

AR GCO-R Personnel Evaluation

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I. Teacher Personnel Evaluation

Appropriate personnel will be assigned to fairly and periodically evaluate the performance of instructional employees. The Superintendent, through the administrative staff, will establish procedures for conducting performance evaluation consistent with S.C. Department of Education regulations: 1. [R-43-205.1](#) Assisting, Developing and Evaluating Professional Teaching (ADEPT) (See [GCO-E](#)).

Continuing Contract Teachers

Continuing contract teachers may be evaluated under the ADEPT Goals-Based Evaluation (GBE), the ADEPT **Formal Evaluation of Teachers (SAFE-T)**, or through the National Board certification process.

Continuing teachers normally will be evaluated using the GBE process. In such cases, the continuing teacher and the building-level administrator will jointly agree upon one or more goals to be addressed during the teacher's five-year certification cycle. Each year the continuing teacher must provide satisfactory evidence that at least one of the goals has been met or satisfactory progress is being made to achieve the goal(s). At any time during the five-year cycle, the building-level administrator may require a continuing teacher to undergo the SAFE-T evaluation process, provided the requirements, as described below, have been met.

1. The teacher has been notified of the weakness(es) that he/she exhibits during the current school term.
2. The building level administrator has provided conferences with the teacher about the weakness(es).
3. The building level administrator has provided some means of assistance (building level and/or district staff) to the teacher to help correct the weakness(es).
4. The building level administrator has provided a time frame for improvement to occur.
5. The building level administrator must provide evidence that classroom observations indicated areas of weakness in one or more of the performance standards.
6. The building level administrator must provide verbal and written notification stating the intention to formally evaluate the teacher during the subsequent school year. This must be done prior to April 15th of the current school year.

Continuing teachers may be allowed to work towards National Board certification, in lieu of the GBE process, for up to a three-year period. However, before continuing teachers will be eligible to undertake the National Board certification process in lieu of GBE, they must have the recommendation of the building-level administrator and they must not currently be undergoing or be scheduled to undergo the **SAFE-T** evaluation process.

II. Administrative Personnel Evaluation

A. Principals

Appropriate personnel will be assigned to fairly and periodically evaluate the performance of principals. The Superintendent, through the administrative staff, will establish procedures for conducting principal performance evaluation in accordance with S.C. Department of Education regulations: [R43-165.1](#) - Principal Evaluation Program. In addition, the District administration will

establish a professional development plan based on the principal's strengths and identified areas for improvement, taking into consideration factors including, but not limited to: the school's strategic plan, school test scores, and other performance goals.

B. District/Building Administrators

District/building administrators (including Assistant Principals and Curriculum Specialists) will be evaluated based on written goals developed by the administrators with the review and approval of their supervisors. Administrators will meet with their supervisors at least annually to discuss progress and effective completion of the identified goal(s). Additional goals may be required by the supervisor to assist with continual growth and development of an administrator.

III. Classified Support Personnel Evaluations

Supervisors will fairly and periodically evaluate the performance of classified support employees. Employees will be rated on key performance elements relevant to their assigned positions. The supervisor will meet with the employee annually to review the written evaluation, discuss the employee's satisfactory areas of performance and give developmental feedback on areas for improvement.

Georgetown County Board Of Education