

EVALUATION OF STAFF

A. Annual Objectives

Each school year the superintendent is responsible for preparing a proposed list of objectives that detail the major accomplishments to be expected of the district staff during the school year. After review and adoption by the board, this list of objectives provides direction for the efforts of the administration. Near the end of the school year or at other times mutually agreed upon by the board and the superintendent, the superintendent shall report to the board on the specific progress toward each objective.

B. Performance Appraisal for Supervisory Employees

The goals of the leadership team performance appraisal program are to maintain an effective level of administrative competence, promote professional growth of administrators, ensure an instructional environment that develops the potential of each student, and ensures an operating work environment that is effective, safe and sound.

The objective is to work from a model that empowers administrators to make responsible decisions about their continuous growth, regardless of the evaluation model being utilized. The system should accurately assess performance in a timely manner, support the improvement of instruction and staff performance, promote and/or direct professional growth, recognize achievements, and provide a basis for employment responsibilities that are not being met. The system is intended to operate in a relationship of mutual trust between the employee and the evaluator(s).

The performance of certificated principals and assistant principals will be evaluated at least once per year in accordance with the requirements of state law. The District has adopted the Association of Washington School Principals Leadership Framework, as approved by the Office of the Superintendent of Public Instruction, for the purposes of evaluating the performance of school principals.

C. Performance Appraisal for Non-Represented, Non-Supervisory Employees

The goals of the performance appraisal for non-represented, non-supervisory are to maintain an effective level of competence, to emphasize professional growth, establish and clarify goals, expectations, job functions and duties.

D. Evaluation of Certificated Classroom Teachers and Certificated Support Personnel

The District has adopted the Marzano framework for evaluating classroom teachers, as approved by the Office of the Superintendent of Public Instruction. The performance of certificated classroom teachers and certificated support personnel will be evaluated at least once per year in accordance with state law. Procedures for such evaluations have been negotiated with the exclusive bargaining representative of the district's nonsupervisory certificated staff and shall include the minimum observations, evidence and meetings required by law. Such procedures shall be presented to the Board of Directors for ratification in a collectively bargained agreement.

Cross References: Board Policy 5230
Board Policy 5280
Board Policy 5520

Job Descriptions/Responsibilities
Termination of Employment
Staff Development

Legal References: RCW 28A.405.100

Minimum criteria for the evaluation of
certificated employees, including
administrators — Procedure —
Scope — Penalty

RCW 28A.405.110

Evaluations — Legislative findings

RCW 28A.405.120

Training for evaluators

RCW 28A.405.130

Training in evaluation procedures
required

WAC 392-191-010

Minimum evaluation criteria —
certificated classroom teachers

WAC 392-191-020

Minimum evaluation criteria —
certificated support personnel

WAC 392-191-035

Conduct of the Evaluation

WAC 392-191-045

Use of Evaluation Results

Adoption Date: September 20, 2006

Revised: January 15, 2014