BEGINNING NOTES FOR 2012-2013:
IMPORTANT INFORMATION AND REMINDERS

Note: This is a general overview only. Changes have been made at each level. Carefully review the specific details in the online handbook section for your level.

Career Ladder Director

Bev Waters Ext. 696-8832 email Beverly.waters@fwusd.org

Requirement Adjustments Based on Reduced State Funding

The 2012-2013 Career Ladder funding formula used at the state level will be at the 3.0% level. Therefore, the adjustments made in the program structure last year will remain in place for the current school year with the exception of observer evaluator observations. The new 2012-2013 information was sent in the May and August newsletters. The new information will remain posted on the Career website in the Important Information area. Please reference it for questions. Modifications in requirements from 2011-2012 are listed in the on-line beginning of the year meeting presentation please view on the Career Ladder website.

Legislated Mandate Regarding Participation

A spring legislative mandate, effective date 11/24/09, limits 2012-2013 Career Ladder participation to those who actively participated in the program the previous year. This active participation could have been in one of three forms: received payment from the Career Ladder funds in May 2011, submitted student achievement documentation at the March 2011 due date (CAP, SAP, BAP), and/or completed OE observation requirements.

Participation Agreement and Planning Form

Levels 3-7 participants must complete both the front and back pages. Having this additional information assists us in organizing the **due date options** for each individual as well as in budgeting the **Career Ladder addendum amounts** for the Final Salary Schedule.

Personal Identification Numbers

When completing the information on the Participation Agreement and Planning Form for the individual component, you will need to provide **your Employee Identification number**, which can be found on the left side of your paycheck stub. If you have any questions, please call Bev at ext. 8832.

Online Handbook

In order to continue saving money and natural resources, the Steering Committee has opted to continue the online edition of the Handbook on the District's Career Ladder webpage. **This online Handbook will be the official version of the**

requirements and due dates provided for program participation. Please reference this up-to-date, essential tool for all program information.

Newsletter

We'll continue the **electronic distribution of the newsletter** as well as other timely Career Ladder information. If you have not received any communication from Career Ladder by September 1st, or if you do not receive a newsletter by the fifth of any month, contact Bev at ext. 8832. It's important that you don't miss anything!

Levels 3-7: $1000 in December

The $1000 mid-year payment amount for participants at Levels 3-7 will continue for 2012-2013.

IMPORTANT NOTE: In order to qualify for a Career Ladder salary, you must complete the required components of Career Ladder and maintain a portfolio point total of 85.00 or higher. Therefore, *if a participant withdraws from the program after receiving the $1000 disbursement in December or otherwise fails to earn the minimum portfolio point total of 85.00, the participant will be required to repay this portion of the Career Ladder salary which is awarded contingent upon the completion of the program requirements.*

Career Ladder: Data Driven Teaching and Assessment

We are encouraging participants to make student achievement project decisions by using the data that's available through pre assessments and/or through the district-approved standardized tests (AIMS, DIBELS, DAP, Success Maker, AZELLA). This will not only assist you as a teacher in meeting the district's expectation that you review and use data, but <u>it will also help students by gearing your instruction toward areas in which this particular target population has indicated that more attention is needed</u>.

At **Level 7**, this information will assist you in shaping your Master Activities Plan by providing you with reliable and valid data <u>regarding the greatest need areas in your school</u> (student grade/ability levels and content). You will also then be able to use this same assessment tool at the end of the project to determine the difference you've made in the developmental profiles for your target population. These assessments are valid and reliable, and projects built around them will be meaningful for the whole school, providing you with a tool for supporting your colleagues through leadership activities as we all work together to focus on the school/district goals.

At **Levels 3-6**, this information will assist you by offering reliable and valid data <u>regarding the greatest areas of need in your classroom</u>. These assessments are valid and reliable, and offer an extensive array of data for review and study. The Test Builder tool (DAP) can assist in aligning the pre-/post-testing format with the SAP/BAP requirements; however, be

sure to work closely with your I.C. in matching the level of the objective with the level of the assessment.

AZ State Standard requirement and citation

(required for proposal and final documentation)

All student achievement projects (BAPs and MAPs) must support the academic standards provided by our state. The citation in the proposal and in the final documentation must reference the targeted AZ State Standards by Standard Number and PO, along with a summary of the text.

Surveys

Along with the return of this year's SAP, BAP, and CAP evaluation sheets, you will receive a **survey** requesting your feedback on your own personal evaluation results. Information received will be used in the revision of next year's training process for the Project Evaluator Liaisons.

To do: Submit Participation Form !!!!

Think about project idea

READ THROUGH MY LEVEL'S SECTION IN THE ONLINE HANDBOOK!

** Write all due dates in my calendar **