

EVALUATION OF PROFESSIONAL STAFF (TEACHERS)

Background

Pursuant to the *School Act*, *School Regulations*, and Collective Agreement with the Vancouver Teachers' Federation (VTF), the Superintendent, a school administrator, or Director of Instruction may formally evaluate any teacher in the District.

The teacher evaluation system of the District, including the frequency of evaluation, the evaluation procedures, and the evaluation criteria, shall be as set out in this Administrative Procedure.

The teacher evaluation system is based on the District's commitment to seek and retain the most suitable staff to provide quality education for students.

Procedures

1. Frequency of Evaluation

1.1. In accordance with the collective agreement, teachers will be evaluated when:

1.1.1. An employee requests an evaluation (not more than 10% of the employees in a school in the school year, unless agreed otherwise by the administrator), or

1.1.2. An administrator decides to evaluate the work of an employee.

2. Evaluation Procedure

2.1. The evaluation procedure shall be as set out in the current Collective Agreement with the Vancouver Teachers' Federation (Article C.3).

3. Teacher Evaluation Criteria

3.1. The following criteria, along with the duties and responsibilities of teachers outlined in the *School Act* and the *School Regulation*, shall be the areas addressed in the evaluation report:

3.1.1. The teacher seeks knowledge of the social, emotional, intellectual, cultural, and physical characteristics of the students whom they teach with the objective of furthering their educational growth;

3.1.2. The teacher:

3.1.2.1. Plans with definite purposes and clear objectives in mind;

3.1.2.2. Communicates these purposes and objectives to the students;

3.1.2.3. Establishes appropriate procedures for assessing, recording, and reporting student performance to parents;

- 3.1.3. With due consideration for individual differences, the teacher works to involve students in experiences and activities designed to develop skills and stimulate thought;
- 3.1.4. The teacher uses instructional techniques that promote questioning, speculation, and originality;
- 3.1.5. The teacher works at keeping their knowledge current and their teaching techniques effective in the subject areas that they undertake and agree to teach;
- 3.1.6. The teacher practices classroom management suitable to the growth and development of the student;
- 3.1.7. The teacher, as a member of the staff, participates in the development and implementation of the philosophy and practices of the school and works in co-operative ways with colleagues to promote the welfare of students;
- 3.1.8. The teacher fosters a climate of mutual respect between themselves and their students;
- 3.1.9. The teacher:
 - 3.1.9.1. Seeks to involve parents in the educational process;
 - 3.1.9.2. Gives and obtains information that assists in the development of the students.
- 3.1.10. The teacher co-operates with colleagues and associated personnel in utilizing existing educational services and resources for the benefit of the students;
- 3.1.11. The teacher, at appropriate times, reviews with colleagues, students, and their parents the practices employed in discharging professional responsibilities.

Reference: Sections 7, 15, 17, 20, 22, 65, 85 School Act
School Regulation 265/89
VTF Collective Agreement

Adopted: October 18, 1982

Revised: December 1983; September 1989; August 1990; February 1996; February 1999; September 24, 2018