

Section: 4000 Personnel

Title: Staff Evaluation Policy

Code: 4006

Status: Active

Adopted: May 25, 2016

Revised:

Employees will be provided initial and ongoing professional development regarding their job responsibilities. Employees will be evaluated by school administration and CSUSA support staff on a regular basis. Employees will be provided feedback on their performance and opportunities to demonstrate improvement.

New employees participate in a mandatory New Teacher Induction (NTI). Human Resource Orientation is included in NTI and geared to familiarize new employees with the school, company history, vision and mission, and to review key areas of the Employee Handbook. Performance is monitored throughout the year and feedback is provided to support continued improvements and high performance. Monitoring methods include:

- Teacher Feedback and Evaluation Tool (TFET), aligned to the North Carolina Educator Evaluation System (NCEES)– Academic Excellence feedback and support for teachers
- Deliberate Practice Plan (DPP)- Third component of the Teacher Evaluation system
- School site visits conducted at least semiannually
- Parent & Staff surveys conducted in November and April
- Monthly Principal meetings
- Benchmark tests
- Regular conversations and visits with Regional Lead and members of CSUSA.

A. Performance Management

A formal evaluation is conducted by the school Principal at the end of the year using the NCEES aligned TFET Tool. The following are the Standards for Professional Learning included in the evaluation tool:

Standard I: Teachers Demonstrate Leadership

Standard II: Teachers Establish a Respectful Environment for a Diverse Population of Students

Standard III: Teachers Know the Content They Teach

Standard IV: Teachers facilitate learning for their students

Standard V: Teachers Reflect on Their Practice

These standards address areas including; Academic Excellence; Guaranteed and viable curriculum; Challenging goals and effective feedback; Parent and Community involvement; Safe



and orderly environment; Collegiality and professionalism; Teacher level factors; and Technology.

Adopted: 5/25/16

Reviewed:

Revised:

Legal Reference:

