultation and evaluation processes, based on their level of training and skills.
- D. Participants receiving advanced tuition payment shall agree to and accept an assignment as a school psychologist for a period of three consecutive years subsequent to the successful completion of the Educational Specialist's Degree Program. Failure to fulfill this requirement shall obligate the participant to repay the school system the amount of tuition paid by M-DCPS. Upon request, extenuating circumstances shall be considered by the Chief Personnel Officer for Human Resources.