

PROFESSIONAL STAFF EVALUATION

In order to assure a high quality of teacher and administrator performance to advance the instructional programs of the district schools, a continuous program for teacher and administrator evaluation will be established by the superintendent.

The Garretson School District will use the South Dakota Framework for Teaching as the basis for teacher evaluation. The evaluation process will include both measures of professional practice as well as quantitative measures of student growth. Evidence for professional practice will be gathered through observation, artifacts, and other evidence that demonstrates performance relative to the teaching standards. Quantitative data may include a variety of measures of students' performance and must be approved by the principal.

The Garretson School District will comply with the minimum requirements for evaluation as set forth in SDCL 13-42-34. It states:

- Teachers in years one to three of employment, commonly referred to as probationary teachers, must be evaluated each year.
- Teachers in or beyond their fourth year of employment, commonly referred to as continuing contract teachers, must be evaluated at least once every two years.

The evaluation process will:

- Include an ongoing review of the process used for observation, the collection of artifacts, and the development of quantitative goals for student growth.
- Focus on the professional growth and development of certified teachers.
- Communicate clearly defined professional expectations and provide for regular, timely feedback to help guide professional growth for certified teachers.
- Be used to inform personnel decisions.

The formal evaluations will be written and will be discussed by the evaluator and the teacher. The discussions may either precede or follow the writing of the evaluation document. Copies of the written document will be signed and dated by both parties and incorporated into the personnel files of the teacher or administrator. The signature of the teacher or administrator does not indicate approval or disapproval of the evaluation, but that the evaluation has been read and discussed.

The written evaluation should be specific in terms of a person's strengths and weaknesses. Those areas where improvement is needed should be clearly set forth and recommendations for improvement should be made. Teachers who are in or beyond their fourth year and are rated as basic or unsatisfactory in professional practice, or those whose overall rating is below expectations will be placed on a plan of assistance in order to help that teacher meet district expectations. If a teacher is rated as below expectations for two consecutive years, the board may terminate employment under SDCL 13-43-6.1.

LEGAL REFS.: SDCL 13-43-6.3 (Nonrenewal of Teacher's Contract)
SDCL 13-43-6.4 (Nonrenewal Due to Staff Reduction)
SDCL 13-43-6.2 (Written Notice of Intention to Recommend Nonrenewal)
Teacher's Agreement
SDCL 13-43-6.5 (Termination Not Caused by Amount of Compensation)
SDCL 13-43-6.6 (Right to Termination on Statutory Grounds)
SDCL 13-43-6.7 (Written Notice of Recommendation for Termination)
SDCL 13-43-6.8 (Evidence of Delivery of Notification)
SDCL 13-43-6.9 (Evidence of Delivery of Written Request for a Hearing)
SDCL 13-43-6.1 (Just Cause for Termination of Nonrenewal)

Revised on: January 13, 2014

Revised on: January 12, 2015