



**Responsible Office:** Office of Human Resources

## **BOARD POLICY 4117**

### **LICENSED EMPLOYEE PROBATION AND EVALUATION**

#### **PURPOSE**

The Board of Trustees believes in a process that promotes its strong commitment to recruit, select, develop and retain dedicated, highly effective personnel. The Board supports the objective evaluation of employees for the purpose of supporting the development of highly effective personnel to promote student achievement.

#### **POLICY**

1. Probation
  - a. Except as otherwise provided by NRS 391, the initial three (3) 1-year periods of service for all new licensed employees shall constitute a probationary period.
  - b. There is no waiver of any of the probationary years.
2. Evaluation
  - a. The evaluation of licensed personnel has as its primary objective the strengthening of instruction to promote student achievement through professional growth, which ensures the quality of teaching and leading, ***according to licensed employee performance standards***, and which may include, but is not limited to, encouraging collaborative conversations between the licensed employee and district supervisor about a common set of expectations for performance. In order to achieve this objective, all licensed personnel shall be evaluated at regular intervals pursuant to NRS 391.
  - b. It shall be the responsibility of the Superintendent and the Chief Human Resources Officer, in cooperation with elected representatives of licensed personnel or their designees, with the approval of the Board of Trustees, to develop procedures for the evaluation of licensed personnel. This includes alignment of the evaluation system to the Nevada Educator Performance Framework at a minimum.
  - c. Effective for the 2014-15 school year, WCSD will continue a four tier evaluation rating system of Highly Effective, Effective, Minimally Effective and Ineffective and will submit the ratings as Satisfactory and Unsatisfactory to the Nevada Department of Education.

- d. Professional learning, assistance and support will be provided for licensed employees who receive any rating below Effective.
- e. All applicable state laws and regulations will be followed in the implementation of evaluations in Washoe County School District.

### **DESIRED OUTCOMES**

- 1. This policy will help to ensure a work force of highly skilled teachers and administrators.
- 2. This policy serves to implement a process to have a fair and consistent evaluation system for licensed employees.
- 3. Through the evaluation of personnel, all students will be provided with the best educational opportunities.

### **IMPLEMENTATION GUIDELINES**

- 1. This policy aligns with the District's Strategic Plan.
- 2. This policy aligns with the governing documents of WCSD to include:
  - a. Administrative Regulation 4117, Teacher Probation and Evaluation
  - b. Administrative Regulation 2112.1, Evaluation of Administrators
  - c. Evaluation Packets
- 3. This policy complies with Nevada Revised Statutes (NRS) and Nevada Administrative Code (NAC) to include
  - a. Chapter 391, Personnel, and specifically:
    - i. NRS 391.311 through 391.3197: Suspensions, Demotions, Dismissal and Refusals to Reemploy; Reemployment.
- 4. This policy complies with federal laws and regulations to include:
  - a. Elementary and Secondary Education Act

### **REVIEW AND REPORTING**

- 1. This document shall be reviewed as part of the bi-annual review and reporting process, following each regular session of the Nevada Legislature. The Board of Trustees shall receive notification of any required changes to the policy as well as an audit of the accompanying governing documents.

2. Administrative regulations, and/or other associated documents, will be developed as necessary to implement this policy.
3. Evaluations of personnel are monitored by the District's Office of Human Resources.

**REVISION HISTORY**

Date	Revision	Modification
4/11/67	1.0	Adopted
10/23/1972	2.0	Revised
10/27/1992	3.0	Revised
7/14/1998	4.0	Revised
11/22/2005	5.0	Revised
3/27/2012	6.0	Revised: New title; changes to state law
12/09/2014	7.0	Revised: changes to state law related to the Nevada Educator Performance Framework