

Medford School District 549C

Code: GCN/GDN
Adopted: 6/10/13
Revised\Readopted: 1/14/19; 5/06/19; 4/20/23; xx/xx/xx
Orig. Code(s): GCN/GDN

Evaluation of Staff

An effective evaluation program is essential to a quality educational program. It is an important tool to determine the current level of a teacher's performance of the teaching responsibilities. It is also an important assessment of classified employees and current performance of their job assignments. Under Board policy, administrators are charged with the responsibility of evaluating the staff. An evaluation program provides a tool for supervisors who are responsible for making decisions about promotion, demotion, contract extension, contract nonextension, contract renewal or nonrenewal, dismissal and discipline.

Licensed Staff

The evaluations for licensed staff shall be based on the core teaching standards adopted by the Oregon State Board of Education. The standards shall be customized based on collaborative efforts with teachers and any exclusive representatives of the licensed staff.

Evaluation and support systems established by the district for teachers must be designed to meet or exceed the requirements defined in the Oregon Framework for Teacher and Administrator Evaluation and Support Systems, including:

1. Four performance level ratings of effectiveness;
2. Classroom-level student learning and growth goals set collaboratively between the teacher and the evaluator;
3. Consideration of multiple measures of teacher practice and responsibility which may include, but are not limited to:
 - a. Classroom-based assessments including observations, lesson plans and assignments;
 - b. Portfolios of evidence;
 - c. Supervisor reports; and
 - d. Self-reflections and assessments.
4. Consideration of evidence of student academic growth and learning based on multiple measures of student progress, including performance data of students that is both formative and summative. Evidence may also include other indicators of student success;
5. A summative evaluation method for considering multiple measures of professional practice, professional responsibilities and student learning and growth to determine the teacher's professional growth path;

6. Customized by each district, which may include individualized weighting and application of standards.

An evaluation using the core teaching standards must attempt to:

1. Strengthen the knowledge, skills, disposition, classroom practices of teachers, and effective delivery of district curriculum.
2. Refine the support, assistance and professional growth opportunities offered to a teacher, based on the individual needs of the teacher and the needs of the students, the school and the district;
3. Allow the teacher to establish a set of classroom practices and student learning objectives that are based on the individual circumstances of the teacher, including the classroom and other assignments;
4. Establish a formative growth process for each teacher that supports professional learning and collaboration with other teachers;
5. Use evaluation methods and professional development, support and other activities that are based on curricular standards and are targeted to the needs of the teacher; and
6. Address ways to help all educators strengthen their culturally responsive practices.
7. Monitor the teacher implementation of the district's curriculum and instructional model as outlined in the Curriculum Management Plan.

Evaluation and support systems established by the district must evaluate teachers on a regular cycle. The superintendent shall regularly report to the Board on implementation of the evaluation and support systems and educator effectiveness.

Each probationary teacher shall be evaluated at least annually, but with multiple observations. The purpose of the evaluation is to aid the teacher in making continuing professional growth and to determine the teacher's performance of the teaching responsibilities. Evaluations shall be based upon at least two observations and other relevant information developed by the district.

Each contract teacher shall be evaluated at least every other year, but with multiple observations. The purpose of the evaluation is to aid the teacher in making continuing professional growth and to determine the teacher's performance of the teaching responsibilities. Evaluations shall be based upon at least two observations and other relevant information developed by the district.

Evaluation of licensed staff (as defined in policy GAA) shall be conducted to conform with applicable Oregon Revised Statutes and any applicable collective bargaining provisions.

Classified Staff

All classified employees (as defined in policy GAA) will be formally evaluated by their immediate supervisor at least twice during their first year of employment and at least once every other year thereafter.

Potential Conflicts of Interest

Supervisors may not evaluate subordinates who are relatives or members of the household in accordance with Board Policy GBC unless the supervisor complies with the conflict of interest requirements of Oregon Revised Statute (ORS) Chapter 244.

An employee who has a child of their direct supervisor enrolled in their classroom may submit a written request to the Human Resources Department to have an alternative evaluator assigned to their summative evaluation in order to avoid a potential conflict of interest. For transparency, the supervisor must disclose both verbally and in writing the potential conflict of interest prior to beginning the evaluation process which includes communicating that the employee has the option to request an alternative evaluator. This policy does not preclude the supervisor from conducting observations of the classroom for purposes such as instructional support, professional development or operational oversight of the educational program in the school and may be used as supporting documentation in the evaluation of the employee, but may not be the sole basis for the summative evaluation.

END OF POLICY

Legal Reference(s):

[ORS 243.650](#)
[ORS 332.505](#)
[ORS 342.850](#)

[ORS 342.856](#)
[OAR 581-022-2405](#)

[OAR 581-022-2410](#)
[OAR 581-022-2415](#)

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