

Wayland Union Schools Certified Staff Evaluation Plans

Non-Tenured/Probationary (Plan 1)	Tenured Effective/Highly Effective (Plan 2)	Plan of Assistance Ineffective/Minimally Effective (Plan 3)
<ul style="list-style-type: none"> • Administrators will develop an IDP for first year teachers after the first formal observation not later than October 31st. • Administrators in consultation with 2nd, 3rd, 4th and 5th year teachers will develop IDP goals by September 30th of each year (<i>Beginning with new teachers hired in and after 2011-2012, they are to complete 5 years of probation</i>). • Minimum of 2 Formal Observations utilizing Framework for Teaching Evaluation Instrument • Minimum of 3 Mini Observations per year utilizing Domains 2 and 3 of Framework for Teaching Evaluation Instrument • The administrator will provide feedback after all observations, within 30 days. • Mid-Year meeting by the 2nd Friday in February to discuss progress and goals for first year teachers • Final evaluation is based on classroom observations and an assessment of progress on the IDP. • Final evaluation meeting completed by May 1st for staff who are subject to a four or five year probationary period, and no later than April 1st for staff who are subject to a two year probationary period. • Identify possible goals for IDP at end of year for the following year 	<ul style="list-style-type: none"> • Goal Setting/PGP-Professional Growth Plan is due first Friday in October. Meetings with supervisors completed by fourth Friday in October • PGP Elements: <ul style="list-style-type: none"> ○ Choose 1 or more Domains of Professional Practice to work on ○ Choose a specific goal in support of School / District Improvement Plan ○ List strategies for meeting your goals ○ Establish a student growth indicator to measure goal progress • Mini Observations <ul style="list-style-type: none"> ○ Minimum of three per year ○ Feedback provided to teacher within 30 days • Mid-Year meeting by the 2nd Friday in February to discuss progress and goals (Optional) • Self-Eval. due 2nd Friday in May: <ul style="list-style-type: none"> ○ Self Evaluation of Goal ○ Student Growth Evaluation ○ Administrative Summary Evaluation • Final Evaluation Meeting no later than the last student day • Identify possible goal for PGP at end of year for the following year • Any staff member placed on Plan of Assistance will move to Plan 3 	<ul style="list-style-type: none"> • Plan of Assistance developed in consultation with the teacher • Multiple Formal Observations • Multiple Mini Observations <ul style="list-style-type: none"> ○ Feedback provided to teacher within 30 days • May include independent observer • The administrator will provide feedback after all observations • Mid-Year meeting by the 2nd Friday in February to discuss progress and goals • Final Evaluation Meeting no later than the last student day • Teachers who have been rated as ineffective may request the Superintendent to review the evaluation using the following procedure: <ul style="list-style-type: none"> ○ Teacher's request must be submitted within 20 days after the teacher is informed of the ineffective rating. ○ Teacher cannot request review more than twice in a 3 school-year period; and ○ Upon receipt of the request, the Superintendent shall review the evaluation and the rating and may make appropriate modifications. • Teachers rated as ineffective for three years in a row will be dismissed.

*Teachers who have been rated as highly effective for three years in a row will be formally evaluated every other year as long as the rating of highly effective continues. Administrators will continue to conduct mini-observations and provide feedback within 30 days for teachers who are on an off-year cycle of evaluation.