
EVALUATION OF CERTIFICATED STAFF 2013-2014 SCHOOL YEAR

Evaluation of the performance and/or accomplishments of individual staff members is important to improve the effectiveness and efficiency of the school district and the achievements of the students it serves. Staff is charged with the performance of assigned duties in their job descriptions, in addition to any other responsibilities that may be assigned by their supervisor.

EVALUATION OF CERTIFICATED CLASSROOM TEACHERS AND CERTIFICATED SUPPORT PERSONNEL

This policy describes a system for evaluating certificated classroom teachers and certificated support personnel in accordance with state law and the duty to bargain in Chapter 41.59 RCW. To that end, the Olympia School District has identified the following evaluative criteria for certificated classroom teachers.

1. Centering instruction on high expectations for students achievement;
2. Demonstrating effective teaching practices;
3. Recognizing individual student learning needs and developing strategies to address those needs;
4. Providing clear and intentional focus on subject matter content and curriculum;
5. Fostering and managing a safe and positive learning environment;
6. Using multiple student data elements to modify instruction and improve student learning.
7. Communicating and collaborating with parents and school community; and
8. Exhibiting collaborative and collegial practices focused on improving instructional practice and student learning.

In addition, the Charlotte Danielson Framework for Teaching will be the instructional model which all certificated staff will use in their classroom instruction.

IMPLEMENTATION SCHEDULE FOR CERTIFICATED TEACHER AND PRINCIPAL EVALUATION SYSTEMS

Pursuant to RCW 28A.405.100 (7) (b-c), the implementation of the state’s 4-tiered teacher and principal evaluation system will occur using the following district schedule:

	2013-2014	2014-2015	2015-2016
Teachers	Up to 25% will be evaluated using the new system.*	Transition year	100% will be evaluated using the new system.*
Principals & Assistant Principals	100% will be evaluated using the new system.	100% will be evaluated using the new system.	100% will be evaluated using the new system.

***The following certificated teachers will be evaluated using the Comprehensive Evaluation Process in 2013-2014 and 2014-15:**

- All provisional and probationary classroom teachers
- Classroom teachers who received a summative performance rating of Basic or Unsatisfactory in the prior school year.

- Classroom teachers who are selected for the Comprehensive Evaluation Process by their evaluator.

Remaining classroom teachers will be evaluated using the traditional Evaluation Process in 2013-14 school year.

****The following certificated teachers will be evaluated using the Comprehensive Evaluation Process beginning in 2015-16:**

- All provisional and probationary classroom teachers
- Classroom teachers who received a summative performance rating of Basic or Unsatisfactory in the prior school year.
- Classroom teachers who have not received a Comprehensive Evaluation Process by their evaluator.

Remaining classroom teachers will be evaluated using the Focused Evaluation Process. Other certificated employees exempted by law will be evaluated with the traditional evaluative tools.

The evaluative criteria for certificated support personnel shall be:

1. Knowledge and scholarship in special field;
2. Specialized skills;
3. Management of special and technical environment;
4. Professional preparation and scholarship; and
5. Involvement in assisting student, parents, and staff.
6. Staff relationships and general school behavior.
7. Effort toward improvement when needed.

EVALUATION OF CERTIFICATED PRINCIPALS AND ASSISTANT PRINCIPALS

The Superintendent will develop and implement a system for evaluating certificated principals and assistant principals in accordance with state law.

The evaluative criteria for certificated principals and assistant principals shall be:

1. Creating a school culture that promotes the ongoing improvement of learning and teaching for students and staff;
2. Providing for school safety;
3. Leading the development, implementation and evaluation of a data-driven plan for increasing student achievement, including the use of multiple student data elements;
4. Assisting instructional staff with alignment of curriculum, instruction, and assessment with state and local school district learning goals;
5. Monitoring, assisting and evaluating effective instruction and assessment practices;
6. Managing both staff and fiscal resources to support student achievement and legal responsibilities; and
7. Partnering with the school community to promote student learning.
8. Demonstrating commitment in closing the achievement gap.
9. Evaluation of Other Administrative Staff

The Superintendent will develop and implement a system for evaluating administrative staff other than certificated principals and assistant principals as reference in the section above.

The evaluative criteria for other administrative staff shall be:

1. Leadership;
2. Administration and management;
3. School finance;
4. Professional preparation and scholarship;
5. Effort toward improvement when needed;
6. Interest in students, staff, patrons and subjects taught in schools; and
7. Evaluation of staff.

The Board of Directors authorizes the Superintendent to make adjustments to this policy as needed by changes in state laws regarding certificated staff evaluation.

Evaluation of Classified Staff:

The Superintendent will develop and implement a system for evaluating classified staff. Except as otherwise developed in accordance with the duty to bargain in Chapter 41.56 RCW, the evaluative criteria for classified staff will be based upon the job description of the specific assignment.



<i>CROSS REFERENCE</i>	<i>Policy 5230</i>	<i>Job Descriptions & Responsibilities</i>
<i>LEGAL REFERENCES</i>	<i>RCW 28A.405.100</i>	<i>Minimum Criteria for the Evaluation of Certificated Employees, Including Administrators— Procedure—Scope--Penalty</i>
	<i>RCW 28A.405.110</i>	<i>Evaluations—Legislative findings</i>
	<i>RCW 28A.405.120</i>	<i>Training for evaluators</i>
	<i>RCW 28A.405.130</i>	<i>Training in evaluation procedures required</i>
	<i>WAC 392-191A</i>	<i>Professional Growth and Evaluation of School Personnel</i>
	<i>WAC 392-191-010</i>	<i>Minimum Criteria—Certificated Classroom Teachers</i>
	<i>WAC 392-191-020</i>	<i>Minimum Criteria—Certificated Support Personnel</i>



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