

**PARK COUNTY SCHOOL DISTRICT #6  
BOARD OF EDUCATION POLICY**

**CODE: GCOA**

**EVALUATION OF CERTIFIED STAFF**

The Board believes that quality teaching is of critical importance to a sound educational program and that thorough and regular appraisal of teaching, supervisory, and administrative performance is crucial to improving the total educational process.

A continuous program of performance evaluation of all professional personnel will be established and maintained. The purpose of performance evaluation is to ensure a high quality of teaching, supervisory, and administrative performance, primarily to advance the instructional programs for students. Another purpose of the evaluation system is to provide information to management and leadership personnel to assist them in making personnel decisions. Evaluations may be utilized in disciplinary, dismissal, or termination hearings, but are not conducted primarily for that purpose.

The Board empowers the Superintendent with the right to evaluate any principal or staff member at any time and as often as necessary. The same right is extended to principals or designees in evaluating their faculty members.

It shall be the responsibility of the Superintendent and the administrative staff to develop procedures for complete evaluation of personnel.

The school district requires the performance of each initial contract certified staff member to be evaluated in writing at least twice annually. The evaluatee shall receive a copy of each evaluation of their performance. The district requires that the performance of each continuing contract certified employee be evaluated in writing at least once each year. The evaluatee shall receive a copy of each formal evaluation of their performance.

The Superintendent and administrative staff shall develop the certified staff performance evaluation system which shall be reviewed with the Board. The performance evaluation system shall serve as a basis for improvement of instruction, enhancement of curriculum program implementation, measurement of both individual certified employee's performance and professional growth and development and the performance level of all ~~teachers~~ certified employees within the school district and may be used as documentation for unsatisfactory performance for dismissal and termination proceedings

Neither the preparation and use of evaluations, nor anything contained therein or in any related reports and evaluation documents, nor the absence or lack of evaluation, reports or evaluation documents, or anything contained therein, shall preclude the use or consideration of other applicable information by either the Superintendent or the Board of Trustees in making any recommendation or decision concerning the suspension, dismissal, assignment, transfer, or termination of a teacher or other certificated employee. It is not the intent of this policy to impose in any manner any expectation of re-employment or otherwise convey in any manner a property interest of any kind in the employment of the staff being evaluated.

The certified employee performance evaluation system developed by the administration shall be filed with the Department of Education, and each time the plan is amended the amended plan shall be resubmitted to the Department of Education.

The system shall conform to state law and WDE regulation.

Adopted: 7/21/93  
Revised: 11/20/17