

Required
 Local
 Notice

STAFF EVALUATION

The Board of Education believes that the regular, rigorous and meaningful evaluation of all staff is necessary to improve the achievement of students and the efficiency of district operations. To this end, the Superintendent of Schools shall be responsible for ensuring that all district employees are evaluated annually and receive additional staff training, if necessary, to improve their skills.

Administrators

All administrators in the school district, other than building principals who are covered by policy 9420.1, shall be evaluated annually by the Superintendent in accordance with any applicable collective bargaining agreement.

Professional Employees

All professional employees who are not covered by 9420.1 (non-classroom teachers providing instructional services or pupil personnel services, counselors, school psychologists and social workers) shall be evaluated at least annually in accordance with any applicable collective bargaining agreement and the district's Professional Performance Review Plan. The plan shall include criteria for evaluating teachers and other professional employees, assessment methods, plans to improve unsatisfactory teacher performance, and training for evaluators.

The Superintendent shall collaborate with teachers, pupil personnel professionals, administrators and parents in developing the plan, which may be a multi-year plan. The Superintendent shall be responsible for selecting those individuals with whom he or she will collaborate in the development of the plan. The Superintendent shall meet with a group of such individuals at least once each year to determine if changes are necessary after its initial adoption.

The Superintendent shall submit the district's Professional Performance Review Plan, with any recommended changes, to the Board at its organizational meeting each July. At that meeting, the Board may request that the Superintendent reconsider or reexamine certain aspects of the plan, in which case, the Superintendent will resubmit the plan at the Board's first regular meeting in August.

The Board will provide members of parent organizations and the president of the teachers' association the opportunity to comment on the plan, prior to its adoption, at any meeting at which the plan is considered. The Board must approve the plan before it becomes effective. The approved plan for each school year will be available in the district offices by September 10 of each year.

Each year, the Superintendent shall provide a report to the State Education Department on information related to the district's efforts to address the performance of teachers rated unsatisfactory.

Support Staff

Support staff (those staff not required to be evaluated under the Professional Performance Review Plan) shall be evaluated at least annually in accordance with any applicable collective bargaining agreement. The Superintendent shall ensure that all required evaluations take place.

Training

The Superintendent shall ensure that all staff that are required to evaluate other staff are provided sufficient training in assessment and evaluation in accordance with state law and regulation.

Ref: 8 NYCRR § 100.2(o)(2) (Professional Performance Review Plans)

Cross-ref: 9700, Staff Development

Adoption date: July 9, 2007
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