

**SUPERVISION AND EVALUATION OF PROFESSIONAL STAFF\***

A well-planned and systematic program of supervision and evaluation of performance tied to educational outcomes is vital to the ongoing improvement of the instructional program. It is the Board's responsibility to ensure that sufficient administrative time and energy are expended to supervise (observe and assist) and evaluate (measure and assess) professional staff. The evaluation system shall address all aspects of performance and recognize that the fulfillment of student needs is of primary importance.

A superintendent may use effectiveness ratings of educators to inform strategic human capital decision making, including, but not limited to, decision making regarding recruitment, selection, induction, mentoring, professional development, compensation, assignment, and dismissal. Maine's Educator Effectiveness law(20-A MRSA&13701-13706)  
In accordance with Maine Educator's Effectiveness Law (20-A MRSA&113701-13706), the school unit will enact a performance evaluation and growth system, consistent with the requirements and applicable Department of Education rules.

The Superintendent shall be responsible for overseeing the development, implementation and periodic review of a comprehensive system of supervision and evaluation, in accordance with Maine's Educator Effectiveness law, and shall be adopted by the Board. This system provides a method by which professional staff are evaluated and includes the following:

1. standards of professional practice 2. multiple measures of effectiveness 3. rating scale 4. professional development 5. implementation procedures 6. professional improvement plan.

Criteria used for evaluation shall be in written form and made permanently available to the professional staff.

- A. Evaluations shall be made by an immediate supervisor/administrator, or by other person(s) designated by the Superintendent
- B. Results of the evaluations shall be put in writing and shall be discussed with the professional staff
- C. The professional staff being evaluated shall have the right to attach a memorandum to the written evaluation; and
- D. Results of all evaluations shall be kept in confidential personnel files maintained by the Superintendent's office.

The performance evaluation growth system must be approved by the board.

\*all employees represented by the RSU 23 Education Association's collective bargaining agreement