

Evaluation of Professional Staff Policy

In order to ensure a high quality of teacher and administrator performance to advance the instructional programs of the District schools, a continuous program for teacher and administrator evaluation will be utilized.

Teachers will be evaluated at least once each semester during the first three years of their contract. Teachers in their fourth contract year or beyond will be evaluated at least once every year.

Administrators will be evaluated at least on an annual basis.

When evaluating teachers and administrators in the District, all of the State of South Dakota minimum evaluation requirements shall be used by the District.

The evaluation process is based on the minimum professional performance standards established by the South Dakota Department of Education and which:

- evaluates teachers and administrators using multiple measures;
- serves as the basis for programs to increase the professional growth and development of teachers and administrators; and
- includes a plan of assistance for any teacher in his or her fourth year or more of teaching whose performance does not meet the district's performance standards.

The formal evaluations will be written and will be discussed by the evaluator and the teacher-professional staff member being evaluated. Copies of the written document will be signed and dated by both parties and incorporated into the personnel files of the professional staff member. The signature of the professional staff member does not indicate approval or disapproval of the evaluation, but that the evaluation has been read and discussed.

Pursuant to state law, any record or document, regardless of physical form, created by the District in connection with the evaluation of teachers or administrative staff constitutes personnel information and is not open to inspection or copying.

Nothing in a teacher's or administrator's evaluation may diminish the School Board's right to renew or not renew a professional staff member's contract.

The board acknowledges that the evaluation procedure is a subject of mandatory bargaining with the teachers' recognized bargaining unit representative. However, the establishment and identification of the evaluation criteria is not subject to mandatory bargaining and the Board has the sole authority for establishing such evaluation criteria, subject to any applicable state and federal laws and regulations that may limit such authority.

When a person's evaluation constitutes "poor performance" the board may terminate employment under SDCL 13-43-6.1, SDAR 24:58:03:01. Subsequent evaluations shall address themselves to any improvement or to any continuing difficulty that is observed.

Policy:

Adopted: 6/25/2001

Revised: 6/2006, 7/12/2010, 12/12/2011, 07/11/2022, 5/13/2024