0330
(NYSSBA Policy 9420)

EVALUATION OF PROFESSIONAL STAFF

The Board of Education recognizes that a well-developed and rigorously administered evaluation process is key to securing and maintaining an effective district workforce. The Board views the evaluation of professional staff as an essential growth tool for improving individual performance and the district's overall ability to meet its educational objectives. The Board of Education believes that student performance must guide the professional evaluation process. To these ends, the performance of all professional staff will be reviewed and evaluated at least annually in accordance with the regulations of the Commissioner. The purposes of teacher and administrator evaluations are:

1. to clarify the duties and responsibilities of staff;
2. to enrich, develop, and improve effective professional skills and performance by:
   a. informing each staff member of how his or her performance is perceived in relation to the expectations of the district; and
   b. identifying an individual's strengths and weaknesses;
   c. recognizing superior teaching and encouraging its continuance;

3. to provide the teacher and the administration with a permanent record of teaching performance;
4. to enhance the instructional program by providing individual staff members with methods by which performance may be improved; and
5. to provide the Board and the Superintendent with accurate and timely assessments of employee performance to enable them to fulfill their legal responsibilities in making personnel decisions, including the granting of tenure or voting disciplinary charges.

As part of its oversight responsibilities for the school district, the Board shall ensure that evaluations are conducted annually in accordance with state law and regulation, as well as any applicable collective bargaining agreement and the Districts' Part 100.2(o) Professional Performance Review, and that the results of the evaluations are thoroughly documented, and that administrators are properly trained to conduct evaluations. The Superintendent is responsible for administering the evaluation process and shall ensure that all staff that are required to evaluate are provided appropriate training in assessment and evaluation in accordance with state law.

The procedures and guidelines for formal observations and evaluations of teachers and administrators shall be those agreed to with the employee organization(s) representing such professional staff and set forth in their respective collective bargaining agreements.

Upon request from a parent or legal guardian, the district will provide the final quality rating and composite effectiveness score for each of the classroom teachers and for building principal to which the student is assigned. The district will take reasonable steps to review the request to verify that the parent/guardian is entitled to the information. The Superintendent or designee will develop procedures to implement this provision of the policy and include notice on the district's website.

Ref: Education Law §3031; §3012(c); §3012(cc); §3012(d); §100.2
8 NYCRR§100.2(o) §100.2(o)(1)

1st Reading December 18, 2001
2nd Reading & Adoption January 29, 2002

1st Reading for Re-adoption: January 28, 2014
2nd Reading & Re-adoption: February 25, 2014

1st Reading for Re-adoption March 25, 2014
2nd Reading & Re-adoption April 24, 2014

1st Reading for Re-adoption: February 27, 2018
2nd Reading & Re-adoption: March 27, 2018