

Flagstaff Unified Classroom Site Fund (AZ Proposition 301):

Arizona Revised Statute (A.R.S.) 15-977 Classroom Site Fund (CSF) governs the Flagstaff Unified School District (FUSD) plan. A.R.S. 15-977 requires certified staff who are eligible for the plan to annually approve the District's plan with at least a 70% favorable vote. In addition, A.R.S. 15-977 requires the school district governing board to adopt the plan annually at a public hearing.

Plan Eligibility:

To be eligible for the FUSD Classroom Site Fund plan certified staff must meet all of the following:

1. Possess the appropriate professional certification with the Arizona Department of Education. This includes certified teachers, licensed professionals, specialists (ELL, Program, Behavior, Intervention that do not receive a stipend), certified counselors, Native American advisors, nurses, and certified librarians; and
2. Be compensated on FUSD's salary schedule for certified staff or licensed professionals; and
3. Be employed with FUSD at the time of payout (phased retirement employees are not eligible for classroom site fund); and
4. Be at least a .5 FTE employed with FUSD during the period in which Professional Development and Professional Contribution hours are earned*; and
5. Provide instruction to students relating to the school's educational mission for at least 50% of one's responsibility.

* Employees on a leave of absence, other than FMLA, are not eligible for CSF.

Plan Description & Compensation:

The Flagstaff Unified School District Classroom Site Fund allows the District to recognize and compensate certified staff for the accomplishment of District and school site goals that resulted in increased student achievement. The Plan promotes the continuous professional development of instructional staff. The Plan is structured to include the two components of performance evaluation and ongoing professional development. The professional development component includes CSF compensation for up to 14 hours of FUSD organized and delivered/facilitated instruction centered around teaching practices and increased student learning success, occurring between July 1, 2023, and May 17, 2024.

Professional development will be paid at \$77.00 per hour for up to 14 hours of participation, not to exceed \$1078. Professional development must occur outside of contract hours and be selected from the approved CSF Courses found in the District's Frontline Professional Learning Catalog. All courses must be at least one hour in length and must be completed in full in order to be eligible for the CSF compensation award. All CSF professional learning will be verified and submitted for credit through the Frontline Professional Learning System. Payment from CSF Professional Learning will be made in the months of December and June.

Performance evaluation will be paid in the amount of \$850 and be based on the summative evaluation. Eligible staff members placed on a Notice of Inadequacy on the performance evaluation will not be eligible for the performance evaluation portion of the CSF compensation plan.

Appeals:

Certified staff who disagree with their received payout for the identified measure(s) may submit a request for review to CSF@fUSD1.org. Individuals are required to submit their request for review in writing, stating the nature of the concern, including supporting documentation no later than 10 days after receipt of the disputed CSF payout. The LTI steering committee, as well as the FUSD Negotiations Certified Liason Representative will meet to review the dispute and determine final eligibility and/or compensation. Individuals will be notified within 10 days of the committee's final determination.

FREQUENTLY ASKED QUESTIONS

Background Information

How is the performance pay plan funded?

Performance Pay is funded through Prop 301 (now titled Classroom Site Fund). Prop 301 was a voter-approved initiative that was passed in 2000. It increased the state sales tax by 0.6%, with additional revenue supporting public education funding. On March 18, 2021, Governor Ducey signed SB1139 modifying the distribution requirements for monies from the Classroom Site Fund (CSF). In April 2022, The Arizona House of Representatives passed new legislation for revised allocation of the CSF monies.

How is the performance pay plan developed and how often is it reviewed?

Each year, Flagstaff Unified School District's performance pay plan is evaluated to gauge how effective it has been in promoting the growth of the District's identified student achievement goals. The Learning, Technology, and Innovation Advisory Committee, which has certified and licensed professional representatives, will address any concerns and make revisions based on input from teachers, licensed professionals, and administrators. After final recommendations have been made for revisions, Negotiations will review.

How is the plan approved?

Eligible educators will vote to accept or reject the new plan using an online survey program to document the votes. The plan must be approved by 70% of the voting CSF educators eligible to participate in the plan. A recommendation will not be forwarded for action by the Governing Board until it has achieved 70% approval by the eligible educators. The Governing Board must adopt the plan in a public hearing in accordance with Arizona Revised Statute.

Plan Components

How are measures identified each year?

Each year the LTI Advisory Committee reviews the possible measures outlined in the Arizona Revised Statute (A.R.S.) § 15-977 and makes recommendations for the current year. Measures not included in this year's plan include student attendance, other achievement data (i.e. district-level assessments), and school quality (parent & student surveys). Having reliable and valid data, the degree of influence, and how meaningful the measure is for teachers are considerations the team considers when identifying measures for the current year.

What measures are included in this year's plan?

This year's plan includes a teacher's Summative Performance Classification and hours of professional development/contribution. The summative performance classification is based on a teacher's individual observation(s) score on the Teacher Evaluation Instrument. Professional development/contribution is defined by the number of hours teachers participate in eligible professional development activities, approved professional contribution activities, or a combination of the two between July 1, 2023, and May 17, 2024.

What are the dates for which professional development (PD) and professional contribution (PC) hours are eligible?

Allowable professional development hours from July 1, 2023, and May 17, 2024, are eligible for this year's plan. Course attendance and participation logs for PD and PC must be tracked and marked complete (by the FUSD activity instructor/facilitator) within the Frontline Professional Growth System by December 4, 2023, for the 1st payout period, and May 20, 2024, for the 2nd payout.

Hours completed from July 1, 2023 - December 1, 2023, will be paid out on December 19, 2023.

Hours completed from December 2, 2023 - May 17, 2024, will be paid out on June 4, 2024.

What qualifies for professional contribution (PC)?

Professional contribution recognizes teachers and licensed professionals that serve as ambassadors and leaders in promoting and supporting the initiatives and goals of the District, outside of contracted hours.

Qualifying activities under professional contribution include:

- Participation in the Flagstaff Education Association leadership Representative Meetings and/or Executive Board Meetings.
- Participation on a district-led curriculum adoption committee.
- Preparation time for activities that focus on training and professional development activities for staff that are performed outside of contract hours. These training and development opportunities must be submitted through the [FUSD Professional Learning Course Proposal Form](#) and the Frontline Professional Growth System in accordance with plan guidelines and be approved by the Learning, Technology, and Innovation department prior to delivery of instruction.

What qualifies for professional development (PD)?

Ongoing professional development should be utilized to guide improvement and demonstrate impact on student learning. To that end, this plan includes activities grounded in student achievement, district initiatives, site initiatives, curriculum development, and strategic plan alignment, that occur outside of contracted hours. Examples include but are not limited to professional development training such as:

- Universal Design for Learning and other instructional practices
- Restorative Practices
- Justice, equity, diversity, and inclusion
- Technology integration - incorporation of technology into instructional practices, curriculum framework development, and training on and in support of technology and applications used throughout the district.
- Curriculum development as approved by the Curriculum and Instruction department.

- Professional staff collaboration focused on teaching practices and student learning (collaboration that grows the professional knowledge and skills of the participants, not planning time, grading, lesson planning, or FUSD PLCs)
- Instructional practices offered through the District in alignment and coordination with partner organizations (CCESA, ADE, NAU, Willow Bend, etc.)

What does not qualify as CSF professional development hours?

Flagstaff Unified does not support workshops and/or conferences offered through professional organizations outside of the District. This includes regional, state, and national conferences and ongoing, professional development activities required by the Arizona Department of Education for required endorsements. Activities that the District considers as expected professional duties do not qualify for CSF such activities

include but are not limited to:

- IEP meetings
- 504 meetings
- Parent-teacher conferences
- Non-curriculum committee work (FUSD or partner organization)
- Grade book/report card entry
- Lesson planning/sharing
- Common prep/planning time