

Title	Description of Duties	Stipend
Teacher Leader Facilitator	<p><i>This position will be fully defined by the Garfield STEM Instructional Council to fulfill the needs of the school, but it will generally include the following roles:</i></p> <ul style="list-style-type: none"> ● Support teachers with curriculum questions and design ● Act as a liaison between school, zone, and district levels of the Teacher Leader Network (Instructional Support Specialists, Teacher Support Specialists, Behavior Support Specialists, and Language and Cultural Equity Team) ● Attend monthly meetings with the district-wide Teacher Leader Network <ul style="list-style-type: none"> ○ \$2,500.00 has been set aside by the district to pay for substitute needs to attend these meetings during the school day <p><i>This position can be split into two or more individuals, though the stipend and substitute allotments must also be split accordingly. According to the district, the stipend is the equivalent of 17.8 days needed to fill the needs of this position.</i></p>	<p>\$5000.00 (split evenly into bi-monthly checks)</p>
Instructional Council Chairperson	<p>Facilitate Instructional Council meetings</p> <ul style="list-style-type: none"> ● Displays objectivity ● Strives for equity of voice ● Develops protocols for effective meetings ● At large member with no decision making role ● Drives Agenda with principals with input from staff on Fridays before meetings ● Meets every other week, Wednesdays 3:20-4:20 and other other retreat days, as needed 	<p>\$1,306 (last year's number)</p>
Instructional Council Secretary	<ul style="list-style-type: none"> ● Take minutes for all Instructional Council meetings ● Send out Agendas for all upcoming Instructional Council meetings ● Ensure accuracy of reporting of minutes to reflect content of meetings ● Create a paper copy of the minutes for the Staff Lounge ● Any other recording of Instructional Council actions not listed above 	<p>\$1,306 (last year's number)</p>
Grade-level Facilitator: 6th, 8th, and Electives needed	<ul style="list-style-type: none"> ● Develops agendas for weekly Grade Level collaboration on Tuesdays ● Ensures minutes and attendance are recorded in digital folder in Team Drive ● Uses effective teaming protocols (with support from administration, as requested) ● Strives for equity of voice ● Uses the framework for Collaboration time from APS/ATF Negotiated 	<p>\$3502/4=\$808 each (last year's number)</p>

	Agreement	
SAT/504 Chair	<ul style="list-style-type: none">● The SAT chair is responsible for addressing the needs of students referred for Tier 2 support● Reviews SAT recommends referral packets● Collects all relevant student information● Coordinates SAT meetings with families and teachers and relevant staff● Develops SAT intervention plans with the SAT team● Working with families and teachers● Organization is critical, timelines must be adhered to	.1 Extended Contract