

Effective evaluation systems recognize, promote and help develop effective and successful educators. Therefore, Soda Springs School District No. 150 adopts this policy for certificated staff performance evaluations. Multiple measures are utilized in which the evaluation criteria and procedures for the evaluation of certificated personnel are research based and aligned to Charlotte Danielson Framework for Teaching Second Edition domains and components of instruction.

DEFINITIONS

“Certificated instructional employees,” also referred to as teachers, are those employees who are currently teaching in an Idaho K-12 classroom/school and hold a valid Idaho certificate.

“Certificated non-instructional employees” are those individuals who are required to hold a certificate, but do not meet the definition of instructional employees. Certificated non-instructional employees include those individuals who hold pupil personnel certificates.

“Pupil personnel certificate holders” are those individuals who serve as school counselors, school psychologists, speech-language pathologists, school social workers, school nurses and school audiologists.

“Nonrenewable contract personnel,” also referred to as annual contract employees, are those individuals who have been hired on a category 1, category 2 or category 3 contract.

“Renewable contract personnel” are those certificated individuals who have been employed by this district for four (4) or more continuous years.

PURPOSE OF EVALUATIONS

The purpose for conducting employee evaluations is to improve student achievement by supporting teacher development. Evaluations assist in identifying employee strengths and weaknesses while providing direction and support for continued learning and professional development. Evaluations may also be used to document areas of improvement and to make decisions regarding personnel actions.

EVALUATIONS FOR ANNUAL CONTRACT EMPLOYEES

There will be a minimum of one (1) written evaluation during each of the annual contract years of employment, which will be completed on or before May 1 of each year by the building principal or other designated administrator. At a minimum, the evaluation will include two (2) documented observations, one (1) of which will be completed by January 1 of each year.

EVALUATIONS FOR RENEWABLE CONTRACT EMPLOYEES

There will be a minimum of one (1) written evaluation conducted annually for each certificated employee on a renewable contract, which will be completed on or before May 1 of each year by the building principal or other designated administrator. At a minimum, the evaluation will include two (2) documented observations, one (1) of which will be completed prior to January 1 of each year.

EVALUATION MODEL

This district's evaluation model is research based and aligned to state minimum standards utilizing the Charlotte Danielson Framework for Teaching Second Edition domains and components of instruction.

Professional Practice – 67% of the Evaluation Results

At least sixty-seven percent (67%) of the evaluation results in the evaluation for all certificated instructional employees will consist of evaluation results based on Professional Practice standards and will be aligned to the Charlotte Danielson Framework for Teaching Second Edition. The measures included within the Professional Practice portion of the evaluation will include a minimum of two (2) documented observations annually, with at least one (1) observation being completed by January 1 of each year. At least one of the following will also be included as a measure to inform the Professional Practice portion of all certificated instructional employee evaluations:

1. Parent/guardian input;
2. Student input; and/or
3. Portfolios.

Student Achievement – 33% of the Evaluation Results

At least thirty-three percent (33%) of the evaluation results in the evaluation for all certificated instructional employees will consist of evaluation results based on multiple objective measures of growth in student achievement, using current and/or past years' data, and based upon research. For evaluations conducted on or after July 1, 2014, growth in student achievement as measured by Idaho's statewide student achievement test will be included.

PROFESSIONAL PRACTICE STANDARDS

The professional practice standards used in the evaluation model are based on Charlotte Danielson Framework for Teaching Second Edition and include:

1. Domain 1: Planning and Preparation
 - a. Demonstrating knowledge of content and pedagogy.
 - b. Demonstrating knowledge of students.

- c. Setting instructional outcomes.
 - d. Demonstrating knowledge of resources.
 - e. Designing coherent instruction.
 - f. Designing student assessments.
2. Domain 2: The Classroom Environment
- a. Creating an environment of respect and rapport.
 - b. Establishing a culture for learning.
 - c. Managing classroom procedures.
 - d. Managing student behavior.
 - e. Organizing physical space.
3. Domain 3: Instruction and Use of Assessment
- a. Communicating with students.
 - b. Using questions and discussion techniques.
 - c. Engaging students in learning.
 - d. Using assessment in instruction.
 - e. Demonstrating flexibility and responsiveness.
4. Domain 4: Professional Responsibilities
- a. Reflecting on teaching.
 - b. Maintaining accurate records.
 - c. Communicating with families.
 - d. Participating in a professional community.
 - e. Growing and developing professionally.
 - f. Showing professionalism.

EVALUATION CONTENT

Insert Plan Here

CERTIFICATED NON-INSTRUCTIONAL EVALUATION RESULTS

Evaluations will be differentiated for certificated non-instructional employees and pupil personnel certificate holders in a way that aligns with the Charlotte Danielson Framework for Teaching Second Edition to the extent possible.

PERSONNEL RECORDS

Certificated personnel evaluations will be considered permanent records and will be maintained in each employee's personnel file. All evaluation records will be kept confidential as required by state and federal law. The rankings of individual certificated personnel evaluations will be reported annually to the Idaho State Department of Education as required for state and federal reporting purposes.

**LEGAL REFERENCE:**

Idaho Code Sections

9-340, *et seq.* – Records Exempt from Disclosure

33-514 – Issuance of Annual Contracts

33-515 – Issuance of Renewable Contracts

33-518 – Employee Personnel Files

IDAPA – Rules Governing Uniformity

08.02.02.007 – Definitions

08.02.02.026 – Administrator Certificate

08.02.02.027 – Pupil Personnel Services Certificate

08.02.02.120 – Local District Evaluation Policy – Teacher and Pupil Personnel

Idaho Department of Education Guidelines found at: <http://www.sde.idaho.gov/site/teacherEval/>

ADOPTED:**AMENDED:**

**Language in text set forth in italics is optional.*

NOTE: Idaho State Board of Education rule IDAPA 08.02.02.120.08 requires that each district's certificated performance evaluation policy, which incorporates all of the required elements of a teacher and pupil personnel evaluation system, be submitted to the Idaho State Department of Education for approval by July 1, 2014. Once approved, any subsequent changes made in the evaluation system must be resubmitted for approval.