



Book	Policy Manual
Section	Volume 34, No. 1 - October 2021
Title	Revised Policy - Vol. 34, NO. 1 - October 2021 - STAFF EVALUATION
Code	po3220
Status	From Neola
Adopted	April 9, 2013
Last Revised	February 9, 2021

**[DRAFTING NOTE: Notwithstanding I.C. 20-28-11.5-4 and 511 I.A.C. 10-6-4, test scores from statewide assessments taken in the spring of 2019 and 2020 may be used for annual performance evaluation purposes only if such test scores would improve a particular certificated employee's annual performance rating. Additionally, a school's category or designation of school improvement pursuant to state law for the 2018-2019 or 2019-2020 school year may be used for annual performance evaluation purposes only if the school's category or designation would improve a particular certificated employee's annual performance rating. If statewide assessment test scores or a school's category or designation of school improvement are not used in a particular certificated employee's annual performance evaluation, the weight of all other measures used in the certificated employee's annual performance evaluation must be proportionately increased to replace measures based on statewide assessment test scores or the school's category or designation of school improvement.]**

### 3220 - STAFF EVALUATION

The School Board shall adopt a plan for annual performance evaluations of each certificated employee, as defined in I.C. 20-28-11.5- 0.5, employed by the School Corporation. This includes each certificated employee as defined in I.C. 20-29-2-4 and, ~~in each school year,~~ each teacher as defined in I.C. 20-18-2-22. This plan may be amended as needed, subject to any required discussion with the teachers or the teachers' representative if there is one.

The plan approved by the Board shall include the following components:

- A. performance evaluations for all certificated employees, as defined in I.C. 20-28-11.5-0.5, conducted at least annually;
- B. ~~objective measures of student achievement and growth to significantly inform the evaluation. The objective measures must include:~~
  - 1. ~~student assessment results from statewide assessments for certificated employees whose responsibilities include instruction in subjects measured in statewide assessments only when such results would improve the particular certificated employee's performance rating;~~
  - 2. ~~methods for assessing student growth for certificated employees who do not teach in areas measured by statewide assessments; and~~
  - 3. ~~student assessment results from locally developed assessments and other test measures for certificated employees whose responsibilities may or may not include instruction in subjects and areas measured by statewide assessments;~~

- C. rigorous measures of effectiveness, including observations and other performance indicators;
- D. an annual designation of each certificated employee, as defined in I.C. 20- 28-11.5-0.5, in one (1) of the following rating categories:
  - 1. highly effective
  - 2. effective
  - 3. improvement necessary
  - 4. ineffective
- E. an explanation of the evaluator's recommendations for improvement, and the time in which improvement is expected;
- F. a provision that a teacher who negatively affects student achievement and growth cannot receive a rating of highly effective or effective;
- G. ~~provide for~~ a pre-evaluation planning session conducted by the Superintendent or equivalent authority for the Corporation with the principals in the Corporation;
- H. discussion of the evaluation between the evaluated employee and the evaluator.

In developing a performance evaluation model, the Corporation may consider the following:

- A. test scores of students (both formative and summative) ~~[Note: Student assessment results from statewide assessments for certificated employees whose responsibilities include instruction in subjects measured in statewide assessments may be used in the evaluation model only when such results would improve the particular certificated employee's performance rating];~~
- B. classroom presentation observations;
- C. observation of student-teacher interactions;
- D. knowledge of subject matter;
- E. dedication and effectiveness of the teacher through time and effort on task;
- F. contributions of teachers through group teacher interactivity in fulfilling the school improvement plan;
- G. cooperation of the teacher with supervisors and peers;
- H. extracurricular contributions of the teacher;
- I. outside performance evaluations;
- J. compliance with Corporation rules and procedures; and ~~or~~
- K. other items considered important by the Corporation in developing each student to the student's maximum intellectual potential and performance.

The Corporation's annual performance evaluation plan shall be in writing and shall be explained to the Board in a public meeting before the evaluations are conducted. Prior to the plan being explained to the Board, the Superintendent shall discuss the plan with the teachers or the teachers' representative, if there is one. This discussion is not subject to the Open Door Law. The plan is not subject to bargaining; however, discussion of the plan shall be held.

The Principal of each school in the Corporation shall report in the aggregate the results of staff performance evaluations for the school for the previous year to the Superintendent and the Board at a public Board meeting held before August 15 of each year on the schedule determined by the Board. Before presentation to the Board, the Superintendent shall discuss the report of completed evaluations with the teachers or the teachers’ representative, if there is one. This discussion is not subject to the Open Door Law. The report of completed evaluations is not subject to bargaining; however, discussion of the report shall be held.

The Corporation annually shall provide the Indiana Department of Education with the disaggregated results of staff performance evaluations for all schools in the Corporation before November 15 of each year.

**511 I.A.C. 10-6-4**

- I.C. 20-18-2-22
- I.C. 20-28-11.5-0.5
- I.C. 20-28-11.5-4
- I.C. 20-28-11.5-9
- I.C. 20-29-2-4

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Legal	511 I.A.C. 10-6-4
	I.C. 20-18-2-22
	I.C. 20-28-11.5-0.5
	I.C. 20-28-11.5-4
	I.C. 20-28-11.5-9
	I.C. 20-29-2-4