

EVALUATION OF PROFESSIONAL STAFF

In order to assure a high quality of teacher and administrator performance and to advance the instructional programs of the North Middlesex Regional School District, a continuous program for teacher and administrator evaluation will be established by the North Middlesex Regional School Committee. At a minimum, the program for teacher and administrator evaluation will align with the DESE evaluation system. Additional procedures may be outlined in personnel contracts. Regular reports will be made to the Superintendent concerning the outcomes of these evaluations.

The evaluation process will include:

1. The development and periodic review of techniques and procedures for making evaluations.
2. Interpretation of the information gained in the evaluative process in order to meet the objectives of the instructional program.
3. The application of the information gained for planning staff development and in-service training activities, which are designed to improve instruction and increase teacher competence.

The evaluation process will include self-evaluation, supervisor initiated formal and informal observations, and teacher initiated observations.

The formal evaluations will be written and discussed by the supervisor and the person being evaluated. The discussions may either precede or follow the writing of the evaluation document. Copies of the written document will be signed by both parties and incorporated into the personnel files of the teacher or administrator. In addition, the individual and his/her department chair (if applicable) will receive a signed copy. The signature should indicate that the evaluation has been read and discussed.

The written evaluation should be specific in terms of the person's strengths and weaknesses. Those areas where improvement is needed should be clearly stated and recommendations for improvement should be noted. Subsequent evaluations should address any improvement or any continuing difficulty that is observed.

SOURCE: MASC

LEGAL REF.: M.G.L. 69:1B; 71:38; 71:38Q; 150E; 152B

603 CMR 35:00

CONTRACT REF.: Teachers' Agreement