

Recruitment and Retention Plan
Highland ISD 2007-2008

Goal: Highly Qualified Staff	By the end of the 2007-2008 school year, all students will be taught by highly qualified teachers who are assisted by highly qualified paraprofessionals.
Performance Measures (PM)	<ul style="list-style-type: none"> • 1. 100 % of core area teachers will be highly qualified by the end of the school year. • 2. 100% of instructional paraprofessionals will meet the highly qualified standards by the end of the school year. • 3. 100% of new hires will meet highly qualified status prior to employment. • 4. The percentage of classes being taught by highly qualified teachers in the aggregate and in high-poverty schools will be 100%. • 5. The percentage of teachers receiving high-quality professional development will be 100%. • 6. Low-income students and minority students will not be taught at higher rates than other student groups by teachers who are not highly qualified, inexperienced, or out of field. • 7. 100% of teachers not highly qualified in a core academic subject due to rural and special education flexibility will meet Highly Qualified standards by the end of the school year.
Summative Evaluation	Personnel files and highly qualified worksheets

School-Wide Component	PM	Strategy/Activity	Target Population	Person Responsible	Budget / Resources	Formative Assessment	Benchmark Timeline
Instruction By Highly Qualified Teachers	3	Post vacancies on a variety of job boards <ul style="list-style-type: none"> • Region 14 Job Opportunities • Local colleges and universities • Texas High School Coaches' Assn. • Highland ISD website 	All Teachers	Superintendent Principal	Local funds (if applicable)	Number of positions posted	Sept. 1, 2007 Feb. 1, 2008 May 1, 2008
Instruction by Highly Qualified Teachers	1	Analyze data from all teachers' certifications, testing results, staff development records, and service records to ensure that all teachers meet the highly qualified requirements	All Teachers	Principal	Local funds Title II , Part A	Review Personnel files, professional development records, and teaching credentials	Aug. 20, 2007
Instruction By Highly Qualified Teachers	3	Hire only highly qualified teachers	All Teachers	Superintendent Principal	Local/state funds	Personnel files; teachers' credentials	June 5, 2007 Aug. 20, 2007
Instruction By Highly Qualified Teachers	4 & 6	Change teaching assignments for teachers who do not meet highly qualified requirements for core area subjects to ensure low-income and minority students are not taught by teachers who are not highly qualified	All Teachers	Principal	Local funds (if applicable)	Review of master schedule; review of teachers HQ status	June 5, 2007 Aug. 20, 2007 Jan.7, 2008

School-Wide Component	PM	Strategy/Activity	Target Population	Person Responsible	Budget / Resources	Formative Assessment	Benchmark Timeline
Instruction By Highly Qualified Teachers	1	Provide staff development release time for teachers who are not highly qualified to become highly qualified	All Teachers	Superintendent Principal	Title II, Part A Local/state funds	Review of staff development certificates; review of Request to be Absent paperwork	Aug. 20, 2007 Jan. 7, 2008 May 29, 2008
Instruction By Highly Qualified Teachers	7	Assist teachers in maintaining or attaining certification through alternative certification programs and TExES testing in order to assure that all teachers are highly qualified <ul style="list-style-type: none"> Remind teachers of procedures for renewing Standard Certificate Post TExES Review Course information 	All Teachers	Principal	Local/state funds (if applicable)	Review of staff development handouts for renewal of certificates; actual poster	Aug. 20, 2007 Jan. 7, 2008 May 29, 2008
	2	Analyze data from paraprofessionals' files to ensure that all instructional paraprofessionals are highly qualified	Instructional Paraprofessionals	Principal	Local/state funds	Review of paraprofessionals' personnel files	Aug. 20, 2007
	2	Require all paraprofessionals who are not highly qualified to complete the Paraprofessional Academy at Region 14 Education Service Center	Instructional Paraprofessionals	Superintendent Principal	Title II, Part A Title I, Part A (reserved funds)	Review of certificates of completion	Aug. 22-25, 2007 Jan 9-12, 2008
Strategies to attract Highly Qualified Teachers	8	Continue above base/differential pay in critical shortage areas to attract highly qualified personnel and to retain those already on staff	All Teachers	Superintendent	Local/state funds	Review of personnel files and teacher turn-over rate	Aug. 20, 2007 to July 20, 2008
Instruction By Highly Qualified Teachers	1	Replace unexpected teacher vacancies with Highly Qualified staff	All Teachers	Superintendent Principal	Local/state funds	Review Personnel files, professional development records, and teaching credentials	As unexpected vacancy arises
Instruction By Highly Qualified Teachers	5	Continue yearly training of Dyslexia/Special Education/ESL and all classroom teachers in core academic areas	Dyslexia/Special Education/ESL teachers	Superintendent Principal	Local, Title I, and Title II-A Funds	Professional Development Records on file, and at Region 14 ESC	Aug. 20, 2007 Jan. 7, 2008 May 29, 2008