

## **TEACHER EVALUATION**

### **Background**

It is recognized that striving for educational excellence in the classroom must involve an ongoing process for improvement in the delivery skills of the teacher. To foster this, a broader view of supervisory evaluation and assistance must be created.

### **Procedures**

1. The Superintendent will conduct a program of regular teacher supervision that will feature a constructive evaluation emphasis. Formative reports will be done more frequently than summative reports.
2. Formative supervision is for the purpose of improving instruction, and data gathered shall not be used in summative evaluations.
3. Formative reports shall be based on classroom observation(s) and may be completed annually for each teacher not receiving a summative evaluation. Results will normally be discussed with the teacher within two teaching days following classroom observation(s). A copy of a formative report will be placed in the personnel file at the request of the teacher.
4. The Principal will submit to the Superintendent on an annual basis a list of all formative reports completed on teaching staff.
5. Formative reports will be on a District prescribed form or on a form approved by the Superintendent.
6. Summative reports shall be based on a number of classroom observations in accordance with (Section E.26 of) the Collective Agreement between the Board of Education and the Okanagan Skaha Teachers' Union. Narrative summative reports will be completed on all teachers new to the District and on others when determined appropriate by the supervising Principal in consultation with the Superintendent.
  - 6.1. With mutual agreement of the Principal/Vice Principal/Superintendent and the teacher, the short form of a summative report on an approved format or a professional growth plan may be completed in lieu of a narrative report on all teachers except those that have less than 5 full time equivalent years of teaching experience.
7. The criteria for teacher evaluation will be as per Appendix G of the Collective Agreement.

Reference: Sections 7, 15, 17, 20, 22, 65, 85 School Act  
School Regulation 265/89  
Collective Agreement

Adopted: November 2019  
Revised: