

Bastrop ISD
Board Agenda
August 19, 2014

Item # 3-C1

Subject: Work Load; Required Plans and Reports for information only.
Policy DLB (LEGAL) and DLB (LOCAL)

Presenter: Barry Edwards, Deputy Superintendent

Length of Presentation: 5 minutes

In accordance with Board policy, the Board shall review paperwork requirements imposed on classroom teachers and transfer to existing non-instructional staff a reporting task that can reasonably be accomplished by that staff. The Board shall limit redundant requests for information and the number and length of written reports that a classroom teacher is required to prepare. To that end, annually upon the Board's request, the Superintendent shall report to the Board on efforts to minimize teacher paperwork and on the number and length of written reports that teachers are required to prepare.

Teacher workload is a priority initiative. Organization leaders were asked to provide specific initiatives from teachers on workload and the improvement of teaching and learning that does not involve the addition of personnel units to accomplish. The first step taken was to identify redundant paperwork requirements focused on the following points:

- The utilization and support provided by the Service Center, Curriculum and Instruction and the related support systems such as Curriculum Specialists.
- Review and study of individual campus requirements with the goal of exploring efficiencies and additional consistencies district wide.

The administration and the teacher organizations have worked collaboratively to seek improvements in paperwork requirements and redundant requests for information. As a result, the administration and teacher organizations have narrowed the focus to the following three areas for the 2014-15 school year.

- Solicit additional specific information from teachers that will improve teaching and learning
- Review and determine the amount of "non-negotiable procedures" district wide and on each campus with the goal of minimizing and developing further consistency across the District to reduce redundant request for information.
- Monitor and limit the number of after school meetings

The administration and teacher organizations are collectively committed to determining efficiencies that will lead to the improvement of workload and required plans and reports to ensure that the time spent on teaching and learning will be maximized.