

## GRAND ISLAND PUBLIC SCHOOLS

### 6710 EVALUATION OF CERTIFIED TEACHERS AND INSTRUCTIONAL SUPPORT STAFF

The Grand Island Public Schools expects all staff to improve their expertise from year to year which produces gains in student achievement from year to year with a powerful cumulative effect. Evaluations are used to monitor professional growth in meeting expectations of the Grand Island Public Schools.

The Superintendent or designee will develop specific evaluation criteria for certified teachers and instructional support staff consistent with the Grand Island Public Schools learning philosophies and goals. The staff member's supervisor will provide annual written notice of the evaluation process to those staff members being evaluated. Administrators who complete evaluations shall possess a valid Nebraska Administrative Certificate and shall be retained in the district's evaluation system.

#### **Certified Teaching Staff and Instructional Support Staff**

The evaluation criteria shall include at a minimum the following:

- Domain 1: Instructional Support Strategies and Behaviors
- Domain 2: Planning and Preparing
- Domain 3: Reflecting on Teaching
- Domain 4: Collegiality and Professionalism

Probationary staff members shall be evaluated at least once each semester for the first three years of service. Formal evaluations shall include a pre-conference, actual observation for an entire instructional period, and a post conference. Probationary staff shall receive follow-up evaluations and assistance in overcoming performance deficiencies. (one formative and one summative each semester)

Tenured staff shall be evaluated at least once every third year and include at least one formal evaluation. Formal evaluations shall include a pre-conference, actual observation for an entire instructional period, and a post conference. Staff shall receive follow-up evaluations and assistance in overcoming performance deficiencies. (one formative and one summative for the year)

Written feedback is required on any scored observation and supervisors are expected to complete seven observations for each teacher, each year and observations may include walkthroughs, informal, and formal observations.

#### **Written Evaluation and Conference**

The administrator responsible for the evaluation will prepare, sign, and date a written summative evaluation report that shall, at a minimum, include the following:

- specific deficiencies;
- suggestions for improvement and available assistance for overcoming the deficiencies;
- an adequate timeline to implement the specific suggestions for improvement; and
- a statement that the staff member may offer a written response within 10 calendar days concerning any aspect of the evaluation report that the staff member wishes to clarify or to which the staff member disagrees.

The supervising administrator will schedule an evaluation conference with the staff member to review the content of the evaluation. The staff member is expected to read and sign the report. The staff member's signature confirms that the evaluation was conducted. If the staff member refuses to sign the report, the administrator shall note that fact on the report, along with any explanation given by the staff member for refusing to sign. A copy of the signed report will be provided to the staff member and the original shall be filed in the staff member's personnel file at the Administrative Office for Human Services.

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Reference: Neb. Rev. Statute §79-318  
NDE Rule 10

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