

PROFESSIONAL STAFF ANNUAL EVALUATIONS

Alexandria City Public Schools strives to provide multiple opportunities for employees to receive feedback and coaching on their performance and the resources needed to improve and excel. Therefore every employee shall be evaluated on an annual basis. Detailed evaluation procedures are provided on the ACPS Department of Human Resources web site.

The Superintendent assures that cooperatively developed procedures for professional staff evaluations are implemented throughout the Division and included in the Division's policy manual. The results of the evaluation are in writing, in either paper or electronic format, dated and signed by the evaluator and the person being evaluated, with one copy going to the Central Office personnel file and one copy to the person being evaluated.

Licensed Staff Evaluations

The primary purposes of evaluations are:

- to optimize student learning and growth;
- to contribute to the successful achievement of the goals and objectives of the Division's educational plan;
- to improve the quality of instruction by ensuring accountability for classroom performance and teacher effectiveness;
- to provide a basis for leadership improvement through productive performance appraisal and professional growth;
- to implement a performance evaluation system that promotes a positive working environment and continuous communication between the employee and the evaluator that promotes continuous professional growth, leadership effectiveness, improvement of overall job performance and improved student outcomes; and
- to promote self-growth, instructional effectiveness, and improvement of overall professional performance.

The procedures are consistent with the performance objectives included in the Guidelines for Uniform Performance Standards and Evaluation Criteria for Teachers and the Guidelines for Uniform Performance Standards and Evaluation Criteria for Principals. Evaluations include student academic progress as a significant component and an overall summative rating. Teacher evaluations include regular observation and evidence that instruction is aligned with the school's curriculum. Evaluations include identification of areas of individual strengths and weaknesses and recommendations for appropriate professional activities.

Any teacher whose evaluation indicates deficiencies may be required to attend professional development activities within the appropriate area(s) of the seven evaluation standards to improve in the specified area(s).

If a teacher's performance evaluation during the probationary period is not satisfactory, the School Board shall not reemploy the teacher.

Adopted: November 17, 1998
Amended: July 6, 2000
Amended: May 18, 2006
Amended: June 9, 2011
Amended: December 3, 2015
Amended: February 20, 2020

Legal Refs.: Code of Virginia, 1950, as amended, §§ 22.1-70, 22.1-78, 22.1-294, 22.1-295, 22.1-303, 22.1-253.13:5, 22.1-253.13.7 22.1-276.2.

Guidelines for Uniform Performance Standards and Evaluation Criteria for Teachers (Virginia Board of Education as revised July 23, 2015).

Guidelines for Uniform Performance Standards and Evaluation Criteria for Principals (Virginia Board of Education as revised July 23, 2015).

Cross Refs.: CBG Evaluation of the Superintendent
GCG Professional Staff Probationary Term and Continuing Contract
GDN Support Staff Annual Evaluations