



SHELBY COUNTY SCHOOLS
PROJECT ACHIEVEMENT IN MOTION (AIM)/ TEACHER INCENTIVE FUND (TIF)
2014-2015 General Eligibility Requirements

To be eligible to participate in the award program, employees must meet all of the following general eligibility requirements:

1. Current employees who are eligible to be a part of the Project AIM/TIF program are listed in the section labeled “Award Participant Groups.” Central office staff, substitute, homebound, student teachers and staff in positions *not* listed below are *not* eligible for Project AIM/TIF award payments.

Award Participant Groups

- a. Elementary School Principals
 - b. Middle School Principals
 - c. High School Principals
 - d. Elementary School Assistant Principals
 - e. Middle School Assistant Principals
 - f. High School Assistant Principals
 - g. Elementary School Teachers without TVAAS
 - h. Middle School Teachers without TVAAS
 - i. High School Teachers without TVAAS
 - j. Elementary School Teachers with TVAAS
 - k. Middle School Teachers with TVAAS
 - l. High School Teachers with TVAAS
 - m. High School Teachers who teach ONLY AP
2. Employees must have credentials for the position in which they function to be eligible under that category. *For example: A ninth-grade math teacher must be certified or on wavier to teach ninth-grade math to be eligible as a tested 9–12 teacher*
 3. The Project AIM/TIF award for an employee who transfers from a Project AIM/TIF award eligible position to a non-eligible position during the eligibility period will be voided.
 4. The award for an employee, who voluntarily transfers from one Project AIM/TIF award eligible position to another Project AIM/TIF award eligible position, will be determined by the greatest percentage of time spent in one of the positions during the school year (based on 190 contract days).
 5. New hires must be employed in a position for a minimum period of **120** days to be eligible for a Project AIM/TIF award for that school year. Employees must be continuously employed in an eligible position in a Project AIM/TIF Award School through the last day of school and remain employed in a Project AIM/TIF eligible school for the following school year.

SCS Project AIM/TIF Award Schools

Dexter Elementary (K-4)

Highland Oaks Elementary (K-5)

Lowrance Elementary (K-8)

Lucy Elementary (K-5)

Northaven Elementary (K-8)

Southwind Elementary (K-5)

Dexter Middle (5-8)

Highland Oaks Middle (6-8)

Woodstock Middle (6-10)

Southwind High (9-10)

6. Teachers who move from a Project AIM/TIF school to a non-Project AIM/TIF school are *not* eligible to receive their payouts.

7. **Employees cannot be absent for more than 10 instructional days within a contracted year.**
 Employees must be present at work for at least 95% of the time. Employees that are absent for eligible circumstances must file an Attendance Appeal Form to be considered for participation.
 The following types of leave will be held *harmless (not count as days absent)* and match the Board's current policies and term definitions: **FMLA - family medical leave (must be authorized and approved through Human Resources)**, *personal days, military leave, assault leave, jury duty, religious holidays and off-campus duty (such as professional development opportunities or activities approved by the District).*
8. Employees must be supervised and evaluated by the principal, or designee, of the campus where they are serving students.
9. Employees who teach a subject for which value-added is generated must complete the instructional-linkage process. It is recommended that employees review instructional-linkage information for accuracy. Employees for whom TVAAS information is produced will use the Composite (up to three years) value-added TVAAS® data to determine individual payout amounts.
10. The Project AIM/TIF award for employees who function in multiple categories will be determined on the basis of the job in which they function the majority of their workday.
11. The Project AIM/TIF award for employees who work on multiple Project AIM/TIF eligible campuses in the same participation category will be determined on the basis of the percentage of time in which they function at each campus.
For example: If an ELL teacher is at Campus A ¾ of the day and Campus B for ¼ of the day, his or her school level award will be based ¾ on Campus A's results and ¼ of Campus B's results.
12. The Project AIM/TIF award for employees who work on multiple campuses, a participating campus and non-participating campus, in the same participation category will be determined on the basis of the percentage of time in which they function at the Project AIM/TIF participating campus.
For example: If an ELL teacher is at Campus A (non-participating) ¾ of the day and Campus B (participating) for ¼ of the day, his or her school level award will be based only on ¼ of Campus B's (participating) results.
13. For employees who meet the criteria of a tested teacher and for whom a value-added report is produced, the position categorization will be where direct growth can be measured.
For example: If a teacher teaches second and fourth grade reading, and a value-added report is obtained for fourth grade, the teacher would be eligible as a tested fourth grade teacher.
14. School Level Measure Eligibility: If an employee receives a **qualitative** observation score of "1" or "2", that employee will *not* be eligible to receive any award amounts.
15. Teachers who leave the district on their own will or are non-renewed will *not* be eligible for their awards.
16. Retiring teachers are eligible for the payout if all general eligibility requirements are met for the last year of service. Retirees must provide the TIF Grant Manager a forwarding address to insure receipt of the Project AIM/TIF award the following year.

Please read these general eligibility requirements carefully, and sign below to indicate your acceptance of the requirements.

** I understand that all awards are subject to available funding. Any reductions in the award amount will be made proportionally across all award participant groups.*

- Yes, I want to participate in the Teacher Incentive Award Program at my school for the 2014-2015 school year. I agree to abide by all the requirements of the grant.
- No, I do not wish to participate in the Teacher Incentive Award Program at my school for the 2014-2015 school year.

Print Name: _____

Signature: _____

School Assignment: _____

Date: _____