

District: _____

Date of Review: _____

Evaluation Contact Person: _____

Model CEP Page #	Page Number in District *Page CEP	Indicators taken from KRS 156.557 and 704 KAR 3:370
A. Procedures and Plan:		
		1. Developed by 50/50 Committee equal number of teachers and administrators.
		2. Acted upon by local board of education
B. Plan states that:		
		1. Each local school district shall designate a contact person responsible for monitoring evaluation training and implementing the Professional Growth and Effectiveness System.
		2. Evaluators shall be trained and tested, and shall be approved by the department upon completion of the required evaluation training program and successful completion of testing.
		3. The evaluation criteria and process used to evaluate a teacher shall be explained to and discussed with the teacher no later than the end of the first thirty (30) calendar days of reporting for employment for each school year.
		4. The immediate supervisor designated primary evaluator.
		5. The Professional Growth Plans align with school/district improvement plans.
		6. There is an annual review of growth plans.
		7. Teachers should receive a conference within five (5) working days of observation.
		8. A summative evaluation conference shall be held at the end of the summative evaluation cycle and shall include all applicable Professional Growth and Effectiveness data.
		9. Annual evaluations with multiple observations are required for non-tenured certified personnel.
		10. Multiple observations for tenured teachers when observation results yield an ineffective determination.
		11. Summative evaluations for tenured teachers shall occur at least once every three years.
		12. Administrators receive summative evaluations annually.
		13. Evaluations will be documented on approved forms to become part of official personnel file.
		14. An opportunity for written response shall be included in the official personnel record.
		15. A copy of the evaluation is provided to evaluate.

Professional Growth and Effectiveness System

Model CEP Page #	Page Number in District CEP	
		C. PGES - Certified Teacher
		Professional Growth Planning and Self-Reflection
		Observation
		Observation Model (A – 3&1, B – 2&2, C – District Decision)
		Observation Schedule
		Observer Calibration
		Peer Observation
		Student Voice
		Local Student Growth Goal
		Student Growth Percentile
		Products of Practice/Other Sources of Evidence
		Rating Professional Practice
		Rating Student Growth
		Determining the Overall Performance Category
		Professional Growth Plan and Summative Cycle
		Appeals Process
		D. PGES - Principal & Assistant Principal
		Professional Growth Planning and Self-Reflection
		Site-Visits
		Val-ED
		Working Conditions Goal
		Products of Practice
		State Student Growth Goal – School Report Cards
		Local Student Growth Goal – ASSIST (School Improvement Plan)
		Rating Overall Professional Practice
		Rating Overall Student Growth
		Determining Overall Performance Category
		Appeals Process
		D. Other Certified Professionals
		Evaluation plan for Other Certified Professionals
		Appeals Process for Other Certified Professionals