Staffing Plan

The staffing plan required for Pima Rose Academy effectively implements the program of instruction and maintains a teacher student ratio of 1:20. Administrative staff includes a superintendent and two principals. Non-instructional staff at the site consists of front desk clerks. Pima Rose Academy anticipates an initial enrollment of 200 students so we will hire 10 teachers. Pima Rose Academy's program consists of block scheduling, which means our class day consists of three 5 hour sessions; therefore, we need to have enough staff to ensure full coverage for administration and content area during the 7am to 10pm school day.

Position	**FTE**	**Coverage at Pima Rose Academy**
Superintendent	.25	Through RMG, the Superintendent oversees Canyon, Desert, Mountain, and Pima Rose Academy
Co-Principals	2	Schedule is structured to have at least 1 principal available during all sessions
English Teacher	2	1 Day and 1 Evening Teacher
Math Teacher	2	1 Day and 1 Evening Teacher
Science Teacher	2	1 Day and 1 Evening Teacher
Social Studies Teacher	2	1 Day and 1 Evening Teacher
Special Education Teacher	1	Teacher works a shift to be available during all 3 sessions
Curriculum Resource Teacher	1	Teacher works a shift to be available during all 3 sessions
Front Desk Clerk	2	1 Day and 1 Evening Front Desk Clerk

Rose Management Group will provide administrative support including the superintendent, human resources, finance, maintenance, technology, accounting and payroll services. These positions provide services through Rose Management Group to Pima, Canyon, Desert, and Mountain Rose Academy; therefore, each position is 0.25 FTE for each school. The organization's Start-Up and Three-Year Operational Budgets confirm these numbers.

Instructional Staff Qualifications

Pima Rose Academy is a for-profit charter school that does not receive federal funds; thus, the No Child Left Behind Highly Qualified requirements do not apply. In order to assure our customers and other stakeholders that our instructional staff is qualified, Pima Rose Academy will apply for accreditation through AdvancEd (formerly North Central Association) that has requirements similar to NCLB Highly Qualified standards. All teachers are required to have a Bachelor's degree and demonstrate proficiency in their content area, if they are not certified. To encourage teachers to become certified, we offer a financial incentive to obtain teacher certification.

Staffing Timeline

PERSONNEL	Mar., 2011	April, 2011	May, 2011	June, 2011	July, 2011	Aug., 2011-June, 2012
Recruitment of personnel		X	X	X	X	
Hire personnel		X	X	X	X	
Professional Development for staff					X	X

Recruitment will begin in April, 2011, by posting job advertisements on the internet through Pima Rose Academy's website and job posting websites. We also post available positions at community colleges and universities in the state. In addition, we will recruit internally to obtain experienced teachers that are currently working at Canyon, Desert, and Mountain Rose Academies. This timeline will allow for interviewing and selecting teachers prior to August 1, 2011.

Professional Development

The following table provides the professional development plan for the 2011-2012 school year for teachers and principals.

Professional Development	Topics to include but not limited to the following:	Schedule	Hours
New Teacher Orientation	Policy & Procedures, Student software programs, Behavior Management, Network and Technology, Schoolmaster, Student Testing	July 28-29, 2011	16
Pre-service	Model For Instructional Accountability, District Assessment Plan, R.O.S.E.® Teacher, Educator, Coach (TEC) Model, Student software programs (*NWEA, Cognitive Tutor, Naviance Succeed Planner, Informal Reading Inventory, AceReader, Science Lab Software, A+LS*), Curriculum	August 1-9, 2011	56
Daily Teacher Meetings	Behavior Management Curriculum Special Education Consult Model English Language Learner program Accountability ROSE TEC	Monday through Thursday	144

Professional Development	**Topics to include but not limited to the following:**	**Schedule**	**Hours**
In-services	Curriculum R.O.S.E.® TEC Accountability	A minimum of 3 times per year, 6 hours	18
Rose Development Team Meetings	Curriculum R.O.S.E.® TEC Accountability	Every other Friday: July, 2010-June 2011, 2.5 hours ea. mtg.	72.50
Rose Development Team Systems	Curriculum R.O.S.E.® TEC Accountability	Once a month : July, 2010-June 2011, 2.5 hours ea. mtg.	30
Curriculum Development	Curriculum Student software programs R.O.S.E.® TEC Accountability	Every other Friday between September-May, 2.5 hours ea. mtg	57.50
R.O.S.E.® TEC: Reading Diagnosis/Math Diagnosis	Student Testing and Data Curriculum Student software programs TEC Model	2 weeks in June, 8 hours per day & 10 Fridays in the school year, 6.5 hours per Friday	145
Total			**539**

Pima Rose Academy provides 539 hours of professional development. Professional development grows instructional staff to become teachers-educators-coaches (TEC) who work in our learning environment. The administrative staff, the Rose Development Team consisting of principals and assistant principal(s), receive 102.5 hours of professional development delivered by the superintendent.

Administrative Oversight Plan

The oversight responsibilities related to instruction and operational services is provided in the table below. Administrative personnel are provided through an agreement with Rose Management Group, an education service provider. The superintendent is responsible for professional development training that supports the Performance Management Plan with its academic outcomes. RMG is committed to hire personnel who are highly qualified and can work in our learning environment.
Pima Rose Academy School Governing Board is a policy board that reviews and approves policies to ensure compliance with local, state, and federal laws.

Administrative Oversight by Position

	Principals	**Student Services Manager**	**Superintendent**	**CFO**	**COO**	**School Governing Board**
Curriculum	Implement at school site		Approve and supervise			Confirms Declaration of Curricular and Instructional Alignment ; Approves policy
Staff Development	Implement at school site		Oversee implementation			Approves policy
Assessment	Administer activities at school site		Oversee implementation, including academic oversight			Approves policy; reviews annual report of academic oversight
Financial Management			Plan, monitor, and request school purchases	Monitor cash flow and budget	Plans, monitors, and requests business purchases	Approves Annual Proposed and Adopted Budget; Approves policy
Contracted Services	Administer activities at school site	Coordinate delivery of services for school	Sign and oversee contractual agreements	Monitor budget	Contract administr ator	Approves policy
Personnel	Supervise staff at school site		Recruit and supervise school staff, principals and Student Services.	Oversee compensa tion and benefit packages	Contract and terminate personnel, oversee compensa tion and benefits	Approves policy
Grants Management	Not necessary in R.O.S.E.® because of corporate status as an S-Corp					
Student Accountability Information System (SAIS)	Administer attendance (School-master)	Enter all required SAIS data into School-master	Oversee and coordinate Student Services and principals	Reconcile School-master reports with SAIS	Upload files to SAIS & Downloa d to Schoolma ster	Approves policy

Compensation Plan

Rose Management Group believes that we must offer compensation that is competitive with surrounding school districts and charter schools to attract and retain quality personnel.

Position	**Range for salary and hourly rates**	**Performance Bonus**
Front Desk Clerks	$10.00 - $16.00 per hour	$750
Teachers	$28,000 - $45,000	$2,000 + Classroom Site Funds (301 funds)
Lead, Special Education, and Curriculum Resource Teachers	$30,000 - $50,000	$2,000 + Classroom Site Funds (301 funds)
Principals	$50,000 - $75,000	$3,000

All employees are eligible for Arizona State Retirement and long-term disability, medical, dental, vision, and life insurance. Pima Rose Academy will participate in a Section 125 plan to make the deductions pre-tax. Employees may also take advantage of accident, cancer, and short-term disability plans through AFLAC.

Teachers may increase their starting salary through stipends for certification that is determined by their content area. We also offer a financial incentive to non-certified teachers to obtain their certification. Classroom Site Funds (Proposition 301) will be used to increase teacher's base salary, as well as reward their performance by meeting targets as set forth in the Performance Management Plan.