

# ROLLING RIVER SCHOOL DIVISION POLICY

## Teacher Supervision and Evaluation

AFC/P

The Division's responsibility is to ensure appropriate supervision and evaluation in order to enhance the quality of education and maintain programs of high standards.

The Division will maintain an effective supervision and evaluation process that will:

- ensure effective teaching practices.
- provide accountability to the Trustees and Administration that standards and expectations are being met with emphasis on the improvement of instruction for students.
- require administrators to assist, encourage and motivate teachers toward becoming more proficient.
- require administrators to provide teachers with on-going dialogue supporting their strengths, abilities, achievements and professional goals.
- identify and improve areas of weakness and/or neglect.
- assist in making administrative decisions on promotion and/or placement.
- identify and support the termination of employment for teachers who fail to meet the required standard.
- allow for the release with the teacher's written consent, copies of the teacher's evaluation reports.
- provide training for school administrators in conducting and writing effective evaluation reports.

### Guiding Principles

The Division believes that an effective supervision and evaluation process:

- expects that teachers be responsible for their growth plan.
- provides recognition of excellence in teaching.
- takes place in an atmosphere of trust, open and honest communication and commitment to growth.
- provides opportunity for collaborative discussion and clarification of assessment criteria.
- forms the basis for on-going staff development and provides a framework for improvement with appropriate timelines.

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- respects confidentiality.
- encourages a teacher's self-reflection throughout the process.
- specifies clear and meaningful assessment criteria that reflect the Board's expectations for the position.
- provides clear and objective evaluation reports.

### Index

#### Regulation

- **The School Principal Role Expectations - Authority and Accountability**
- **Evaluation Procedure for Principals / Vice Principals**
- **Teacher Supervision and Evaluation**
- **Teacher Performance Assessment Criteria (Self-Reflection Guide)**
- **Teacher Evaluation Criteria**
- **Teacher Evaluation Form**
- **Resource Teacher Evaluation Form**

**Date Adopted:** June 18, 1982

**Revised Date:** May 6, 2004