

**HISD “HIGHLY QUALIFIED” TEACHING
AND RECRUITMENT PLAN
2013-2014**

GOALS HENDERSON ISD WILL:	ACTIVITIES	RESOURCES	TIMELINES	EVIDENCE OF PERFORMANCE
Attract and retain highly qualified teachers for all HISD Campuses: <ul style="list-style-type: none"> • Wylie Primary (PK/K) • Wylie Elementary (1st - 3rd) • Northside (4th/5th) • Middle (6th - 8th) • High (9th – 12th) 	HISD staff will attend area, regional and state-wide college career fairs: University of Texas at Tyler; Stephen F. Austin State University; Texas A&M University Commerce; Prairie View A&M; Region VII ESC Job Fair, and other colleges	HISD Director of Human Resources	Fall, spring and summer career fairs as scheduled by colleges or universities	Travel records and registration documents “Highly Qualified” teacher candidates will submit teacher applications 100% of teachers hired will be “Highly Qualified”
Post employment vacancies on District website, Region VII ESC Personnel Services Cooperative, TASB, TASA.net, and other websites.	Vacancies will be posted in a timely manner to ensure that current employees, as well as persons outside of the district, are provided opportunities to apply for positions within HISD	HISD Director of Human Resources	Spring, summer and “as needed”	“Highly qualified” teachers will apply for HISD positions Current employees will be hired for open positions PEIMS
Ensure that campus principals will review applications provided by the HISD Personnel Dept. and interview HQ applicants for campus teaching positions.	Principals, along with an interview team which includes teachers and/or campus and district administrators, will select HQ teachers	Campus principals, asst. principals, counselors, teachers, District administrators, HISD Director of Human Resources	Spring semester; summer work days; as needed	100% of teachers hired will meet “Highly Qualified” requirements
Ensure campus-level input in hiring by having staff assist in interviewing and/or screening applicants.	Applicants for teaching and aide positions will be screened and/or interviewed by campus interview teams.	HISD Director of Human Resources, Campus principals	Fall, spring and summer, and “as needed”	Interview records
Continue the “Grow Your Own” program for Henderson High School juniors and seniors to increase minority interest in careers in education.	HHS will continue a mentoring program for junior and senior minority students that will include panel discussions with current HISD staff and an on-going mentoring program.	HISD Director of Human Resources, HHS Counselors, FCCLA teacher	November, February, and April annually	Sign-in sheets, mentoring logs, college tracking information

Assist new teachers with deficiency plans to complete alternative certification programs in a timely manner.	Personnel staff will encourage quality college graduates without educational certification to pursue teaching certification through Alternative Teaching Certification Programs	HISD Director of Human Resources Region VII ACP; UT Tyler ACP; LeTourneau University ACP; Stephen F. Austin State University ACP and others	Annually: April through August	100% of teachers hired will meet "Highly Qualified" requirements
Maintain the percentage of core academic subject area classes taught by highly qualified teachers on each campus to meet 100%.	"Highly Qualified" teachers will be hired and assigned to core academic subject area classes over unqualified teachers or those in the Alternative Certification Programs.	HISD Director of Human Resources	Annually: June through August (before classes begin)	Core academic subject area classes on all seven HISD campuses will be taught by "Highly Qualified" Teachers, as evidenced by criteria in personnel folders in the HISD Personnel Office
Ensure that 100% of core academic subject area classes are taught by highly qualified teachers on all campuses, including high poverty campuses.	"Highly Qualified" teachers will be assigned to core academic subject area classes on each of HISD's Schoolwide Title 1,A Campuses (Grades PK-8)	HISD Director of Human Resources	Annually: June through August (before classes begin)	Core academic subject area classes on each of HISD's Schoolwide Title 1,A Campuses (Grades PK-8) will be taught by "Highly Qualified" teachers
Use SCE, Title I, and Title II funding to hire teachers to supplement basic education programs by enhancing and reducing the teacher/student ratio on all campuses during the regular school year and for summer programs.	Program budgeting will include SCE, Title 1,A, Title II and other funding sources as applicable	HISD Director of Human Resources, HISD Director of Operations, Deputy Superintendent; SCE Funds, Title I Funds, Title II TPTR Funds	Spring	Basic programs will be enhanced with other funding sources Class sizes will be no greater than 22:1
Ensure that 100% of core academic teachers will receive high-quality professional development on each campus.	100% of all teachers will receive high quality professional development that addresses curriculum, instruction, inclusion, and diversity training	HISD Director of Human Resources, HISD Literacy Coordinator, Deputy Superintendent; Region VII; HISD Math Coordinator	HISD professional development days (a minimum of 7 days district-wide); Region VII scheduled workshops	All HISD teachers will receive high-quality professional development
Ensure low-income students and minority students are not taught at higher rates than other student groups by inexperienced, out-of-field, or non-HQ teachers.	Low-income and minority students will be integrated within all classes and receive instruction from "Highly Qualified" teachers at the same rate as other student groups.	Campus principals, HISD Director of Human Resources,	July and August: campus master scheduling	All students, including low-income and minority students, will receive instruction at the same rate and from the same "Highly Qualified" teachers.

Actively seek and utilize various sources to hire bilingual/ESL certified teachers.	HISD Director of Human Resources will contract with agencies to provide bilingual/ESL certified teachers	HISD Director of Human Resources, Literacy/ BE/ESL Coordinator	February through August	1) HISD will have fully certified Bilingual and ESL teachers in grades PK-12; (2) LEP students will be English proficient within 3 years of entry to HISD; (3) Exited LEP students will master the essential knowledge and skills for all required subjects; (4) HISD will meet all requirements for a Bilingual Education Program in 2013-2014
Ensure that Special Education students and other "Special Programs" students (Dyslexia, GT, etc.) will be taught by a "Highly Qualified" teaching staff.	HISD Director of Human Resources will work with the Special Education Director in recruiting throughout the year at conferences.	HISD Director of Human Resources, HISD Special Education Director, "Special Program" Conferences and Job Fairs	Spring conferences and job fairs	Teachers and aides instructing students receiving "special services" will be "Highly Qualified"
Ensure that students will receive extra assistance and tutoring from certified paraprofessionals.	Instructional teaching aides will be fully certified through Paraprofessional Training and Certification Programs	HISD Director of Human Resources; ESC 7	Fall, spring and summer, and "as needed"	Paraprofessional certificates
Recruit and hire fully certified and "Highly Qualified" teachers as Academic Coaches and Instructional Specialists to provide on-site additional training to classroom teachers.	Academic Coaches and Instructional Specialists will be "Highly Qualified" teaching professionals	HISD Director of Human Resources, Dept. Superintendent, Literacy/ BE/ESL Coordinator; Principals	Spring and summer for upcoming school year	100% of Academic Coaches and Instructional Specialists will be "Highly Qualified"