

Evaluation of Staff

The Green Mountain School Board recognizes that the professional growth and evaluation of individual employees is important to improve the effectiveness and efficiency of the school district. Staff are expected to perform the duties identified in their job descriptions, in addition to any other responsibilities that may be assigned by their supervisor.

The board will adopt a revised evaluative criteria and a four-level rating system for all certificated classroom teachers, certificated principals and assistant principals. The evaluation system will include the minimum criteria developed by the Superintendent of Public Instruction. The four-level rating system will describe the performance of certificated classroom teachers, certificated principals and assistant principals along a continuum that indicates the extent to which evaluative criteria have been met or exceeded. Student growth data, defined as the change in student achievement between two points in time, must be a substantial factor in the evaluation process for three of the criteria and must be based on multiple measures, including classroom, school, district and state-based tools.

Evaluation results for certificated classroom teachers, certificated principals and assistant principals must be used as one of multiple factors in making human resource and personnel decisions. Human resource decisions include but are not limited to: employee assignment, including the consideration of an agreement to an assignment by an appropriate teacher, principal and superintendent and reduction in force. The district will not be limited in its ability to collectively bargain how the multiple factors will be used in making human resource and personnel decisions, but the evaluation results must be a factor.

Certificated Classroom Teachers:

“Certificated classroom teacher” means an employee who provides academically-focused instruction to students and holds one or more of the certificates pursuant to WAC 181-79A-140(1) through (3) and (6)(a) through (e) and (g).

The performance of certificated classroom teachers will be evaluated by the process found in the current collective bargaining agreement. Teachers will be observed twice a year, for a total observation time of not less than sixty (60) minutes. New staff will be observed for the purpose of evaluation at least once for a total observation time of not less than thirty (30) minutes within ninety (90) calendar days after employment. An employee in the third year of provisional status will be observed at least three times for a total observation time of not less than ninety (90) minutes.

All certificated classroom teachers will receive a comprehensive summative evaluation at least once every six years. A comprehensive summative evaluation assesses all eight evaluation criteria and all criteria contribute to the comprehensive summative evaluation performance rating. A certificated classroom teacher with three years of satisfactory evaluations in the district may be transitioned into the revised evaluation system using a focused evaluation, and will then be evaluated on the six year cycle for comprehensive evaluation.

In the years when a comprehensive summative evaluation is not required, certificated classroom teachers who received a comprehensive summative evaluation performance rating of Level 3 or 4 in the previous school year will receive a focused evaluation. A focused evaluation includes an assessment of one of the eight criteria selected for a performance rating plus professional growth activities specifically linked to the selected criteria.

A certificated classroom teacher whose performance does not meet minimum requirements of the new or existing RCW, whichever is applicable to that staff member, will be notified in writing of the specific deficiencies and afforded a reasonable program for improvement.

Certificated Support Personnel:

“Certificated support personnel” and “certificated support person” mean a certificated employee who provides services to students and holds one or more of the education staff associate (ESA) certificates pursuant to WAC 181-79A-140(5). ESA certification includes: school speech pathologists or audiologists, school counselors, school nurses, school occupational therapists, school physical therapists, school psychologists, and school social workers.

Certificated support personnel are considered non-classroom teachers for purposes of the Professional Growth and Evaluation System, and are not subject to the four-level rating system. The superintendent will establish a revised evaluation process using the minimum criteria for certificated support personnel developed by the Superintendent of Public Instruction: 1) Knowledge and scholarship in a specialized field; 2) Specialized skills; 3) Management of special and technical environment; 4) The support person as a professional; and 5) Involvement in assisting students, parents and educational personnel.

Other Administrative Staff:

The performance of administrative staff other than certificated principals and assistant principals as referenced in the section above will be evaluated at least once per year.

Classified Staff:

The performance of classified staff will be evaluated at least once per year. Except as otherwise developed in accordance with the duty to bargain in chapter 41.56 RCW, the evaluative criteria for classified staff will be based upon the job description of the specific assignment

Cross References:

5280 Termination of Employment

Legal References:

RCW 28A.400.100 Principals and vice principals – Employment of – Qualifications – Duties

RCW 28A.405.100 Minimum criteria for the evaluation of certificated employees — Revised four-level evaluation systems for classroom teachers and for principals — Procedures — Steering committee — Models — Implementation — Reports

RCW 28A.405.220 Conditions and contracts of employment – Nonrenewal of provisional employees – Notice – Procedure

Green Mountain School District No. 103

Effective Date: August 25, 2015

Board Policy 5240

Section: Personnel

RCW 28A.405.300 Adverse change in contract status of certificated employee –Determination of probable cause –Notice—Opportunity for hearing

RCW 28A.405.110 Evaluations — Legislative findings

RCW 28A.405.120 Training for evaluators

RCW 28A.405.130 Training in evaluation procedures required

WAC 181-79A-140 Types of certificates

WAC 392-191A Professional Growth and Evaluation of School Personnel

Management Resources:

Policy News April 2013

Policy News February 2013

<https://ospi.k12.wa.us/teacher-evaluation-model>

Classification: Essential

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