

RSU #63

- a. **NEPN/NSBA Code:** GCOA
- b. **Title:** Supervision & Evaluation of Professional Staff
- c. **Author:** Superintendent
- d. **Replaces Policy:**
- e. **Date Approved:** 12/14/2015 RSU #63
- f. **Previously Approved:** 06/26/2006
- g. **Policy Expiration:** Review As Needed
- h. **Responsible for Review:** Superintendent/Policy Committee
- i. **Date Reviewed:** 12/02/2015 Superintendent
12/07/2015 Policy Committee
- j. **References:** 20-A MRSA §§ 1055, 13802
Ch. 125 §§ 4.02(E)(3), 8.08 (Maine Department of Education Rule)
LD 1858 – An Act to Ensure Effective Teaching and School Leadership
- k. **Narrative:**

- I. A well-planned system of supervision and evaluation of performance tied to educational outcomes is vital to the ongoing improvement of the instructional program. It is incumbent upon the RSU #63 Board of Directors to ensure that sufficient administrative time and energy are expended to supervise (observe and assist) and evaluate (measure and assess) teachers. The evaluation program shall address all aspects of teaching performance and recognize that the fulfillment of student needs is of primary importance.
- II. The Superintendent shall be responsible for development, implementation and periodic review of a comprehensive system of supervision and evaluation. The system shall provide minimum standards for the number and frequency of formal performance reviews, with the understanding that probationary teachers require closer support and more frequent performance reviews. The RSU 63 Professional Growth and Evaluation System will support effective instruction and enable teachers continuously to improve their craft so students can achieve high standards. This system shall be aligned to RSU 63's vision and core values as well as Maine's LD 1858 (An Act to Ensure Effective Teaching and School Leadership).
- III. The comprehensive system of supervision and evaluation shall be comprised of the following elements:
 - A. Evaluative criteria shall be in written form and made permanently available to the teacher;
 - B. Evaluations shall be made by an immediate supervisor/administrator;
 - C. Results of the evaluations shall be put in writing and shall be discussed with the teacher;

- D. The teacher being evaluated shall have the right to attach a memorandum to the written evaluation; and
 - E. Results of all evaluations shall be kept in confidential personnel files maintained at the Superintendent's office.
- IV. In keeping with the School Board's goal of employing the best-qualified staff to provide quality education for all students, all teachers are expected to participate fully in the evaluation process, self-appraisal, and continuous improvement of professional skills. "Highly effective teachers and strong school leadership are the two most important school-level factors for increasing student learning and achievement (Sanders & Rivers; Waters, Marzano, & McNulty). That is why districts must do everything possible to recruit, develop, recognize, and retain the best educators."- *Maine Schools for Excellence*.
- V. While supervision and evaluation policies and procedures are not negotiable in collective bargaining, the Superintendent is to seek appropriate involvement of staff in the development and periodic review of the Professional Growth and Evaluation System.
- VI. A copy of the "RSU 63 Professional Growth and Evaluation System" approved by the RSU #63 Board of Directors.