

# APPENDIX IV – 2

**Utterback Middle School (UVA School)**  
**Recruitment & Retention Strategies**  
 June 11<sup>th</sup> 2015 Update

Purpose

The purpose of this proposal is to review strategies on how to retain staff through incentives.

Supportive Data

- 1) Unitary Status Plan requires the district to have a retention plan in place.
- 2) Title II has a funding mechanism for recruitment of hard to fill positions and retention in hard to staff locations.
- 3) Utterback turnover rate for teacher positions over past 5 years has been approximately 35%.  
 In 5 years: total separations were 38, out of 110 possible positions.

Possible Solutions

- Express Employment – Solicit individual that worked at Utterback last year and if necessary, pay finder fee to hire.
- Actively recruit from other middle schools.
- Grant Ms. Dunbar access to all applicants in AppliTrack.
- Middle School Principals will notify Robin of other potential applicants they have interviewed but didn't select.
- Offer evaluation incentive to teachers that agree to transfer; e.g., see incentive sheet.
- New Assistant Principal can help recruit.

Funding Source

- 1) DESEG 36 Teachers.
- 2) Payouts in January and June of each school year.
- 3) Part-time will be pro-rated.

\*Numbers are based on 36 teachers

<b>Years of Experience</b>	<b>Year 1</b>
<b>5+</b>	<b>\$ 1,500.00</b>
Budget Potential Impact	\$54,000.00
<b>&lt; 5</b>	<b>\$ 1,000.00</b>
Budget Potential Impact	\$36,000.00

- 4) May 2016 – Review of first year impact successes and opportunities for improvement.



Proposed Second and Third Year Payout

Year 2	Year 3	Total Payout Amount
\$ 2,000.00	\$ 4,000.00	\$7500 pp
\$72,000.00	\$144,000.00	\$ 270,000.00
\$ 1,500.00	\$ 2,500.00	\$5000 pp
\$54,000.00	\$ 90,000.00	\$ 180,000.00

Potentially, we will use part of Year 1 incentive funding for recruitment.

Recruitment Incentive		
Years of Experience	Payout 1 September	Payout 2 June
5+	\$ 750.00	\$ 750.00
< 5	\$ 500.00	\$ 500.00

