

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 an educator's performance of teaching responsibilities. Under Board policy, administrators are charged with the responsibility of evaluating the staff. An evaluation program provides a tool for administrators and supervisors who are responsible for making decisions about promotion, demotion, contract extension, contract non-extension, contract renewal or non-renewal, dismissal and discipline.

The evaluation program is designed to provide an opportunity for all staff to set goals and objectives, including plans for professional growth and career opportunities and to receive administrative responses to them; to have peer assistance as appropriate; to have formal and informal classroom observations of licensed employees; to assess performance of other duties and job responsibilities of all staff; to receive verbal and written comments and suggestions for improvement from supervisors; and to have opportunities to make required improvement(s) within specific timelines.

Licensed Staff

Evaluation of licensed staff shall be conducted to conform to applicable Oregon Revised Statutes and any applicable collective bargaining provisions.

Teachers' evaluation system shall be customized based on collaborative efforts and include the core teaching standards adopted by the State Board of Education.

Evaluations must attempt to:

1. Strengthen the knowledge, skills, disposition and classroom practices of teachers;
2. Refine the support, assistance and professional growth opportunities offered to a teacher, based on the needs of the teacher and the needs of 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 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 district programs.

Classified Staff

The effective functioning of all classified support personnel is a key to the success of the school district. The evaluation program shall be designed to assess the performance of the employee and provide the basis for improvement.

Administrators and supervisors are charged with the responsibility of evaluating all classified employees in relation to position descriptions, performance standards, district regulations and any applicable collective bargaining provisions.

END OF POLICY

Legal Reference(s):

[ORS 243.650](#)

[ORS 332.505](#)

[ORS 342.850](#)

[ORS 342.856](#)

[OAR 581-022-1720](#)

[OAR 581-022-1723](#)

[OAR 581-022-1724](#)