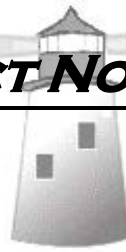


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Kevin Jauch, Ed.D.
Superintendent

May 8, 2017

TO: Avoca Board of Education
FROM: Kevin Jauch, Ed.D.
Superintendent
RE: 2017 Summer Professional Hours
CC: Beth Dever

Each year the District budgets for 900 hours of Summer Professional Hours to allow the teaching staff to work on District projects, school projects, grade level/department projects and/or individual projects. Per the 2016-2021 AEA Collective Bargaining Agreement, teachers are to be compensated \$40.80/hour for this work, at a projected total cost this year of \$36,720.

In distributing the time Summer Professional Hours that reflect activities that the District needs to have accomplished during the summer months are prioritized first, including technology rollover and our annual Crisis Intervention Prevention meeting with Glenview and Wilmette First Responders.

Avoca West, Marie Murphy and the Pupil Services Department also typically have some must-do projects, including kindergarten screening, kindergarten sectioning and English Learner screenings. Those are also given priority.

Next we plan the projects required to support our strategic plan, figure the number of hours needed and allocate those as District hours. Any remaining hours are then divided across the two schools and Pupil Services Department.

The breakdown for Professional Summer Hours is as follows:

District- Non-Strategic Plan: 95 hours
Avoca West- Required: 47 hours
Marie Murphy- Required: 0
Pupil Services- Required: 38 hours
District- Strategic Plan: 497 hours
Avoca West- Discretionary: 43
Marie Murphy- Discretionary: 104
Pupil Services- Discretionary: 67

Total Summer Professional Hours: 891 x \$40.80=\$36,352.80.

My recommendation is for the BOE to approve the original budgeted amount of \$36,720 for 900 Summer Professional Hours on the off chance that a few other needs are identified between now and the end of the summer.