

KNOW YOUR CONTRACT

PROFESSIONAL GROWTH (Article 7)

- Grievance is limited to the evaluation procedures and timeline and **not** to the evaluation content.
- Evaluator will give a minimum of one week of advance notice before conducting a formal classroom observation related to the teacher's goals and will utilize procedures developed by the District. Formal evaluations will include post conferences and written observation summaries.
- Upon receiving an "Unsatisfactory" evaluation, the bargaining unit member will be evaluated on an annual basis until they receive a "Satisfactory" *Summative Evaluation*.

PROFESSIONAL GROWTH (EVALUATION) TIMELINE

DATE	ACTIVITY
By September 8, 2017 <i>4th Friday of the School Year</i>	Meet and receive <i>Formative Assessment and Professional Development for Teachers</i> materials.
By October 13, 2017 <i>9th Friday of the School Year</i>	Individual meeting to discuss <i>Pre-Evaluation Goal Planning</i> . This should be a collaborated effort between the bargaining unit member and evaluator (should not be evaluator/administrator driven).
By October 27, 2017 <i>11th Friday of the School Year</i>	Pre-evaluation Goal Planning to be completed by bargaining unit member.
Prior to December 1, 2017 <i>Alternate evaluator</i>	Bargaining unit member may request to be evaluated by an alternate administrator (mutually agreed upon by the both the teacher and the administrator)
By March 9, 2018 <i>End of the 3rd Quarter</i>	The majority of the formal classroom observations will be completed. Informal observations/walk-throughs continue until the end of the year
On or before March 31, 2018	Permanent status on 5 year cycle must be given written notice of possible reassignment to a two-year cycle.
By April 13, 2018 <i>7th weeks from the end of the School Year</i>	Summary and Professional Reflection will be completed by the bargaining unit member and submitted to the evaluator.
By May 11, 2018 <i>3rd Friday from the end of the School Year</i>	Evaluator will respond to the teacher in writing with a <i>Summative Evaluation</i> , and if appropriate, the <i>Improvement Plan</i> will be prepared. Bargaining unit member has ten (10) school days to respond to the <i>Summative Evaluation</i> and <i>Improvement Plan</i> .
On or before May 15, 2018	Written notification of the administrator's intent to evaluate the bargaining unit member the following year.

EVALUATION CYCLE

Evaluation Cycle	Bargaining Unit Member Status
Each year	Probationary or Temporary will follow Path I
Every other year	Permanent with less than 10 consecutive years in District Permanent with satisfactory evaluations through their 8 th year in the District have the option in year 10 to move to Path II .
Every five years	Permanent with 10 or more consecutive years in the District and received a "Satisfactory" on most recent <i>Summative Evaluation</i> .

Year	1	2	3	4	5	6	7	8	9	10
Eval	Path I	Path I	Tenure	Path I		Path I		Path I		Path I or Path II