

SUPERVISION & EVALUATION OF PROFESSIONAL STAFF SUPERVISION AND EVALUATION OF PROFESSIONAL STAFF

PHILOSOPHY:

A well-planned and systematic program of supervision and evaluation of performance tied to educational outcomes is vital to the ongoing improvement of the instructional program. It is the Board's responsibility the Board's responsibility to ensure that sufficient administrative time and energy are expended to supervise (observe and assist) and evaluate (measure and assess) teachers. The evaluation program shall address all aspects of teaching performance and recognize that the fulfillment of student needs is of primary importance.

POLICY:

The Superintendent shall be responsible for overseeing the development, implementation and periodic review of a comprehensive program of supervision and evaluation, which shall be adopted by the Board. ~~shall be adopted by the Board~~The program shall provide for minimum standards for the number and frequency of formal performance reviews, with the understanding that probationary teachers require closer support and more frequent performance reviews. Probationary teachers shall in any event be evaluated at least once in each year of their probationary employment.

AMPLIFYING INSTRUCTIONS AND GUIDELINES:

- A. Criteria used for evaluation shall be in written form and made permanently available to the teacher;
- B. Evaluations shall be made by an immediate supervisor/administrator; or by another person(s) designated by the Superintendent; or ~~by other person(s) designated by the Superintendent~~
- C. Results of the evaluations shall be put in writing and shall be discussed with the teacher;
- D. The teacher being evaluated shall have the right to attach a memorandum to the written evaluation; and
- E. Results of all evaluations shall be kept in confidential personnel files maintained at the Superintendent's office.

In accordance with Maine's Educator Effectiveness law (20-A MRSA § 13704,13706) RSU 16's evaluation and growth system is consistent with the requirements of the law and applicable Department of Education rules. The performance evaluation and growth system must be approved by the Board.

In accordance with Maine's Educator Effectiveness law (20-A MRSA § 13701-13706), by the end of the 2016-2017 school year, the school unit will have developed and piloted a performance evaluation and growth system, consistent with the requirements of the law and applicable Department of Education rules, for full implementation in the 2017-2018 school year.

The performance evaluation and growth system must be approved by the Board.

In keeping with the Board's goal of employing the best-qualified staff to provide quality education for all students, all teachers are expected to participate fully in the evaluation process, self-appraisal and continuous improvement of professional skills, as referenced in the RSU 16 Teacher Evaluation Professional Growth Handbook.

RSU #16 (Mechanic Falls, Minot, Poland) (msm 10-23-19)

Policy Code: GCOA

Adopted: May 2003

Revised: ~~February 2011~~ December 2019

DELEGATION OF AUTHORITY:

While supervision and evaluation policies and procedures are not negotiable in collective bargaining, the Superintendent is to seek appropriate involvement of staff in the development and periodic review of the supervision and evaluation program.

Legal Reference: 20-A MRSA §§ 1055, 13201; 13701-13706, 13802
Me. Dept. of Ed. Rule Ch. 125 §§ 4.02(E) (3), 8.08

SIGNATURE BLOCK:

RSU 16 School Board

_____ Mary Martin, Chair	_____ DATE
_____ Joe Parent, Vice Chair	_____ DATE
_____ Travis Ritchie	_____ DATE
_____ Scott Lessard	_____ DATE
_____ Louis Goulet	_____ DATE
_____ Mike Downing	_____ DATE
_____ Ed Rabasco, Jr.	_____ DATE
_____ Laura Hemond	_____ DATE
_____ Steve Holbrook	_____ DATE
_____ Melanie Harvey	_____ DATE
_____ Norm Davis	_____ DATE
_____ Julie Rioux	_____ DATE
_____ Norm Beuparlant	_____ DATE

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Chelsea Clavet

DATE

Mike Lacasse

DATE