

Denver Public Schools
Department of English Language Acquisition

**Instructional Services Advisory (ISA) Team
Incentive Pay (I/P) Criteria**

All English Language Acquisition (ELA) Program schools are required to have an Instructional Services Advisory (ISA) Team that is responsible for reviewing the progress of English language learners. Tasks include classifying, placing, exiting and monitoring English language learners.

ISA Team Members:

- Principal or administrator designated by the principal
 - Administrative assistants may not fill the role of the principal or administrator designated by the principal. They may serve on the ISA Team as one of the qualified teachers and may be eligible for the incentive pay.
- A minimum of two ELA teachers, one of whom must be fully qualified
 - Schools with large numbers of ELL students may request additional ISA Team members. The total amount of the incentive pay will be divided equally among all of the ISA Team members.

Incentive Pay Eligibility:

- To receive the incentive pay, ISA Team members must attend an ISA Team training. ISA Team members will be paid at the going in-service rate for the training if it occurs after school hours.
- Administrators are neither eligible for incentive pay nor pay for attending an ISA Team training.
- ISA Team members must complete their duties during hours not regularly scheduled, e.g., lunch, planning periods, or planning days.
- Substitute teachers and paraprofessional hours are not to be paid in lieu of teachers taking time during the day to complete ISA Team duties.

Incentive Pay (I/P) Scale (Based on two teachers per school):

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| □ ISA Team with 10 to 59 ELLs | \$ 75.00 each teacher/per semester |
| □ ISA Team with 60 to 120 ELLs | \$125.00 each teacher/per semester |
| □ ISA Team with 121 to 240 ELLs | \$200.00 each teacher/per semester |
| □ ISA Team with 241 or more ELLs | \$300.00 each teacher/per semester |

I/P Pay Cycles:

- Fall Service: February
- Spring Service: June

ISA Team information is available on the ELA web page at <http://ela.dpsk12.org>.