C.3 Personnel

At La Tierra Community School employees will be offered one-year contracts renewable July 1 based on their performance. Contracts will specify the responsibilities and expectations of the employee's position. La Tierra will hire the following faculty and staff members (see attached budget form) for the first year of instruction (2011-2012):

2.0	Teachers – Regular Education
0.5	Teacher – Teacher Specialist (Spanish)
0.75	Director/Principal
1.0	Special Education Teacher Aide
0.5	Operations Manager
0.25	Bookkeeper

Purchased Services: Special Education Services, Consultants and Custodial Services

Teachers: At La Tierra Community School, teachers will be a key part of the school community. They will be responsible for the education of our students as well as for upholding the mission of the school. Teachers will understand and put into practice the Founders' vision through their teaching as well as through their actions within the school community. All teachers will use best practices in teaching pedagogy and authentic assessment and will maintain high standards for all their students. Teachers will participate in Expeditionary Learning professional development offered to them through the school and at local and national workshops. The teaching staff for La Tierra will develop age-appropriate, engaging, active curriculum that centers around the lives of their students.

Alignment with NCLB Highly Qualified Criteria: Teachers at La Tierra Community School will all be certified, highly qualified teachers at the time of their hiring beginning with the 2011-2012 school year. La Tierra will follow Arizona's model for identifying highly qualified teachers and paraprofessionals to ensure highly qualified status.

Recruiting, Hiring and Training

Recruiting: La Tierra Community School will advertise openings at the school in a variety of different venues including but not limited to: local newspapers, Spanish speaking newspapers, Expeditionary Learning website, educational listservs, Arizona Education Employment Board and the Arizona Charter Schools Association. Because La Tierra hopes to recruit a diverse group of highly qualified teachers, we will advertise in a variety of places to attract the largest qualified pool of teachers possible. Because La Tierra will be affiliated with Prescott College there will also be a constant flow of highly qualified, Expeditionary Learning trained teachers graduating every year who might also be interested in applying to the school.

Hiring: At La Tierra Community School teachers will be hired without regard to race, color, religion, sex, pregnancy, age, ability, national origin, sexual orientation or any other factors prohibited by law. La Tierra will hire teachers who meet the criteria for "highly qualified" status and will use a fair and impartial hiring practice. The Board of Directors of the school, along with a representative from Expeditionary Learning Schools, will interview and hire the director of the school.

Training: La Tierra Community School's affiliation with both Expeditionary Learning Schools (ELS) and Prescott College will offer a unique and valuable array of professional development for the school's staff. Expeditionary Learning Schools offers high quality professional development in a variety of topics (Reading Institute, Writing Institute, Primary Institute, Assessment Institute etc.) which staff will be required to attend annually. Prescott College will offer in-services provided by faculty members in a variety of educational topics including, but not limited to, Environmental Education, Culturally Relevant Pedagogy, Experiential Elementary Methods and Authentic Assessment. Because ELS and Prescott College already have a formalized relationship, the integration of professional development from both of these entities will be complimentary and highly effective for the school staff. At La Tierra Community School, the director will organize the professional development opportunities for teachers and staff.

Oversight of Instruction

Curricular Implementation: At La Tierra Community School, the director will oversee the curricular implementation at the school. The director will confirm that teachers are aligning curriculum with the Arizona State Standards by reviewing lesson plans, observing teaching and participating in teacher planning sessions. La Tierra's director will be qualified to assess appropriate curricular implementation and to provide feedback when needed.

Staff Training and Development: The director will organize all staff training and development and will be responsible for offering training to teachers that is grade level appropriate as well as necessary for that specific teacher. The director will collect input from teachers at staff meetings regarding their desires for specific staff development although the final decision on these matters will be left up to the director.

Testing (AIMS, Stanford 10, and AZELLA): At La Tierra, the director will designate a testing coordinator for administrating the AIMS, Stanford 10 and AZELLA tests (most likely the operations manager). The coordination and administration of these tests is imperative to the success of the school and therefore great care will be taken in assigning this position.

Oversight of Operations

Financial Management: La Tierra Community School will hire a bookkeeper to manage the financial business of the school. The bookkeeper will be responsible for maintaining

policies and procedures having to do with financial management as well as any reporting necessary by the ADE and ASBC. The bookkeeper will be in constant contact with the school governing board as well as the director with monthly reports.

Contracted Services: La Tierra Community School's governing board will approve all contracted services for the school. All vendors will be expected to report monthly to the governing board with regard to the services being contracted. The governing board reserves the right to terminate contracted services at any time.

Personnel: The director of La Tierra Community School will be responsible for the hiring of the office staff and personnel. The director will be responsible for the determination of "highly qualified" status for all teaching staff.

Grants Management: The charter holder will be responsible for grants management until an operations manager is hired at which time the operations manager will take over this responsibility.

SAIS: The charter holder will be responsible for SAIS entries until an operations manager is hired at which time the operations manager will take over this responsibility.

Compensation Plan

Instructional Personnel: At La Tierra Community School teachers will be well compensated. Starting salary for teachers will be $33,000, which is above the salary for schools in the surrounding area. Teacher's salary will be increased approximately $1,000 yearly, as shown on the three-year projection budget sheet, dependent on teacher professional growth.

Non-Instructional Personnel: Non-instructional personnel will have competitive salaries commensurate with experience. These salaries will be updated on a yearly basis to stay in line with inflation rates.

Salaries and Benefits: The school governing board will determine the salaries and benefits for each employee's employment package. To project the amount of employee benefits, the total salary projections was multiplied by 22%. This number reflects all State and Federal mandates.

Some of the Employee Related Expenses include all state and federal withholding taxes along with unemployment insurance. Also, all teachers will receive $500 a month to cover health insurance costs purchased from a private provider.