



REEA Gold Standard Leader (REEA GSL) Policy and Procedures

Are you interested in teaching the REEA GSI IDW classes?

The purpose of having REEA GSL is to present REEA GSI IDW #1 and #2 around the country and is to grow REEA Membership and attendance at the REEA Annual Conference.

1. Below are the application requirements to become a **REEA Gold Standard Leader "GSL"**
 - a) **In order to submit an application** to be a REEA GSL you must be a REEA GSI and a REEA member in good standing for a minimum of 2 years at the time of application with the following documentation, which will be reviewed and approved by the REEA GSL Review Committee members:
 - b) **Completed and signed REEA GSL Application.**
 - c) **REEA GSL Instructor Agreement** targets the working relationship, duties, and expectations between REEA GSL candidates and REEA.
 - d) **Instructor Performance Improvement Plan "PIP"** completed and signed based on the last 6-months, including Evaluation Criteria and Teaching domains. The PIP was referenced in REEA GSI IDW #1.
 - e) **Signed REEA Non-Disclosure Agreement** to establish the right-of-use. (a non-competition agreement or acknowledgment of intellectual property ownership).
 - f) **Signed REEA Code of Conduct Agreement.**
2. Applicants will only be certified to deliver the REEA GSI IDW session(s) if they attend REEA GSI #1 and #2 as a refresher to produce REEA GSL personal notes and be incorporated into your own personal instructor manual.
3. REEA GSL Review Committee will supply each approved *REEA* GSL candidate with Student Manual (s) and Slide deck for each REEA GSI IDW presented. The REEA GSL Review Committee will be responsible to review and approve GSL applications.
 - a) The only changes allowed to the slide deck are state required slides for REEA GSI IDWs. REEA GSL candidates must provide proof of state mandates for slide changes and approved at least 30 days prior to presenting.
 - b) Approved REEA GSL's are required to record their first REEA GSI IDW virtually or in-person and submit to the REEA GSL Review Committee.
 - c) REEA GSL Review Committee will evaluate REEA GSL first recorded REEA GSI IDW session based on a set of performance rating measures and teaching domains.
 - d) REEA GSL Review Committee performance rating scale compose of three rating measures: Exceptional Performance, Acceptable Performance, and Need for Improvement.

Exceptional Performance - Instructor delivery is exceptional with a high degree of knowledge, demonstrates excellent classroom methods, and facilitate high levels of student engagement through visuals aids and classroom assessments.

Acceptable Performance - Instructor delivery is good in providing class objectives, class content, and instructor knowledge. Demonstrates acceptable classroom methods and techniques and facilitate moderate levels of student engagement through visuals aids and classroom assessments.



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Need for Improvement - Instructor delivery is demonstrating inadequate preparation, classroom methods used are seldomly effective and often perceived as irrelevant to the learner learning experience, and facilitation that lacks insight, constructive direction, and high order thinking for student engagement.

- e) REEA GSL Review Committee teaching domains rating scale will compose of eight rating measures: Communication, Visual Image, Knowledge, Instructional Methods, Instructional Aids, Assessment and Evaluation, Learning Environment, and Interaction with Students.

Communication - The ability to communicate, including the ability to speak clearly at a rate of speed and using voice inflection, grammar, and vocabulary that enhances learning.

Visual Image - The ability to present an effective visual image to a class, including professional appearance and physical mannerisms.

Knowledge - The ability to present relevant, accurate instruction and expressly identify student objectives for all required course content as described in course syllabi.

Instructional Methods - The ability to utilize varied instructional techniques and learning activities supported with materials and resources that require students to analyze and apply course content. Such instructional strategies may include asking open-ended questions and providing scenarios or case studies for students to practice content application.

Instructional Aids - The ability to utilize instructional aids which may include, but are not limited to, Live Distant Streaming, PowerPoint slides, Video Recordings, and information from the Internet displayed on a large screen.

Assessment and Evaluation - The ability to utilize ongoing assessments as tools for instruction with modifications that allow students and instructors to monitor learning. Such assessment techniques may include a) requiring student analysis, application through case studies, and responding to scenarios; b) facilitating inclusive classroom dialogue clarifying key concepts and uncovering misconceptions and misinformation; (c) in-class or homework assignments; and d) graded or ungraded quizzes and midterm examinations.

Learning Environment - The ability to maintain an appropriate learning environment and effective control of a class.

Interaction with Students - The ability to interact with adult students in a manner that encourages students to learn, demonstrates an understanding of student backgrounds, and avoids offending the sensibilities of students or personal criticisms of any person, agency, or organization.

4. REEA GSL Coaches will be available for REEA GSL's who have been rated as "Need for improvement" determined by the REEA GSL Review Committee. REEA GSL can resubmit another recorded virtual or in-person REEA GSI IDW with the recommendation of a REEA GSL Coach.

5. REEA GSI IDW #1 and #2 Instructor Manuals:



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- a) It is the responsibility of the REEA GSL candidate to apply for and receive State credit for the REEA GSI IDW and class(es) taken if desired. State approval should be sent to REEA by the REEA GSL at least 30-days prior to class(es) being taught.
 - b) It is the responsibility of the REEA GSL candidate to ensure Manual(s) will meet individual state requirements for state approval. Approvals will be communicated to the REEA GSL Review Committee to assure fulfillment of state credit or state continuing education requirements for IDWs delivered.
 - c) Instructor Manual(s) must be maintained as the course(s) is/are updated. Any updates by REEA will be sent to all approved REEA GSLs.
5. Attend a two-day, in-person or remote, REEA GSI Refresher for REEA GSI IDW #1 and #2.
6. Attend an initial two-day, in-person or virtual REEA GSL Train-the-Trainer “TTT”.
- a) Once you’ve attended REEA GSL TTT IDW #1 and #2, recordings of the TTT will be available to all REEA GSLs candidates for review.
 - b) All REEA GSLs must attend a REEA GSI IDW Course Update Training every 3-years.
 - c) All REEA GSLs must have presented at least one REEA GSI IDW #1 each year or retake TTT or REEA GSI IDW #1 and #2 as a refresher prior to presenting that session.
7. Presentation of REEA GSI IDW #1 and #2.
- a) REEA is the owner of the Intellectual property of REEA GSI IDW #1, #2 and #3.
 - b) Negotiations for all IDWs taught by REEA GSLs at the state level will be contracted between REEA and the third party.
 - c) Student registration for all REEA GSI IDWs taught by REEA GSLs at state level will be handled by REEA Headquarters.
 - d) GSL Instructor monetary payment will be made after signed attendance sheets and course reviews have been received by REEA staff.
 - e) All REEA GSLs must connect with REEA Headquarters when soliciting potential third parties in scheduling REEA GSI classes and agree not to interfere with standing service agreements between REEA and third parties for ongoing classes in local state.
 - f) At no point can a REEA GSL have an outside agreement to present any REEA GSI IDW course and/or contract with any third party.
 - g) All offered REEA GSI IDW courses by REEA GSL will be priced at \$179 per class.
 - h) No REEA GSL is allowed to change the IDW course rate, unless the REEA Education Committee changes rates for the organization and changes are approved by the REEA Board of Directors.
8. Presentation of REEA GSI IDW #3.
- a) To be considered as a backup REEA GSI IDW #3 Instructor at the REEA Conference, you must be a REEA GSL and feel confident supporting the main Instructor.
 - b) Backup Instructors are responsible for all their own expenses without reimbursement.

Printed Name: _____ Date: _____

Signature: _____