

**MINGUS UNION HIGH SCHOOL  
SCHOOLWIDE PERFORMANCE PAY PLAN 2026-27  
CLASSROOM TEACHERS**

Our Performance Pay Plan (PPP) is designed to meet the requirements of A.R.S. 15-977 Classroom Site Fund to improve student achievement at Mingus Union High School. We have incorporated the goals and standards of Cognia school accreditation, school accountability standards described by A.R.S. 15-541, our Arizona Department of Education Continuous Improvement Plan (CIP) standards, and the requirements of A.R.S. 15-537 Performance of certificated teachers: evaluation system.

This plan is based on the collective participation and comprehensive performance of all certified staff. When Mingus Union High School teachers qualify for performance pay, each qualifying certified staff member will receive additional compensation in an appropriately pro-rated amount according to the number of teachers completing the goal.

To receive performance pay for a given year, eligible certified staff members must successfully meet all performance and documentation requirements. Components will be collected, viewed, and evaluated quarterly throughout the year. Upon quarterly review, if documentation does not meet criteria, staff members will be notified of deficiencies and will have one week from the date of notification to provide required documentation so long as the nature of the performance permits late completion. Payment for the successful completion of the performance requirements will be at the end of the school year. Performance requirements constitute twenty percent of the overall classroom site fund distribution.

Certified staff rated as Highly Effective and Effective will receive 100% of the individual teacher performance component (10%) of performance allocated funds. Those rated as Developing will receive 50% of the performance allocated funds. Those determined to be ineffective will receive none of the performance allocated funds. New Certified staff rated as Developing (2 years of experience or less) will receive 80% of the performance allocated funds. MUHS will allocate \$5000 of the classroom site fund for the purpose of targeted professional development and training to support continuing, underperforming certified staff members' improvement to meet the goal of effectiveness in increasing student achievement.

All certified staff will:

- administer Common Formative Assessments (CFAs) and learning growth assessments (E.g., NWEA, Benchmark in content area, other pre/post) in alignment with identified essential standards for ongoing improvement in student learning. Results will be documented in a spreadsheet provided and will be submitted at the end of each semester (4 CFA's per semester minimum, at least 2 growth measurements for the learning growth assessment requirement)
- submit SMART goals (1st quarter) and accompanying data determining if goals have been met (4th quarter). 1 schoolwide goal, 1 department goal, and 1 classroom goal.
- attend each scheduled parent/counselor/teacher conference, both regular and special education. In the event of a scheduling conflict with a meeting in the counseling office, the teacher will e-mail or provide a hardcopy progress report to the counseling department prior to the scheduled conference. In the event of a scheduling conflict with a meeting in the special education office, advance notice must be given and all PLAAFPs must be submitted by the requested date indicated on the form. The presence of the general education teacher in IEP meetings is mandatory and your attendance is required.
- document telephone, email, and other teacher-initiated communication with parents. Please include student/parent name, date, and purpose/content of communication and document this contact in log entry in Power School. If a student is receiving an office referral, parent contact is required upon submission to the front office. If a student is failing a class, parent contact is required. Log entry reports are due at the end of each quarter.
- attend and participate fully in all scheduled Professional Development (PD) sessions and PLC meetings, collaboration, accreditation, and Continuous Improvement Plan (CIP) efforts. PLC participation will be documented through agendas and information documented in the Guiding Coalition Google Classroom. The administrative office will document failure to attend or late arrival to scheduled PD, collaboration, accreditation, and CIP events. Any certified staff member who fails to punctually attend on three occasions throughout the year fails to meet this requirement.
- fulfill professional development in the form of WICOR Walkabout AND Strategy of the Month training as required. WICOR Walkabouts are required once per quarter, and Strategy of the Month once per semester.
  - o showcase during a WICOR Walkabout once per academic year. This showcase will count as the Walkabout requirement for the quarter.

- offer FLEX activities during every FLEX period unless prior arrangement is made. At least once per week, each course you teach needs to have failing students assigned to a reteach or other activity designed to grow understanding and/or improve a grade.

### **Annual Review**

Mingus Union High School District's Performance Based Compensation Plan will be evaluated to determine its effectiveness in meeting student achievement goals. The Classroom Site Fund Committee will address any concerns and make revisions based on input from building administrators and teachers. After final recommendations have been made for revisions, teachers 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 teachers eligible to participate in the plan. The Governing Board will then vote to adopt the plan at a public hearing to allocate funding from the Classroom Site Fund.

### **Eligibility**

- Long term substitutes are not eligible.
- Non-district employees are not eligible for the CSF plan including teachers who voluntarily/involuntarily left the district.
- One must be a current employee at the time of the payroll processing to receive the payout.
- Part-time eligible employees will receive Prop CSF allocations in proportion to their teaching assignment.

### **Appeals Review**

Employees eligible to receive funds from the Classroom Site Fund may appeal a decision that results in non-payment of some or all the funds for which the individual is eligible.

### **Appeals Process**

If an employee believes there is an error in the determination of their eligibility or in the payment amount received, the following process should be followed:

1. The employee will have ten working days from the day of notification of non-payment to submit a request for appeal to the Superintendent. The request will be in writing and contain specific reasons for the appeal. Some performance requirements are supposed to be maintained regularly (website, parent log) and are not eligible for appeal if not completed.
2. The Superintendent will convene an Appeal Board to review the employee's request for review within ten working days of receipt of the letter of appeal. The employee will be notified of the appeal meeting in writing.
  - a. Members of the Appeal Board will be:
    - i. Two teachers assigned by the Mingus Union Education Association
    - ii. An administrator

The employee may appeal the decision of the Appeal Board to the Governing Board. The employee must submit a request for Hearing to the Governing Board within five working days following the receipt of the decision from the Appeal Board. The Governing Board will then notify the employee of a date and time for the Appeal Hearing with the Governing Board within ten working days.

### **Distribution**

Thirty percent of the Classroom Site Fund will be paid to eligible employees in December. The remaining seventy percent, which includes performance requirements, will be paid in May via a live check that will be presented when all performance items are completed.