

SECTION O
EVALUATION – BY WHOM, HOW, WHEN

1. Official instructional personnel evaluations may take place any time after the first full week of school and prior to the last full week of school.
2. For teacher evaluations, the district is currently transitioning to the use of the DOE's recommended Teacher Effectiveness Model. This model is based on Charlotte Danielson's Framework for Teaching and consists of four domains: planning and preparation, the classroom environment, instruction, and professional responsibilities. Frontline is used as the evaluation management tool and is in digital format. Information about the Teacher Effectiveness Model and the various documents used in the Frontline management tool can be found at <https://doe.sd.gov/frontline/#documents>. The administration and teachers will work collaboratively to "tweak" the evaluation process until implementation of the Teacher Effectiveness Model is complete.
3. This shall be done a minimum of once per year for non-tenured teachers and a minimum of every other year for tenured teachers.
4. The administration shall not establish any separate personnel file which is not available for the teacher's inspection.
5. A teacher may reply with a written response to those evaluation items with which he/she disagrees.
6. Brief informal consultations may follow the evaluation.