MATANUSKA SUSITNA BOROUGH SCHOOL DISTRICT

Frontline Professional Growth

Evaluation Waiver

Evaluation Waiver

A tenured employee who after their fifth year of employment receives a rating of "exemplary" in at least one component with no components rated below proficient will be considered to have exceeded the District's performance standards and will be eligible to be evaluated once every two years. To continue to be eligible, the employee must have achieved a rating of "exemplary" on at least one component with no components rated below proficient on their most recent evaluation. No later than October 30th of the skip year, the employee must complete and submit the Evaluation Waiver form. The decision to use the evaluation waiver requires mutual consent of both the educator and the evaluating administrator, upon the request of either party, an annual evaluation must be completed.

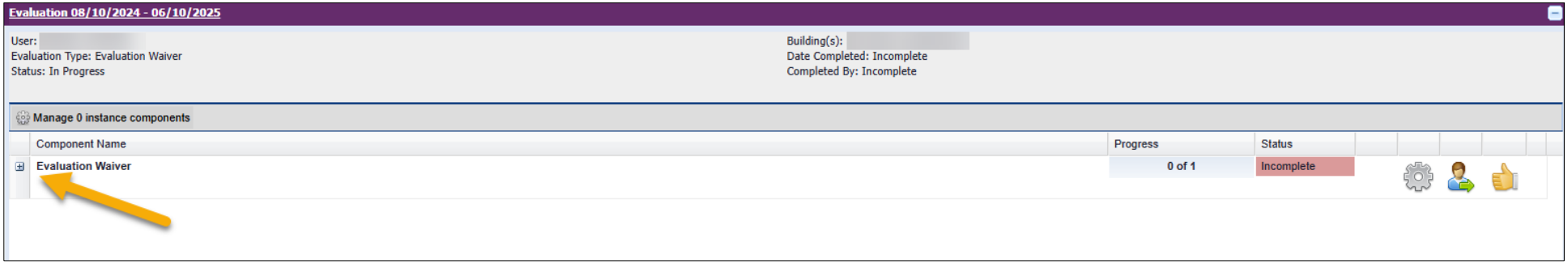
Evaluation Waiver

- To process an employee's Evaluation Waiver in Frontline, select Process View
- After selecting the employee on an Evaluation Waiver, click on the current fiscal year, by expanding the evaluation selection



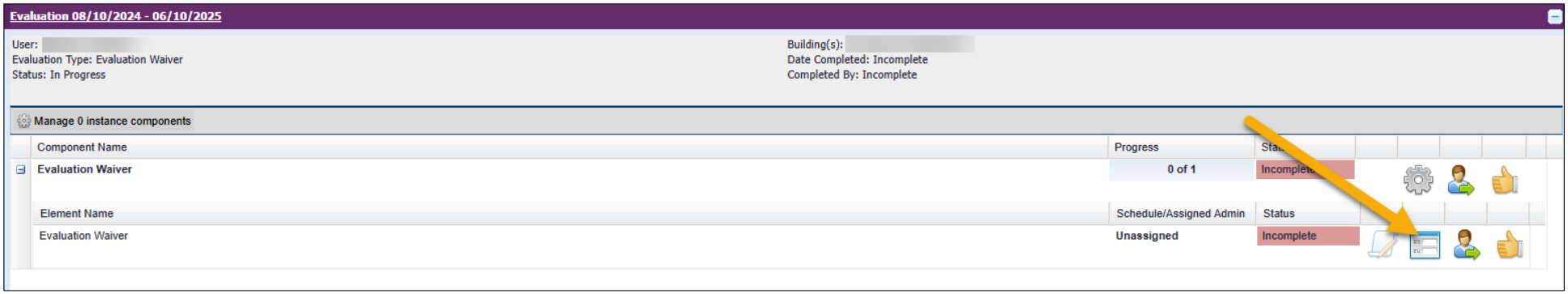
Evaluation Waiver

- The Evaluation Waiver component will appear as 'Incomplete'



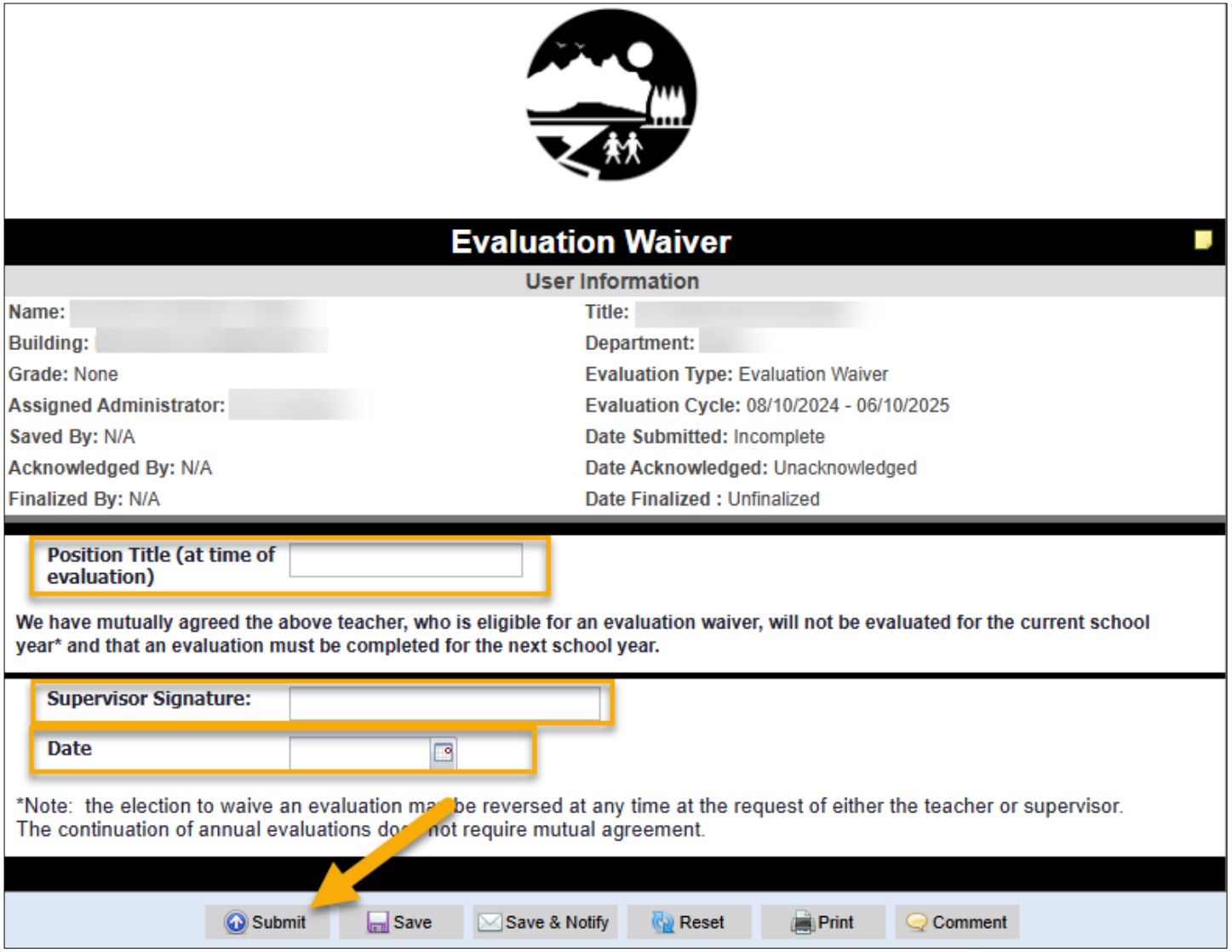
Evaluation Waiver

- Expand the component and select ‘Complete Evaluation Waiver’



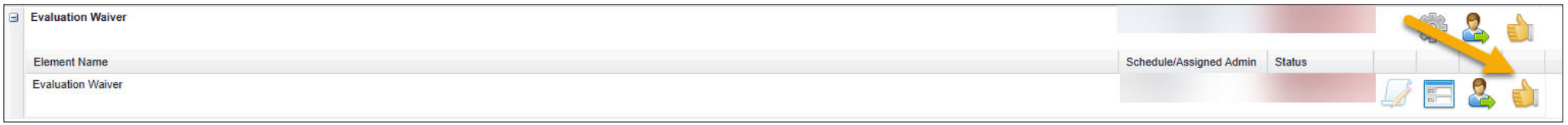
Evaluation Waiver

- In the Evaluation Waiver, the administrator evaluating the employee will complete the Position Title, Signature, and Date the component
- Once applicable fields have been completed, the Evaluation Waiver can be submitted


Evaluation Waiver
User Information
Name:
Title:
Building:
Department:
Grade: None
Evaluation Type: Evaluation Waiver
Assigned Administrator:
Evaluation Cycle: 08/10/2024 - 06/10/2025
Saved By: N/A
Date Submitted: Incomplete
Acknowledged By: N/A
Date Acknowledged: Unacknowledged
Finalized By: N/A
Date Finalized : Unfinalized
Position Title (at time of evaluation)
We have mutually agreed the above teacher, who is eligible for an evaluation waiver, will not be evaluated for the current school year* and that an evaluation must be completed for the next school year.
Supervisor Signature:
Date
*Note: the election to waive an evaluation may be reversed at any time at the request of either the teacher or supervisor. The continuation of annual evaluations does not require mutual agreement.
Submit
Save
Save & Notify
Reset
Print
Comment

Evaluation Waiver

- The employee cannot view or finalize the waiver until it has been submitted by the evaluator
- The employee will have the option to acknowledge and/or comment once it has been submitted
- Once the Evaluation Waiver has been acknowledged by the employee, it will need to be finalized, by selecting the Finalizing Element



Evaluation Waiver

- Once the Evaluation Waiver is submitted by the administrator and acknowledged by the employee, it will show has Complete and Awaiting Rollover

