



The Troy CCSD 30-C learning community will achieve excellence and will conquer the challenges of the future.

To: Troy 30-C Board of Education
From: Dr. Todd J. Koehl, Superintendent
Date: May 12, 2016
RE: Troy Internal University—30-CU First Reading

The purpose of this memo is to introduce for a first reading the Troy Internal University, which, from this point forward, will be referred to as 30-CU University, or 30-CU for short. This entity represents a collaborative effort between the Troy 30-C administration and the Troy Education Association to continue substantive and rigorous professional development to improve student success and teacher instruction in our district. 30-CU is an exciting concept that comes to fruition in this document.

Background

In December of 2014, the Troy Board of Education and the Troy Education Association (TEA) agreed to a process to create an internal university that would allow salary advancement for certified staff and coherent professional development for district administration. This Memorandum of Agreement (Appendix 1) provided that a task force of equal members would meet and develop a recommendation for both the Superintendent and the TEA President to be presented to their respective decision making bodies by the start of the 2016-2017 school year. The document that follows is such a document and is presented to both the Board of Education and the TEA for a first reading.

Process

To achieve the goal of the memorandum the following steps were taken.

1. A committee was formed of the following members

Administration

Todd Koehl
Anne Gmazel
Brooke Allen
Daniela Fountain
Elaine Colombo
Jill Masheimer
Kelly Sester
Paul Schrik
Renee Marski
Steven Foster
Sheryl Blanchette

TEA

Dawn Prack
Elizabeth Duesing
Emily Wyss
Jeff Erkenswick
Kandi Williams
Kara Mackey
Kaylee Stubitz
Maureen Smith
Patty Godlewski
Savannah Smith
Tina Governale

2. The committee review programs from the following school districts
 - a. Schaumburg 54
 - b. St. Charles 303
 - c. Champaign Unit District #4
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3. The committee performed the following to pull together the document presented
 - a. Surveyed the staff for questions about 30-CU
 - b. Wrote and distributed the FAQ document
 - c. Developed protocols and processes for 30-CU courses
 - d. Cross walked protocols with CBA and district policies
 - e. Brought different district documents and processes under the 30-CU umbrella
 - f. Met in committee and sub-committees to write the document presented for this first reading

Key Protocols

Below are some key elements of the document that impact district policies.

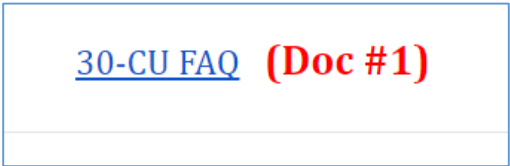
1. University credits will allow for salary advancement
2. Tuition for university courses will be the responsibility of the employee
3. 30-CU will work to develop partnerships with local university to lower costs
4. Board Credits will be worth one credit and will allow for salary advancement
5. Book Study will earn one-half board credit and allow for salary advancement
6. Facilitators will earn \$990.00 for an original 15-hour board credit course
7. Facilitators will earn \$660.00 for a repeat 15-hour board credit course
8. 30-CU will have offer two sessions a year

Attached Document Road Map

The attached document represents 30-CU manual. Below is a list of the documents as they are presented.

The first eight pages of the attachment represent the 30-CU Overview document. This document will serve as the guide for our employees and will be posted online with active links. To make this work for this presentation, we have printed the documents that would be linked and put them in order after the overview. For your navigation, we have named each attached linked document #1, #2, and so on. Here is sample of how this looks:

This tells you that the 30-CU FAQ document that is linked here is Doc #1 in the pages that follow. The reference for this is printed in red at the top right in the document and then number only is repeated at the top of each page associated with that document. Continuous page numbers are at the bottom right of each page that follows.



Here is a brief table of contents for the documents

0. Cover Document	30 CU-Overview	Pages A-H
1. Document #1	FAQ Document	Pages 1-5
2. Document #2	30-CU Trifold Brochure	Pages 6-7
3. Document #3	Board Credit Plan	Pages 8-9
4. Document #4	30-CU Board Credit Courses	Page 10
5. Document #5	Board Credit Facilitator Proposal	Pages 11-14
6. Document #6	District Board Credit Webpage	Page 15
7. Document #7	Professional Book Study Requirements	Pages 16-22
8. Document #8	30-CU Approved Book Study Options	Pages 23-50
9. Document #9	Current Year PD Offerings	Page 51
10. Document #10	PD Workshop Proposal Application	Pages 52-53
11. Document #11	Facilitator Information	Pages 54-55

Action Needed

This document is being shared with both the Board of Education and the TEA for first reading. At this time, no action is needed except to acknowledge this first reading.

As per the MOA, between now and the second reading in June, the district administration will meet with TEA representatives to discuss the document and prepare it for a second reading and approval if both parties are moved to do so.

Once approved, we will continue the process of getting 30-CU up and running for our staff.

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement is provided to memorialize an agreement reached by the Board of Education and the Troy Education Association as a result of the negotiations that resulted in the parties’ new 2014-2015—2017-2018 Collective Bargaining Agreement.

TROY INTERNAL UNIVERSITY

A joint task force of an equal number of members appointed by the Superintendent and the TEA President shall be convened to explore and recommend the implementation of the Troy Internal University (“TIU”). The purpose of the TIU will be to offer high quality, relevant professional development opportunities to the employees of the District. Such opportunities may be eligible for salary advancement or enhancement.

This task force will examine similar internal university concepts offered by other school districts and will develop and recommend an internal university for the District. It is expected that the task force will conclude its work with a series of recommendations for implementation at the start of the 2016-17 school year. Task force recommendations will be made to the Superintendent and TEA President.

In the event that the TEA desires to negotiate the impact of the implementation of the TIU, the parties will convene their relative negotiations teams to commence and complete any such negotiations, if possible, prior to implementation.

Board of Education

Troy Education Association

Dated: _____

Dated: _____
