

Calvert County Public Schools
1305 Dares Beach Road
Prince Frederick, MD 20678

**Policy Statement #6036 (Personnel) of the Board of Education
Regarding the Observation and Evaluation of Non-administrative
Certificated Employees**

- I. Purpose
 - A. To ensure a clear and fair processes for the observation and evaluation of non-administrative certificated employees
- II. Definitions
 - A. Evaluation - A written appraisal of professional performance for a school year based on written criteria and procedures
 - B. Non-administrative certificated employees – Employees requiring a certification or professional licensure who are included in the Negotiated Agreement between the Calvert County Board of Education and the Calvert Education Association
 - C. Observation - A formal or informal assessment of a teacher’s performance in the classroom using criteria as described in the Calvert County Observation and Evaluation procedures
- III. Policy Statement
 - A. The Board of Education is committed to ensuring that non-administrative certificated employees provide effective instructional programs that increase each student’s achievement. To that end, Calvert County Public Schools will use established processes for observing and evaluating non-administrative certificated employees.
- IV. Delegation of Authority
 - A. The Superintendent of Schools is directed to develop administrative procedures to implement this policy in accordance with all negotiated agreements, local policies and local, state, and federal laws and regulations and to communicate this policy and accompanying procedures to all relevant parties.
- V. Exceptions
 - A. There are no exceptions to this policy. However, the Board, by majority vote, may temporarily suspend all or part of this policy. Suspension of all or part of this policy, however, in no way relieves the Board of its obligation to comply with the pertinent negotiated agreements, local, state, and federal laws and regulations or the rules and regulations of the Maryland State Board of Education and the Maryland State Department of Education.
- VI. Review
 - A. This policy will be reviewed at the end of three years, or sooner, if approved by majority vote of the Board of Education in public session.

Personnel 6036

Originally Adopted: 7/14/77

Revised: 8/10/06; 8/13/09; 10/10/13; 11/03/16; 12/12/19; 1/12/23

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VII. Effective Date

- A. This policy is effective January 12, 2023.

Citations

State Law:

State Reg.: COMAR 13A.07.04.01-04

Federal Law:

Adm. Reg.:

Neg. Agr.: The Agreement between the Calvert Education Association and the Board of Education of
Calvert County

Other Citation:

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