

<u>Section G:</u> Human Resources	Knox County Board of Education Policy			
	Evaluation of School-Based Certified Personnel	Descriptor Term:	Descriptor Code:	Issued:
		G-350	7/95	
		Reviewed:	Revised:	
6/24	6/12			

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An annual performance evaluation shall be completed on all school-based certified personnel, both tenured and non-tenured of all license types issued by the Tennessee Department of Education.¹ The Board shall use guidelines developed by the State Board of Education for implementation of an approved evaluation system.²

PURPOSE OF EVALUATION

The evaluation of employee performance and effectiveness must be a cooperative process shared between the Director of Schools and administrative and supervisory personnel. Educators shall be evaluated for the following purposes:¹

1. to identify and support instruction that will lead to high levels of student achievement.
2. to inform human capital decisions, including, but not limited to individual and group professional development plans, hiring, assignment and promotion, tenure and dismissal, and compensation.
3. to differentiate teacher and principal performance into five effectiveness groups according to the individual educator’s evaluation results.

EVALUATION REPORT

A summative evaluation report must be completed on all school-based certified personnel working 120 days or more during the academic year. All part-time employees working for the full academic year at 50% FTE or greater will complete the summative evaluation process. All job-share employees will complete the summative evaluation process. Any exceptions must be approved by the Director of Schools.

Evaluation deadlines for all school-based certified personnel shall be provided annually by the Human Resources Department.³

Summative evaluation reports may be grieved in accordance with the Tennessee State Board of Education grievance procedures¹. Observation scores may not be grieved. Only process violations and/or incorrect data that have a material impact on the summative evaluation report may be grieved.

Legal References:

1. Tennessee State Board of Education Policy IV. C. Teacher and Principal Evaluation Policy.
2. T.C.A. § 49-1-302.
3. TRR/MS 0520-2-.02.