

November 18, 2024

Time:

**ARTICLE 12**

**EVALUATION PROCEDURES**

- 12.1 The intent of the evaluation program shall be to maintain and improve the quality of the instructional program for the enhanced achievement of all students. The evaluation process shall be conducted in a manner that recognizes both the teacher unit member and administrator as professionals and creates an atmosphere of trust and cooperation between the participants in the process.
- 12.2 The parties agree that bargaining unit members' evaluations should be based on research-based professional standards.
- 12.2.1 The District's teacher evaluation system shall be based on the California Standards for the Teaching Profession, pursuant to the provisions of Education Code 44662.
- 12.2.2 The speech and language pathologist, ~~counselor~~, and audiologist, and nurse evaluation shall be based upon the Performance Assessment of Contributions and Effectiveness of SLPs, developed by the American Speech-Language-Hearing Association.
- 12.2.3 The counselor evaluation shall be based on the California Standards for the School Counseling Profession from the California Association of School Counselors.
- 12.2.4 The nurse evaluation shall be based on the School Nurse Program Standards and Competencies by the California Commission on Teacher Credentialing.
- 12.2.5 The provisions of this Article shall not apply to extra duty positions assigned to unit members listed in Article II, Recognition.
- 12.3 ~~The parties agree that the bargaining~~ Unit member's evaluations should adhere to the following timelines:
- 12.3.1 Probationary unit members and temporary members in their first two years shall be given at least twice yearly written evaluations.
- 12.3.2 Temporary members in their third or later year of employment shall be treated, for evaluation purposes, as permanent members.
- 12.3.3 Permanent unit members shall be evaluated at least once every two years.
- 12.3.4 Permanent unit members shall be eligible for the a five year cycle of evaluation as outlined in 12.4 beginning with their tenth year.
- 12.4 In the tenth year of employment and continuing at least once every five (5) years, a written evaluation shall be given to each unit member. To be eligible for the five-year evaluation cycle, each a unit member must meet the following criteria:

*msw* 11.18.24

*Michelle* 11.18.24

*Assistant  
Superintendent  
Personnel Services*

*CUEA  
Contract Specialist*

12.4.1 Permanent status

12.4.2 Previous evaluation must meet standards in all categories

12.4.3 ~~Written approval of their evaluator. If approval is not granted, the evaluator shall provide the unit member with the rationale on the final certificated evaluation form.~~

12.5 ~~Entry into a Once approved, a~~ The five-year evaluation cycle is subject to the approval of the unit member's designated supervisor and may only be withdrawn at the end of any year if as follows; in which all the following criteria exist:

12.5.1 The unit member takes a position which results in requires the usage of a different credential and different evaluation tool ~~changes job classification; or~~

12.5.2 The ~~designated supervisor~~ administrator has met and conferred with the unit members and identified the specific area(s) in that may need of improvement; and

12.5.2.1 ~~If the areas needed for improvement are still a concern, the~~ The designated supervisor administrator shall design a targeted assistance plan within the area(s) needed for improvement. Such plan shall not be given any sooner than fifteen (15) ~~thirty (30)~~ working days following the conference; and

12.5.2.2 The Assistant Superintendent of Personnel Services has reviewed and approved the targeted assistance plan; and

12.5.2.3 The designated supervisor administrator and the unit member must meet to review and implement the targeted assistance plan; and

12.5.2.4 The unit member has not met the goal specifically identified in the targeted assistance plan; and

12.5.2.5 The Assistant Superintendent of Personnel Services has authorized the withdrawal of the five-year plan.

12.6 ~~Written~~ Mid year and final evaluations shall be given at least twice yearly to each probationary unit member, the first prior to December 15 and the second no later than April 25 ~~thirty (30) days before the last school day of the year.~~

For Teachers:

12.6.1 Evaluation of unit members in their first year of full-time classroom instruction shall emphasize but not be limited to Standard 1 – Engaging and Supporting all Students in Learning, Standard 2 – Creating and Maintaining Effective Environments for Student Learning, and Standard 5 – Assessing Student Learning.

12.6.2 Evaluation of unit members in their second year of full-time classroom instruction shall emphasize but not be limited to Standard 3 – Understanding and Organizing

Subject Matter for Student Learning and Standard 4 – Planning Instruction and Designing Learning Experiences for all Students.

For Speech & Language Pathologists & Audiologists:

12.6.3 Evaluation of unit members in their first year of delivery of speech, language and/or audiological services shall emphasize but not be limited to Standard I: Conduct appropriate, comprehensive speech-language evaluations. Standard II: Provide culturally and educationally appropriate services.

12.6.4 Evaluation of unit members in their second year of delivery of speech, language and/or audiological services shall emphasize but not be limited to Standard III: Demonstrate knowledge and skills of evidence-based practices in speech-language pathology and Standard IV: Partner with all members of an IEP team to develop an individualized education program that is compliant with state and federal regulations.

For Counselors

12.6.5 Evaluation of unit members in their first year of delivery of counseling services shall emphasize but not be limited to Standard I: Professional School Counselor Development, Standard III: School Counseling Domains, and Standard IV: Multi-Tiered Systems of Support.

12.6.6 Evaluation of unit members in their second year of delivery of counseling services shall emphasize but not be limited to Standard II: School-Based Mental Health, Standard V: Indirect Services and Standard VI: Creating and Maintaining Safe, Supportive, and Inclusive Environments for Student Well-Being.

For Nurses:

12.6.7 Evaluation of unit members in their first year of delivery of nursing services ~~First Year School Nurses~~ shall emphasize but not be limited to ~~be evaluated on~~ Competency 1: Providing Health and Wellness Services (Primary Intervention) & Competency 3: Demonstrating Professional Management Skills (as related to Competency 1).

12.6.8 Evaluation of unit members in their second year of delivery of nursing services ~~Second Year School Nurses~~ shall emphasize but not be limited to ~~be evaluated on~~ Competency 2: Providing Direct Client Care Services (Secondary and Tertiary Interventions) & Competency 3: Demonstrating Professional Management Skills (as related to Competency 2)

12.7 Written notification shall be given to probationary unit members not recommended for re-employment no later than March 15 of the unit member's second complete consecutive school year of employment, except as otherwise provided for by law.

12.8 Unit members to be evaluated during a particular year shall be furnished a copy of the Evaluation Handbook and be advised of the criteria upon which the evaluation is to be based. The evaluator must be the unit member's designated site supervisor

administrator. Principal or Assistant Principal Itinerants, Teachers On Special Assignment, and nurses All other unit members not assigned to specific school sites shall be assigned to a Principal, Assistant Principal, or an appropriately credentialed administrator Program Specialist or Director.

- 12.9 Each permanent unit member and their his/her evaluator shall reach an agreement at the beginning of the evaluation cycle on two ~~of the first five~~ standards for rating in that cycle. In the event that an agreement cannot be reached, a standard selected by the evaluator, and a Standard selected by the unit member shall both become be the basis for the evaluation rating.
- 12.10 The unit member's designated supervisor administrator ~~An administrator~~ must provide evidence and intended support for any N or U on the final evaluation.
- 12.11 Evaluation documentation, when appropriate, shall follow the guidelines for remediation prescribed in Education Code Section 44664.
- 12.12 ~~If the district loses, or cannot produce, the documentation to show that a teacher's performance was other than satisfactory, it will be assumed that the teacher met satisfactory marks on all categories of their evaluation. Lack of an evaluation record cannot be used to submit a member to an additional evaluation outside of those required by Ed Code.~~
- 12.12 By no later than September 1, the District will notify the Association of all unit members subject to evaluation in that school year.
- 12.13 ~~By no later than September June July 1, -of the following school year Upon receipt of a completed evaluation, the District will notify the member that their evaluation has been documented and the date of their next evaluation. The Association shall be provided a status list for of all completed evaluated evaluations of unit members subject to evaluation in that year to include: evaluation results and year of next evaluation.~~
- 12.14 ~~Classroom-Workplace~~ observations by unit members shall not be a part of the evaluation process, nor shall the District require any report of such observation to be provided to it.
- 12.14.1 Information collected from unit member to unit member walkthroughs shall not be used for evaluation purposes.
- 12.14.2 The information shall only be used to determine instructional patterns and trends within departments, grade levels, and/or across the site.
- 12.15 An evaluator shall provide for a unit member's formal request(s) for additional classroom observations, evaluation conferences, and/or written evaluations.
- 12.16 The provisions of this Article shall not apply to extra duty positions assigned to unit members listed in Article II, Recognition.