

NORTH PLAINFIELD SCHOOL DISTRICT EVALUATION NARRATIVE

The North Plainfield School District believes that the effective evaluation of teaching staff is essential to the achievement of the educational goals of this district including student achievement related to New Jersey's Core Curriculum Content Standards. The purpose of staff evaluations is to promote professional excellence by improving the skills of teaching staff members, enhancing pupil learning and growth and providing a basis for the review of staff performance.

The District encourages a positive working environment in which professional growth that results from staff participation in the evaluation process is considered of major importance. Therefore, the administration has developed evaluation instruments flexible enough to identify the needs, strengths, and improvement areas of each staff member.

The Superintendent has developed, in consultation with teaching staff members and district administrators, job descriptions for each teaching staff member position and evaluation criteria for said positions based upon the job description. All teaching staff members shall be evaluated against criteria that evolve logically from the instructional priorities and program objectives of each staff member as specified in the job description for his/her position.

Criteria do include but are not limited to consideration of planning and preparation, classroom management and organization, instructional techniques and activities, teacher-student relationships, student assessment and progress, parent-community involvement and partnerships, and professional responsibilities and relationships. These criteria also apply to requirements for continuing education and shall be incorporated into each teacher's professional development plan (PDP).

Tenured teaching staff members are observed and evaluated at least once each year by properly certified persons. Non-tenured teaching staff members are observed at least three times each year as well as provided with an annual summative evaluation.

The evaluation procedures provide continuous, constructive, cooperative interaction and communication between the teaching staff member and his/her supervisor/evaluator, thus ensuring a valid basis for the performance review. All procedures for the evaluation of teaching staff members are in compliance with law, regulation and the negotiated agreement.

The evaluative procedures include a review of each teacher's progress toward achievement of the state-required goal of 100 clock hours of professional development every five years. Evaluative procedures recognize that the purpose of this goal is to assist teaching staff in obtaining and maintaining the knowledge and skills essential to student achievement of the Core Curriculum Content Standards. In any instance where an individual teacher fails to make annual progress toward meeting the 100-hour requirement, or where a professional fails to

satisfy the requirement fully within the five-year period, the district administration takes appropriate remedial action, applying sound and accepted principles of progressive supervision as well as by using existing laws and rules to the fullest extent.

The superintendent reports annually on the effectiveness of the evaluation system and recommends means to improve it whenever desirable.