



RULE 10 CERTIFICATED EMPLOYEE EVALUATION POLICIES AND PROCEDURES
Checklist

The written procedures for the certificated evaluation school board policy includes:

_____ **007.06A1a** Provide for communicating the evaluation procedure annually, in writing, to those being evaluated

_____ **007.06A1b** A description of the duration and frequency of observations and written evaluations for probationary and permanent certificated employees

_____ Duration of observation for probationary certificated employees

_____ Frequency of observations and evaluations for probationary certificated employees

_____ Duration of observation for permanent certificated employees

_____ Frequency of observations and evaluations for permanent certificated employees

_____ Superintendent evaluation twice during the first year of employment and at least once annually thereafter pursuant to §79-828(2)

_____ **007.06A1c** Contain criteria for certificated employee evaluation which includes:

_____ **007.06A1c(1)** instructional performance (applicable to teachers only)

_____ **007.06A1c(2)** classroom organization and management (applicable to teachers only)

_____ **007.06A1c(3)** personal and professional conduct

_____ **007.06A1d** Provide for written communication to the certificated employee specifying:

_____ (1) deficiencies

_____ (2) a means for correcting the deficiencies

_____ (3) a timeline for implementing the suggested improvements

_____ **007.06A1e** Provide for a written certificated employee response to the evaluation

_____ **007.06A1f** A description of the district plan for training evaluators

_____ **Copies** of the board certificated employee evaluation policy, the evaluation model (procedures), and the board minutes approving the policies and procedures have been submitted.

For NDE purposes only

School: _____

NDE

Reviewer: _____

Date Approved: _____