

HIRING OF TEACHERS FOR LEAP REMEDIATION SUMMER SCHOOL

The purpose of the Policy and Procedures is to select the most qualified educators to provide tutorial assistance for students who failed to perform successfully on the high stakes LEAP 21 exams at grades four (4) and eight (8).

A. CRITERIA FOR LEAP REMEDIATION SUMMER SCHOOL TEACHERS

1. Summer school teachers for the LEAP Remediation Program must be certified in the grade level/subject area for which they apply to teach.
2. The teacher must submit to the Human Resources Department a completed application to participate in the Summer LEAP Remediation Program. The application must include two (2) references with one from the current principal, and the second reference may come from the applicant's assistant principal or content area supervisor.
3. Preference in selection will be given to teachers who successfully complete a program-specific training/evaluation as designated by the school system for LEAP Remediation Summer Program.
4. For the eighth (8th) grade Summer LEAP Remediation Program, the teacher must have evidence of instructional experience in the target area of instruction within the previous two (2) years. Experience at eighth (8th) grade or a grade within two (2) levels above or below eighth (8th) grade is recommended, but not mandatory. For the fourth (4th) grade Summer LEAP Remediation Program, experience at the fourth (4th) grade level is recommended, but any elementary experience in the subject area offered will be considered.
5. The teacher must have received an overall satisfactory rating on the applicant's last observation.
6. If there are equally qualified applicants in an academic area, the top priority shall be given to the teacher who has the most experience in teaching Summer LEAP Remediation. If that is equal, then overall teaching experience should be the next criterion. Overall racial balance will be a main

consideration, and may take precedence over Summer LEAP Remediation experience.

7. Should there be no applicants for the specific discipline needed, the Human Resources Department will search for the most qualified person to fill the position from within or out of the parish. Consideration will be given to Lafayette Parish retirees if no qualified teacher who is currently teaching can be found. The LEAP Remediation Summer School principal and/or supervisor will conduct the teacher observation(s) using the Lafayette Parish School System Classroom Snapshot.

B. SELECTION PROCEDURE

1. A committee of Central Office supervisors and administrators and LEAP Summer Remediation Program administrators will review teacher applications for the LEAP Summer Remediation Program. The committee will recommend teachers and their assignments to the Human Resources Department based on selection criteria. Priority in selection will be given to current Lafayette Parish School System teachers.

Adopted: 3/7/01