

DRAFT

Draft letter from local to Super Re TQ Committee
Name and Address of Local Association

Superintendent's name

District

Street address

City, IA zip

Dear ??:

The leaders and members of ZZlocal education association are pleased with the passage of S.F. 277 and look forward to the opportunity to work with you and the district in the areas of teacher quality. This is a great opportunity for the staff to work together so our students are more successful.

As you know the Teacher Quality Committee will have several significant responsibilities:

- Monitor implementation of the entire student achievement and teacher quality program (mentoring and induction, evaluation procedures and professional development)
- Develop model evidence
- Determine the use and distribution of teacher quality professional development based on district, attendance center, and individual professional development plans.
- Make recommendations regarding the expenditures of market factor incentives

As with any new program, the beginning can be awkward. To help make the start of this collaborative work more effective, the following information would be helpful:

- As of now, what district professional development has been scheduled for 07-08 and what are the estimated costs?
- As of now, what attendance center professional development has been scheduled for 07-08 and what are the estimated costs?
- Are there areas of the Teacher Quality Committee responsibilities that will need to be addressed prior to the beginning of the 2007-08 school year?

The Association is in the process of determining who to appoint to the committee and to determine how soon the committee needs to be activated. The above information will be helpful. I look forward to meeting with you to discuss the work and makeup of the committee.

Sincerely,

President