

Teacher and School Leader (TSL) Teacher Transfer Agreement

Teacher and School Leader (TSL) Teacher Transfer Eligibility Requirements

To be eligible to receive the Teacher Recruitment bonus and participate in the 2018-2019 Teacher and School Leader (TSL) Incentive Program, HISD employees must meet ALL of the following general eligibility requirements.

1. HISD Teachers who apply to transfer to TSL grant-funded campuses must not currently be assigned to a campus identified as a TSL campus.
2. Teachers who apply must have completed **a full year of service** as an HISD teacher the year before they apply (2016-2017); they cannot be in their first year of teaching for the district.
3. Teachers who apply to transfer to TSL grant-funded campuses must have TADS ratings of 3.0 or higher overall, and scores of 3.0 or higher in each appraisal component, including Instructional Practice (IP), Professional Expectations (PE), and Student Performance (SP). TADS ratings will be pulled from the last full year of service to determine eligibility for recruitment bonuses.
4. Teachers who apply to transfer to TSL grant-funded campuses cannot be under an active Prescriptive Plan for Assistance (PPA).
5. Teachers who apply to transfer to TSL grant-funded campuses must make a three-year commitment to teach at the assigned transfer campus.
6. Employees must have a full-time "Teacher" job/record position assigned to a campus identified as a TSL campus, and must have a TSL campus ID as their department ID by September 4, 2018. Employees whose job record/position is assigned to non-TSL campus departments for time reporting are not eligible for the 2018-2019 TSL teacher recruitment bonus.
7. Employees must be continuously employed as a full-time teacher at the assigned TSL campus through the last day of school.
8. Employees must return to the assigned TSL campus for the 2019-2020 school year to be eligible for the final portion of the recruitment bonus.
9. For an employee who transfers or is reassigned from one TSL bonus-eligible position to another TSL bonus-eligible position **at the same campus** during the eligibility period, the bonus will be paid as scheduled.
10. For an employee who transfers or is reassigned from one TSL bonus-eligible position to another position **at a different campus** (regardless of receiving campus eligibility) during the eligibility period, he/she will not be eligible for any portion of the bonus that is paid outside the dates the staff person worked in the eligible position at the original transfer campus.

11. For an employee who transfers from a TSL bonus-eligible position to a non-eligible position during the eligibility period, he/she will not be eligible for any portion of the bonus that is awarded outside the dates the staff person worked in the eligible position.
12. Employees must be in good standing at the time of payout. An employee under investigation or reassigned pending investigation is not eligible for a TSL bonus until he or she is cleared of any allegation. If the investigation is concluded with a confirmation of inappropriate employee behavior, the employee is not eligible to receive a TSL bonus.

Recruitment Bonus Payout Schedule

Recruitment bonuses will be paid out in three installments:

- 50% (\$5,000) will be paid in September 2018;
- 25% (\$2,500) in January 2019; and
- 25% (\$2,500) in September 2019, after it has been verified that the employee has returned to the transfer campus to teach during the 2019-2020 school year.

Teacher Printed Name

Teacher Signature

Principal Printed Name

Principal Signature

Campus

Date