

PERFORMANCE APPRAISAL  
EVALUATION OF TEACHERS

DNA  
(LOCAL)

APPRAISAL SYSTEM	<p><b>Effective for the 2016-17 school year</b> The formal appraisal of District teachers shall be in accordance with the <del>Professional Development and Appraisal System (PDAS)</del>. <b>Texas Teacher Evaluation and Support System (T-TESS)</b>.</p> <p>Formal observations of teachers shall be scheduled. Teachers may request a pre-observation conference.</p>
GENERAL REQUIREMENTS	<p>District teachers shall be appraised annually, <del>except teachers who are eligible for less frequent evaluations in accordance with law [see DNA(LEGAL)] and the local criteria established in this policy.</del></p> <p>Components of the appraisal process, such as classroom observations and walk-throughs, shall be conducted more frequently as necessary to ensure that teachers receive appropriate guidance.</p> <p>The District shall establish an appraisal calendar each year.</p>
REQUEST FOR SECOND APPRAISAL	<p>Upon the request by a teacher for a second appraisal, administrators shall contact the human resources department. A representative of the human resources department shall select the second appraiser from the list of PDAS appraisers approved by the Board. The teacher shall be given notice of the date and time of the second appraisal.</p> <p>The scoring of each domain in the first and second appraisal shall be calculated with a weight of 50 percent given to the first appraisal and a weight of 50 percent given to the second appraisal.</p> <p>If the first appraiser has determined that an intervention plan is needed as a result of the initial appraisal, the plan shall remain in place and must be completed regardless of the results of the second appraisal.</p>
FREQUENCY OF APPRAISALS	<p><b>Due to the transition from the PDAS to the T-TESS no appraisal waivers will be granted for the 2016-17 school year.</b> <del>In accordance with state laws and District policies, the principal shall be responsible for monitoring the frequency and scheduling of appraisals. Teachers may be evaluated using the formal PDAS every five years in accordance with the following exceptions and conditions:</del></p> <ol style="list-style-type: none"><li><del>1. Each year, and no later than the final day of the first three weeks of school, teachers must apply in writing for a waiver in order to be exempt from a formal PDAS appraisal during that year if they have not previously been granted a waiver.</del></li><li><del>2. Teachers on a probationary contract shall be formally appraised annually.</del></li></ol>

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- ~~3. Teachers with a rating of "less than proficient" in any domain and/or individual criteria shall be formally appraised the following year.~~
- ~~4. All teachers who are not fully certified in all subject areas in which they are teaching shall receive a formal appraisal each year that they are not fully certified.~~
- ~~5. A principal shall require that a teacher be formally appraised the subsequent year regardless of the teacher's requested waiver based on evidence (cumulative performance data including but not limited to a walk-through) indicating a need for improvement in any domain. The teacher shall receive a formal PDAS appraisal the following year regardless of assignment, campus, or administrative changes. The principal must notify the teacher in writing of the reasons for rescinding the waiver and have a conference to discuss the identified areas of deficiency. The teacher must receive a rating of proficient or higher in all domains and/or individual criteria in order to apply for a waiver for the subsequent year.~~
- ~~6. A teacher may choose to voluntarily rescind his or her previously granted waiver within the first three weeks of school. The teacher shall receive a formal PDAS appraisal for that year. The teacher must receive a rating of "proficient" or higher in all domains and/or individual criteria in order to apply for a waiver for the subsequent year.~~

~~Each teacher not receiving an annual formal PDAS observation and summative appraisal within a school year shall receive a one-page written performance report based on walk-throughs, general observations, instructional monitoring conferences, student performance, and other relevant information. The performance report shall be presented to the teacher, signed by the teacher and supervisor, and maintained in the personnel file. The time lines for the performance report shall coincide with the PDAS calendar.~~

TEACHER IN NEED OF  
ASSISTANCE

A teacher may be placed on an intervention plan at any time during the school year based on cumulative data, ~~the PDAS observation,~~ and/or ~~the end-of-year performance report.~~ **Texas Teacher Evaluation and Support System (T-TESS).**

GRIEVANCES

Complaints regarding teacher appraisal shall be addressed in accordance with DGBA(LOCAL).