Effective evaluation systems recognize, promote and help develop effective and successful educators. Therefore, Wendell School District No. 232 adopts this policy for certificated staff performance evaluations to ensure that all certificated personnel are evaluated fairly and consistently. Multiple measures are utilized in which the evaluation criteria and procedures for the evaluation of certificated personnel are research based. For pupil service staff, standards are aligned with the profession's national standards. For instructional staff, standards are aligned to Charlotte Danielson Framework for Teaching Second Edition domains and components of instruction and are based on professional practice.

DEFINITIONS

For the purposes of this policy, the following definitions apply:

"Certificated instructional," also referred to as teachers, are those employees who are either involved in the direct instruction of a student or group of students who serve in a mentor or teacher leader position for individuals who hold an Idaho certificate issued under Idaho Code §33-1201, and hold a valid Idaho certificate.

"Measurable student achievement" means the measurement of student academic achievement or growth within a given interval of instruction for those students who have been enrolled in and attended eighty percent (80%) of the interval of instruction. Measures and targets shall be chosen at the school level in collaboration with the staff member impacted by the measures and applicable district staff and approved at the district level by the school board. Measures and targets must also align with the performance measures and benchmarks in the continuous improvement plan approved by the school board. The most effective measures and targets are those generated as close to the actual work as possible. Targets may be based on grade- or department-level achievement or growth goals that create collaboration within groups. Individual measurable student achievement targets and the percentage of students meeting individual targets must b e reported annually to the state. Assessment tools that may be used for measuring student achievement and growth include:

- (a) Idaho standards achievement test (ISAT), including interim ISAT assements;
- (b) Student learning objectives;
- (d) Teacher-constructed assessments of student growth;
- (e) Pre- and post-tests, including district-adopted tests;
- (f) Performance-based assessments;
- (g) Idaho reading indicator, which will be one of the required assessment tools for applicable staff;
- (h) College entrance exams or preliminary college entrance exams such as PSAT, SAT, PCAT and ACT;
- (i) Advanced placement exams;
- (j) Career technical exams.

(k) Number of business or industry certificates or credentials earned by students in an approved career technical education program;

(1) Number of students completing career technical education capstone courses; and

(m) Number of students enrolled in career technical education courses that are part of a program that culminates with business or industry certificates or credentials.

"Pupil service staff" means those who provide services to students, but are not involved in direct instruction of those students, and hold a pupil personnel services certificate.

"Renewable contract personnel" are those certificated individuals who have been employed by this district for four (4) or more continuous years.

"Student success indicators" means measurable indicators of student achievement or growth, other than academic, within a predefined interval of time for a specified group of students. Measures and targets shall be chosen at the district or school level in collaboration with the pupil service staff member impacted by the measures and applicable district staff. Individual measurable student achievement targets and the percentage of students meeting each target must be reported annually to the state. Student success indicators include:

- a) Quantifiable goals stated in a student's 504 plan or individualized education plan.
- b) Quantifiable goals stated in a student's behavior improvement plan.
- c) School- or district-identified measurable student objectives for a specified student group or population.
- d) The percentage of students who create student learning plans in grade 8 or who annually update their student learning plans thereafter.
- e) The percentage of students who satisfactorily complete one or more advanced opportunities options as specified in Idaho Code §33-4602, or who earn business or industry certificates or credentials. This indicator shall be one of the required indicators for applicable staff.

PURPOSE OF EVALUATIONS

The purpose for conducting employee evaluations is to improve student achievement by supporting teacher development. Evaluations assist in identifying employee strengths and weaknesses while providing direction and support for continued learning and professional development. Evaluations may also be used to document areas of improvement and to make decisions regarding personnel actions.

EVALUATOR

The Superintendent or designee will be responsible for evaluating certificated instructional staff and pupil personnel performance. All individuals responsible for evaluating certificated instructional staff and pupil service staff performance shall have received training in conducting evaluations based on the statewide framework for evaluations within the immediate previous five (5) years of conducting any evaluations.

EVALUATION CRITERIA

The professional practice standards used in the evaluation model shall be aligned with minimum State standards and based on Charlotte Danielson Framework for Teaching Second Edition. Individual domain and component ratings shall be determined based on a combination of professional practice and student achievement and, at a minimum, will include:

- 1. Domain 1: Planning and Preparation
 - a. Demonstrating knowledge of content and pedagogy.
 - b. Demonstrating knowledge of students.
 - c. Setting instructional outcomes.
 - d. Demonstrating knowledge of resources.
 - e. Designing coherent instruction.
 - f. Designing student assessments.
- 2. Domain 2: The Classroom Environment
 - a. Creating an environment of respect and rapport.
 - b. Establishing a culture for learning.
 - c. Managing classroom procedures.
 - d. Managing student behavior.
 - e. Organizing physical space.
- 3. Domain 3: Instruction and Use of Assessment
 - a. Communicating with students.
 - b. Using questions and discussion techniques.
 - c. Engaging students in learning.
 - d. Using assessment in instruction.
 - e. Demonstrating flexibility and responsiveness.
- 4. Domain 4: Professional Responsibilities
 - a. Reflecting on teaching.
 - b. Maintaining accurate records.
 - c. Communicating with families.
 - d. Participating in a professional community.
 - e. Growing and developing professionally.
 - f. Showing professionalism.

MEASURES/SOURCES OF DATA

Professional Practice - Majority of the Evaluation Ratings

At least a majority of the evaluation rating in the evaluation for all certificated instructional employees will consist of evaluation results based on Professional Practice standards and will be aligned to the Charlotte Danielson Framework for Teaching Second Edition domains and components. For Wendell School District #232, 80% of the evaluation shall be the Professional Practice portion of the evaluation. The Professional Practice portion for instructional staff will

also include a minimum of two (2) documented observations annually, with at least one (1) observation being completed by January 1 of each year. In situations where certificated personnel are unavailable for two (2) documented classroom observations are unavailable for two (2) documented classroom observations, due to situations such as long-term illness, late year hire, etc., one (1) documented classroom observation is acceptable. At least one (1) documents summative evaluation must include a rating for all components of the applicable professional standards used for evaluation of certified personnel. At least one of the following measures will be included to inform the Professional Practice portion of all certificated instructional employee evaluations:

- 1. Parent/guardian input;
- 2. Student input; and/or
- 3. Portfolios.

Student Achievement - Part of the Evaluation Ratings

Instructional staff evaluations will include "measurable student achievement," as defined in this Policy, as applicable to the subjects and grade ranges taught by the instructional staff. All other certificated staff evaluations must include measurable student achievement or student success indicators, as defined in this policy, as applicable to the position. This portion of the evaluation may be calculated using current and/or the immediate past years' data and may use one (1) year or both years' both year's data. Growth in student achievement will also be considered as an optional measure for all other school based and district based staff.

Professional Practice (Charlotte Danielson Framework for Teaching)

Domain 1 Planning and Preparation	20%
Domain 2 The Classroom Environment	20%
Domain 3 Instruction and Use of Assessment	20%
Domain 4 Professional Responsibilities	20%
Student Achievement	
Measureable student achievement	20%
Total	100%

EVALUATION PROCEDURES

Prior to the start of the school year, the certificated instructional employee will fill out a selfassessment and create a professional growth plan. The self-assessment and professional growth plan will be submitted to the evaluator prior to beginning of the year conference. At the beginning of the year conference, the evaluator will review and discuss the employee's selfassessment and professional growth plan, previous student growth measures and expected student growth measures for the upcoming year, previous student achievement data, and parent/guardian input. The evaluator will notify the employee of factors that will be utilized in measuring effectiveness.

Prior to January 1, the evaluator will conduct a documented observation and provide feedback on the employee's performance for the year thus far.

At the end of the year, the evaluator and employee will review and discuss the employee's professional growth plan and the achievement of set goals, student achievement data, and parent/guardian input. The evaluator will provide feedback on the employee's performance for the year and assign a final effectiveness rating.

No contract shall be issued for the next ensuing year until such time as the employee's formal written performance evaluation has been completed.

COMMUNICATION OF RESULTS

A copy of each written evaluation will be submitted to the certified employee within five (5) school days following the formal evaluation. The certified employee will have the opportunity to attach a response to his or her evaluation within twenty-one (21) calendar days.

Certificated personnel evaluations will be considered permanent records and will be maintained in each employee's personnel file. All evaluation records will be kept confidential as required by state and federal law.

PERSONNEL ACTIONS

The following actions may result from the evaluation process if determined to be appropriate:

- 1. A letter of reprimand;
- 2. Renewal of employment contract;
- 3. A period of probation;
- 4. Reassignment;
- 5. Immediate discharge;
- 6. Renewal of the employment contract under a continued probationary status; and/or
- 7. Non-renewal of employment contract.

A letter of reprimand may be issued at any time, with or without a formal evaluation. Any recommendation to place an employee on a period of probation, discharge the employee immediately, discharge the employee upon termination of the current contract, or reemploy the employee at the end of the contract term under a continued probationary status contract must be approved by the board of trustees.

Nothing in this policy shall be read to impact the district's right to immediately, without an evaluation or period of probation, discipline an employee up to and including immediate discharge for reasons other than unsatisfactory performance.

PROBATION

The district is not required to establish a period of probation for Category 1 or Category 2 employees whose performance is unsatisfactory.

When any Category 3 employee's work is found to be unsatisfactory, a defined period of probation of not less than eight (8) weeks will be established by the board.

For renewable contract employees, the board will establish a reasonable period of probation before determining that it will not renew a contract due to a report of unsatisfactory performance. The period of probation will not affect the employee's renewable contract status.

Notwithstanding the open meeting law, the board will make decisions regarding placing a certificated employee on probation in executive session. The individual on probation will not be named in the minutes of the meeting, but a record of the board's decision will be placed in the employee's personnel file.

Prior to the commencement of the probationary period, the board will provide written notice to the employee, stating the reasons for the probation, including areas of deficiency, and the conditions of probation, including provisions for adequate supervision and evaluation of the employee's performance during the probationary period.

After the probationary period, action will be taken by the board as to whether the employee is to be retained, immediately discharged, discharged upon termination of the current contract or reemployed at the end of the contract term under a continued probationary status.

REMEDIATION

Employees placed on probation will receive remediation designed to provide direction and support for improved employee performance. Additionally, employees who are placed on probation may request and/or be assigned a peer mentor.

The evaluator will work with the employee to identify and address the areas of concern, the remediation objectives, the criterion that will be used to measure the progress sought, support resources, provisions for adequate supervision and evaluation of performance during the probationary period, and timelines. Removal from probation will depend on the successful achievement of the articulated goals.

During the probationary period, the evaluator will conduct additional observations as needed to ensure the effectiveness of the remediation measures on the employee's performance.

APPEAL

When disagreement exists regarding the results of the evaluation, the affected employee is entitled to attach a rebuttal to his or her evaluation. The employee may also request an informal review of the evaluation by the superintendent or designee.

An employee who is placed on probation, immediately discharged, or not reemployed is entitled to full due process rights as provided by Idaho Code 33-513 through 33-515.

MONITORING AND EVALUATION

The superintendent or designee is responsible for ensuring that the evaluation process is in

compliance with state requirements and implemented consistently. The superintendent or designee will continually review and develop the district's personnel evaluation system taking into account input from trustees, administrators, teachers, and parents where appropriate. Any changes to the district's evaluation model will be approved by the board of trustees and submitted to the SDE for approval.

PROFESSIONAL DEVELOPMENT AND TRAINING

The district will provide ongoing training for evaluators/administrators and teachers regarding the evaluation standards, tools, and processes. All individuals responsible for evaluating certificated instructional staff and pupil personnel performance will receive training in conducting observations and evaluating effective teacher performance. Additional staff training and professional development opportunities will be provided throughout the year on an as needed basis to provide certificated instructional staff with the tools necessary to be effective educators.

Funding will be allotted in the annual budget for the ongoing training and professional development.

COLLECTING AND USING DATA

Aggregate data will be considered part of this district's and its individual schools' needs assessment in determining professional development offerings. The district will report the ratings of individual certificated personnel evaluations to the SDE annually for state and federal reporting purposes. The SDE will ensure that the privacy of all certificated personnel is protected by not releasing statistical data of evaluation ratings in local school districts with fewer than five (5) teachers and by only reporting that information in the aggregate by local school districts.

INDIVIDUALIZED TEACHER EVALUATION RATING SYSTEM

Evaluations will be used to identify employee proficiency and record professional growth over time. The individualized teacher rating system will have a minimum of three (3) rankings used to differentiate performance of teachers and pupil personnel certificate holders including:

a. Unsatisfactory = 1
b. Basic = 2
c. Proficient = 3
d. Distinguished = 4

* * * * * * *

LEGAL REFERENCE:

Idaho Code Sections

74-106 et seq. – Records Exempt from Disclosure
33-513 – Professional Personnel
33-514 – Issuance of Annual Contracts
33-515 – Issuance of Renewable Contracts
33-518 – Employee Personnel Files
33-1001 – Definitions

IDAPA – Rules Governing Uniformity

08.02.02.007 – Definitions 08.02.02.026 – Administrator Certificate 08.02.02.027 – Pupil Personnel Services Certificate 08.02.02.120 – Local District Evaluation Policy – Teacher and Pupil Personnel

ADOPTED: October 17, 2017

AMENDED: September 17, 2024

Student Growth Component of Teacher Evaluation

The district's objective in implementing the required Student Growth Component of Teacher Evaluation is to utilize objective measures of growth in student achievement that effectively benefit teachers as they prepare for engaging instruction that ensures adequate academic growth. This portion of the teacher evaluation process comprises 20% of the total overall performance evaluation rating.

Grades K-3

Includes all students who have been enrolled and attended 80% of instruction				
Grade Level	4	3	2	1
Teacher Target:	Distinguished	Proficient	Basic	Area of Concern
Kindergarten students will	100-75% of class	74%-51% of class	50%-25% of	24%-0% of class
maintain or grow 33 letter	meet grade level	meet grade level	class meet grade	meet grade level
names from Sept. to	target	target	level target	target
March.				
First Grade students will	100-75% of class	74%-51% of class	50%-25% of	24%-0% of class
maintain or grow 18 pts	meet grade level	meet grade level	class meet grade	meet grade level
Aug. to March on their	target	target	level target	target
Overall ISIP score				
Including ELL teacher				
Second Grade students	100-75% of class	74%-51% of class	50%-25% of	24%-0% of class
will maintain or increase	meet grade level	meet grade level	class meet grade	meet grade level
11 words per minute from	target	target	level target	target
Aug. to March. Including				
Title & amp; Music				
teachers.				
Title & Music teachers				
Third Grade students will	100-75% of class	74%-51% of class	50%-25% of	24%-0% of class
maintain grade level	meet grade level	meet grade level	class meet grade	meet grade level
proficiency or grow 16	target	target	level target	target
words per minute fluency				
Sept. to May on their IRI				
Legacy score. Including				
ELL teacher.				

Reading Components
Includes all students who have been enrolled and attended 80% of instruction

Grade 4

STAR Math
Includes all students who have been enrolled and attended 80% of instruction

includes an students who have been en oned and attended 60 /0 of mist detion				
Grade Level	4	3	2	1
Teacher Target:	Distinguished	Proficient	Basic	Area of Concern
Fourth grade students will	100-75% of class	74%-51% of class	50%-25% of class	24%-0% of class
meet proficiency (995 SS)	meet grade level	meet grade level	meet grade level	meet grade level
or increase their STAR	target	target	target	target
math scale score by 35				
points from Aug to March.				

Includes all students who have been enrolled and attended 80% of instruction				
	4	3	2	1
	Distinguished	Proficient	Basic	Area of Concern
SPED Teachers	100% - 75% of	74%-51% of	50% - 25% of	Less than 24% of
	students are on	students are on	students are on	students are on
	track to meet at			
	least 1 of their			
	yearly learning	yearly learning	yearly learning	yearly learning
	goals identified	goals identified	goals identified	goals identified
	on the IEP	on the IEP	on the IEP	on the IEP

Elementary Special Education - Preschool through 4th Grade

Grades 5-8

Measure 1

Pre and Post assessments indicate extensive growth as determined by the following rubric:

4	3	2	1
70% Student Growth	50% Student Growth	25% Student Growth	10% Student Growth
from Pre Assessment to			
Post Assessment	Post Assessment	Post Assessment	Post Assessment

Grades 5-8 Measure 2

ISAT ELA and Math

4	3	2	1
Eight-twelve subgroups	Six-seven subgroups	Three- five subgroups	Zero-two subgroups show
show growth	show growth	show growth	growth
(The whole subgroup's	(The whole subgroup's	(The whole subgroup's	(The whole subgroup's
growth from spring to	growth from spring to	growth from spring to	growth from spring to
spring)	spring)	spring)	spring)

Subgroups for Wendell School District include Hispanic, LEP, Students with Disabilities, white, girl gender, and boy gender. (Twelve sub groups total with ELA and Math)

Grades 9, 10, and 11 Measure 1

Pre and Post assessments indicate extensive growth as determined by the following rubric:

4	3	2	1
70% Student Growth	50% Student Growth	25% Student Growth	10% Student Growth
from Pre Assessment to			
Post Assessment	Post Assessment	Post Assessment	Post Assessment

4	3	2	1
Eight-twelve subgroups	Six-seven subgroups	Three- five subgroups	Zero-two subgroups show
show growth	show growth	show growth	growth
(The whole subgroup's	(The whole subgroup's	(The whole subgroup's	(The whole subgroup's
growth from spring to	growth from spring to	growth from spring to	growth from spring to
spring)	spring)	spring)	spring)

Subgroups for Wendell School District include Hispanic, LEP, Students with Disabilities, white, girl gender, and boy gender. (Twelve sub groups total with ELA and Math)



WENDELL SCHOOL DISTRICT #232

Summative Teacher Evaluation

Teacher _____ Evaluator _____

Grade Level/Subject School

Dates of Formal Observations

Professional Practice – 80% of the Evaluation Results

Domain	Points Possible	Points	% of Professional	Assigned Percentages
		Received	Practice Achieved	
Planning and	24			
Preparation				Distinguished 68.8-80%
The Classroom	20			
Environment				Proficient 45.6-68.75%
Instruction and Use	20			
of Assessment				Basic 24.8-45.5%
Professional	24			Unsatisfactory 14-24.75%
Responsibilities				
	88			
Professional				
Practice Rating			#points/88 X 80%] []
Final Rating (Circle One	e): Distinguished	Proficie	nt Basic	Unsatisfactory

Grade Level	Points	Points	% of Professional	Assigned Percentages
Measures	Possible	Received	Practice Achieved	
				Distinguished 17.2-20%
				Proficient 11.4-17.15%
Total				
			Two measures	Basic 6.2-11.4%
Student			#points/8 X 20%	
Achievement Rating			One Measure	Unsatisfactory 0-6.15%
8			#points/4 X 20%	
Final Rating (Circle One): Distinguished	Proficien	t Basic	Unsatisfactory

Summative Teacher Rating: ____

IPLP Completion Date_____

Teacher Signature

My signature above indicates that the contents of the evaluation have been reviewed with me. It does not necessarily indicate agreement with the findings. As per district

policy, the employee may attach a statement to clarify or give additional information concerning this evaluation.

Administrator Signature

Summative Assigned Percentages					
86-100%	Distinguished				
57-85.9%	Proficient				
31-56.9%	Basic				
14-30.9%	Unsatisfactory				

POLICY TITLE: Certificated Employee Evaluations

WENDELL SCHOOL DISTRICT						
PARENT INPUT F	ORM					
I am sharing input about my experience with						1
name of scho	ool staff r	nember (te	eacher/co	unselor/e	tc.)	
Before you respond to the statements below, please indicate v	which of t	he followi	na tvpes	of comm	unication	
and involvement have occurred during this school year betweer						
I contacted them by phone	-	l attended a				
I contacted them by handwritten note		I visited or			om	
I contacted them by email			•			
They contacted me by phone					absont	
They contacted me by handwritten note	I signed and returned paperwork as needed					
They contacted me by email						
I attended Parent-Teacher or Student-Led Conference						
I attended school academic information meetings/sessions			ise speeny	<i>.</i>		
I attended other school or extracurricular activities						
			<u> </u>			
For each of the following statements, check the box that best reflects your experience with this school staff membe	-	Excellent	Good	Fair	Poor	Not
	r	4	3	2	1	Observ ed
Communication:						
This employee is accessible and willing to listen.						
This employee contacts me promptly with concerns.						
Expectations of my child are communicated and are clear and appropriate.						
This employee explains the meaning of grades and how they were achieved.						
This employee communicates in a fair and respectful manner.						
This employee gives feedback on assignments and tests on a regular basis.						
Home Involvement:						
This employee makes suggestions about ways to help my child at home.						
I feel welcomed by this employee to visit the classroom/school.						
This employee is responsive to information I provide about my child.						
Aspects of My Child's Progress:						
This employee assigns homework that is clear and meaningful to my child.						
This employee encourages my child to work hard to succeed.						
This employee shares my high expectations for my child's learning and behavior						
This employee maintains a classroom in which my child feels physically and emo	tonally sat					
Please check one: The above responses are based on my child's interaction						
The above responses are based on <i>my personal</i> inter				1 7		
The above responses are based on BOTH my own an	d my child	's interactio	ns and ex	perience w	vith this em	ployee
What are the major strengths of this school staff member?						
In which areas could improvement take place?						
Comments:						
Parent's Signature Parent's	Printed N	ame				

WENDELL SCHOOL DISTRICT FORMA DE OPINION PARA PADRES DE FAMILIA						
Estoy compartiendo la opinión de mi experiencia con))				
nombre de mie	mbro del	personal	escolar (r	naestro/co	onsejero/e	etc.)
Antes de responder a las declaraciones a continuación, por favor inc	lique cuá	l de los si	auientes	tipos de d	omunica	ción v
participación han ocurrido durante este año escolar entre usted y	-		-			-
Me puse en contacto con ellos por teléfono		Yo visite o	avude en	el aula		
Me puse en contacto con ellos por nota escrita a mano			•			
Me puse en contacto con ellos por correo electrónico						o mi
Ellos se pusieron en contacto conmigo por teléfono		hijo/a estuvo ausente				-
Ellos se pusieron en contacto conmigo por nota escrita a mano		Yo firme y regrese papeleo a la escuela c			uando	
Ellos se pusieron en contacto conmigo por correo electrónico		fue necesario				
Yo asistí a reuniones/sesiones de información académicas escolares		Hago uso de PowerSchool regularmente				
Yo asisti a otras actividades escolares o extraescolares		Otro (por favor especifique):				
Yo asistí a una Open House						
Yo asistí a Conferencias de Padres y Maestros o Conferencias Dirigida	as por los l	Estudiantes				
Para cada una de las siguientes afirmaciones, marque la casilla que l	meior	Excelente	Bueno	Pasable	Deficiente	No se
refleje su experiencia con este miembro del personal escolar		4	3	2	1	observ ó
Comunicación:						0030110
Este empleado es accesible y esta dispuesto a escuchar.						
Este empleado se pone en contacto conmigo puntualmente con preocupaciones.						
Las expectativas de mi hijo/a son comunicadas y están clara y apropiadas.						
Este empleado explica el significado de los grados y como se lograron.						
Este empleado se comunica en forma justa y respetuosa.						
Este empleado hace comentarios constructivos sobre la tarea y exámenes regula	armente					
Participación En Casa:						
Este empleado hace sugerencias sobre maneras de ayudar a mi hijo/a en casa.						
Me siento bienvenido por este empleado para visitar el aula/escuela.						
Este empleado es receptivo a la información que proporciono sobre mi hijo/a.						
Aspectos del progreso de mi hijo/a:						
Este empleado asigna tarea que es clara y tiene sentido para mi hijo/a.						
Este empleado anima a mi hijo/a ha trabajar duro para tener éxito.						
Este empleado comparte mis expectativas altas para el aprendizaje y el comportamiento d	le mi hijo/a.					
Este empleado mantiene un aula en la cual mi hijo/a se siente fisicamente y emocionalmer	nte seguro.					
Por favor marque uno: Las respuestas anteriores están basadas en la interacc	ión y la exr	periencia de	mi hiio/a co	n este emple	eado	
Las respuestas anteriores están basadas en mi interaco	, ,		,			
Las respuestas anteriores están basadas en la interacc					ido con este	empleado
: Cuales can les nuntre frortes de cate empleade cosaler?	, ,		, , , ,			
¿Cuales son los puntos fuertes de este empleado escolar?						
·En audeo áreas podrís o var maiorentes						
¿En cuales áreas podría a ver mejoramiento?						
Comentarios:						
		ļ				
Firma de Padre Nombre de F	adre escr	ito				
(Tenga en cuenta: se consideran solo los formularios firmados)						

(Tenga en cuenta: se considerar	solo los formularios firmados)		