

DRAFT

LESS-THAN-ANNUAL  
EVALUATIONS  
ELIGIBILITY

District teachers shall be appraised annually, except teachers who are eligible for less frequent evaluations in accordance with law and the following local criteria. [See DNA(LEGAL)] The eligible teacher **for less than annual evaluations** shall:

1. Be ~~an~~ an educator **on either a term contract or continuing contract**;
2. Be SBEC certified;
3. Not be on a District permit;
4. Work in his or her certification area;
5. Receive a Proficient rating for three consecutive years;
6. Not be new to the teaching assignment;

FREQUENCY

Eligible teachers shall be appraised **no less than once every five years**.

During any school year when a complete Professional Development and Appraisal System (PDAS) is not scheduled for an eligible teacher, either the teacher or the principal may require that an appraisal be conducted by providing written notice to the other party.

ALTERNATIVE  
ANNUAL REVIEW  
PROCESS

In the years that PDAS is not scheduled for an eligible teacher, an annual review process detailed in guidelines developed by the administration in collaboration with the District- and campus-level decision-making committees shall be conducted.

The alternative annual review process shall produce a written document to be presented to the teacher, signed by the teacher and supervisor, and maintained in the personnel file.

The regular PDAS procedures and requirements shall not apply to the alternative annual review process.

PDAS

The annual appraisal of District teachers not eligible for less frequent evaluations shall be in accordance with the Professional Development and Appraisal System (PDAS).

The District shall establish an appraisal calendar each year.

FIRST OBSERVATION

**Teachers shall be notified in writing of a two-week window for first classroom observations of teachers shall be scheduled within a two-week window.**

ALTERNATE  
APPRAISERS

The list of qualified appraisers who may appraise a teacher in place of the teacher's supervisor shall be approved by the Board.

PERFORMANCE APPRAISAL  
EVALUATION OF TEACHERS

DNA  
(LOCAL)

SECOND  
OBSERVATION  
APPRAISER

Upon a teacher's request for a second appraiser, the Superintendent or designee shall select the second appraiser from a pre-established roster of trained appraisers.

SCHEDULING

The teacher requesting a second appraisal shall be notified in writing of a two-week window for second appraisal classroom observation. ~~shall be scheduled.~~

SCORES

The Board shall ensure that the Superintendent or designee establish procedures regarding how domain scores from first and second appraisals will be used.

PROBATIONARY  
TEACHERS

Written evaluations and other evaluative information need not be considered prior to a decision to terminate a probationary contract at the end of the contract term. [See DFAB(LEGAL)]

EMPLOYMENT  
DECISIONS

When relevant to decisions regarding term or continuing contracts, written evaluations of a teacher's performance, as documented to date, and any other information the administration deems appropriate, shall be considered in decisions affecting contract status.

GRIEVANCES

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