

Plans

Teacher Staffing Plans

School districts must have a sufficient number of qualified teachers to meet the reading guarantee requirements for the 2013-2014 school year. If this is not possible, the district must develop and submit a teacher staffing plan by **June 30, 2013**, to the department.

- The plan must include what information the district will use to decide who teaches students on a reading improvement plan or students who are retained. It also must explain in detail how the district will make sure its staff meets the required qualifications.
- Not later than March 1, 2014, and on the first day of March in each year thereafter, a school district or community school with a plan will submit a detailed report of the district's or school's progress to the department.
- A school district or community school may request an extension of a staffing plan beyond the 2013-2014 school year. The department may grant extensions valid through the 2015-2016 school year.

For more information, see the [District Staffing Plan Template](#).