

## Title: Teacher Performance Accountability Plan

### Control Information

Control Item	Details
Owner/Curator	Karyn Buchheit
Policy #	Policy0005
Supersedes	None
File Location	www.bethanycharter.org
Board approval date	August 15, 2005

### Revision History

Revision	Date	Revision Description	Originator
A	August 15, 2005	Initial release	M. Hazelton

### 1.1. Objective:

The objectives of this policy are the following:

1. Define the Teacher performance goals.
2. Define methods to evaluate performance goals.
3. Explain the tools used to evaluate performance goals.

### 1.2. Teacher Performance and Accountability

The teacher accountability plan includes methods to ensure the teacher is accountable to the Charter School Board, parents, the community, students and the State of Oregon, and is faithful to the BCS mission.

In the area of teacher performance, BCS expects teachers to:

1. Provide exceptional academic and non-academic instruction.
2. Encourage parental and community involvement in school operations and in the classroom.

### **1.3. Methods for achieving teacher performance expectations**

Methods by which the stated expectations will be achieved may include, but are not limited to:

1. A tactical objectives plan (Appendices A1 and A2). The tactical objectives plan will be used to establish a contract on specific objectives related to classroom work, student development and learning. In addition, strategies by which the objectives will be attained will be identified and outlined. The teacher and administrator together will establish the objectives and strategies. The plan becomes the agreement between teacher and administrator. The tactical objectives plan will be established during or before the first month of school and will cover a three-month period. Every subsequent three months, December, March and June, the objectives and strategies will be reviewed and updated.
2. A personal development plan (Appendices B1 and B2). The personal development plan will be used to establish a contract on specific development activities to improve the teacher's skills and character. The teacher and administrator or board member will establish objectives and strategies together. The plan becomes the agreement between the teacher and administrator. The development plan will be established during or before the first month of school opening and will be reviewed and revised every 3 months, in December, March and June.
3. State certification. State certification will be required for all of the staff involved with the students at the school. Teachers will be required to list state certification requirements in the personal development plan. Teachers will be required to maintain certifications required by the State of Oregon or other government agencies.

### **1.4. Tools used to evaluate teacher performance**

Tools used to evaluate teacher performance include, but are not limited to:

1. Performance evaluations will use the Silverton School District Format. The purpose of the performance evaluation is to ensure formal verbal and written evaluation of the teachers. For new employees, performance evaluations will be completed after three months. Other employee evaluations will be completed in January and June. The evaluation will include progress and achievement of both the tactical objectives and the development objectives. The evaluation will include input from a survey of parents and community members.

**Appendix A1: Bethany Charter School-Monthly Objectives Report**

**Monthly Objective Report For \_\_\_\_\_**

Date: \_\_\_\_\_

Objectives for September, October, and November:

Objective 1:  
as measured by:

- 
- 

Objective 2:  
as measured by:

- 
- 

Objective 3:  
as measured by:

- 
-

**Appendix A2: Bethany Charter School-Monthly Objectives Report sample**

**Monthly Objective Report For: Elmo Smith**

Date: \_\_\_\_Now\_\_\_\_\_

Objectives for September, October, November:

Objective 1: Complete PEP for 1<sup>st</sup> thru 5<sup>th</sup> graders as measured by:

- Forms signed by parents
- Forms on file in the office.

Objective 2: Complete report cards as measured by:

- Reports signed by parents.
- Grades on file in the office.
- Reports on file in the office.
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Objective 3: \_\_\_\_\_ as measured by:

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**Appendix B1: Bethany Charter School--Personal Development Plan**

**Development Plan for \_\_\_\_\_**

Date: \_\_\_\_\_

Development Objectives	Measures	Development Activity	Support/Resources	Time Frames

Dates for review: December, March, June, and September

**Appendix B2: Bethany Charter School--Personal Development Plan sample**  
**Development Plan for Joe Smoe**

Date: \_\_\_\_\_ Very soon or Now \_\_\_\_\_

Development Objectives	Measures	Development Activity	Support/Resources	Time Frames
<ul style="list-style-type: none"> <li>Develop curriculum knowledge</li> </ul>	<ul style="list-style-type: none"> <li>New curriculum implemented.</li> </ul>	<ul style="list-style-type: none"> <li>Read curriculum theory.</li> <li>Visit school with curriculum</li> </ul>	<ul style="list-style-type: none"> <li>Purchase books reimbursement.</li> <li>Travel expenses</li> </ul>	<p>5/01</p> <p>8/01</p>
<ul style="list-style-type: none"> <li>Develop conflict management skills</li> </ul>	<ul style="list-style-type: none"> <li>Complete parent teacher conferences.</li> <li>Deal effectively with discipline in the classroom.</li> </ul>	<ul style="list-style-type: none"> <li>Complete class at WOSC.</li> <li>Develop mentor relationship with experienced teacher</li> </ul>	<p>Tuition reimbursement</p>	<p>8/01</p>

Dates for review: December, March, June, and September