



Iowa Department of Education Teacher Leadership and Compensation Guidance

Fall 2020

The purpose of this document is to remind Iowa districts of guidance that will help in Teacher Leadership and Compensation implementation. Most of this information is not new. There are some updated support links in the document. Due to the fact that there are many new school administrators and teacher leaders across the state, we felt this document may be useful as districts continue to implement TLC and make changes to their plans to help meet ever changing educational challenges.

Requirements

All approved teacher leadership and compensation systems in Iowa are required to include the following five requirements:

1

Minimum Salary of \$33,500

All approved plans must include a minimum salary of \$33,500 for all full-time teachers.

2

Improved Entry into the Profession

Additional coaching, mentoring, and opportunities for observing exceptional instructional practice for new teachers (and veteran teachers where and when appropriate).

3

Differentiated, Multiple, Meaningful Teacher Leadership Roles

- These roles must extend beyond the initial teacher and career teacher levels.
- All leadership roles must include additional contract days (or hours).
- All leadership roles must include additional compensation commensurate with the responsibilities for the leadership role.
- The district must demonstrate a good-faith effort of selecting at least 25 percent of the teacher workforce to serve in leadership roles. For a teacher leadership role to count toward 25% the teacher leader must receive compensation from TLC funds.

4

Rigorous Selection Process for Leadership Roles

The process for placement into, and retention in, teacher leadership roles shall include all of the following components:

- **Selection Criteria:** Districts must develop and use measures of effectiveness and professional growth to determine suitability for teacher leadership roles.
- **Selection Process:** A selection committee that includes teachers and administrators to accept and review applications for assignment or reassignment to a teacher leadership role and to make recommendations regarding the applications to the superintendent.
- **Annual Review of Assignment:** All teachers in leadership roles must have an annual review of assignment.
 - This is different than, and in addition to, a performance review.
 - The review must include peer feedback on the effectiveness of the teacher's performance of duties specific to the teacher's leadership role.
 - A teacher who completes the time period of assignment to a leadership role may apply for assignment in a new leadership role or for continued assignment.
- **Experience:** Teachers assigned to a leadership role must have at least three years of teaching experience and at least one year of experience in the school district.

5

Aligned Professional Development

School districts must implement a professional development system aligned with the [Iowa Professional Development Model](#).



Allowable Use of Funds

There are six categories of allowable uses of TLC funds. These are specified in the original legislation, House File 215. [Allowable Use of Funds Document](#).

1. TLC funds can be used to raise **minimum salary** to \$33,500.
2. TLC funds can be used to provide **salary supplements** for teacher leaders. The Department strongly recommends that districts use a set supplement, per role, that is inclusive of all extra days/hours. The use of hourly or per diem stipends is not recommended as this led to variability, difficulty in budgeting, and are not in line with the spirit and intent of TLC.
3. TLC funds can be used to cover the salary costs for positions hired to **replace teachers** you have released. Additionally, TLC funds can be used to pay the salary of the released teacher leader.
4. TLC funds can be used for **substitute costs**. If you release a teacher to observe, for example, a model teacher, you can pay for that substitute out of TLC funds. You can also hire a substitute to provide coverage when a teacher leader is out attending professional development.
5. TLC funds can be used to pay for professional development for teacher leaders (not for all teachers). This could include registration fees, transportation, etc.
6. TLC funds can be used to pay “**other costs**.” Other costs need to be specifically approved by the Department. If, as you implement TLC, you determine the need for “other” costs that were not approved in your original plan you will need to have those costs approved. You can do this by submitting a [Plan Change Request](#).

Other costs may include supplies for teacher leaders, books/resources for teacher leaders, and technology purchases. However, all technology requests will be asked to respond to the following questions:

- Have you done everything else? Are 25% of teachers in leadership roles?
- Is this necessary for implementation of TLC plan? Without this would you have a lower quality plan?
- Will this be used solely for the implementation of TLC?



Finance

- All districts receive Teacher Leadership and Compensation (TLC) through state aid. The state aid amount for FY21 is \$340.89. In FY21, all districts will pay open enrollment at the rate of \$333.23, which is the per pupil rate for the prior year.
- Open Enrollment TLC funds follow the student in the case of open enrollment. The board of directors of the district of residence shall pay to the receiving district any monies received for a pupil under Sec. 26. Section 284.13, subsection 1, paragraph e, subparagraph (1) if the pupil is participating in open enrollment under section 282.18 and both the district of residence and the receiving district are receiving an allocation under subparagraph (1).
- Tuition In/Out TLC funds do not follow the student in case of tuition in/out.
- Unspent funds are allowed to be carried forward. However, districts are encouraged to maximize the impact these funds have on TLC and students by utilizing the funds each year. [Categorical Funding and Unspent Allocations](#).



TLC Plan Change Requests

House File 215 stipulates that changes to TLC plans must be approved by the Department of Education. This allows districts to adjust their plans but also helps maintain the integrity of the original, approved plan. Any change that would cause your enacted TLC plan to differ from your approved TLC plan needs to be submitted.

There is no specific timeline for submitting changes - you can do this at any time. [Submit a change request](#). You will be asked to describe the change, explain the rationale for the change, and describe the process and groups involved in determining the change.

All approved plans may be viewed by the public at: <https://reports.educateiowa.gov/EOYPublic/Home/Plan>

The Department strongly encourages districts to maintain a complete, updated plan that reflects all changes to date.



End of Year Report

All TLC districts are required to submit an End of Year report based on the goals and evidence identified in Part 8 of district TLC plans. These end of year reports provide districts with an opportunity to reflect on their progress as they work toward the vision and goals of their TLC plan. It also provides an opportunity to think about potential changes to a district's TLC plan. It allows the Department of Education to track progress toward locally-determined TLC goals.

[End of year reports](#)

The Department summarizes these findings in an [annual report](#).

The Department conducts an annual webinar on the end of year reports. Districts receive an email with more information on these reports.



For further questions, please contact
Education Program Consultants for Teacher Leadership:

W Scott Dryer
515-402-8700
scott.dryer@iowa.gov

Lora Rasey
515-419-2088
lora.rasey@iowa.gov