

## **ARTICLE 35. PEER COACH STAFF DEVELOPER SELECTION PROCESS**

- 35.1. The site-based staff development system has as its primary instruction arm a network of site-based peer coach/staff developers, whose primary responsibility will be to assist teacher/educators in the planning and implementation of site-based staff development programs and initiatives. Initially these efforts will focus on literacy.

While the system is site-based, its continued and successful operation is predicated upon a collaborative and integrated working relationship between the individual school site and San Unified School District, as represented by the Office of Instructional Support. The San Diego Education Association, principals, teachers and the Office of Instructional Support will engage in a continuous dialogue, and will resolve issues of implementation collaboratively as they arise.

- 35.2. With the knowledge of the weight of the importance of this endeavor, the District and the SDEA commit to the following:

35.2.1. Positions will be posted through the regular post and/or bid process.

35.2.2. Paper screen candidates for:

1. Credential (professional/clear)
2. Permanent full-time contract teacher (San Diego)
3. Three of the last five years in the classroom teaching environment (mentor definition in Ed Code) preferred.
4. Last two performance evaluation ratings effective in all categories (e.g., summer school).
5. Completion of Peer Coach/Staff Developer Certification.

- 35.3. The District will hold a mandatory meeting of potential applicants to introduce the rigorous training programs and expectations of the Peer Coach/Staff Developer position.

- 35.4. Site Governance Teams (as per Shared Decision-Making document) must convene an interview panel (principal is automatically member of SGT) and must conduct an interview with the five most senior applicants, and may interview any other applicants from the site. Sites should use the knowledge and skill factors from the job announcement (duties and responsibilities) to guide their questions and decision making. In the case of sites sharing a peer coach, the Site Governance Teams must convene jointly to select a Peer Coach/Staff Developer.

- 35.5. The interview panel will receive names based on contract language. The names of any applicants who applied from the site will also be provided to the interview panel.

- 35.6. Applicants to submit to Site Governance Team (as per Shared Decision-making document):
- 35.6.1. Reference from site principal. If applicant has worked less than two years with current principal, then previous principal may be asked to submit a reference. The reference will only be viewed by the applicant and the interview panel, and will be held confidential.
  - 35.6.2. Applicants will have the option of submitting references from two of their peers. References used by interview panel and will be held confidential.
- 35.7. Site Governance Team selects (as per Shared Decision Making Document) Peer Coach/Staff Developer.
- 35.8. Candidates selected as Peer Coach/Staff Developers are required to have completed the Peer Coach/Staff Developer certification program as outlined below.
- 35.8.1. The certification program will be organized and directed by SDSU's College of Education, and carried out by SDSU evaluators. The certification provider can be changed with mutual consent.
  - 35.8.2. The certification program will require candidates to demonstrate their teaching skills in an actual classroom setting, their coaching skills in a simulated setting, and their presentation skills in a staff development presentation. The program will also require candidates to convey in a personal interview their overall skill, knowledge, ability and personal qualities. Evaluators will utilize screening forms to identify and assess the particular characteristics in section 35.8. Criteria in the screening forms may be changed by mutual consent of the parties. Screening forms will be provided at the mandatory meeting of potential applicants.
  - 35.8.3. The certification will take place during the unit members regular contract
  - 35.8.4. Unit members will be provided counseling and feedback during certification regarding demonstrated ability to assume role as Peer Coach/Staff Developer.
  - 35.8.5. Upon successful completion of certification program. The unit members will be issued a certificate of completion by San Diego State University
  - 35.8.6. Unit members who do not successfully complete the certification program may elect to take up to two additional training's in an effort to earn the certificate of completion.
- 35.9. Peer Coach/Staff Developer will receive ongoing staff development training from the Office of Instructional Support.
- 35.10. Peer Coach/Staff Developer positions will be reviewed and renewed annually. If the Site Governance Team chooses not to renew the Peer Coach/Staff Developer, he/she must be notified no later than February 1, and will be granted priority consideration as defined in 12.1.9 of this contract.
- 35.11. The site principal is the evaluator of the Peer Coach/Staff Developer. Sites sharing a peer coach, Staff Developer must convene jointly for the annual review.

- 35.12. Mutual agreement leading to the creation of the Peer Coach/Staff Developer position (see Appendix L) is implemented under Section 14.9 of the current contract. This agreement does not apply to Assembly Bill ABXI.
- 35.13. July 1, 1999, or after, this program will be implemented district wide.
- 35.14. The District and SDEA will jointly solve problems and issues relating to implementation as they arise. The District and SDEA will evaluate the effectiveness of the selection process and may revise aspects of the process by joint agreement if necessary.
- 35.15. An evaluation of the program will occur on a three- or four-year cycle. The evaluation will be conducted by an independent evaluator with a national reputation. The selection of the evaluator will be determined by the District in consultation with SDEA.