**District: \_\_Elizabethtown Independent Schools\_\_ Date of Review: \_June 15, 2015**

**Evaluation Contact Person: \_Cora Wood, Director of Personnel\_\_**

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|  **Page Number in District** CEP | Indicators taken from KRS 156.557 and 704 KAR 3:370  |
|  **A. Procedures and Plan:** |
| 4 |  1. Developed by 50/50 Committee equal number of teachers and administrators. |
| 5 |  2. Acted upon by local board of education (*include signed assurance document)* |
|  **B. Plan states that:** |
| 4 | 1. Each local school district shall designate a contact person responsible for monitoring evaluation training and implementing the Professional Growth and Effectiveness System.
 |
| 24-25 | 1. Evaluators shall be trained and tested, and shall be approved by the department upon completion of the required evaluation training program and successful completion of testing.
 |
| 6 | 1. The evaluation criteria and process used to evaluate a teacher shall be explained to and discussed with the teacher no later than the end of the first thirty (30) calendar days of reporting for employment for each school year.
 |
| 6 | 1. The immediate supervisor designated primary evaluator.
 |
| 6 |  5. The **Professional Growth Plans** align with school/district improvement plans. |
| 16, 48, 64 |  6. There is an annual review of growth plans. |
| 22-23, 65 |  7. Teachers should receive a conference within **five (5) working days** of observation. |
| 42 & 59(66 for District Certified)  |  8. A summative evaluation conference shall be held at the end of the summative evaluation cycle and shall include all applicable Professional Growth and Effectiveness data.  |
| 18-20 |  9. Annual evaluations with multiple observations are required for non-tenured certified personnel. |
| 18-20 |  10. Multiple observations for tenured teachers when observation results yield an **ineffective** determination. |
| 18-20 |  11. Summative evaluations **for tenured teachers** shall occur at least once every three years. |
| 47 & 62 |  12. Administrators receive summative evaluations annually. |
| 42, 59, 66 |  13. Evaluations will be documented on approved forms to become part of official personnel file. |
| 43, 59, 66 |  14. An opportunity for written response **shall be included in** the official personnel record. |
| 42, 59, 66 |  15. A copy of the evaluation is provided to evaluatee. |

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| **Page Number in District CEP** | Indicators taken from KRS 156.557 and 704 KAR 3:370  |
| **C. PGES - Certified Teacher** |
| 16-17 | 1. Professional Growth Planning and Self-Reflection
 |
| 18-23 | 1. Observation
 |
| 18 | 1. Observation Model
 |
| 18-20 | 1. Observation Schedule
 |
| 21 | 1. Peer Observation
 |
| 22-23 | 1. Observation Conferencing
 |
| 24 | 1. Observer Certification
 |
| 24-25 | 1. Observer Calibration
 |
| 25-27 | 1. Student Voice
 |
| 29-35 | 1. Local Student Growth Goal
 |
| 28, 38-40 | 1. Student Growth Percentile
 |
| 27 | 1. Products of Practice/Other Sources of Evidence
 |
| 36-37 | 1. Rating Professional Practice
 |
| 38-41 | 1. Rating Student Growth
 |
| 42-43 | 1. Determining the Overall Performance Category
 |
| 44 | 1. Professional Growth Plan and Summative Cycle
 |
| 69-70 | 1. Appeals Process
 |
| **D. PGES - Principal & Assistant Principal** |
| 48-49 | 1. Professional Growth Planning and Self-Reflection
 |
| 49 | 1. Site-Visits
 |
| 50 | 1. Val-ED
 |
| 50-51 | 1. Working Conditions Goal
 |
| 52 | 1. Products of Practice/Other Sources of Evidence
 |
| 53-54 | 1. State Student Growth Goal – School Report Cards
 |
| 54-55 | 1. Local Student Growth Goal – ASSIST (School Improvement Plan)
 |
| 56-57 | 1. Rating Overall Professional Practice
 |
| 57-58 | 1. Rating Overall Student Growth
 |
| 59-60 | 1. Determining Overall Performance Category
 |
| 69-70 | 1. Appeals Process
 |
| **E. \*Other Certified Professionals** |
| NA | 1. \*Evaluation plan for Other Certified Professionals *(if running a dual system and not in the plan)*
 |
| NA | 1. \*Appeals Process for Other Certified Professionals
 |
| **F. Other Certified District Personnel** |
| 62-66 | 1. Evaluation plan for Other Certified District Personnel
 |
| 69-70 | 1. Appeals Process for Other Certified District Personnel
 |