

REGULATION 4115: EVALUATION/SUPERVISION

Comparison Matrix

Section: Personnel

SUMMARY OF UPDATE

Summary of Update: Minor revision made in regulation to delete the requirement that a teacher, in order to be evaluated on a five-year schedule, must meet the qualifications of a "highly qualified" teacher if applicable for the position, as the highly qualified teacher requirements were repealed by the "Every Student Succeeds Act" (P.L. 114-95).

CSBA NOTE: Education Coe 3571 Mandates that the Governing Board adopt reasonable regulations related to evaluating the performance of certificated personnel. The following administrative regulation and accompanying Board policy should be revised to reflect district practice and any applicable provisions of collective bargaining agreements.

The following paragraph may be deleted by any district that has not recognized a bargaining unit of certificated employees.

CURRENT VERSION			REVISED VERSION	CSBA MODIFICATIONS and/or NOTES	
PARA	Section	Sub-Section	November 18, 2014		July 2016
1			Evaluation of certificated employees shall be conducted in accordance with the procedures established in this administrative regulation and applicable collective bargaining agreements. To the extent that any of those provisions conflict, the procedures in the collective bargaining agreement shall be implemented.	No change	
2			The Superintendent or designee shall print and make available to certificated employees written regulations related to the evaluation of their performance in their assigned duties.	No change	
			<u>Frequency of Evaluations</u>	No change	
1			Each probationary certificated employee shall be evaluated at least once each school year.	No change	
2			Each certificated employee with permanent status shall be evaluated and assessed at least	Each certificated employee with permanent status shall be evaluated and assessed at least	

		every other year. If the employees receives an unsatisfactory evaluation, he/she shall be annually evaluated until he/she achieves a positive evaluation or is separated from the district.	every other year. If the employee receives an unsatisfactory evaluation, he/she shall be annually evaluated until he/she achieves a positive evaluation or is separated from the district.	
3		Alternatively, if the evaluator and employee agree, a permanent employee shall be evaluated at least every five years provided he/she has been employed by the district at least 10 years, was rated in his/her previous evaluation as meeting or exceeding standards, and meets the qualifications of a highly qualified teacher as defined in 20 USC 7801, if his/her position requires such qualifications. Either the evaluator or the employee may withdraw consent for the alternative schedule at any time.	Alternatively, a permanent employee <i>who</i> has been employed by the district at least 10 years <i>and who</i> was rated in his/her previous evaluation as meeting or exceeding standards <i>shall be evaluated at least every five years, if he/she and the evaluator so agree.</i> Either the evaluator or the employee may withdraw consent for the alternative schedule at any time.	
		<u>Evaluation Results</u>	No change	
1		Certificated instructional employees shall receive a written copy of their evaluation no later than 30 days before the last scheduled school day of the school year in which the evaluation takes place. Before the last scheduled school day of the school year, the employee and the evaluator shall meet to discuss the evaluation.	No change	
2		Noninstructional certificated staff members employed on a 12-month basis shall receive a copy of their evaluation no later than June 30 of the year in which the evaluation takes place. Before July 30, the employee and the evaluator shall meet to discuss the evaluation.	No change	
3		Instructional and noninstructional certificated employees shall have the right to respond in writing to their evaluation. This response shall become a permanent attachment to the employee's personnel file.	No change	

4		Evaluations shall include recommendations, if necessary, as to areas in need of improvement in the employee's performance. If an employee is not performing satisfactorily according to teaching standards approved by the Governing Board pursuant to Education Code 44662, the Superintendent or designee shall so notify the employee in writing and shall describe the unsatisfactory performance. The Superintendent or designee shall confer with the employee, make specific recommendations as to areas needing improvement, and endeavor to provide assistance to the employee in his/her performance.	No change	
5		The Superintendent or designee may require any certificated employee who receives an unsatisfactory rating in the area of teaching methods or instruction to participate in a program designed to improve appropriate areas of performance and to further student achievement and the district's instructional objectives.	No change	
		<u>Qualifications of Evaluators</u>	No change	
1		The Superintendent or designee shall assign the principal or other appropriate supervisory personnel to evaluate certificated staff. He/she shall ensure that the evaluator:	No change	CSBA NOTE: The following optional section may be revised to reflect district practice.
	1	Possesses a valid administrative credential	No change	
	2	Is competent in the instructional methodologies used by the teachers being evaluated	No change	
	3	Is skilled in the supervision of instruction and in techniques and procedures related to the evaluation of instruction	No change	

	4	Is familiar with district curriculum priorities and practices, district standards for student progress, and district policies and procedures related to personnel supervision, performance evaluation, and staff development	No change	
--	---	--	-----------	--

Created: 11/22/24