



**Career Ladder Plan**  
**Approved by the Kearney School District**  
**Board of Education**  
**May 15, 2024**

## **Kearney School District Career Ladder Plan**

### **I. Purpose**

The Kearney School District is committed to providing a successful educational experience for all students. Educational excellence is dependent largely on the skill, talent and dedication of educators. The purpose of the Career Ladder Program is to enhance the educational experience of students by recognizing and rewarding productive, effective educators. The Kearney School District has developed a School Improvement Plan, a Curriculum Development Plan, a Professional Development Plan and participates in the Missouri School Improvement Program in order to facilitate and improve the educational experience for all students. All Career Ladder responsibilities will be academic in nature and shall directly and obviously relate to the improvement of programs and services for students as outlined in the Kearney School District School Improvement Plan, Curriculum Development Plan, Professional Development Plan, the Missouri School Improvement Program or other instructional improvement plan in the Kearney School District. The teacher's Career Development Plan (CDP) will associate each Career Ladder responsibility or volunteer effort with either a designated plan or other instructional improvement.

### **II. Stages and Compensation**

The Kearney School District shall assign qualified, participating teachers to the appropriate stage and award teachers supplemental pay in an amount to be specified annually and not to exceed \$1,500 for Stage I, \$3,000 for Stage II or \$5,000 for Stage III. This supplemental pay shall be in addition to the salary normally accorded the teacher by the district's salary schedule.

### **III. Career Ladder Eligibility Criteria**

Eligible teachers in Stage I of the Kearney School District shall have the following:

- A. Completed two (2) years teaching experience in Missouri public schools.
- B. Completed the required beginning teacher assistance program and participated in two (2) years of mentoring (section 168.400.4 RSMo),
- C. Performed at an acceptable level or above on all criteria on the most recent final evaluation instrument of the performance-based teacher evaluation process. The local evaluation process must be fully aligned to the Essential Principles of Effective Evaluation (5 CSR 20-400.375).
- D. Be serving on not less than a regular length full time contract.
- E. Appropriate certification in the subject area for each teacher.
- F. Developed a Career Development Plan (CDP) that contains responsibilities or volunteer efforts that the educator will assume in order to receive his/her Career Ladder supplemental pay. The educator will complete one or more responsibilities or volunteer efforts between September 3, 2024 to May 31, 2025. The district shall ensure that a minimum of fifty (50) clock hours are completed for Stage I. This requirement should coincide with the standard\* and be commensurate and adjustable to the compensation offered for Stage I. The educator shall relate each responsibility to an identified plan or other instructional improvement.

Eligible teachers in Stage II of the Kearney School District shall have the following:

- A. Completed three (3) years teaching experience in Missouri public schools.
- B. Completed the required beginning teacher assistance program and participated in two (2)

- years of mentoring (section 168.400.4 RSMo),
- C. Performed at an acceptable level or above on all criteria on the most recent final evaluation instrument of the performance-based teacher evaluation process. The local evaluation process must be fully aligned to the Essential Principles of Effective Evaluation (5 CSR 20-400.375).
  - D. Be serving on not less than a regular length full time contract.
  - E. Appropriate certification in the subject area for each teacher.
  - F. Developed a Career Ladder Development Plan (CDP) that contains responsibilities or volunteer efforts that the educator will assume in order to receive his/her Career Ladder supplemental pay. The educator will complete one or more responsibilities or volunteer efforts between September 3, 2024 to May 31, 2025. The district shall ensure that a minimum of seventy-five (75) clock hours are completed for Stage II. This requirement should coincide with the standard\* and be commensurate and adjustable to the compensation offered for Stage II. The educator shall relate each responsibility to an identified plan or other instructional improvement.

Eligible teachers in Stage III of the Kearney School District shall have the following:

- A. Completed five (5) years teaching experience in Missouri public schools.
- B. Completed the required beginning teacher assistance program and participated in two (2) years of mentoring (section 168.400.4 RSMo),
- C. Performed at an acceptable level or above on all criteria on the most recent final evaluation instrument of the performance-based teacher evaluation process. The local evaluation process must be fully aligned to the Essential Principles of Effective Evaluation (5 CSR 20-400.375).
- D. Be serving on not less than a regular length full time contract.
- E. Appropriate certification in the subject area for each teacher.
- F. Developed a Career Ladder Development Plan (CDP) that contains responsibilities or volunteer efforts that the educator will assume in order to receive his/her Career Ladder supplemental pay. The educator will complete one or more responsibilities or volunteer efforts between September 3, 2024 to May 31, 2025. The district shall ensure that a minimum of one hundred (100) clock hours are completed for Stage III. This requirement should coincide with the standard\* and be commensurate and adjustable to the compensation offered for Stage III. The educator shall relate each responsibility to an identified plan or other instructional improvement.

#### IV. Approved Responsibilities

For the 2024-25 school year, only Career Ladder (CL) plans will be available. SSS plans are no longer an option. Moving forward, CL will focus primarily on direct student contact.

This year, KSD is providing more definitive guidelines regarding CL plans. The district will cap the number of CL plans at \$500,000 for the upcoming school year. This allocation may be adjusted if there are insufficient state funds.

Three stages of plans are available, and resources are prioritized to support our core mission. The intent is to continue offering diverse supplemental opportunities for students to provide academic support, enrich learning, or foster a sense of belonging. A defined minimum enrollment and sign-in sheet will help us evaluate an individual plan's return on investment.

According to DESE guidance, teachers in their first or second year of teaching, teachers on professional improvement plans, and teachers on progressive discipline are ineligible to participate in CL. In addition, the district requires that all staff members applying for CL must be fully or provisionally certified in their teaching area. Staff with temporary authorizations or who are uncertified are ineligible. **All plans will need prior principal and district approval to ensure that they meet the category guidelines (see below).**

Plans may be declined if the staff member is ineligible to participate or the requested plans exceed the district's allocation. The Career Ladder Team will finalize approved plans for the 24-25 school year.

	Hours	Pay	Primary Activity	Direct Contact
<b>Stage I</b>	50 hrs	\$1500	Academic Activity Non-academic Activity	Min. of 40 hours of direct student contact with up to 10 hours of indirect contact for planning
<b>Stage II</b>	75 hrs	\$3000	Academic Activity Non-academic Activity	Min. of 60 hours of direct student contact with up to 15 hours of indirect contact for planning
<b>Stage III</b>	100 hrs	\$5000	Academic Activity*	Min. of 80 hours of direct student contact with up to 20 hours of indirect contact for planning

*\* Stage III plans may contain a blend of academic and non-academic activities. Sixty hours must focus on academic activities. Stage III plans that include tutoring will be prioritized.*

**Academic Activity:** The purpose of these activities is to foster curiosity and learning outside of the traditional classroom setting. Clubs must have a minimum of 10 students enrolled per staff member, and sign-in sheets must be kept.

- Tutoring (no student minimum)
- STEAM-related club
- Robotics club
- Foreign language club
- Community service club

**Non-academic Activity:** Non-academic or social clubs are vital for students to build connections and gain a sense of belonging in their school community. Each club must have a minimum of 15 students enrolled per staff member, with the exception of Special Olympic positions whose

assignments are based on student needs. Sign-in sheets must be kept. The following is a non-exhaustive list of examples:

- Extreme P.E.
- Girls on the Run
- Special Olympics
- Social-emotional groups
- Intramurals

**Indirect Contact:** The only indirect hours that will count toward a CL plan are those spent planning for direct contact activities, serving as a building CL representative, or acting as a tutoring coordinator. Professional development or committees will not count toward indirect contact CL hours.

**Student Contact:** CL plans aim to connect staff with as many KSD students as possible and offer an activity with meaningful engagement. Keep in mind that many of our students already engage in after-school activities. Before-school activities may be a viable option for the plan elect to develop.

**Scoring CL Plans:** Because there is a reduction in resources, CL plans will be evaluated based on the following rubric:

Plan Submission Criteria	None (0)	Low (1)	Medium (3)	High (5)
Rigor of primary activity (e.g., supervision = 1, direct instruction = 5)				
Cost for students to participate after scholarship. (e.g., Over \$100 = 0, \$51-99= 1, \$1-50= 3, free = 5)				
Tutoring is the primary activity (e.g., 20 hrs = 1, 21-59 = 3, 60+ hrs =5)				
Defined intended outcome (e.g., student participation = 1, student evidence of learning = 5)				
Defined way to measure student growth/impact				
Defined way to increase a sense of belonging/engagement				
<b>Total Score (Max 30)</b>				

**Evaluating and approving CL Plans:**

- Plans are submitted to the building principal for preapproval and assurance the staff member is eligible to participate in CL.
- Building principals, CL representatives (from other schools), and a district administrator will review the plans, score them using the rubric, and prioritize them based on the school's unique needs.
- If a large number of plans are submitted that exceed the total district allocation, the district's CL Committee may need to allot the number of approved plans based on student enrollment and school needs.

**Timeline for 2024 Career Ladder**

- CL plans are open for staff to develop on **May 20**
- CL will be presented to new staff on **August 9**
- CL Plans are due **August 19**
- Career Ladder Team will approve plans **August 20-30**
- Activities for CL plans may begin after **September 3**

## **V. Plan Development**

The Kearney School District selected sixteen teachers, eight administrators, one parent, and seven board members to serve on a working group that developed the Kearney School District's DCLP. This working group gathered feedback on the draft of the DCLP and made appropriate revisions before it was presented to the local school board for approval.

## **VI. Assessment of Career Ladder Plan**

The Kearney School District has created an assessment committee. This committee consists of appropriate district personnel. This committee will annually assess the success of the DCLP. They will report to the board each year at the regular June board meeting regarding the benefits for the school and students, teacher interest and participation. In addition, the Kearney School District will report data on their Career Ladder Grant Program to the department each year for use in the Career Ladder Report. Information reported to the department upon request may include but not be limited to

- a) Total number of teachers participating at each stage
- b) Final total state contribution
- c) Final total local contribution
- d) Total hours of teacher participation in these categories
  - Participating in teacher externships as provided in Section 168.025, RSMo;
  - Serving as a coach, supervisor, or organizer of any extracurricular activities for which the teacher does not already receive additional compensation;
  - Serving as a mentor or cooperating teacher for new teachers for which the teacher does not already receive additional compensation;
  - Serving as a mentor for students, whether in a formal or informal capacity;
  - Providing high-quality tutoring or additional learning opportunities to students;
  - Assisting students with postsecondary education preparation including, but not limited to, teaching an ACT or SAT preparation course or assisting students with completing college or career school admission or financial assistance applications;
  - Receiving additional teacher training or certification outside of that offered by the school district (i.e., National Board Certification); or
  - Other (with the description of how this responsibility or voluntary effort directly and obviously relates to the improvement of programs and services for students as outlined in the District School Improvement Plan, Curriculum Development Plan, Professional Development Plan, Missouri School Improvement Program, or instructional improvement).
- e) Overall annual retention rates of participating teachers

## **VII. Appeal Process**

Any Kearney School District educator who is denied participation in the Career Ladder Program due to a determination from the performance-based evaluation process or a determination that they have not met the requirements for participation will have the option to appeal that

determination. The appeal procedure shall include:

- a) An opportunity to have the decision reviewed by the superintendent of schools of the Kearney School District; and
- b) An opportunity to have the decision rendered by the superintendent reviewed by the local board of education for the Kearney School District.

Appeal procedures shall be implemented in a timely fashion. All decisions made regarding a teacher's application to and placement on any stage of the Career Ladder shall be based on the qualifications for that stage as stated in this Kearney School District Career Ladder Plan.

### **VIII. Recognition of Teacher Mobility**

An educator entering the Kearney School District may apply to participate in any Career Ladder stage for which he/she is qualified based on total years of experience in a Missouri public school.