

ARTICLE 21: EVALUATION

Section A – Evaluation Procedures

1. The purpose of evaluation is improvement of professional educator performance; encouraging professional growth; improving communication between professional educators and their immediate supervisor; and, when necessary, identifying and assisting professional educators to improve/correct areas of unsatisfactory performance.
2. The District shall comply with the procedures required by Oregon Revised Statutes for probationary professional educators (which allows the Board to non-renew a probationary professional educator for any cause it may deem in good faith sufficient) and will apply the same evaluation provisions of Oregon Revised Statutes (ORS 342.850) to the evaluation of contract professional educators, except that contract professional educators shall be evaluated a minimum of once every two (2) years. During each probationary professional educator's evaluation, a minimum of two formal observations will be conducted by their supervisor that includes a pre-conference, an observation and a post conference meeting. During a contract professional educator's formal two year evaluation cycle a minimum of two formal observations will be conducted by their supervisor that includes a pre-conference, an observation and post conference meeting. The professional educator shall receive at least three (3) days advance notice for all formal observations and pre-conferences.
3. Volunteerism shall not be a factor in evaluation.

Section B – Professional Educator Evaluation Handbook

Changes in the Professional Educator Evaluation Handbook shall be made only after collaboration between school administrators appointed by the District and professional educators appointed by the Association. Final approval as to any changes to the professional educator evaluation handbook shall be retained by the Board.

Section C – Focus Goals and Plan of Assistance

1. **Focus Goals**

If during the supervision and evaluation cycle, a performance deficiency is noted, the District, in accord with the Teacher Evaluation and Support System handbook, may initiate Focus Goals for the professional educator. The Association will be notified at least ten (10) days in advance of the District's intent to implement Focus Goals for a professional educator. The Association will be offered an opportunity to review the Focus Goals and provide feedback on them at least five (5) days prior to implementation. If the professional educator so chooses, their name may be

redacted from the document in order to maintain their privacy. Unless there is an extreme deficiency, Focus Goals must be a preliminary step to a Plan of Assistance

Professional educators shall be entitled to Association representation at any meeting concerning Focus Goals. Any professional educator on Focus Goals shall be offered access to the mentor program delineated in Article 17.

2. Plan of Assistance:

If a professional educator is unsuccessful on Focus Goals or shows an extreme deficiency in classroom/job performance, the District, in accord with the Teacher Evaluation and Support System handbook and Oregon State Statutes 342.835, 342.865, shall initiate a Plan of Assistance for the professional educator.

- a. **The Association will be notified at least ten (10) days in advance of the District's intent to implement a Plan of Assistance for a professional educator. The professional educator and Association will be offered an opportunity to review the Plan at least five (5) days prior to implementation. If the professional educator so chooses, their name may be redacted from the document in order to maintain their privacy. Professional educators shall be entitled to Association representation at any meeting concerning the Plan of Assistance.**

~~Upon notification by a representative of the District that a Plan of Assistance will be adopted, the professional educator affected shall thereafter be entitled to Association representation at any subsequent conference or meeting. A professional educator shall be notified five (5) working days prior to presentation, by the administration, of the Plan of Assistance. At the time of notification, the professional educator will be informed of the reason for the proposed action. The member, and Association representative, and supervisor will work together to clarify and revise the plan if any, will have an opportunity for input prior to finalization of the plan. The member may submit a rebuttal statement indicating disagreement with any aspect of the plan and such statement shall be added to the member's Plan of Assistance file.~~

~~2- Normally, no more than three (3) deficiencies at the performance standard/part of domain level, for example, classroom environment/student behavior, instructional techniques/engaging students and professional responsibilities / parent communication, shall be listed in any one Plan of Assistance.~~

- ~~b. 3-~~ Timelines will vary in length, dependent upon the type and kind of deficiency diagnosed. Normally, no Plan of Assistance will extend more than twelve (12) months without revision.
- ~~c. 4-~~ Every Plan of Assistance shall involve a review conference at least every four (4) months excluding summer.

- d. Should a deficiency be noted which is related more to discipline than to classroom performance, the District will initiate progressive disciplinary measures rather than a Plan of Assistance. In this case, however, the District will adhere to the just cause and due process provisions in this Article.

Section D – Evaluators

Only licensed administrators shall evaluate unit members. No member of the bargaining unit shall be the individual responsible for the evaluation of another member of the unit.