



## **Salary Credit Oversight Committee Professional Credit Guidance**

Over the course of this school year, the Salary Credit Oversight Committee has been working on resolving a number of questions that remained from the ratification of the Elgin Agreement. The guidance below is meant to assist teachers and administrators in ensuring members receive earned professional credits for the 2019-2020 school year as outlined in Article 27 of the Elgin Agreement.

### **Earning Professional Credits**

Members can earn a maximum of 5 Professional Credits per school year.

### **Earning Academic Credits**

Academics credits can be earned without limit each year.

### **Compensation Table: Additional Work**

The Compensation Table that was shared at the beginning of the 2019-2020 school year will continue to be the guide for whether a member earns a Professional Credit, CPDU, or a stipend. That table can be found here.

### **CPDUs/CEUs**

For every 15 CPDUs earned, a member can receive 1 professional credit. A member can earn all 5 of their professional credits from CPDUs (75 total).

Members who earn the maximum of 5 professional credits CANNOT carry over any CPDUs to the next school year. Members who earn 4 or less professional credits CAN carry over CPDUs into next school year.

<b>Professional Credits Earned</b>	<b>CPDU/CEU Carry Over?</b>
0-4	Yes
5	No

All CPDUs for the 2019-2020 school year must be earned by June 30, 2020 and entered into the Salary Credit Tracking System by July 31, 2020. CPDUs earned after June 30, 2020 will count for the 2020-2021 school year.

### **Committee Expectations of Members**

Committee success depends upon the active participation and engagement of all members. Committee work takes on various forms and if any member deviates from the expectations of the Committee the chairs are expected to have a conversation to affirm the ongoing commitment to the work. The Salary Credit Oversight Committee will be gathering information to inform future guidance pertaining to norms and expectations.

## **PLC Expectations**

Teachers are eligible for professional credits for work that is done in Professional Learning Communities (PLC) outside of the regular school day. Language regarding the structure of a PLC can be found on pages 92 and 93 of the Elgin Agreement. All PLC's must adhere to the following approval criteria:

- School District U-46 Strategic Plan goals
- School improvement plan(s)
- Individual professional practice interests
- School District U-46 Curriculum Frameworks
- Research-based

In addition, PLC's should be entering meetings and artifacts into the Professional Credit Tracking System. PLC's should follow the following guidance to receive credit for the work:

- The PLC will be teacher driven and directed.
- The PLC shall meet over the course of at least 16 weeks and is not bound by the beginning or end of the semester (a PLC can start at any time). There is no minimum or maximum amount of times the PLC needs to meet during the time period but it should meet regularly.
- A member of the PLC should upload artifacts to the Professional Credit Tracking System to show proof of the work being done (agendas, minutes, work completed, etc.). Not every member needs to upload artifacts.
- The PLC must be acknowledged by your administrator in the Salary Credit Tracking System once all artifacts are uploaded to the Professional Credit Tracking System at the conclusion of 16 weeks.

Lastly, the Salary Credit Oversight Committee has provided a non-exhaustive list of examples of what the focus of an individual PLC could be:

- The PLC may develop a common lesson plan incorporating the selected strategies and identify the type of student work each teacher will use to demonstrate learning. Teams implement lessons, record successes and challenges, and gather evidence of student learning.
- The PLC may develop activities, common assessments and data review
- The PLC can reflect on a current piece of research through a book study.
- The PLC could work collaboratively in teams to discuss and examine standards-based learning expectations for students.

## **Application of Professional Credits**

All professional credits earned during the 2019-2020 school year will be applied to the members total credit account at the start of 2020-2021 school year. If the earning of credits results in a lane or step change, the increase will be paid out on the last check in November.

## **Continued Discussions**

The Salary Credit Oversight Committee continues to have ongoing discussions around professional expectations, committee eligibility for professional credits, and other activities and professional development receiving CPDUs.

Questions regarding Professional Credit can be directed to [professionalcredit@u-46.org](mailto:professionalcredit@u-46.org).